

ATHENS TOWNSHIP SUPERVISORS
Organization Meeting
January 2, 2024 5:30pm

The Athens Township Supervisors organization meeting was called to order at 5:31pm by Solicitor John Thompson. Supervisors present were Tressa Heffron, Matt Moore, Bonnie Petruschak, and Ron Reagan. Treasurer Ruth Casterline was also in attendance.

On motion of Tressa, second by Bonnie, it was unanimous to appoint Shelly Reagan as Secretary pro tem. Ron abstained from vote.

On motion of Bonnie, second by Matt, it was unanimous to elect Tressa Heffron as Chairperson.

On motion of Tressa, second by Ron, it was unanimous to elect Bonnie Petruschak as Vice Chairperson.

On motion of Tressa, second by Bonnie, it was unanimous to appoint Holly Randall as Secretary of the Board for 2024.

On motion of Bonnie, second by Ron, it was unanimous to reappoint Ruth Casterline as Treasurer of the Board for 2024.

On motion of Bonnie, second by Matt, it was unanimous to appoint Chuck Wright as Director of Public Works for 2024.

On motion of Tressa, second by Ron, it was unanimous to hire Attorney John Thompson to represent Athens Township for 2024 at a rate of \$125 per hour.

- 1) On motion of Bonnie, second by Matt, it was passed to approve, sign and execute Police Chief, Director of Public Works MOU's. Ron voted no.
- 2) On motion of Tressa, second by Bonnie, it was unanimous to approve the following paid holidays:
January 1, President's Day (2/19), Good Friday(3/29), Memorial Day (5/27), July 4th, Labor Day (9/2), Thanksgiving (11/28), Day after Thanksgiving (11/29), Veterans Day (11/11), Christmas Eve (12/24), Christmas (12/25), & 1 floating holiday for full-time Non-Uniform employees, granted immediately according to date of hire. Bargaining Unit holidays as per respective contracts.
- 3) On motion of Bonnie, second by Matt, it was unanimous (with clarification on immediate family member which includes: Father, Mother, Brother, Sister, Son, Daughter, Stepmother, Step-father, Step-children, Husband, Wife, Parent In-law, or near relative who reside in household.) to approve paid sick days per year for full-time Non-Uniform employees (present schedule 15 days per year after 1 year service with the ability to carry over 45 unused days accumulation not to exceed 60 days). A doctor excuse is required after 3 consecutive days. May use up to 10 per year as Family Sick Leave ONLY for an immediate family member requiring hospitalization or care afterwards. Bargaining Unit sick days as per respective contracts.

- 4) On motion of Ron, second by Matt, it was unanimous to approve paid vacation time for full-time Non-Uniform employees: After one-year employment – 10 days. After five years' employment – 15 days. After six years' employment, one vacation day per year of service shall be received up to a maximum of 25 days. No more than 4 weeks can be carried over. Bargaining Unit vacation as per respective contracts.
- 5) On motion of Matt, second by Ron, it was unanimous to approve time off with pay for bereavement leave for Non-Uniform employees: for the death of husband, wife, children or stepchildren - 5 working days; mother, father, sister or brother - 5 working days; mother-in-law or father-in-law - 5 working days; aunt, uncle, grandparents, grandchild, niece, nephew, brother-in-law, sister-in-law - 3 working days. This leave time is for employee or spouse family member and also includes the death of any 'step-'. Granted immediately after employment. Bargaining Unit bereavement leave as per respective contracts.
- 6) On motion of Tressa, second by Bonnie, it was unanimous to approve to continue to provide dental and vision coverage for each full-time Non-Uniform employee including the family plan, if applicable, and provide individual and family hospitalization benefits under NYS Teamsters Health and Hospital Fund. Provide short term & long term disability, life insurance of \$75,000 and AD&D insurance for police officers through Reliance. Provide short term disability (long term and AD&D insurance for police, and Ruth) and provide life insurance of \$30,000.00 for full-time Non-Uniform employees. Bargaining Unit employee insurance as per respective contracts.
- 7) On motion of Ron, second by Matt, it was unanimous to approve 4 personal days for full-time Non-Uniform employees. Granted immediately and prorated according to date of hire. Bargaining Unit employee personal days as per respective contracts.
- 8) On motion of Tressa, second by Matt, it was unanimous to approve and provide the Township Non-Uniform Pension Plan and contribute \$61,467 to it and provide a Police Pension Plan and contribute \$135,113 to it for 2024. Employees hired after 1/1/2018 will be enrolled in the 401(a) and 457 Plans for pension, with no change in the amount of contribution by the Township.
- 9) On motion of Tressa, second Bonnie, it was unanimous to approve that any supervisor in office during 2024 shall be authorized to perform any duties pertaining to Township affairs, whether administrative, road work, etc. Pay for a working supervisor will be determined by the elected Auditors.
- 10) On motion of Bonnie, second by Matt, it was unanimous to approve to give authority to Chairperson of the Board to purchase supplies and small items of equipment without formal approval of the Board, and to the other four supervisors to act in the same capacity in the event of emergency when the Chairperson is not available.
- 11) On motion of Bonnie, second by Matt, it was unanimous to approve the 2024 clothing reimbursement amounts for the following non-bargaining unit personnel: Zoning Officer/\$350; Assistant Zoning Officer/\$350; and Director of Public Works as per MOU.

12) On motion of Ron, second by Matt, it was unanimous to TABLE to January Meeting to appoint a member to the Vacancy Board for the ensuing year.

13) On motion of Ron, second by Bonnie, it was unanimous to appoint Code Inspections, Inc. as the building code enforcement entity for Athens Township for 2024.

No Voice of the Residents

On motion of Matt, second by Ron, the following 5 RESOLUTIONS were unanimously adopted:

1) RESOLUTION 2024-01 designating C & N Bank and M & T Bank as our depositories for 2024.

2) RESOLUTION 2024-02 appointing Tressa Heffron and Bonnie Petruschak as Athens Township two representatives to the Bradford County Sanitation Committee Appeals Board for 2024.

3) RESOLUTION 2024-03 designating Ruth Casterline as our primary voting delegate and Bonnie Petruschak as our first alternate voting delegate for the Bradford County TCC for 2024.

4) RESOLUTION 2024-04 setting the 2024 mileage rate at \$.67 per mile as per IRS guidelines.

5) RESOLUTION 2024-05 appointing authorized signatories for the bank accounts: Ruth Casterline, Tressa Heffron, and Ron Reagan.

On motion of Tressa, second by Bonnie, it was unanimous to approve TCC annual invoice for 2024. (\$211.31)

On motion of Tressa, second by Bonnie, it was unanimous to approve PSATS 2024 annual invoice for 2024. (\$1884)

On motion of Tressa, second by Bonnie, it was unanimous to approve Ruth's bond payment for 2024. (\$2445)

On motion of Ron, second by Matt, it was unanimous to approve COG dues for 2024. (\$75)

On motion of Bonnie, second by Tressa, it was unanimous to approve Bradford County Sanitation Committee Dues. (\$6144)

On motion of Ron, second by Bonnie, it was unanimous to support the Bradford County Library.

On motion of Tressa, second by Ron, it was unanimous to approve attendance to G-402 Course on 1/9/2024. Ed, Cindy, Ruth, Ron and Matt

On motion of Tressa, second by Bonnie, it was unanimous to approve attendance to PSATS conference April 14-17, 2024: Ruth, Ed, Chuck

On motion of Ron, second by Tressa, it was unanimous to designate Ruth as voting delegate for PSATS conference.

On motion of Tressa, second by Bonnie, it was unanimous to TABLE to January meeting to ratify 4 hours of holiday pay for public works employees on Friday, Dec. 22, 2022.

On motion of Ron, second by Tressa, it was unanimous to approve the Treasurer to pay bills during each month that become due or will be at a discount prior to the monthly BOS meeting.

On motion of Bonnie, second by Matt, it was unanimous to approve purchase order Kai Pan Consulting. (\$9506)

On motion of Tressa, second by Bonnie, it was unanimous to approve ratifying the payment of bills and payroll for time period December 21, 2023 to December 31, 2023.

On motion of Ron, second by Matt, it was unanimous to TABLE to January meeting to approve Teamsters Contract.

On motion of Tressa, second by Bonnie, it was unanimous to TABLE to January meeting to approve NTSWA/Dependable services.

On motion of Tressa, second by Bonnie, it was unanimous to TABLE to January meeting to set wages for all non-union and MOU employees.

Executive Session – personnel and pending litigation --- at 6:28pm.

On motion of Ron, second by Matt, the meeting adjourned at 8:03 pm.

Respectfully submitted,

Shelly L. Reagan
Athens Township Secretary Pro Tem

ATHENS TOWNSHIP SUPERVISORS
January 15, 2024 5:30 PM Special Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:31 PM. Also present were Supervisors Bonnie Petruschak, Ronald Regan and Matt Moore. Solicitor John Thompson and Secretary Holly Randall were also in attendance. Tressa led everyone in the Pledge of Allegiance.

On motion of Tressa, seconded by Bonnie, motion passed for Ruth to attend Quick books training at PSATS conference on April 14, 2024.

On motion of Tressa, seconded by Bonnie, motion passed for Ruth to make changes on PSATS for employees no longer employed at township. Change Subscriber as Planner and Secretary and mail to Township address.

On motion of Tressa, seconded by Bonnie, motion was passed to approve Resolution 2024-06 change of tax mills.

On motion of Bonnie, seconded by Tressa, motion was passed to approve Bargaining Unit Contracts with changes to Police and Public Works.

On motion of Ronald, seconded by Bonnie, motion passed to hire Christopher Stocks as Operator 1 at \$21.00/hr. as per union contract.

On motion of Tressa, seconded by Bonnie, motion passed to add the resignation of Alan Burgess to the agenda.

On motion of Tressa, seconded by Bonnie, motion passed to approve the resignation of Alan Burgess as of 1/15/2024.

Voice of the Residents: None

Chairwoman Tressa took the board into executive session at 5:42 PM for personal and Contracts. The special meeting reconvened at 6:48 PM.

There being no further business, on motion of Tressa, second by Bonnie, it was unanimous to adjourn the meeting at 6:51 PM.

Respectfully submitted,

Holly Randall
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
January 31, 2024 5:30 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:30 PM. Supervisors also present were Bonnie Petruschak, Ron Reagan and Matthew Moore. Solicitor John Thompson, secretary Holly Randall, Treasurer Ruth Casterline and Director of Public Works Chuck Wright were also in attendance. Tressa lead everyone in the Pledge of Allegiance.

Michele Browning from Parks spoke about Grants for Tozers Landing. Looking into security cameras.

Chuck Wright presented the Public Works Dept. report. And introduced the road crew to the public. Linda Rogers of 22 Peace Dale Lane, asked about any drivers in training. Richard Wood of 1058 Round Top Road asked about the repairs of Round top road including the bridge and pipe culvert.

No representative for Athens Twp Volunteer Fire Co. or Athens Twp Police Dept. On motion of Ron, second by Matt, motion passed to accept the monthly reports as submitted.

On motion of Matt, second by Bonnie, motion passed to pay the monthly bills as submitted. A complete listing of revenues and expenditures is on file in the office of the treasurer.

On motion of Tressa, second by Matt, motion passed to approve the minutes of December 20th meeting as written. Ron abstained. On motion of Bonnie, seconded by Ronald, motion passed to approve the minutes of the January 2nd reorganizational meeting and January 15th special meeting.

Tressa spoke to the public on the Audio/Video recording and Public Comments Policy. (Any resident wishing to speak to the board on a topic that is not on the agenda may call the township secretary 48 hours in advance to be placed on the agenda. If the topic is on the agenda, resident may speak during the voice of residents.)

Larsen Design Group attended the meeting to go over Bridge inspections and answer any questions the Board and public had.

William King of 19 Moore Road asked about a timeline on when Bridge will be fixed.

Marc Rosato from Rally Point Resources spoke to the board and public about gas leasing in the township.

On motion of Bonnie, seconded by Ron, motion passed to keep NTSWA as the township waste disposable service.

On motion of Bonnie, seconded by Tressa, motion passed to keep TOPP Business Solution for digital files.

On motion of Ron, seconded by Bonnie, motion passed to appoint Kirstie Lake for Zoning Hearing Board. Term to expire 9/9/2025.

The Board of Supervisors scheduled two special meetings for February 15, 2024 at 5:30 PM for Roads workshop and February 21, 2024 at 5:30 PM for Personnel.

On motion of Matt, seconded by Tressa, motion passed to appoint Michele Browning for Vacancy Board.

On motion of Ron, seconded by Tressa, motion passed to ratify 4 hours for holiday pay on 12/22/2023 for Public Works employees.

On motion of Ron, seconded by Bonnie, motion passed to approve TRA Traffic Signal Maintenance Agreement.

On motion of Bonnie, seconded by Matt, motion passed to approve PAAZO Spring Seminar on 4/14/24 for Ed Reid.

Voice of Residents: Rebecca Brown of McCardle Road stated McCardle Road is not being plowed and school van cannot make it to her house and son has missed school.

Deb Northrup of 6838 Wolcott Hollow Road asked about oath of office for her 6-year term of auditor position.

On motion of Ron, seconded by Matt, motion passed for Bond cancellation for secretary.

On motion of Tressa, seconded by Bonnie, motion passed to approve 2024-07 setting the amount of the contribution to ATVFC at \$90,000 for 2024.

On motion of Ron, seconded by Bonnie, motion passed to approve purchase of 7 new chairs for Board room.

On motion of Tressa, seconded by Matt, motion passed to approve Supplemental Agreement/Reimbursement Agreement for Thomas Ave Bridge as of January 31, 2024.

On motion of Tressa, seconded by Bonnie, motion passed to grant a 3% increase for all non-union full time and part time employees.

On motion of Matt, seconded by Ron, motion passed to pay invoice for Gannon Insurance in the amount of \$44.00.

On motion of Ron, seconded by Matt, motion passed to Adopt Audio/Video recording & Public Comments Policy.

On motion of Tressa, seconded by Bonnie, motion passed to approve the carryover of Ruth's vacation time.

Tressa took the board into executive session at 8:08 PM for personnel. The regular meeting reconvened at 9:46 PM.

There being no further business, on motion of Tressa, second by Matt, it was unanimous to adjourn the meeting at 9:48 PM.

Respectfully submitted,

Holly RandallAthens Township Acting Secretary

ATHENS TOWNSHIP SUPERVISORS
February 15, 2024 5:30 PM Special Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:30 PM. Also present were Supervisors Bonnie Petruschak, Ron Reagan and Matt Moore. Solicitor John Thompson and Secretary Holly Randall were also in attendance. Tressa led everyone in the Pledge of Allegiance.

Voice of the Residents: Robin Smith of Wildwood Road spoke about Wildwood being a dead end road for 28 residents and that the sluice pipe that goes under the road through the wetlands has been filling up with debris since the Spring of 2022 and causes water in the road. She is also worried that if the road gets worse it would make it hard for the fire trucks, ambulance and police to get to the residents if an emergency.

Chairwoman Tressa took the board into executive session at 5:34 PM for personnel. The special meeting reconvened at 5:45 PM.

On motion of Tressa, seconded by Ron, motion passed to increase the Gatekeeper wage from \$17.00 to \$17.50/ gate.

On motion of Bonnie, seconded by Tressa, motion passed to renew the Federal/Surplus Property Program.

On motion of Ron, seconded by Matt, motion passed for the road crew to attend the Valley Energy Damage Prevention Seminar on March 15, 2024 at 8 AM.

Director of Public Works, Chuck Wright, gave a report on the overview of roads and proposed plan on the order of which the roads will be worked on and materials used on the roads.

Harman Kelly of Murray Creek Road spoke about the rough road and how it is hard on his car.

Dan Knolles of 319 Weaver Road asked if Township was considering signing gas lease. Thought money could help towards fixing roads.

On motion of Tressa, seconded by Matt, motion passed for road crew and secretary to attend DGLVR Annual Update meeting on March 20th at 9 AM to 12:30 PM.

On motion of Ron, seconded by Matt, motion passed to purchase 2 new loader tires. Cost of \$3,032 from General Fund 437.20.

On motion of Ron, seconded by Tressa, motion passed to accept purchase orders to repair truck #6 on incident report. Total cost of \$2,515 from General Fund 437.20.

Chairwoman Tressa took the board into executive session at 7:36 PM for personal. The special meeting reconvened at 8:32 PM.

There being no further business, on motion of Tressa, second by Matt, it was unanimous to adjourn the meeting at 8:34 PM.

Respectfully submitted,

Holly Randall
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
February 21, 2024 5:30 PM Special Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:32 PM. Also present were Supervisors Bonnie Petruschak, Ron Reagan and Matt Moore. Solicitor John Thompson and Secretary Holly Randall were also in attendance. Tressa led everyone in the Pledge of Allegiance.

On motion of Ron, seconded by Matt, motion passed to appoint Cori Lasco to fill Alan Burgess's term through December 2025.

Chairwoman Tressa took the board into executive session at 5:52 PM for personnel. The special meeting reconvened at 7:21 PM.

There being no further business, on motion of Bonnie, second by Cori, it was unanimous to adjourn the meeting at 7:21 PM.

Respectfully submitted,

Holly Randall
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
February 28, 2024 5:30 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:30 PM. Supervisors also present were Bonnie Petruschak, Ron Reagan and Matt Moore. Solicitor John Thompson, secretary Holly Randall, Treasurer Ruth Casterline and Director of Public Works Chuck Wright were also in attendance. Tressa lead everyone in the Pledge of Allegiance.

Marion Carling represented the Planning Commission. She presented the board with the maps and documentation for:

Dandy Mini Marts #19, a preliminary land development to change a previously approved but not implemented land development on white wagon road. All deficiencies have been met. On motion of Ron, seconded by Matt, motion passed to grant preliminary land development.

Michele Browning from Parks spoke about Grants for Tozers Landing Master Plan, security cameras and donation from Bicentennial.

Chuck Wright presented the Public Works Department report. He discussed the diesel fuel tank for on road diesel, the ROW for Murray Creek Road re-decking and the advertisements for materials for upcoming road projects and update on Thomas Ave Bridge.

On motion of Tressa, seconded by Matt, motion passed to approve purchase and set up for 1000-gallon double wall fuel tank from Frances Smith & Sons Inc. Cost of \$9,995.15 from Act 13 409.250 fund.

On motion of Matt, seconded by Tressa, motion passed to advertise for Gateway/Roundtop and Pump station materials. Materials are as follows:

Paving Contract: 7,267 SY of milling, 4,445 SY of FDR and 2,110 tons of 19mm Asphalt Binder Course, fine graded.

Pump Station Hill Road materials: 2500 tons of 2A Aggregate.

On motion of Tressa, seconded by Bonnie, motion passed to advertise for aggregates to be delivered to the Township Yard. Materials are as follows:

- (1) 200 tons (more or less) of 2RC Non-State Certified
- (2) 600 tons (more or less) of 2RC Pennsylvania State Certified, 100% crushed faces per bulletin 14
- (3) 200 tons (more or less) of 2A Subbase Non-State Certified
- (4) 900 tons (more or less) of 2A Subbase Pennsylvania State Certified, 100% crushed faces per bulletin 14
- (5) 250 tons (more or less) of R-3 Non-State Certified
- (6) 250 tons (more or less) of R-3 Pennsylvania State Certified
- (7) 140 tons (more or less) of AASHTO#67 Pennsylvania State Certified

(8) 140 tons (more or less) of AASHTO #8 Pennsylvania State Certified

On motion of Tressa, seconded by Matt, motion passed to hire Colie Stone as new Patrol Officer. Hire date of March 5, 2024. Wages set for full time Patrolman per union contract. Tressa swore in Officer Stone.

On motion of Bonnie, seconded by Ron, motion passed to accept the monthly reports.

On motion of Ron, seconded by Bonnie, motion passed to accept the following purchase orders:

1. Kai Pan consulting for police computer in the amount of \$772.50
2. Quill for chairs for board room in the amount of \$1,304.91

On motion of Ron, second by Bonnie, motion passed to pay the monthly bills as submitted. A complete listing of revenues and expenditures is on file in the office of the treasurer.

On motion of Tressa, second by Bonnie, motion passed to approve the minutes of August 30th meeting as written. Ron and Matt abstained. On motion of Bonnie, seconded by Matt, motion passed to approve the minutes of the January 31st, February 15th and February 21st special meetings.

On motion of Tressa, seconded by Bonnie, motion passed to for Ruth to attend the virtual QuickBooks class on 3/6/2024.

On motion of Tressa, seconded by Bonnie, motion passed to designate Ron Reagan as Athens Township liaison for Western Bradford County COG representative.

Supervisors reviewed the Cost of Living Adjustments calculations for 2024.

Supervisors discussed finding a home to donate the Bear in the room and other taxidermy animals that are at the township.

Voice of Residents: Matt Cooper of Moore Road asking on time frame for repairs on road.

Mike Freeland of Wilawanna Road commented about more employees being trained for Grant writing to help the township or hiring someone specifically for grant writing.

Tressa took the board into executive session at 7:09 PM for personnel. The regular meeting reconvened at 8:54 PM.

On motion of Tressa, seconded by Matt, motion passed to bid for 6,000 gallons, more or less of low sulfur, clear Diesel fuel with winterized cold flow additive to be delivered to the Township.

On motion of Tressa, seconded by Ron, motion passed to rescind John Waltenburg as Road Foreman.

There being no further business, on motion of Tressa, second by Matt, it was unanimous to adjourn the meeting at 8:57 PM.

Respectfully submitted,

Holly Randall, Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
March 7, 2024 5:30 PM Special Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:30 PM. Also present were Supervisors Bonnie Petruschak, Ron Reagan, Matt Moore and Cori Lasco. Solicitor John Thompson and Secretary Holly Randall were also in attendance. Tressa led everyone in the Pledge of Allegiance.

On motion of Matt, seconded by Bonnie, motion passed for John Waltenburg to fill in as Road Foreman.

On motion of Tressa, seconded by Ron, motion passed to hire Meagan Carling as Administrative Secretary for Athens Township with start date of March 11, 2024. Pay rate of \$20/hr.

On motion of Tressa, seconded by Bonnie, motion passed to accept the Union Contracts.

On motion of Tressa, seconded by Bonnie, motion passed for Ruth to attend the BBCD Update meeting on March 20, 2024.

Supervisors discussed EMHR's Annual Grant Workshop on March 29, 2024.

Voice of Residents: Pat Beers from Hickory Heights discussed the pot holes and narrow road making it hard for 2 cars to pass.

Aaron Brotzman of Weaver Road asked what the criteria a road has to meet to get Liquid fuels money. He was told have to be able to go 15 miles per hour and 2 car widths wide. He has taken pictures of the roads and sent to Representatives office.

Mike Freeland: 4350 Wilawanna Rd talked about the liquid fuels money being spent between 75 miles of road.

Rick Simons: 736 Weaver Road asked if some of the funds that is set aside for the bridges that is not being used at this time, be used to fixed the roads. Mrs. Simons asked if gate could be moved down lower on Bobcat road so the noise is not so loud for the residents.

On motion of Tressa, seconded by Bonnie, motion passed to approve the Resolution 2024-09 Credit Card policy and Purchasing Policy

Chairwoman Tressa took the board into executive session at 6:35 PM for personnel. The special meeting reconvened at 7:45 PM.

There being no further business, on motion of Tressa, second by Bonnie, it was unanimous to adjourn the meeting at 7:49 PM.

Respectfully submitted,

Holly Randall
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
March 27, 2024 5:30 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:31 PM. Supervisors also present were Bonnie Petruschak, Ron Reagan and Matt Moore. Solicitor John Thompson, Secretaries Meagan Carling and Holly Randall, Treasurer Ruth Casterline and Director of Public Works Chuck Wright were also in attendance. Tressa lead everyone in the Pledge of Allegiance.

Bid Opening.

BIDDERS:	ON-ROAD DIESEL FUEL (6000 gallons)
Mirabito Energy ***AWARDED***	\$3.5871 / gallon
WOC Energy	\$3.24 / gallon

On motion of Ron, seconded by Tressa; motion passed to award the bid for 6000 gallons of On-Road Diesel Fuel to Mirabito Energy.

BIDDERS:	PAVING (total project price)
G O Hawbaker ***AWARDED***	\$231,470.00
M.R. Dirt	\$318,171.65
Dalrymple Gravel & Contracting	\$255,948.20
Bishop Brothers Inc	\$294,737.38
HRI Inc.	\$247,535.00

On motion of Tressa, seconded by Matt; motion passed to award the bid for Paving to G O Hawbaker.

BIDDERS:	2A – PUMP STATION (total project price)
M.R. Dirt	\$135,500.00
Bishop Brothers	\$93,750.00
G O Hawbaker ***AWARDED***	\$83,125.00

On motion of Ron, seconded by Tressa; motion passed to award the bid for 2A Aggregates – Pump Station to G O Hawbaker.

BIDDERS: (price per ton)	Johnson Quarries	Bishop Brothers	Dalrymple Gravel & Contracting	Wysox Sand & Gravel
2RC Non-State Certified	\$18.00	\$13.50	n/a	n/a
2RC PA Certified	\$18.00	n/a	n/a	n/a
2A Subbase Non-State Certified	\$20.00	\$13.50	n/a	n/a
2A Subbase PA Certified	\$20.00	n/a	n/a	n/a
R-3 Non-State Certified	\$20.00	\$20.00	n/a	n/a
R-3 PA Certified	\$20.00	n/a	n/a	n/a
AASHTO #67 PA Certified	n/a	n/a	\$31.45	\$24.75
AASHTO #8 PA Certified	\$30.00	n/a	\$31.45	\$28.25

On motion of Tressa, seconded by Bonnie; motion passed contingent upon unit price correction to award the bids for 2RC Non-State Certified to Bishop Brothers, for 2RC PA Certified to Johnson Quarries, for 2A Subbase Non-State Certified to Bishop Brothers, for 2A Subbase PA Certified to Johnson Quarries, for R-3 Non-State Certified to Bishop Brothers, for R-3 PA Certified to Johnson Quarries, for AASHTO #67 PA Certified to Wysox Sand & Gravel and for AASHTO #8 PA Certified to Wysox Sand & Gravel.

Marion Carling represented the Planning Commission. The subdivision has been tabled until the special meeting on April 4, 2024.

Michele Browning from Parks spoke about Round Top Park opening day being May 11th and some outreach efforts for Arts for All, grant writing workshops and Eagle Scout Project. On motion of Tressa, seconded by Ron; motion passed to approve purchase order for tires in the amount of \$884.00 from account #454.370. On motion of Bonnie, seconded by Matt; motion passed to approve updated pavilion rates for 2024. On motion of Ron, seconded by Bonnie; motion passed to renew Little Leagues agreement for use of Jim King Park.

Chuck Wright presented the Public Works Department report. He introduced Joseph Lyons from PENNDOT who discussed the Traffic Signal Agreement. Chuck discussed the paving of the intersection in front of Guthrie, drainage needs to be looked at on the west side. On motion of Tressa, seconded by Matt; motion passed to approve purchase order for 24in stormwater pipe in the amount of \$2558.40 from account #438.204. Purchase order for 2023 International Truck has been tabled until the special meeting April 4th. On motion of Ron, seconded by Matt; motion passed to approve purchase order for inspection of pipe culverts in the amount of \$3100.00 from account #430.313. On motion of Matt, seconded by Tressa; motion passed to approve purchase order for garage door adjustments in the amount of \$1070.00 from account #409.250. Chuck discussed the Moore Road Bridge Project in regard to the options on how to move forward for repairs / replacement. On motion of Tressa, seconded by Ron; motion passed to approve a scrap container to be placed temporarily for yard cleanup project.

On motion of Bonnie, seconded by Matt, motion passed to accept the monthly reports without the police report included.

On motion of Ron, second by Bonnie, motion passed to pay the monthly bills as submitted. A complete listing of revenues and expenditures is on file in the office of the treasurer.

On motion of Bonnie, seconded by Tressa, motion passed to approve the minutes of February 28th meeting and March 7th special meeting as written.

On motion of Ron, seconded by Bonnie; motion passed to approve the letterhead be on a working document instead of ordered prints.

On motion of Tressa, seconded by Matt; motion passed to approve transferring administrator role for ECMS from Chuck to Meagan.

Bonnie discussed the Roundabout Meeting held March 21st and the request for additional information from more local municipalities to help in the decision making.

Tressa discussed the assessment meeting with Sayre Borough scheduled for April 11th needing to be reschedule so all Supervisors can attend to ask questions and get more clarification.

On motion of Ron, seconded by Matt; motion passed to decline gas leases at this time.

Ron discussed the process of looking for a CPA for 2024 audit; Auditor Deborah Northrup offered assistance with this and will bring more information to the meeting April 24th to further discuss.

On motion of Ron, seconded by Matt; motion passed to adopt Resolution 2024-10, Fee Schedule.

On motion of Bonnie, seconded by Ron; motion passed to adopt Resolution 2024-11, Bank Signatories.

On motion of Ron, seconded by Bonnie; motion passed to appoint Meagan Carling as the Pension Board Administrator.

ESM Training for public works members discussed; clarification needed for who needs to attend / have this training.

BCTOA Meeting announced for May 23rd, will get final RSVP at meeting April 24th.

Voice of Residents:

Charles Lawton of Erin Road asking for police officer to sit on Erin Road because of the water trucks misuse of the road as they are overweight. Also a lot of speeding.

Deb Northrup stated the 2023 Township Audit was submitted on 3/23/24 and will be shared with the public at the April 4th special meeting.

Tressa took the board into executive session at 9:00 PM for personnel. The regular meeting reconvened at 9:47 PM.

On motion of Matt, seconded by Tressa; motion passed to move Dawson Chilson to Operator, Level - 2 with appropriate pay effective March 28th, 2024.

On motion of Matt, seconded by Bonnie; motion passed to move John Waltenburg to Road Foreman position with appropriate pay effective March 28th, 2024.

Tressa took the board into executive session at 10:00 PM for personnel. The regular meeting reconvened at 10:20PM

There being no further business, on motion of Tressa, second by Bonnie, it was unanimous to adjourn the meeting at 10:22 PM.

Respectfully submitted,

Meagan Carling, Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
April 4, 2024 5:30 PM Special Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:30 PM. Also present were Supervisors Bonnie Petruschak, Ron Reagan, Matt Moore and Cori Lasco. Solicitor John Thompson, Director of Public Works Chuck Wright, Treasurer Ruth Casterline and Secretary Meagan Carling were also in attendance. Tressa led everyone in the Pledge of Allegiance.

Chuck Wright began the Moore Road Bridge / Miller Road Bridge discussion by introducing speakers Aaron Crist (PennDOT), Kurt Brungard (Larson Design Company) and T. Thompson (Central Bradford Progress Authority) to provide information on both the temporary and permanent bridge option plans currently under review.

Ace Dolin represented the Auditors to speak about the annual Auditors Report. He verified filing, receipt and acceptance of the audit by Pennsylvania completed March 23, 2024 and suggestions for the current years' auditing process.

On motion of Tressa, seconded by Ron; motion passed to accept the Planning Commission recommended disapproval on the Garnsey, Jeffrey / 3-lot subdivision (#24-01), based in part the current plan submitted 3/4/24 does not comply with existing zoning in that the home occupation building will not have a principal structure on the same lot (Section 434B1 of the Zoning Ordinance), which will cause it to become a commercial use in the Agriculture District which is not permitted (Section 310 of the Zoning Ordinance), and because no applicant was present to confirm that the application represents their current intentions.

Chuck Wright discussed additional information requested regarding the Purchase Order for 2023 International Snowplow Truck and General Service Dump-box presented at the 3/27/24 regular meeting; both items are verified to be on COSTAR approved contracts. On motion of Matt, seconded by Cori, opposed by Ron; motion passed to approve the purchase in the amount of \$144,514.37 from account #430.740.

On motion of Ron, seconded by Bonnie; motion passed to approve the PennDOT Traffic Signal Maintenance Agreement; designees to be determined.

Chuck Wright discussed building maintenance attention needed for the men's room ceiling, issue with the plumbing / pipes leaking; will have someone come to advise and quote for repairs.

Chuck Wright spoke about bid award letters being mailed and Roadway Contracts setting up scheduling and sequencing meetings for upcoming projects; potential date for paving / aggregates meeting with G. O. Hawbaker for April 18th as Chuck and Matt will be available to attend.

Chuck Wright announced Jon Waldenburg as Roads Foreman effective 3/28/24.

On motion of Cori, seconded Bonnie; motion passed to approve, sign and execute Chief of Police MOU.

On motion of Bonnie, seconded by Matt; motion passed to approve payment for Ronald Reagan attending PSATS Boot Camp Training Session.

On motion of Ron, seconded by Bonnie; motion passed to approve Purchase Order for underground utility marker and locator in the amount of \$1942.94 from account #430.260.

On motion of Tressa, seconded by Ron, motion passed to amend the Resolution 2024-10 Fee Schedule adopted 3/27/24.

Voice of Residents:

Matt Cooper asked about the Township's repayment ability for the Moore Road Bridge options and process to confirm if funds will be available and if it is feasible to do.

Charles Lawton of Erin Road questioned if for the Moore Road Bridge temporary option would require another separate bypass to be installed for the building process of the permanent structure.

Paul Kelley of Moore Road commented that Satterlee Creek needs work done to remove trees and rocks that have built up over time.

Chairwoman Tressa took the board into executive session at 7:12 PM for personnel. The special meeting reconvened at 8:51 PM.

There being no further business, on motion of Ron, second by Bonnie; it was unanimous to adjourn the meeting at 8:52 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

Chairwoman Tressa Heffron called the meeting to order at 5:32 PM. Also present were Supervisors Bonnie Petruschak, Ron Reagan, Matt Moore and Cori Lasco. Solicitor John Thompson, Treasurer Ruth Casterline and Secretary Meagan Carling were also in attendance. Tressa led everyone in the Pledge of Allegiance.

Voice of the Residents:

Steve Novak, and several other residents, of Hillcrest Drive were in attendance to discuss the road conditions of Hillcrest Drive and their concerns for walking safety and vehicle damage. Mr. Novak and company also voiced concern about repairs to pot-holes being performed correctly and they would like to see the entire road fixed the right way, not just “band-aids” for temporary fixes; stating the last time it was done completely was sometime back in the 70’s.

Aaron Brotzman of Weaver Road questioned how a town road can get that bad and expressed his frustration with conditions of dirt roads; wanted to know where the money was spent.

Paul Kelley of Moore Rd added that the roads crew needs a manager and that he had submitted his resume to be considered as he has experience with inspections, grading, grave, time management, etc.; he will also do it voluntarily just as Mr. Simons had offered to train the road crew for no charge.

Nancy Nicholas / Rockin N Stables voiced her frustration regarding zoning ordinances and the required permits needed in the Township for cabins / tiny-homes to be built and rented through sites such as VRBO and Air BnB. She continued that would give visitors opportunities to see and experience our area as cabins / tiny-houses are popular right now.

Rick Simonds of Weaver Rd expressed frustration about a grader being parked on Bobcat Rd but seeing no work being done; he thought our Public Works Department was getting help from PennDOT yet still nothing is happening.

Pat Beers of Hickory Heights relayed the information that there are 35 homes in her area and there is constant water drainage that may be related to a drywell that was never done, causing bubbling on the road and worsening potholes.

Athens Twp. Planning Commission:

Marion Carling represented the Planning Commission. She presented the board with the maps and documentation for two cases.

Witmer, Michele Ann / 2-lot subdivision (#24-03): On motion of Tressa, seconded by Ron; motion passed to accept the Planning Commission recommended approval of the subdivision, contingent upon the two deficiencies being met.

Dandy Corporate / land development (#24-05): On motion of Ron, seconded by Tressa; motion passed to accept the Planning Commission recommended approval of the preliminary land development, contingent upon the five deficiencies and one comment being met.

Athens Twp. Volunteer Fire Co.: March 2024 report received.

Athens Twp. Parks Commission:

Michele Browning represented the Parks Commissions. She shared that Parks will have a booth (#88) at upcoming Arts for All event, the Boy Scouts were helping with cleanup needed at Round Top Park for the May 11th opening day and they are continuing working on available grants.

On motion of Ron, seconded by Bonnie; motion passed to approve Purchase Order for Parks & Recreation general information flyer in the amount of \$578.66 from account 454.370.

Athens Twp. Public Works Dept.:

A Highway Dept. Work Summary, will be submitted for each meeting on work performed and upcoming projects.

Moore Road Bridge update: On motion of Tressa, seconded by Matt; motion passed to sign and submit a letter to request costs of the interim repairs of the Moore Road Bridge be included in the draft TIP for the full replacement. This would be a retroactive reimbursement for 80% of the Township's cost for the temporary project.

Miller Road Bridge update: Our Multimodal Transportation Funds application reconsideration was not accepted. This project will not receive funds this round but can be considered during the next submittal window running from September through November.

Roads Projects Meeting 4/18/24: Supervisors Matt Moore and Cori Lasco, along with former Director of Public Works- Chuck Wright, Road Foreman – Jon Waltenburg and Secretary Meagan Carling met with G.O. Hawbaker to discuss sequencing and scheduling for the Round Top Road / Pump Station Hill Road / Gateway Industrial Park Road upcoming paving and milling projects. Preliminary pipe installations and drainage preparation to begin this week; paving and milling will take place in May and June 2024.

Director of Public Works: Three resumes were received and will be reviewed. Jon Waltenburg will remain the Acting Director until a decision is made.

Athens Twp. Police Dept.: March 2024 report received, Chief Clink had nothing to add.

On motion of Bonnie, seconded by Ron; motion passed to approve the monthly reports.

On motion of Bonnie, seconded by Matt; motion passed to approve the monthly bills.

On motion of Tressa, seconded by Bonnie; motion passed to approve March 27th regular meeting & April 4th special meeting minutes as written. Cori abstained.

Considered / Discussed:

On motion of Matt, seconded by Bonnie; motion passed to adopt Resolution 2024-12, naming Tressa Heffron as the Traffic Signal Maintenance Agreement Authorized Signer.

On motion of Tressa, seconded by Ron; motion passed to adopt Resolution 2024-13 to Adopt the Bradford County Emergency Operations Plan and the Athens Township Emergency Operations Plan for 2024.

CHANGE IN MOTION: On motion of Tressa, seconded by Bonnie; motion passed to approve, sign and execute Chief of Police MOU. Cori abstained. (The original motion from April 4th special meeting was made by Cori but he was not in office when the original MOU was done therefore, he must abstain.)

Auditor update: Deb Northrup and Ace Dolin were both present.

Ace presented motions passed by the auditors to: accept the Township's fiscal year to be January 1-December 31 2024; increase the mileage rate from \$0.655 to \$0.67 per mile for Supervisors' use of personal vehicles for Township business; increase the Supervisor as employee hourly rates from \$9.50 to \$10.00 per hour; recognize and adopt the currently used modified accrual accounting principles and ongoing.

Ace also discussed an error that was discovered on the original 2023 Athens Township Audit Report, items needed to be re-categorized. These changes were completed and the updated 2023 Audit Report was submitted on 4/19/2024.

Shared Services Meeting with Sayre Borough: scheduled for Tuesday, May 7th 2024 at 6pm to take place both via ZOOM and in person at the Athens Township Municipal Building; ZOOM login information will be posted.

Flags need to be replaced at the Township Parks, initial order pending. Order to be cancelled as resident Nancy Nicholas offered to provide the flags requested (2 - 5'X8' American Flag, 2 - 3'X5' POW-MIA Flag, 4 - 3'X5' American Flag).

On motion of Tressa, seconded by Bonnie; motion passed to ratify and approve plumbing repairs performed by Millard Plumbing in the amount of \$150.00.

On motion of Ron, seconded by Bonnie; motion passed to ratify and approve rekeying of the Athens Township Municipal Building locks in the amount of \$365.00.

Updating cameras; tabled.

Sean Watkins from NorthTech Unlimited assessed the current phone system and set-up on April 15th and provided two quotes; one option uses the existing cabling and the second option upgrades the cabling for each user station. Proposals will be reviewed, budget will also be reviewed as the phone system is for both Township Office and Police Department; tabled until May meeting.

Website proposals to review and email system needs to be addressed; tabled.

CPA for 2024: Deb Northrup referred Guthrie & Co., PC out of Mansfield PA for an option as CPA for the Township and had them "tentatively" put the Township on the schedule for next year; someone will be in contact with the office soon regarding processes. A referral was made for another CPA out of Williamsport previously in the year too.

On motion of Tressa, seconded by Cori; motion passed to add Bonnie and Matt as authorized representatives to the credit card / charge accounts. Meeting minutes may be needed to submit for this change; Tressa to call and add both names.

On motion by Bonnie, seconded by Matt; motion passed to appoint Tressa as the authorized signer for the International Truck purchase paperwork.

On motion of Tressa, seconded by Bonnie; motion passed to approve The Climb 2024! Organizations' request to waive the zoning permit fee for their non-profit event being held at Round Top Park on June 22nd.

Correspondence / Information:

BCTOA Spring Dinner May 23rd attendee list must be sent by May 1st; let Meagan know who will be going.

CivicPlus – get more information from them regarding what municipalities in Bradford County use their services.

WBCOG – Electronics Recycling Event: Saturday, May 4th from 8am-noon at Alparon Park, Troy PA.

Chairwoman Tressa took the board into executive session at 7:55 PM for personnel. The meeting reconvened at 10:01 PM.

There being no further business, on motion of Cori, second by Bonnie; it was unanimous to adjourn the meeting at 10:01 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

Chairwoman Tressa Heffron called the meeting to order at 5:32 PM. Also present were Supervisors Bonnie Petruschak, Ron Reagan and Cori Lasco; Matt Moore was absent due to a scheduling conflict. Solicitor John Thompson, Treasurer Ruth Casterline and Secretary Meagan Carling were also in attendance. Tressa led everyone in the Pledge of Allegiance.

Athens Twp. Planning Commission:

Marion Carling represented the Planning Commission. She presented the board with the maps and documentation for two cases.

Garnsey, Jeffrey – preliminary / final 2-lot subdivision application: No action to be taken; email correspondence to withdraw the application was received after posted agenda / prior to the meeting.

Patterson-UTI / NexTier Completion Solutions Inc. – schedule conditional use hearing: A conditional use hearing was scheduled by the Supervisors to be held at the Athens Township Municipal Building on Herrick Ave, Sayre PA on Tuesday, July 9th 2024 at 6:00 PM; the application will be reviewed at the next Planning Commission meeting on Monday, June 3rd 2024.

Voice of the Residents:

Roberta Blanchard / North Branch Canal Property:

Mrs. Blanchard discussed her intent on gifting a portion of her property (approximately 3.94 acres) where the original lochs / canal were situated to the Township for a park after her children had finished using it for farming. Mrs. Blanchard explained she has been trying to get the necessary provisions in order to have this “set-up to happen” for 20 years now and believe she has met the last set of conditions to move forward, or at least has a plan set in place for them to all be met in a timely manner. She wants to know what else is holding up this process; also acknowledging that a survey needed to be done as the last one was questionable. Mrs. Blanchard stated that she has been researching different grants that may be something that can help cover these costs. Tressa replied to Mrs. Blanchard with concern for the timeframe for when this would actually change hands in correlation with not knowing what changes could be made to the use of the adjacent land. This led to questions regarding if Tutelow Creek was a protected waterway or not. Tressa told Mrs. Blanchard to give the Township some time to look into the questions about the waterway and to look into what grants are available now or upcoming that may apply to her scenario and could be applied for. Mrs. Blanchard should expect some feedback from the Township by July 1st, 2024.

Rosemary Firestine / Moore Road Bridge:

Rosemary recently moved back to the area and is currently residing on Moore Road. She wanted to express her concerns in regard to the bridge closure and the road itself. Rosemary stated the road itself bad and the lack of guiderails / high brush do not help the situation. Added are her concerns for the effectiveness for emergency vehicles to get to her / neighbors in the event they were needed. She is also having issues getting her mail, the post-master refuses to have it delivered which forces them to have to make it to the post-office during their open hours (which vary), this is a major issue as they have prescriptions that come via mail have the possibility to not be accessible when needed. Rosemary added the lack of ability for trash pick-up and the inability to get a propane delivery to these concerns / frustrations, as these technicalities were not disclosed

when she was in the process of purchasing her home. Suggested looking at reconsidering the bridge weight limit if nothing else planned; she could not find anything in previous minutes posted.

Harmon Kelley / Gateway Industrial Park Road:
Requested to be on the agenda but was not in attendance.

Paul Kelley of Moore Road expressed his continued disappointment of how the roads are being handled and offered his services for \$1/year. The Supervisors acknowledged Mr. Kelley's input.

Tom Witmer of Moore Road expressed his frustration with the Moore Road Bridge continued closure. The Supervisors acknowledged Mr. Witmer's input.

Athens Twp. Volunteer Fire Co.:

April 2024 report received.

Sign options / funding status is still in process, will be put on the June 26th B.O.S. agenda to revisit.

Athens Twp. Parks Commission:

On motion of Tressa, seconded by Bonnie; motion passed to ratify the 2024 E.M.H.R. membership for Athens Township Supervisors in the amount of \$150.00 from "Parks" account.

Michele Browning presented the interest in starting a "Parks" VENMO account for the ease of use for donations when they are looking for funding, especially with the Tozers Landing expansion / improvement design now being public. John Thompson – Solicitor, cautioned that statutorily there may be some issues with it and will look into it more and relay the findings back to the Parks Committee.

Meade Murtland presented a request for Bryan Haney (Parks Gatekeeper) to have access to use the Township truck for opening and closing the parks and to park it at his residence overnight to keep from having to switch vehicles back and forth. This item was continued to the Executive Session for further discussion.

On motion of Tressa, seconded by Bonnie; motion passed to approve the Purchase Order for new park flags in the amount of \$418.47 from 454.210 account.

On motion of Tressa, seconded by Cori; motion passed to approve the Purchase Order for Mattison Tree Service quote for tree removal at Tozers Landing in the amount of \$600.00 from 454.370 (Parks) account.

Two Purchase Orders from LeBlanc Development for Round Top Park's upper restroom roof repair \$4000.00 and Pavilion #5 roof repair \$12,000.00 were tabled to the next meeting. Cori requested another quote for both structures to review.

Michelle Browning finished reporting for the Parks Committee by sharing that the continuing growth of the Parks Department Facebook page has led to the creation of an off-shoot for “Friends of the Park” for people to volunteer / be more involved.

Athens Twp. Public Works Dept.:

May 2024 Highway Report was not received prior to the meeting.

Notice of June Bridge Inspections by Larsen Design Group, no action needed – schedule noted:

- B07 / T-321 (Murray Creek Road) over Murray Creek
- B10 / T-876 (Miller Road) over Satterlee Creek
- B19 / T-105 (Thomas Avenue) over Cayuta Creek
- B59 / T-862 (Round Top Road) over Murray Creek

Moore Road Bridge update:

Costs for the interim strengthening project professional services and design request for retro-active reimbursement was accepted by PennDOT to have added to the TIP (Transportation Improvement Plan) in 2025.

On motion of Cori, seconded by Tressa; motion passed to approve the Purchase Order for Larsen Design Company proposed interim strengthening repair project professional services and design for the Moore Road Bridge in the amount of \$37,350.00 from ACT 13 account; this retro-active funding was added to the TIP in 2025 budgeted at \$240,000 that will be available in October 2024.

A Roads Workshop was scheduled by the Supervisors for Thursday, June 13th 2024 at 6:00 PM at the Athens Township Municipal Building on Herrick Ave. in Sayre PA to update the Road Improvement Plan.

On motion of Ron, seconded by Bonnie; motion passed to decline the Roundabout Improvement Project proposed by Mara Johnson with PennDOT for the intersection of S.R. 4022 & S.R. 220 (Wilawana Road and Route 220 southbound ramp); submit formal letter to Mara Johnson for her records.

On motion of Tressa, seconded by Cori; motion passed to approve the Purchase Order for a change order extending the Hawbaker milling project 300ft on Gateway Industrial Park Road in the amount of \$11,170.00 from the general funds account.

Road Foreman MOU to be discussed in the Executive session.

Public Works Staff to be discussed in the Executive session.

Athens Twp. Police Dept.:

April 2024 report received.

Hiring of a new police officer to be discussed in Executive session.

On motion of Ron, seconded by Bonnie; motion passed to approve the Purchase Order for a weapons storage system in the amount of \$1,754.45 from 410.260 account.

Bilateral Agreement MOU to be discussed in Executive session.

On motion of Bonnie, seconded by Tressa; motion passed to approve the monthly reports.

On motion of Ron, seconded by Bonnie; motion passed to approve the monthly bills.

On motion of Ron, seconded by Tressa; motion passed to approve April 13th 2023 special meeting minutes.

On motion of Tressa, seconded by Bonnie; motion passed to approve April 24th 2024 regular meeting minutes.

Considered / Discussed:

Cabinetworks Assessment Appeal to be discussed in Executive session.

On motion of Tressa, seconded by Cori; motion passed to approve a speed study for speed limit reduction consideration on Riverside Drive from resident concern submitted to Rep. Pickett's office, relayed to PennDOT and shared with Athens and Litchfield Townships for discussion.

On motion of Ron, seconded by Cori; motion passed to adopt Flood Plain Ordinance 2024-01.

On motion of Bonnie, seconded by Ron; motion passed for renewal of Ed Reid's Floodplain Manager 2-Year Certification.

On motion of Ron, seconded by Cori; motion passed for approval of Purchase Order for office AED Package in the amount of \$1950.00 from 415.260 account.

On motion of Ron, seconded by Bonnie; motion passed for approve of Purchase Order for office Stop The Bleed Kit Option #1 in the amount of \$700.00 from 415.260 account.

Shared Services Workshop discussion was tabled.

On motion of Tressa, seconded by Cori; motion passed for documentation release to CPA's for quotes on services for 2024.

Bradford County Treasurer repository offer letter- no action taken; noted.

Twin Tiers Pest Control quote for service regarding yard carpenter bees – tabled.

On motion of Tressa, seconded by Ron; motion passed to appoint Meagan Carling – Secretary as “Right-to-Know” Officer.

On motion of Bonnie, seconded by Cori; motion passed to have the Weitsman payout for yard scrap deposited to the Veterans Memorial account.

Credit card / charge account to be discussed in Executive session.

On motion of Tressa, seconded by Ron; motion passed to sign release / waiver of distance exemption from BCSC for 1488 Wildwood Rd sewage system replacement.

On motion of Ron, seconded by Bonnie; motion passed to approve Principal Clark’s request for Penna Ave. road closure for graduation ceremony Friday May 31st.

PA Broadband Ready Communities Program – tabled.

TEAMSTERS Health Agreement missing signatures to previously approved agreement noted and signed.

Update cameras – tabled.

Update phone system – tabled.

On motion of Cori, seconded by Bonnie; motion passed to approve the and Purchase Order for D3 Web Design proposal for development and hosting of the Township website in the amount of \$1200.00 from 400.250 account.

Correspondence/Information:

PSATS Webinar 6/4/24 – Using Technology for Smarter Paving, noted.

PSATS Webinar 6/20/24 – Bridging the Gap with Digital Tools, noted.

On motion of Ron, seconded by Tressa; motion passed for Meagan-Secretary and Ruth-Treasurer to attend the PSATS Secretary / Manager Summit in Boalsburg PA on June 18th & 19th.

Aqua report, noted.

Chairwoman Tressa took the board into executive session at 7:31 PM for personnel and pending litigation. The meeting reconvened at 9:17 PM.

Bryan Haney will be issued a key to the Township yard gate to ensure access to use the truck to open Roundtop Park daily.

On motion of Tressa, seconded by Ron; motion passed to approve the Bilateral Agreement MOU.

On motion of Cori, seconded by Tressa; motion passed to approve the hiring of new police officer Bradley Wilson with a start date of June 7th, 2024 in accordance with the union contract rate of pay step 3 and the approved Bilateral Agreement MOU.

Road Forman MOU – tabled.

On motion of Tressa, seconded by Cori; motion passed to move Garret Stocks to Level 2 Operator with a pay rate of \$22.50 with all union benefits per the union contract; date effective May 30, 2024.

On motion of Tressa, seconded by Cori; motion passed to move Jon Waltenburg to Road Forman pay rate of \$22.50 with all union benefits per the union contract; date effective retroactive to previous motion made to begin March 28th 2024.

On motion of Tressa, seconded by Bonnie; motion passed for revision of the current Credit Card Policy; John Thompson to revise and will be put on the agenda for June Supervisors meeting.

On motion per Tressa, seconded by Ron; motion passed to authorize John Thompson to sign the Cabinet Works Appeal corrected documents once received; action on appeal tabled to June Supervisor meeting.

There being no further business, on motion of Cori, second by Tressa; it was unanimous to adjourn the meeting at 9:24 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

Chairwoman Tressa Heffron called the meeting to order at 5:30 PM. Also present were Supervisors Bonnie Petruschak, Ron Reagan, Matt Moore and Cori Lasco; Solicitor John Thompson, Treasurer Ruth Casterline and Secretary Meagan Carling. Garret Stocks was also present to represent the Public Works Department / Road Crew. Tressa led everyone in the Pledge of Allegiance.

Athens Twp. Planning Commission:

Marion Carling represented the Planning Commission. She, along with Bruce Benish, presented the board with the maps and documentation for one case.

Soper, Roger – preliminary / final 2-lot subdivision on Green Mountain Drive (#24-06): On motion of Ron, seconded by Tressa; motion passed to accept the Planning Commission recommended approval of the subdivision contingent upon the three deficiencies being met for adding cartway width to plan, adding contour labels to the plan and needing the sewage module. The sewage module was on hand and presented. On motion of Ron, seconded by Bonnie; motion passed to sign the sewage module reducing the deficiencies to two.

Patterson-UTI / NexTier Completion Solutions Inc.: conditional use hearing July 9th 2024 at 6:00 PM

Athens Twp. Volunteer Fire Co.:

May 2024 report received.

No representative present. Information was emailed by George Ballenstedt (Director) updating the digital sign design was discussed and the company is working with Ed Reid on this and that a chicken BBQ fundraiser will be held July 13th.

Athens Twp. Parks Commission:

Michele Browing was present to discuss:

Tozers Landing excessive water use on 5/17 (8000 gallons), 5/19 (510 gallons), 5/20 (700 gallons) and another alert 5/24 (report is not available yet). The meter was replaced to be safe and there did not appear to be any issues with the faucets/spigots; until use can be determined the handles have been removed to safeguard they cannot be left on. The hydrant is not metered, so is not from there.

The Parks Gatekeeper, Bryan Haney, is resigning; last day being 6/30/24. The position has been posted on social media and applications submitted for review. This will be discussed in Executive Session.

On motion of Cori, seconded by Matt; motion passed to approve the revised Purchase Order for roof repairs to Round Top Park Pavilion #5 and the upper restroom by LeBlanc Development in the amount of \$12,500.00 from Parks-Building / Maintenance account. Additional quote from

Kitner Contracting in the amount of \$12,423.21 was received but not selected; Michele Browning is contacting him to relay that information.

Athens Twp. Public Works Dept.:

Moore Road Bridge update:

Joshua Setts with Larson Design will be the Project Manager, he provided a status report. The project is on schedule with the next two months to include developing / completing structure and construction plans and obtaining adequacy approval from PennDOT. Discussion continued regarding the construction being advertised for bid in mid-September, awarding a contractor by the end of September, and notifying T. Thompson (Central Bradford Progress Authority) of this timeline and ask about funding options if needed.

The only current action item for the Township is to set-up a PA PEP Greenport Account for e-Permitting and appoint an Account Administrator. On motion of Tressa, seconded by Bonnie; motion passed to appoint Secretary Meagan Carling as the PA PEP Greenport Account Administrator.

Grant opportunity deadlines were mentioned at the PSATS Secretary Summit Training Session last week (Treasurer & Secretary attended) with a date of July 31st for the Multi-Modal Grant; upon further review the application the Township was denied for in regard to the Miller Road Bridge cannot be resubmitted as this is a separate program for Multi-Modal funding through the DCED (Department of Community & Economic Development) not the PennDOT funding opportunity which will open again in September.

Inspection reports for two culverts were received and items noted for future budgeting purposes:

- T-310 (Highland Drive) over Tutelow Creek (1st inspection reported) noted no immediate improvements needed but short-term improvements listed (within 2 years) included repair guide rail, install end treatments with hazard markers, install rock protection in outlet end, underpin apron at outlet end, repair roadway erosion on left shoulder/wingwall, repair pothole near approach and repair deteriorated pavement at far left; ESTIMATED = \$10K. Nothing listed for long-term improvements.
- T-321 (Murray Creek Road) over Murray Creek rating was increased from severe to fair after recent work done and noted no immediate improvements needed but short-term improvements listed (within 2 years) included repair right shoulder and construct concrete jacket for right wingwall; ESTIMATED = \$6K. Long-term improvement items listed are for replacement with larger bridge; ESTIMATED = \$680K.

Garret Stocks presented a Summary from the Roads Workshop held 6/19/24:

- *Roads worked on/completed between April 1st-June 26th* include Chamberlin, Bowman, Beaver Pond, Alleyhoot, Murray Creek, McCardle, Center, Westbrook, Sharon, Prospect, Valley Place, Pennsylvania, McKinney, Queen Esther, Jacklin with work done including patching (millings & hot patch), ditch cleaning, shoulder repairs, pipe installations. Tozers Landing and Round Top Park roads/parking/launch attended to as well.
- *Road work planned from June –September* include Orcutt Creek, McCardle, Tutelow Creek, Pennsylvania, Wildwood, Braddock, Alleyhoot, Queen Esther with work plans including ditch cleaning, patching (hot & grader patch), shoulder repair (2RC & hot mix

black top with moon paver), *as well as dust control* for Pump Station Hill, Highland, Braddock, Dunkley Hill, Meadowlark, Beaver Pond, Weaver, McCardle, Sunnyfield, Macafee, Sutliff Hill, Cole Hollow.

- Dust Oil: contacted Vestal Asphalt, Midland, SuitKote for quotes, SuiteKote cannot do PM work; Matt Moore to get two additional sources for Garret to contact for quotes.
- Looking ahead for winter needs: anti-skid quote requests made to Lopke, Johnson Quarries, Marcus Cole.

On motion of Ron, seconded by Bonnie; motion passed to ratify authorization for BCCD to include Round Top Road Bridge in their Growing Greener Grant bundle application submission for Contech O-Series precast arch concrete bridge replacements. If not awarded, explore aluminum replacement option.

On motion of Cori, seconded by Matt; motion passed to approve Purchase Order for tractor repairs to 3point hitch, pivot point, arms and rear-end by Monroe Tractor – Binghamton Branch, contingent upon nothing being damaged internally, in the amount of \$2055.96 from GENERAL FUNDS account.

Truck #6 - 2009 Ford F250 failed inspection, front-end is falling out – unsafe to drive period. On motion of Matt, seconded by Cori; motion passed to pull Truck #6 from the fleet and post for auction on MunicBid – if does not sell after posting twice, option to be scrapped.

Truck #8 – 2014 Volvo engine damage, three options for repairs given from Burr Truck (repair current engine, replace with brand new engine, replace with reman engine). On motion of Cori, seconded by Matt; motion passed to approve Purchase Order for engine replacement with brand new one ensuring nothing additional can occur from unseen internal damage, in the amount of \$40,432.70 from GENERAL FUNDS account. Note to look into setting replacement cycle for units.

On motion of Tressa, seconded by Matt; motion passed to approve Purchase Order for 3 Day Belt Loader Rental from Bradco Supply for ditch cleaning (3 days, beginning July 15th) in the amount of \$1800.00 from GENERAL FUNDS account.

Purchase Order for water cooler for garage discussed. Water fountain is inoperable so looking at water cooler. Suggested to look into pallet of bottled water instead since most of the road crews time is out of the garage. Garret to get pricing on a pallet of bottled water from Toms Hardware.

Road Foreman MOU to be discussed in Executive Session.

Public Works Staff to be discussed in Executive Session.

Athens Twp. Police Dept.:

May 2024 report received.

On motion of Bonnie, seconded by Matt; motion passed to approve Purchase Order for Portable Breathalyzer in the amount of \$575.00 from 410.260 account.

On motion of Ron, seconded by Bonnie; motion passed to authorize reimbursement request for June payment to NYS Teamsters Health HRA plan for Zach Hatch who resigned in May.

Chief Clink discussed the PCCD Grant awarded to them for in car cameras and the process to get the cameras. On motion of Ron, seconded by Tressa; motion passed to approve Purchase Order for the Motorola in-car cameras in the amount of \$60,000.00 from ACT 13 funds which will be replenished by the grant funds awarded. Note that a Resolution will need to be written for the next meeting stating what the plan is for the grant money spending.

On motion of Bonnie, seconded by Cori; motion passed to accept the monthly reports.

On motion of Bonnie, seconded by Ron; motion passed to approve all monthly bills.

On motion of Tressa, seconded by Bonnie; motion passed to approve meeting minutes from May 29, 2024; Matt abstained as he was not in attendance.

Considered / Discussed:

Cabinetworks Assessment Appeal documents were corrected and submitted to John Thompson for review; everything was correct. No further action needed at this time.

CPR / 1st Aid and Stop The Bleed safety trainings / certification classes are to be scheduled and date / time relayed.

Shared Services Workshop summary – TABLED

On motion of Tressa, seconded by Bonnie; motion passed to authorize payment to three of the property owners who settled their claim in regard to the T-321 (Murray Creek Rd) over Murray Creek Right of Way agreement (Gray \$1013.50, Abresch \$1122.00, Williams \$1007.50) totaling \$3143.00; one property owner still pending.

Credit Card Policy amendment to be discussed in Executive session.

On motion of Bonnie, seconded by Ron; motion passed to approve Purchase Order verbally revised by Sean Watkins from NorthTech Unlimited at the meeting for a replacement security camera and installation /programming in the amount of \$550.00 from BUILDING SECURITY account.

Update phone system – new product line quoted by Sean Watkins with NorthTech Unlimited to accompany the 2 previous options for review; Supervisors requesting an additional quote (different company) to compare.

D3 Web Design update – Designing a test site to play with to help him determine what exactly the Township wants / likes. It will be more reactive, organized and mobile friendly; should be ready for soft launch (testing phase) in a month or two. D3 will also need pictures.

Correspondence/Information:

On motion of Tressa, seconded by Bonnie; motion passed to assign the PSATS open membership to Supervisor Ronald Reagan.

On motion of Tressa, seconded by Bonnie; motion passed to approve Public Works / Road Crew members to attend the Environmentally Sensitive Maintenance (ESM) Training (2 days/Sayre PA) to obtain a 5-year certification / eligibility to participate in PA Dirt, Gravel & Low-Volume Road Program Grants; must RSVP by September 13 – specific attendees to be determined at a later date.

Information relayed regarding BCCD/NTRPDC in-house/local Road Scholar Certification opportunity upcoming. To revisit when have more details.

Voice of the Residents:

Mike Freeland of Wilawana Road suggested instead of hiring a Public Works Director to look into a Township Manager to help all around. Ideally they would have a business background or experience which can easily work with a Treasurer and Secretary plus aspects of zoning, planning, permits, grants, etc.; Mike is not interested in being the Township Manager.

Dave Adams was in attendance to see if anything was being discussed regarding solar panels since Towanda had an article in the paper regarding their ordinance. John T. noted that other municipalities include solar panels in with zoning and Ron commented about residential versus commercial. Tressa gave Dave the information for the next Planning Commission meeting if he would like to attend.

Chairwoman Tressa took the board into executive session at 6:57 PM for personnel and pending litigation. The meeting reconvened at 9:19 PM.

Applications for the Gatekeeper position will be reviewed and interviews scheduled with Parks Commission.

No action taken on Road Forman MOU - TABLED.

No action taken on Credit Card Policy amendment - TABLED.

There being no further business, on motion of Tressa, second by Matt; it was unanimous to adjourn the meeting at 9:22 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
July 9, 2024 6 PM Special Meeting

Chairwoman Tressa Heffron called the special meeting to order at 6:00 PM. Supervisors also present were Ronald Reagan, Bonnie Petruschak, Cori Lasco and Matthew Moore. Solicitor John Thompson, Zoning Officer Edmund Reid and Secretary Meagan Carling were also in attendance.

CONDITIONAL USE HEARING: Patterson UTI / NexTier Completion Solutions

Chairwoman Heffron recessed the special meeting at 6:01 PM to hold a Conditional Use Hearing for Patterson UTI / NexTier Completion Solutions. Present for Patterson UTI / NexTier Completion Solutions was Russel Marold – Operations Manager, from JHA Engineering was Caleb Anderson – Project Lead and Joseph Hunt – Engineer / Land Surveyor, and their attorney, Damian Rossettie of Landy & Rossettie, PLLC. Stenographer Elizabeth Brucie took the record for the hearing. Patterson UTI / NexTier is proposing a conditional use of industrial complexes or industrial parks to be located on the gravel lot area of the property between King Road and Mile Lane Road, approximately 0.2 miles east of the intersection with Lamoka Road in Athens Township on parcel number 09-006.00-012-004-000 owned by Seventy Seven Land Company (a corporate affiliate to Patterson UTI and NexTier Completion Solutions). Proposed long-term activities for this site will include construction and operation of a dry mix concrete batch plant; including 9 silos (8 for different dry materials, 1 for “residual” / eligible for reclaim), blend train, and a chemical tent for materials that are bagged / palleted. Materials will be loaded into the blend train and transferred to tractor trailers for transportation to location for use on site, trucks will then return to have the “residual” from hold removed and stored; truck traffic and production will be as the market needs shift. The existing use of the property will also continue for well pad equipment storage/stationing. Testimony was taken. The Board went into executive session for deliberation at 6:53 PM and the hearing was reconvened at 7:01 PM. On motion of Ron, seconded by Tressa; it was unanimous to approve the conditional use of industrial complexes or industrial parks for a dry mix concrete batch plant with no conditions, as presented. On motion of Ron, seconded by Tressa; it was unanimous to conclude the hearing at 7:02 PM.

Chairwoman Heffron RECONVENED THE SPECIAL MEETING AT 7:02 PM.

Marion Carling represented the Planning Commission to present the board with the maps and documentation for one case:

Patterson-UTI / NexTier Completion Solutions Inc.: a preliminary / final land development located on King Road. When presented to the Planning Commission there were 5 deficiencies were determined; since that time 3 of those 5 have been met. Athens Township is in receipt of a letter from JHA Companies to present requesting to waive the specified sections of the Townships Subdivision and Land Development Ordinance as listed in one of the remaining deficiencies “Need waiver for Improvement Agreement and Improvement Guarantee”. On motion of Tressa, seconded by Bonnie; motion passed to approve this waiver request. Leaving

the remaining deficiency “Need copy of air quality RFD upon receipt”. On motion of Tressa, seconded by Bonnie; motion passed to approve the preliminary / final land development plan pending a copy of the air quality RFD permit upon receipt.

The Board discussed the GHD Stormwater Inspection Report – Lamoka/King Roads (2 parcels). The report sites some erosion may be from hydrants not being flushed properly but upon further discussion, water runoff from Queen Ester Estates is now being diverted to King Road may be the root cause. The Township partially blocked pipe a few years ago because of flooding on Wilawana Road, diverting it the other direction which is now causing this erosion. Discussion continued about the location itself with what can be done because of the wetland area involved and the possibility that the pipes installed are too large causing water to pool and further erode in the ditches / making asphalt along edge to collapse too. The Road Crew will be informed of this and after investigation, propose a plan for correction. This will be revisited.

The Board reviewed the proposed detour plan from Larson Design Group for the T-321 Bridge Rehab project that will last approximately 8 weeks once work begins. Questions arose about how the decision for this route was determined as there seems to be a much shorter one available. This is to be relayed back to LDG and inquire if a representative is available to come to the meeting 7/31/24 to discuss the finalized details of this project and timeline.

The question from LDG regarding the plan for the existing signs / guide rails materials from the T-321 Bridge Rehab project can be revisited at the 7/31/24 meeting.

On motion of Tressa, seconded by Ron; motion passed for 3 checks to be written to pay to record the deed of easements (one per property owner with settled claim) to be made up to \$150 total for each check regarding the T-321 Right-of-Way; totals for each to be received this week from PennDOT.

The Board discussed the email inquiry from One Anchor Realty regarding their interest in the Townships Elmira St green space and the possibility to purchase / subdivide it, reviewing the proposed building placement, moving the memorial and sharing a parking area / drive. The Board was not interested in the proposal at this time.

The Board discussed the follow-up from Rally Point Resources to see if anything had changed in regard to the Round Top Park area proposal for their oil and gas leases and has two additional parcels they would be interested in leasing, one on Dunkley Hill Rd and the second on

Sunnyfield Drive. The Board asked to have Marc Rosato from Rally Point contacted to see if he is available to come to the August BOS meeting to discuss this more.

The Board reviewed and discussed the PennDOT list for current and anticipated future projects. Noted.

On motion of Ron, seconded by Tressa; motion passed to accept the bid for the repository sale of Simon parcel 09-020.18-049-013-001 for \$150 to Blue Spruce Estates / James Bender.

On motion of Tressa, seconded by Cori; motion passed to approve payment for annual maintenance for General Code / eCode360 in the amount of \$1195.00.

The Board discussed the feedback Litchfield Township received regarding their approval / follow-up on the residents concern for the need to change the speed limit / hold a speed study on Riverside Drive. Litchfield BOS also approved a speed study and received the following results from the Traffic Manager-Safety & Studies from PennDOT:

“The speed limit study results indicated that lowering the existing speed limit on the requested roadway is not justified due to the following factors: 1.) The 85th percentile speed is exceeding the posted speed limit in the study area. 2.) The major portion of the highway has adequate stopping sight distance. 3.) A majority of the crashes throughout the study area are not related to excessive speed. Artificially lowering the speed limit has the potential of increasing crashes. Despite the presence of speed limit signing, motorists typically drive at speeds they feel comfortable. Roadways that are relatively wide, straight and with good sight distance are more comfortable to drive at higher speeds. The conscientious motorists who are likely to abide by the lower speed limit and the persons who currently violate the existing speed limit are unlikely to change their current driving habits. The combination of these two occurrences creates a larger differential in speeds which would contribute to rear end type crashes on the mainline and angle crashes at the intersections. As the variance in motorists’ speeds increases, so does the rate of the crashes. This phenomenon is documented through research conducted by the AAA Foundation for Traffic Safety. Enforcement is the most effective method of decreasing motorists’ speeds. The purpose of speed enforcement is to change the dangerous habits of motorists who chose to drive at unsafe speeds about the posted speed limit. We are sending a copy of this to the Pennsylvania State Police in Towanda to make them aware of your concern.”

Credit Card Policy amendment - TABLED.

Road Foreman MOU – TABLED.

Staffing:

On motion of Tressa, seconded by Matt; motion passed to hire two Gatekeepers to open / close Round Top Park, contingent upon background check and paperwork completion. One will be the “primary”, the other will be the “secondary”; Michelle Browning from Parks Committee will extend job offers to the individuals selected and have them contact the Secretary with availability to complete paperwork. Michelle will also notify the remaining applicants that the position is filled.

Public Works Staffing to be discussed in Executive session.

Chairwoman Heffron took the Board into executive session at 7:52 PM for personnel and pending litigation. The special meeting reconvened at 8:39 PM.

There being no further business, on motion of Tressa, seconded by Cori: it was unanimous to adjourn the meeting at 8:42 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
July 19, 2024 10:00 AM Special Meeting

Vice Chairwoman Bonnie Petruschak called the meeting to order at 10:08AM. Also present were Supervisors Ron Reagan and Cori Lasco; Tressa Heffron and Matt Moore were unable to attend due to scheduling conflicts. Solicitor John Thompson and Secretary Meagan Carling were also in attendance; Garret Stocks was also present to represent the Public Works Department / Road Crew. Bonnie led everyone in the Pledge of Allegiance.

Purchase / Change Order for gutters for pavilion #5, LeBlanc – resolved prior to meeting; no action taken.

Public Works Personnel to be discussed in Executive Session.

Vice Chairwoman Bonnie took the board into executive session at 10:09AM for personnel. The special meeting reconvened at 11:02AM.

Voice of Residents:

Nancy Whitt of 355 Moore Road: Ms. Whitt wanted to make the Township aware of the potholes becoming unavoidable on Moore Road, and also on parts of Sayre Hill Road, so much so it is almost shifting the traffic travel to strictly one side (steep bank side). Whitt continued that the grass is extremely overgrown, encroaching into the road as well. Garret informed her that the mower was just repaired / returned to the yard this past week and has been out mowing since; they are a little behind from it being inoperable but plan on catching up with mowing next week. Garret added they are aware of the grass overgrowth and potholes on Moore Rd and hope to get out there early next week to take a look and add it to their schedule. Whitt asked about the bridge project timeline / schedule and expressed concern for the concrete barriers placed on the bridge ends doing additional damage to the structure because of the constant weight. Discussion continued between Supervisors, Garret and Whitt about Larson Design Group being on schedule for the strengthening project and how the barriers were placed off of the bridge, being supported by land so they would not damage it further. Whitt is still trying to get the Postal Service to add Moore Road back into their route as well.

On motion of Ron, seconded by Cori; motion passed to terminate the employment of Road Crew member, Jaydon Gardner, based on repeated violations and insubordination. This termination is effective Friday July 19th, 2024.

After discussion, the Board of Supervisors acknowledges the decision of the arbitrator for the return employment of Michael Chilson to the Road Crew / Public Works Department with an expected start date of Monday July 29th, 2024.

There being no further business, on motion of Cori, seconded by Bonnie; it was unanimous to adjourn the meeting at 11:25 AM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

Chairwoman Tressa Heffron called the meeting to order at 5:32 PM.

Present were Supervisors Tressa Heffron, Bonnie Petruschak, Ron Reagan, Matt Moore and Cori Lasco; Secretary Meagan Carling and Garret Stocks representing the Public Works Department / Road Crew were also in attendance. Tressa led everyone in the Pledge of Allegiance.

Voice of the Residents:

Roberta Blanchard, North Branch Canal Property:

Ms. Blanchard was in attendance to check the status of her intention for donating her North Branch Canal / Weighlock property to the Township to ultimately be developed into a park. Ms. Blanchard asked the Supervisors ‘where does this situation stand?’. Discussion with Tressa, Ron, Cori explained that Parks Commission would have to agree to maintain it, a survey would still need to be done, most avenues for funding would not be applicable until it was in the Townships name. Ms. Blanchard replied that Parks Commission approved accepting the property four years ago at a meeting she attended to present it to them; Tressa stated that would need to be verified with Parks; Ms. Blanchard was provided Parks next meeting information (8/26/24 @ 7p). Tressa advised Ms. Blanchard to have Parks make their recommendation and then the Supervisors would have the information they need for the next BOS meeting; Ms. Blanchard will be put on both agendas.

Kiera Storch, Jacklin Road:

Ms. Storch was unable to attend the meeting but emailed her discussion item information:
[The families on Jacklin Road are requesting signage to encourage traffic to slow down and be wary when travelling up our hill. Our road isn’t in the best condition to start, but we have many delivery services that drive recklessly with the lack of posted speed limit. We are concerned for our children, our pets, and everyone else on our hill. There are plenty of blind corners and hidden driveways. It isn’t safe for us, nor is it safe for the drivers of these vehicles who don’t know our road well. It is a concern as they could easily drive off the side of the road if corners are taken too quickly or if something surprises them. Thank you for taking the time to listen to my request.]
Questions arose about the number of residents out towards that end of Jacklin and why would they have that many issues with speeding to need a “slow” sign. Garret and Ron discussed Jacklin Road should be considered a “no outlet” road but the last property’s owner at the end has a long driveway off of Jacklin Rd that has a private second driveway that connects to Sullivan Drive in Queen Esters Estates that the homeowner maintains (winter maintenance included), a.k.a. “the short-cut” from Queen Esters to Jacklin Rd./surrounding area and vice-versa. Garret stated he would make some calls and speak with PennDOT and possibly the homeowner to have information / options for the next meeting. Tressa advised to tell Ms. Storch they are working on it.

Aaron Brotzman, Weaver Road:

Mr. Brotzman explained conditions of roads around his residence (Weaver and Bobcat mainly) and noted they have not been graded in over a year causing some really bad spots/crowning/pot holes/etc. Mr. Brotzman continued he would even be happy with “band-aids” for now as the recent rain has really affected their condition. Garret replied that he has a plan for this are next week - now that they are back to full-staff and equipment repairs have been made, he can make sure these are not just temporarily “band-aided” and wants to take the time to fix them the right way and keep

up on maintenance. Mr. Brotzman thanked Garret; Tressa asked for Mr. Brotzman to give the BOS a status of the conditions after these repairs are done so they know if it was an improvement.

Tyler Chandler, Ridge Road:

Mr. Chandler was in attendance to discuss damage received to two trailer tires and rims while traveling on Shephard Road through Milltown and about the Townships' procedure regarding damage reimbursement as he knows they have them in place in Sayre Borough and Village of Waverly. Tressa answered that the Township does not currently have a protocol for reimbursement or replacement but will make note to discuss it with the Solicitor when he is back in town and can provide him that information after. Discussion continued between Mr. Chandler and the Supervisors regarding the dangers on that stretch of road with its' current condition (a few pot-holes are up to 8-10 inches in diameter), plus the notable increase in speeding. Garret added that he is familiar with the pot-hole area he is referencing and knows that the energy company had just done some work there so will investigate them and see if that may be cause.

Athens Twp. Planning Commission:

No representative present.

Patterson-UTI / NexTier Completion Solutions Inc.: Attorney Rossettie, who had represented NexTier Completion Solutions at the conditional use hearing on July 9th 2024, requested a formal decision document be completed and executed by the Supervisors and submitted back to him for their records. The Supervisors read and signed this as it was decided upon at the hearing that the conditional use be granted.

Athens Twp. Volunteer Fire Co.:

June 2024 report received; no representative present.

Athens Twp. Parks Commission:

No representative present.

Tozers Landing has not had any further excessive water use; discussion was had about leaving the water as it currently is, no handles unless requested. Aqua monthly reports will continue to be monitored.

Round Top Park water test results from July reported limit above threshold, additional samples to be provided. Four additional samples provided with results within the limits. No additional action needed.

Round Top Park roof repairs to the upper restroom and pavilion #5 were completed from 7/22-7/29/24 per contract between LeBlanc Development and the Township.

The Parks Committee asked about the plan for the roads being repaired inside Round Top Park; as their conditions are negatively affecting attendance and future bookings per comments received. The Supervisors discussed that the Parks Committee used to be responsible for these roads, then the Township took them back over years ago but this may need to be looked into to change again; until that happens – does Parks have any budget to fix these? Ron / Matt / Garret discussed options

for repair and ended with a plan for RTP roads to be looked at (both by a local company and PennDOT) to get recommendation for best course of action to repair; Garret and Matt will lead. Further discussion once additional information provided.

The Parks Gatekeeper position was filled by two individuals; Janine Dawson was trained July 24th and Spencer Underdown was trained July 30th.

The Parks Committee has a member resigning and will need to start considering a replacement; no official dates set at this time.

On motion of Tressa, seconded by Bonnie; motion passed to open a 4-Imprint account under Athens Township Supervisors for ordering needs via credit card payment or, if they authorize, charge account.

Athens Twp. Public Works Dept.:

Garret Stocks was in attendance to represent the Public Works Department.

Matthew DeBlander from Larson Design Group and Aaron Crist from PennDOT were in attendance to review the Murray Creek Road Bridge Rehab Project; discussion was had on why and how the determination was made to do this preservation project, the final designs explained to show changes / improvement features along with the site plan for the immediate surrounding area. The discussion continued with the detour originally proposed possibly being adjusted after discussion with Garret about timeline for fixing Weaver completely / correctly before this project would start in June 2025. Resident Aaron Brotzman added to make sure to have dust control done early in that entire area too; Matt added that would be part of the site preparation. Mr. DeBlander asked if the Township wanted to stay with the original plan to keep the materials (guiderails, signage) that would be removed?; resident Mike Freeland offered information regarding the ability to have the signs refaced at Bradco. Cori asked Mr. DeBlander what would the loadbearing difference be after completion?; Mr. DeBlander answered it would be at full composite and not need postings for limits as it does now. Bonnie asked if any waterflow assessment was completed for this?; Mr. DeBlander answered it was not needed for this preservation project.

With no other questions, on motion of Cori, seconded by Matt; motion passed for the Township to keep the current guiderail and posted signage when it is removed at the beginning of this projects preservation work.

On motion of Tressa, seconded by Ron; motion passed to authorize Larson Design Group to apply for a water obstruction permit for the Moore Road Bridge Strengthening Project and to provide them with copies of our FloodPlain Management Plan & StormWater Management Plan Ordinances.

Moore Road Bridge Strengthening Project Status Report from Joshua Setts – Project Manager received; project is on schedule and there are no current action items for the Township at this time. Noted activities completed: deed / ROW research complete, preliminary structural design complete, preliminary E&S plans complete. Activities scheduled for the next two months: finalize E&S plans, finalize structure design, obtain temp. construction easements, complete structure

plans, obtain PennDOT structural adequacy approval, complete construction plans, prepare contract documents, advertise / let project.

On motion of Tressa, seconded by Cori; motion passed to approve Purchase Order for calcium dust control / application from account 438.214 in the amount of \$11,936.00; scheduled for application beginning 8/5/24.

Truck #6 - 2009 Ford F250 posted for auction on MunicBid to run from 7/24-8/8/24; current bid up to \$3000. Noted.

On motion of Tressa, seconded by Matt; motion passed to approve Purchase Order for mobile screen plant rental from Austin's from the rental budget account 438.380 in the amount of \$2150.00. This will cover delivery and a 2-day rental to get the millings in the yard to a useable status as they are not currently.

Garret discussed the three quotes he received for 2000tons AS3 anti-skid (delivered); Johnson Quarries \$25/ton, Marcus Cole \$24/ton, Lopke \$32.50/ton. Discussion was had regarding the need for the approved purchase being from a COSTARS vendor, with the materials showing on the vendor list online. On motion of Tressa, seconded by Cori; motion passed to approve Purchase Order for Marcus Cole quote of 2000tons AS3 anti-skid (delivered) for \$24/ton, total cost \$48,000 from account 432.201 general fund contingent upon finalization of their COSTARS vendor certification of materials.

Garret discussed the Winter Needs/Requests List:

- 1.) Six Laser Temperature Guns (approx. \$90/each)
- 2.) Truck #8 drive tires & Truck #3 steer tires (working with Steve Shannon Tire on options)
- 3.) Six Cobra 29 LTD classic CB radio's (approx. \$120/each)

Tressa requested that Garret get with Ruth to discuss this and get line items numbers for what we have budget for; will revisit at the next meeting.

The street name signs at the corner of Winding River Dr / Wildwood Rd have been replaced 3 times this year; discussion was had amongst the Supervisors, Garret and Officer Stone regarding setting a camera in the area to prevent this further. Officer Stone will look into what they have available.

Johnson Quarries delivered contracted 2A & 2RC materials on 7/12/24. Noted.

Thomas Avenue Bridge officially open to traffic July 19th, 2024. Noted.

Public Works Foreman MOU to be discussed in Executive Session.

Mechanic / Laborer MOU to be discussed in Executive Session.

Public Works Staff to be discussed in Executive Session.

Athens Twp. Police Dept.:

June 2024 report received, no representative present.
Wage Appendix – disregard, figures were incorrect.

On motion of Bonnie, seconded by Cori; motion passed to accept the monthly reports.

On motion of Bonnie, seconded by Ron; motion passed to approve all monthly bills.

On motion of Ron, seconded by Tressa; motion passed to approve the minutes from June 26, 2024 regular meeting and the July 9, 2024 Special Meeting & Conditional Use Hearing

On motion of Bonnie, seconded by Ron; motion passed to approve the minutes from the July 19, 2024 special Supervisors meeting – Tressa & Matt abstained as they were not in attendance.

Considered / Discussed:

On motion of Tressa, seconded by Bonnie; motion passed to adopt RESOLUTION 2024-15 Act 13 Impact Fee Funds received and allocation of \$60,000 to the police department purchase of Motorola In-Car Cameras that will be reimbursed to the Act 13 Funds account upon receipt of the awarded PCCD Grant funds which cover 100% of the costs.

CPA services were quoted from Guthrie & Co., P.C. for 2024 single audit \$30,000; annual DCED audit \$20,000. Discussion was had among the Supervisors about getting the other requested quote back from Baker Tilly to bring to the next meeting and possibly the need for a third.

On motion of Tressa, seconded by Ron; motion passed to authorize the Bradford County Courthouse – Register and Recorder Office to set up direct deposit via ACH for payments to the Township; they will no longer be sending paper checks.

Athens Youth Football is looking to purchase an AED to have on hand for practices / games. Jeff Rosenheck (Bradford County Emergency Management Coordinator) can get one for them costing \$1200 and is asking that since the organization allows all students in the Athens district to participate, that each municipality consider donating \$200 toward this cost – in exchange, a unified press release would be created. TABLED for next meeting; need to find out from Ruth where this money could come from for the donation.

Correspondence/Information:

Dalrymple Gravel & Contracting Inc.- notice of DEP Permit Renewal Application submission for their Chemung Plant. Noted.

FEMA congratulatory letter recognizing the Townships floodplain management ordinance is compliant with the National Flood Insurance Program; commending efforts toward reducing future flood losses. Noted.

On motion of Cori, seconded by Tressa; motion passed to authorize Willdan Group – Energy Saver Program to send some free LED lights to the Township.

Bradford County Commissioners – Community Development Grant Program offering a “Block Grant” opportunity (due 8/8/24). Noted.

Senator Yaw will be in Williamsport PA 8/6 and Mansfield PA 8/7 to discuss state grant opportunities; 8/6 seminar to focus on fire / police grants. This information was relayed to both Athens Township Chiefs. Noted.

Penn State Extension Training (virtual) – Stream Repair Series (5) beginning 8/27. Noted.

PSATS Training (on-demand webinar): Establishing a Pavement Management System; Garret looking into this and other PSATS trainings available.

Chairwoman Tressa took the board into executive session at 6:57 PM for personnel and pending litigation. The meeting reconvened at 8:16 PM.

On motion of Matt, seconded by Cori; motion passed to appoint Garret Stocks as the Public Works Superintendent at a rate of \$25/hour effective 8/1/24.

Upon the Solicitors return, the Public Works Foreman MOU to be changed to reflect “Superintendent” title and pay rate of \$25/hour.

On motion of Tressa, seconded by Matt; motion passed to hire Zaccory Guiles as Laborer for the Public Works Department at a rate of \$18/hour per union contract, contingent upon a pre-employment drug screen, background check and having his CDL permit prior to start date. Mechanic / Laborer MOU will not be needed for this position.

On motion of Tressa, seconded by Matt; motion passed confirming Mike Chilson pay rate of \$24.69, plus 3% effective 7/29/24.

On motion of Tressa, seconded by Matt; motion passed to authorize volunteer fire department employees to respond to working structure fire calls during work hours; time will be noted separately on their timesheet and paid from general fund.

There being no further business, on motion of Cori, second by Matt; it was unanimous to adjourn the meeting at 8:23 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
August 19, 2024 4:00 PM Special Meeting

Chairwoman Tressa Heffron called the meeting to order at 4:05PM.

Also present were Supervisors Bonnie Petruschak, Ron Reagan and Matt Moore; Cori Lasco was unable to attend due to a scheduling conflict. Solicitor John Thompson and Secretary Meagan Carling were in attendance; along with Public Works Superintendent Garret Stocks. Tressa led everyone in the Pledge of Allegiance.

Voice of Residents:

Rosemary Firestine & Nancy Whitt of 355 Moore Road:

Ms. Firestine & Ms. Whitt were in attendance as they had some general questions.

Firestine inquired about the timeline for the website redesign release as she feels it is difficult to find information on the current site; she was informed it was in process and the release date of the 'test site' would be announced.

Firestine asked where the legal notices are posted; she was informed they are published in the Daily Review Newspaper based on the state guidelines.

Firestine thanked Garret for getting the Public Works Dept. out to mow and do repairs to Moore Road and is still concerned about the placement of the concrete barricades putting weight on the bridge; Garret said they are placed on the ground just off of the bridge but would take a look to make sure.

Firestine asked if the Moore Road Bridge Strengthening Project was still on schedule and about the bid process for the construction; she was informed of the steps Larson Design Group will be taking this fall to post for bids / awarding by end of September, with estimated completion by end of the year.

Firestine commented about the maintenance neglect being main cause of the Moore Road Bridge closure; Garret noted he is developing a plan for better scheduled maintenance.

Whitt inquired about Act 13 funds use; she was informed the amount received was based on the active well sites in the area and funds use on roads is limited / routes with those sites.

Whitt wondered why some Township bridges are weight rated higher than the roads to them; discussion was had about the bridges being rated prior to PennDOT reviewing road ratings for oil / gas industry increasing their use – resulted in lowered road ratings.

Whitt, Firestine, Garret & Supervisors discussed "shared services" options; would benefit all.

Considered / Discussed:

Municibid update: Truck #6 auction ended 8/8/24, winning bid \$6100. Garret to contact the winner to make arrangement for pick-up once payment is received.

CabinetWorks Appeal update and documentation provided per Solicitor John Thompson for Treasurer files; no additional information to discuss.

Superintendent of Public Works MOU details discussed for clarification. On motion of Ron, seconded by Matt; motion passed to carry over Garret Stocks previously accumulated sick and vacation time into his new position as Superintendent of Public Works. Additional concerns with the MOU will be addressed at the next BOS meeting.

Police Department, Right-to-Know: TABLED, Solicitor John Thompson is waiting on guidance from the state before he can bring it before the BOS.

Bradford County COG minutes, noted; Annual Dinner Meeting, to RSVP for Ron Reagan +1 to attend.

On motion of Tressa, seconded by Bonnie; motion passed to authorize payments to the property owners and to record the deed of easement for the last Right of Way on T-321 (Murray Creek Road) over Murray Creek. Payment amounts: Weaver \$913.50, to record each of the 4 deed of easements is \$78.75 (separate payment per parcel; the other 3 payments were authorized in July).

Act 13 Funds allocation: TABLED.

Chairwoman Tressa took the board into executive session at 5:04PM for personnel and pending litigation. The special meeting reconvened at 5:44PM.

On motion of Matt, seconded by Bonnie; motion passed to suspend Jon Waltenburg for 3 days for timesheet violation; suspension will be for August 20th, 21st, 22nd. On motion of Matt, seconded by Ron; motion passed to suspend Jon Waltenburg until medical documentation is submitted to the Township regarding visits, work restrictions, return to work orders per the verbal discussions had with the Superintendent of Public Works for pay period 8/1-8/14/2024.

There being no further business, on motion of Bonnie, seconded by Matt; it was unanimous to adjourn the meeting at 5:58PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

Chairwoman Tressa Heffron called the meeting to order at 5:30 PM.

Present were Supervisors Tressa Heffron, Bonnie Petruschak, Ron Reagan, Matt Moore and Cori Lasco; Treasurer Ruth Casterline, Secretary Meagan Carling and Superintendent of Public Works Garret Stocks were also in attendance. Tressa led everyone in the Pledge of Allegiance.

Voice of the Residents:

Aaron Brotzman, Weaver Road:

Mr. Brotzman explained conditions of roads around his residence (Weaver and Bobcat mainly), since Garret and the road crew finished work on them, are the best they have been in almost 25-30 years. Mr. Brotzman thanked them all for the great job they did, and noted they were fixed correctly. Garret replied repairs have been made, the right way, and they have a plan in place to keep up on maintenance.

Athens Twp. Planning Commission:

Marion Carling represented the Planning Commission. She presented the board with the maps and documentation for two cases.

IR Federal Credit Union / final land development on Elmira St. (#24-08): The Chairwoman's signature on the O&M agreement was the last item for the four deficiencies being met. On motion of Ron, seconded by Bonnie; motion passed to sign the agreement and accept the Planning Commission recommended approval of the final land development.

Blow, Roberta / 2-lot subdivision on Wolcott Hollow Road (#24-09): On motion of Tressa, seconded by Cori; motion passed to accept the Planning Commission recommended approval of the subdivision, contingent upon the two Executors' of the Will's signatures being witnessed by a notary.

Athens Twp. Volunteer Fire Co.:

July 2024 report received; no representative present.

A ceremony will be held on Tuesday, September 3rd at 12pm at the Athens Township Volunteer Fire Company; ATVFC will be receiving keys to a Ford F250 pickup truck donated by Energy Transfer, which will aid in the department's emergency response efforts. Sen. Gene Yaw and Rep. Tina Pickett will be in attendance, along with representatives from Energy Transfer and the ATVFC.

Athens Twp. Parks Commission:

Michele Browning represented the Parks Committee.

On motion of Tressa, seconded by Matt; motion passed to accept the resignation of Committee Chairman, George Crowell. Michele has the information posted on the PARKS social media pages and the vacancy will also be advertised next week.

Tressa and John (Solicitor) will review the materials regarding the Blanchard – North Branch Canal Property with Meade Murtland from PARKS to ensure a decision can be made based on all aspects and get any questions answered. TABLED until the next meeting.

PARKS had inquired about getting a waiver or consent form drawn up for anyone wanting to volunteer to help with trail cleanup, painting, equipment assembly, etc.; John Thompson will look into this – TABLED to next meeting.

Athens Twp. Public Works Dept.:

Superintendent of Public Works Garret Stocks was in attendance to represent the department.

Moore Road Bridge Strengthening Project – TIP: Supervisor Ron Reagan attended the Western / Eastern Bradford Co. COG Annual Dinner Meeting on August 26th; discussions were had in regard to the TIP changes that may affect funding and he would like to get some more information. He is looking into getting an information session set-up with Northern Tier Regional Planning & Development / PennDOT / BC Progress Authority and also reach out to other municipalities who have done TIP to get an idea of any issues, concerns or recommendations.

<VOR:>

Mr. Brotzman asked if taxes would be increasing next year; Tressa stated the budget had not been discussed yet but do not plan to do so.

Jenna, Jacklin Road:

Jenna apologized for missing the beginning of meeting but wanted to know if there was a list of the upcoming road projects; she would like to see more dirt roads completed and have an idea when Jacklin would be coming up. Garret replied his plan is to be on Jacklin by the end of next week; he also followed-up with a neighbor of hers (Ms. Storch) on this too.

Moore Road Bridge Strengthening Project Status Report from Joshua Setts – Project Manager received; email noted some design issues that needed to be addressed, putting the project behind – he has put in on an expedited schedule to catch up. There are no current action items for the Township at this time. Noted activities completed: finalized E&S plans and design structure, complete deed & ROW research, define ROW / TCE on plans, prepare/send temporary construction easements. Activities scheduled for the next two months: obtain temporary construction easements, obtain PennDOT structural adequacy approval, complete construction plans, prepare contract documents, advertise / let project, award to contractor.

Round Top Park will be hosting the Eastern PA Greenways Summit this September 18-20th. Ron wants to have the park roads work done before that event as RTP has been the “Shining Star” of the Township for years, even if have to band-aid / level off for now. Garret explained that they would need belt-loader to fix them. Resident, Rosemary Firestine (of Moore Road), interjected her disapproval of this idea; Jenna (of Jacklin Road) expressed her disapproval of this idea as well – adding in the lack of access of emergency vehicle to her road and Moore. Cori stated while it would be nice to have the RTP roads fixed before the event, let’s leave Garret to his current plans for repairs.

Garret discussed his plans for Erin Road & Hillcrest Drive repairs. The process for both will need to start with having core samples taken to determine what their fiber/moisture/clay content. Current issues may have been from cause from the base or could be lack of coating but will not know how to proceed until the samples have been taken. Cori suggested to start getting quotes now for these forecasted repairs. Garret added that Center St. is on his radar too.

On motion of Matt, seconded by Tressa; motion passed to appoint Garret Stocks as the preparer / signatory for the Multi Modal Grant application / submittal round; open to receive applications September 23rd through November 5th, 2024 – Miller Road Bridge to be resubmitted for this. Supervisors will be the backup for anything needed.

Garret discussed the purchase order for 6 infrared temperature guns for each driver to help determine what treatment roads need for winter conditions and overall safety; resident, Mike Freeland mentioned that Athens Borough does not use these but also does not have the hills / road conditions the Township has. On motion of Bonnie, seconded by Ron; motion passed for this purchase order to be TABLED until the next meeting.

On motion of Bonnie, seconded by Cori; motion passed to approve purchase order for 7 CB Radios and hardware in the amount of \$1636.32 from the ARP account; 430.327 is the new line item assignment.

On motion of Tressa, seconded by Matt; motion passed to set-up and account at Steve Shannon Tire; need an account to get quotes.

Garret updated the BOS that the anti-skid materials through Marcus Cole still not showing as approved by COSTARS; he wants to wait hoping their approval goes through but will need to place the order by latest, September 16th. The BOS advised he check in with Lopke and Johnson Quarries previous quotes to ensure they can hold those prices and get a couple more from the list of who has the approved materials to have on hand in case Marcus Cole cannot be awarded the order. On motion of Tressa, seconded by Ron; motion passed to rescind the awarded order for Marcus Cole AS3 anti-skid material if is not COSTARS approved by 9/13/24.

Truck #6 - 2009 Ford F250 auction winner through Municibid is unable to be reached by the Township; Municibid's process is to report the seller which generates a two-day warning for them to be in contact – if they have, the offer is sent to the second highest bidder. If they are unable to be reached or decline the awardment, Municibid will relist the item. On motion of Tressa, seconded by Cori; motion passed to move forward with the Municibid process to offer to 2nd highest bidder if winner is unable to be reached, and relist the truck if needed.

<VOR:>

Mr. Brotzman asked about stormwater runoff; Garret stated he has a plan to build up areas necessary.

On motion of Matt, seconded by Cori, opposed by Ron; motion passed to approve purchase order for a local, used truck box to replace the current deteriorating one before winter for the amount of \$6800.00. Resident, Rosemary Firestine asked Ron why he was opposed; Ron replied he is just hesitant on used equipment.

Calcium dust control application – finished. Noted.

Rental of the screen plant was longer than expected due to a breakdown/repair to the equipment; they were able to screen 4000 tons of millings in 25 hours. This resulted in roughly 2800 tons of good quality road materials that would cost \$32/ton to purchase on average; potential savings totaling \$89,600.

Zaccory Guiles started employment with Public Works Dept 8/19/2024 as laborer. Noted.

Superintendent of Public Works MOU to be discussed in Executive Session.

Public Works Staff to be discussed in Executive Session.

Athens Twp. Police Dept.:

July 2024 report received, no representative present.

Wage Appendix to be reviewed / discussed in Executive Session.

On motion of Ron, seconded by Tressa; motion passed to authorize Township SRO's & Fire Police to assist with parking and traffic control, along with the closure a portion of Penna Ave (section between Frederick St & Pine St) for the "Gold Out" football game / activities (beginning at 6pm on Sept 21st) and Homecoming football game / activities (beginning at 4:45pm on Sept 27th) until completion of each event.

On motion of Tressa, seconded by Ron; motion passed for the Police Dept Right-to-Know to be TABLED until updates are available.

On motion of Bonnie, seconded by Matt; motion passed to accept the monthly reports.

On motion of Tressa, seconded by Bonnie; motion passed to approve all monthly bills.

On motion of Tressa, seconded by Ron; motion passed to approve the minutes from July 31, 2024 regular meeting.

On motion of Tressa, seconded by Bonnie; motion passed to approve the minutes from the August 19, 2024 special Supervisors meeting – Cori abstained as he was not in attendance.

Considered / Discussed:

Jolene DiMaggio presented on Marc Rosato's behalf for Rally Point's interest in two new parcels of Township property to lease. Ms. DiMaggio relayed leases are 5yr at \$1275/acre with 18% royalty, with ability to extend lease at \$1350/acre; this contract states "no surface" drilling. Discussion was had between BOS, Michelle – PARKS, Ms. Firestine – resident regarding the process, locations and possible contract detail from 1970's funding to PARKS that may negate leasing option that John Thompson – Solicitor is going to investigate. Cori asked for additional details from Rally Point to supply and suggested they review it along what John T. discovers – add to September meeting agenda to revisit - TABLED.

On motion of Tressa, seconded by Ron; motion passed to discuss allocation of Act 13 Funds during a budget meeting per BOS confirmation with Ruth-Treasurer. TABLED to budget meeting.

On motion of Bonnie, seconded by Ron; motion passed to add junkyard inspection reviews / license renewals to the September meeting agenda as BOS would like Ed Reid in attendance to discuss these / process – TABLED.

On motion of Ron, seconded by Tressa; motion passed to authorize registration & lodging for Ed Reid to attend the PA Assoc. of Floodplain Managers annual conference October 2, 2024.

On motion of Tressa, seconded by Matt; motion passed to allow John Thompson to initiate legislation / draft complaint against property owner for zoning issue Winslow St. / Empowered Solutions and look into further options.

On motion of Tressa, seconded by Bonnie; motion passed for request letter to be signed / submitted to PennDOT for right-of-way reimbursement, T-105 over Cayuta Creek.

On motion of Ron, seconded by Cori; motion passed to accept the Township MMO's for Police Pension Plan & Non-Uniformed Pension Plan drafted by Conrad Siegel / Township Secretary and Defined Contribution Plan drafted by Citizens & Northern Bank / Township Secretary; and authorization to sign and submit all three for 2025 year. Resident, Mike Freeland asked where does the money go and what is the extra used for; Ruth – Treasurer stated it goes into General Funds but the Township never gets it all back so there is no extra.

On motion of Tressa, seconded by Bonnie; motion passed to review CPA quote information received same day from Baker-Tilly and revisit along with previous quote at the September meeting – TABLED.

AED for Athens Youth Football, discussion TABLED until additional information available.

On motion of Ron, seconded by Cori; motion passed not to renew / enroll in any of the Wiles Valley Weather Plans offered at this time.

Township Tower maintenance is not being done, John Thompson to look into contract with Clarity Connect as it is believed it may be their responsibility to do so; revisit at the September meeting when additional information is provided – TABLED.

Township property on Sunnyfield Dr. (closed landfill) has not been maintained. Resident, Rosemary Firestine asked about looking for a grant to clean it up; Ron stated we just need a small machine and a plan for upkeep. TABLED to next meeting to get some ideas / options.

Township Secretary cell phone to be discussed in Executive Session.

Correspondence/Information:

Communications regarding Deficiency Letter #3 between DEP & Bishop Brothers / Minard Mine. Noted.

Election Day equipment delivery & voter services notice noted; Township office will be open / staff on hand.

TYPO ON AGENDA ACKNOWLEDGED & CORRECTION WILL BE POSTED ON WEBSITE / SOCIAL MEDIA: First Aid Trainings to be held at the Township Building Thursday, Sept 12th from 6p-10p AND Wednesday, Sept 18th from 9a-1p. Openings for both sessions still available - open to the public for up to 20 participants per session.

Tax Claim Bureau, upset tax sale 9/11/24 at 9am in the Courthouse. Noted.

Zoom Phone / Zoom for Government information. Noted.

<V.O.R.>

John Amato, King Road:

Mr. Amato expressed his frustration for calling in a handful of times to report King Road needing to be mowed to see it only completed around CabinetWorks and not the whole road. Garret stated he had someone mowing there roughly a month ago but was not aware it wasn't completed; he will get it finished and look into why it was not when assigned.

Chairwoman Tressa took the board into executive session at 7:42 PM for personnel and pending litigation. The meeting reconvened at 8:57 PM.

On motion of Tressa, seconded by Matt; motion passed to authorize two changes to the Superintendent of Public Works MOU specifying a 40 hours / week and correct "Garret" spelling for John Thompson to present to Garret Stocks on Friday, August 30th 2024 to sign.

On motion of Ron, seconded by Tressa; motion passed for John Thompson to write up "change order" for Bishop Brothers: 2A materials contract.

On motion of Tressa, seconded by Matt; motion passed to transfer the PSATS membership from Chuck Wright to Garret Stocks.

On motion of Tressa, seconded by Cori; motion passed to approve the Police Departments corrected wage appendix presented with the part-time information added.

There being no further business, on motion of Cori, second by Matt;
it was unanimous to adjourn the meeting at 9:03 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

Chairwoman Tressa Heffron called the meeting to order at 5:30 PM.

Present were Supervisors Tressa Heffron, Bonnie Petruschak, Ron Reagan, Matt Moore and Cori Lasco. Treasurer Ruth Casterline, Secretary Meagan Carling and Superintendent of Public Works Garret Stocks were also in attendance. Tressa led everyone in the Pledge of Allegiance. Solicitor John Thompson arrived during presentation of Public Works Dept; minutes may not correlate to order of the agenda because of Solicitor needing to be present / to review.

Voice of the Residents:

Cindy Fuller, Penna Ave: Fuller emailed regarding the Herrick Ave. corner street light being out again, has not worked in approximately 1 month. The Supervisors suggested she contact the Cemetery to see if they own it – if they do not, it may be the electric company; whoever owns it is responsible for maintaining it.

George Ballenstedt, Pine Tree Rd: Ballenstedt discussed the conditions of Pine Tree Rd; big pot holes and road edges need to be fixed.

Matt Cooper: Cooper asked if there was an update to the Moore Road Bridge project; will wait for the report during Public Works.

Athens Twp. Volunteer Fire Co.:

August 2024 report received.

George Ballenstedt represented the ATVFC. He discussed: the current budget / looking into pumper-tanker in future, the annual Sportsman's Night Event was successful, holding an open house/family even on October 10th from 5-8p for National Fire Prevention Week (Oct. 5th-12th), number of calls are down for the year, and mutual aid response. Tressa added their Facebook page has a list of their events.

Athens Twp. Parks Commission:

No representative present, no report received.

Still have an opening for member on Parks Committee.

Athens Twp. Public Works Dept.:

September 2024 Roads Report received.

Superintendent of Public Works Garret Stocks was in attendance to represent the department.

Moore Road Bridge Strengthening Project Update: Ron presented delays related to design / cost pushing project one month behind, scheduled to advertise mid- month / "let" project end of October; adding total price now close to \$400K – cold weather is factor in increase. Discussion continued with Supervisors, resident Matt Cooper and resident Rosemary Firestine regarding why the difference in costs, the project processes, Larson Design Group role, potential funding options and future project process options.

Bradford County road name sign replacement program deadline for submittal 10/11/24; Garret to submit.

Purchase order for 14 tires (trucks #3 / #4 / #8): Garret presented quotes for new and recaps, discussed the difference. Cori made a motion to approve Talmadge Tire recap quote, but retracted the motion after further discussion. Garret to get one more quote for both new and recaps and have the Talmadge quote “cleaned-up” with working total to bring to October Supervisors meeting. TABLED.

Purchase order for infrared temperature guns (revisited): Discussion was had about quality, research / product knowledge and pricing. Garret explained that the quote listed was from a store the Township already has an account with; will do some more research and bring findings to October Supervisors meeting. TABLED.

AS3 status, new quotes for purchase order: Garret noted that Marcus Cole materials from the previously approved purchase order was not on the COSTARS list by Sept 13th; he has new / confirmed quotes (all on the COSTARS list). After discussion, on motion of Cori, seconded by Bonnie; motion passed to award anti-skid (delivered) order to Lopke in the amount of \$65,000 from account 432.201 noting their quote was not the lowest but the lower bidded materials were not adequate to the Township needs.

Solicitor John Thompson arrived to the meeting; jumping from Public Works to Planning Commission.

Athens Twp. Planning Commission:

September 2024 meeting minutes received.

Marion Carling represented the Planning Commission. She presented the board with the maps and documentation for three cases.

Tri-King Ventures / preliminary-final land development, Elmira St; zero deficiencies (#24-10):

On motion of Ron, seconded by Tressa; motion passed to accept the Planning Commission recommended approval of the final plan land development.

Witmer, Michele Ann / 2-lot subdivision, Sayre Hill Road; zero deficiencies (#24-11):

On motion of Bonnie, seconded by Tressa; motion passed to accept the Planning Commission recommended approval of the subdivision.

Amato, Anna / 3-lot subdivision, King Rd (Wilawana Rd address); zero deficiencies (#24-12):

Power of Attorney presented and signed. On motion of Ron, seconded by Cori; motion passed to accept the Planning Commission recommended approval of the subdivision.

GreenKey Solar / schedule conditional use hearing – proposed commercial solar facility on Bensley St.: Conditional Use Hearing scheduled for 6:00pm, November 14th 2024 at the Athens Township Building, 45 Herrick Ave in Sayre PA; will allow for Planning Commission meeting and time to satisfy any deficiencies noted.

Blow, Roberta / subdivision (#24-09) revisited: Motion made at 8/28/24 meeting was to have maps signed / notarized; upon review – not able to notarize physical map. On advisement of Solicitor John Thompson, both Executors signatures accompanied by the notified certificate

naming them would suffice for recording. On motion of Ron, seconded by Tressa; motion passed to amend the motion removing notarizing the maps for the approved Blow subdivision.

Athens Twp. Public Works Dept. – continued:

On motion of Cori, seconded by Matt; motion passed to ratify appointing Tressa as the approved signer for the sale of Truck #6 - 2009 Ford F250; auction winner through Municibid paid and picked up the truck on 9/24/24.

On motion of Tressa, seconded by Bonnie, opposed by Ron; motion passed to assign funds from ARP account to be used on approved purchase order for the used dump box w/ spreader previously approved at 8/28/24 BOS meeting.

Growing Greener Grant application submitted in June 2024; projects awarded will likely be announced in January 2025.

On motion of Tressa, seconded by Bonnie; motion passed to resubmit the Miller Road Bridge Replacement application for the Act 89 Multimodal Transportation Fund grant consideration; errors on previous application have been corrected, verifying pricing.

On motion of Matt, seconded by Bonnie; motion passed to re-allocate ARP funds previously designated to “stormwater management project” to now be put toward “materials”.

Thomas Ave Bridge (T-105), notice stating construction complete / final billing / project records received. Noted.

Public Works Staff to be discussed in Executive Session.

Considered / Discussed:

TEAMSTERS – MOU work week / summer hours: confusion on wording / why signatures needed if Superintendent decided on transition date back to 8 hour / 5 days schedule already; relaying to BeLinda to speak with Solicitor John Thompson regarding this.

Athens Twp. Public Works Dept. – continued:

On motion of Bonnie, seconded by Ron; motion passed to approve DEP water obstruction / encroachment (GP11) e-permit for Moore Road Bridge Strengthening Project.

On order of Bonnie, seconded by Cori; motion passed to authorize PennDOT to obtain utility clearance for the Murray Creek Bridge Rehab Project; Verizon already signed - stated their lines will not be impacted by this construction.

Athens Twp. Police Dept.:

August 2024 report received, no representative present.

On motion of Bonnie, seconded by Matt; motion passed to accept the monthly reports.

On motion of Cori, seconded by Matt; motion passed to approve all monthly bills.

On motion of Matt, seconded by Cori; motion passed to approve the minutes from August 28, 2024 regular meeting.

Considered / Discussed - continued:

Ed Reid presented current junkyard inspections for Suttty's Salvage & Chris Z Sutton's Garage and explained inspection and licensing process. The Supervisors discussed updating the license document. On motion of Bonnie, seconded by Cori; motion passed to approve both junkyard inspections, application letters be sent out for license renewals.

DCED Local Share Account (LSA) Statewide Grant application window 9/1 – 11/30/24; grant details discussed noting \$100 application fee / no match / can bundle items; brainstorm for revisiting at October meeting. TABLED.

On motion of Ron, seconded by Tressa; motion passed to hold Township "Trick-or-Treat" night on Thursday, October 31st 2024 from 6-8p.

On motion of Ron, seconded by Matt; motion passed to approve and submit the Athens Area School District's letter of request for "school bus stop" signage placement in the area of intersecting Wolcott Hollow & Chamberlain Roads to PennDOT for consideration.

On motion of Ron, seconded by Bonnie; motion passed to approve payment of Conrad Siegel's invoice for Non-Uniform Employee Pension Plan actuarial services through 8/25/24, in the amount of \$3500.

On motion of Tressa, seconded by Bonnie; motion passed to approve payment of Conrad Siegel's invoice for Police Employee Pension Plan actuarial services through 8/25/24, in the amount of \$3150.

Website redesign action item - decision on email domain discussed; more information needed from D3WebDesign for October meeting. TABLED.

On motion of Matt, seconded by Bonnie; motion passed to change from Culligan to Tulpehocken for Township Building water delivery services (bi-weekly).

Rally Point Resources lease agreement / addendum list for review for October meeting; have Marc Rosato attend. TABLED.

On motion of Bonnie, seconded by Matt; motion passed to accept Baker-Tilly as CPA service; details regarding audit level requirements to be gathered and relayed once verified.

On motion of Tressa, seconded by Matt; motion passed to update HEP account to name Barry Brosnan, Garret Stocks and Ed Reid as the only authorized purchasers.

Voice of the Residents – continued:

Tracy Sutton, Mile Lane Rd: Sutton in attendance to get status of his junkyard inspection / license renewal decision and to inquire why his scrap container was swapped for a competitors / ensure no issues between his service and Township.

Correspondence / Information:

Northern Tier Regional Planning & Development Commission – annual meeting 10/18/24. Noted.

First Aid Training to be rescheduled; dates / times will be announced once set. TABLED.

Gannon Insurance – 2025 change notices / coverage summary for review. TABLED.

ESM Training 9/25 & 9/26 attendees; all previously approved to attend – no changes.

LTAP courses toward Road Scholar Certification – local/in-person; Garret recommended “Erosion & Drainage Course”.

On motion of Ron, seconded by Bonnie; motion passed approving Meagan to attend PSATS Basic Training for Secretaries on 9/27/24, local / in-person.

Athens EPSCO closed, re-opened as Irr Supply Center; offered \$50 credit on account. Noted.

Integrity Energy, energy consulting firm document for review. Noted.

Considered / Discussed – continued:

On motion of Bonnie, seconded by Ron; motion passed to approve TEAMSTERS monthly health agreement for Garret Stocks new role as Superintendent.

Chairwoman Tressa took the board into executive session at 8:15 PM for personnel and pending litigation. The meeting reconvened at 9:26 PM.

On motion of Matt, seconded by Cori; motion passed to approve payment of TEAMSTERS invoices for Mike Chilson’s health benefits, additional premiums due.

There being no further business, on motion of Bonnie, second by Matt;
it was unanimous to adjourn the meeting at 9:27 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
October 20, 2024 9AM Budget Workshop & Special Meeting

Chairwoman Tressa Heffron called the budget workshop & special meeting to order at 9:05AM. Supervisors also present were Ronald Reagan, Bonnie Petruschak, and Cori Lasco; absent was Matthew Moore. Treasurer Ruth Casterline and Secretary Meagan Carling were also in attendance.

Police Chief Roger Clink presented the budget proposals for the Athens Township Police Department for the 2025 year. He requested an increase in pay for administrative duties covered by the Chief and Sergeant, discussed possibility of another part-time officer, explained the new Pro-Suite reporting system through the county (1st year free, payment in 2026), and their need for a new patrol vehicle. Chief presented the “end-of year” purchase orders and continued that even with these purchases the P.D. has remained under budget for 2024.

On motion of Ron, seconded by Tressa; motion passed to approve the Police Department’s nine “end-of-year” purchase orders:

1. Up In Arms – ammo, in the amount of \$4800 from account 410.239 (check)
2. Sherwood Groves – brakes / rotors, in the amount of \$779.17 from account 410.347 (check)
3. Bastian Tire – tires (state bid), in the amount of \$3804 from account 410.347 (check)
4. 2nd Shift Auto – oil / filters / fluids, in the amount of \$1136 from account 410.347 (check)
5. GSS – weapons storage unit, in the amount of \$1834.65 from account 410.260 (cc)
6. Global Industrial – lockers (2), in the amount of \$1445 from account 410.260 (cc)
7. Intoximeters – breathalyzer/accessories, in the amount of \$1650 from account 410.260 (cc)
8. Palmetto St. Armory – firearms (4), in the amount of \$1479.72 from account 410.260 (cc)
9. Gatewood Supply Co. – firearm (1), in the amount of \$654.98 from account 410.260 (cc)

On motion of Tressa, seconded by Cori; motion passed to increase the POLICE credit limit for the month to \$8065 to cover the above “end-of-year” purchases and to split the total between Chief and Sergeant cards if cannot raise Chief’s alone that amount.

Meade Murtland and Michele Browning represented the Parks & Rec Committee to present the budget proposals for the 2025 year. They discussed the need for repairs / improvements to pavilions 7 & 8 at Round Top Park – currently waiting on quotes. Bonnie requested to get quotes for the updating the ballpark at RTP too. Ron shared the estimate from PennDOT to fix the RTP roads (section from Pump Station Hill Road intersection up around the top loop) to be approximately \$83,000; discussion continued with questions for the back entrance and the flying field area. Tressa suggested to contact the school district about the XC route / potential for hosting more events. Meade reviewed the plan for Tozers Landing pavilion addition and future plans for the park; Tressa provided some contacts to Meade for possible opportunities for student volunteer work / school project credit. Discussion continued, may need to revisit security system – last quoted at \$45,000.

Michele Browning submitted her letter of resignation, and presented the Board with Lauren Varguson’s letter of resignation, from the Parks Committee; Varguson’s resignation being effective following the October 28th 2024 Parks meeting and Browning’s effective in November.

A representative from the Athens Township Volunteer Fire Co. was not available to present their budget proposals as scheduled; information will be emailed this coming week to review for the next workshop. Ruth requested they submit their monthly financials this week as well.

A representative from the Public Works Dept. was not in attendance due to a scheduling conflict but provided information for review; this will be revisited at the October 30th meeting or the next budget workshop.

Meagan Carling presented the budget proposals items on behalf of the Township Office. Yearly raises increase, new microwave, filing cabinet (2) / fireproof filing cabinet (1), security call buttons or security vestibule/entryway, new zoning vehicle, parking lot repair, update heating/cooling system(s), and Christmas Eve Luncheon 2025. Also proposed the idea of a building addition / storage plan and presented pictures from the current storage facility. Ruth added increasing the petty cash amounts for Zoning, Clerk and Treasurer to accommodate new fee schedule. Discussion continued, items were requested to be added to the October 30th meeting agenda to address; other items noted.

No further budget items to present.

On motion of Tressa, seconded by Bonnie; motion passed to accept the resignation of Michele Browning and Lauren Varguson from the Parks & Rec Committee and to advertise the vacancies.

Discussion was had regarding a zoning violation, additional information needed; TABLED – add to the October 30th meeting agenda.

DCED Local Share Account grant application discussion was had, additional information / clarification needed from Public Works; TABLED – add to October 30th meeting agenda.

Right-to-Know request, details needed for how large amounts of information requested are to be distributed; TABLED – add to the October 30th meeting agenda.

On motion of Bonnie, seconded by Tressa; motion passed to approve the purchase of queries for reporting drug/alcohol test results through the American Drug & Alcohol Distribution / Clearinghouse in the amount of \$75 for 60 queries from account 406.316. Tressa to purchase with credit card on Wednesday, 10/23/24.

Auditor's Ordinance, additional time / information needed, TABLED – add to the October 30th meeting agenda, Solicitor to advise.

On motion of Tressa, seconded by Ron; motion passed to submit the DEP Waste Transportation Application for \$50 to get annual permit to haul. Tressa to purchase with credit card on Wednesday, 10/23/24.

On motion of Tressa, seconded by Bonnie; motion passed to approve Jeff Paul – Plumbing/Heating & Electric to perform the required annual backflow test for Aqua in the amount of \$160. Appointment tentatively scheduled for 10/31/24.

On motion of Tressa, seconded by Bonnie; motion passed to renew The Daily Review annual newspaper subscription in the amount of \$250 / delivered.

Personnel – to be discussed in Executive Session.

Voice of the Residents: none.

Chairwoman Heffron took the Board into executive session at 11:40 AM for personnel
The special meeting reconvened at 11:52 AM.

On motion of Bonnie, seconded by Cori; motion passed to accept Ruth Casterline’s letter of retirement from Athens Township effective February 12, 2025 - after 36 years of service. On motion of Tressa, seconded by Bonnie; motion passed to advertise the open Treasurer position.

On motion of Cori, seconded by Ron; motion passed to approve the payout of Mike Chilson’s unused 20 days of PTO.

There being no further business, on motion of Tressa, seconded by Cori:
it was unanimous to adjourn the meeting at 11:56 AM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

Chairwoman Tressa Heffron called the meeting to order at 5:31 PM.

Present were Supervisors Tressa Heffron, Bonnie Petruschak, Ron Reagan, Matt Moore and Cori Lasco. Secretary Meagan Carling and Solicitor John Thompson were also in attendance. Tressa led everyone in the Pledge of Allegiance.

Athens Twp. Planning Commission:

October 2024 meeting minutes received, no representative present.

GreenKey Solar: conditional use hearing to be held 11/14/24 @ 6pm; noted.

Witmer: submitted sewage module incomplete, needs Litchfield TWP pages; noted.

Zoning: Violation regarding secondary/accessory dwellings, minutes 10/7/24 state Planning Commission is looking into AUD's further. Supervisors advise to ensure compliance with Code Inspections as well.

Athens Twp. Volunteer Fire Co.:

September 2024 report received, no representative present.

Athens Twp. Parks Commission:

No representative present, no report received.

Round Top Park to close for the season on 11/15/24, noted.

Vacancies on the Parks & Recreation Committee, advertised.

Letter sent regarding North Branch Canal property: the Township "advised to discuss the (property) preservation with entities/organizations specifically geared toward restoration and maintenance of historical sites as the Township nor Parks Committee is in a position to develop it" in that manner.

On motion of Cori, seconded by Matt; motion passed to approve the purchase order for Mayo & Son's Masonry - concrete pavilion pad and trench for waterline at Tozers Landing in the amount of \$4260, from 454.704 account.

ATV Club brochure / Off-Highway Vehicle Permit (OHVP) rate – TABLED, additional information needed from Parks as to status of invoice, permit fees, permit application updates.

Athens Twp. Public Works Dept.:

October 2024 Roads Report received, no representative present.

Moore Road Bridge Strengthening Project Update: structure plans should be ready for final review 10/31/24; on track to advertise project by 11/11/24 to award to contractor by 12/2/24. No action

items for Larson Design or the Township at this time. Bonnie to contact Josh Stetts, LDG Project Manager, delay noted.

Thomas Ave. Bridge acknowledgment of completion & records received. Noted.

On motion of Bonnie, seconded by Ron; motion passed to approve a check for \$23.50 paid to the Bradford County Register & Recorders Office to finalize the T321 Right-of-Way; this is the last step needed for PennDOT to record the plans / submit to the Project Coordinator, authorizing the project to be advertised.

On motion of Cori, seconded by Matt; motion passed to approve the purchase order for 14 tires (trucks #3 / #4 / #8) from Tallmadge Tire Service in the amount of \$4,430 from 430.700 account.

On motion of Cori, seconded by Matt; motion passed to approve the purchase order for 6 infrared temperature guns from Tom's Hardware in the amount of \$539.94 from Act 13 funds account. Ron opposed – on the grounds he does not believe they are needed.

Photos of the loader were presented to show its current state, it is going to need to be replaced sooner than expected; Supervisors requested quotes for new (and used) for the next budget workshop; TABLED.

Verizon Connect program is a vehicle tracking subscription, including dash-cam's, being looked into to streamline fleet management / maintenance; Gannon Insurance verified it would help with price negotiations for the upcoming renewal; TABLED – look into other companies for similar products / quotes.

There are 4 old "V"-plows out in the yard, 3 will probably need to be scrapped – very poor condition and the other is in "OK" condition but will not be used again and thought it could be repurposed for a landscape feature / Township sign. Discussion was had regarding who would do the work to clean it up / paint it; TABLED – additional information and quotes needed for review.

Public Works Superintendent truck; to be discussed in Executive Session.

Public Works Superintendent MOU, overtime verification; to be discussed in Executive Session.

Public Works Staff; to be discussed in Executive Session.

Athens Twp. Police Dept.:

September 2024 report received, no representative present.

2024 "Sirens for Santa" program announced last week; noted.

On motion of Cori, seconded by Matt; motion passed to accept the monthly reports for Planning, Public Works, Police Dept., Permits.

On motion of Bonnie, seconded by Ron; motion passed to approve all monthly bills.

On motion of Tressa, seconded by Bonnie; motion passed to approve the minutes from September 25, 2024 regular meeting.

On motion of Tressa, seconded by Cori; motion passed to approve the minutes from October 20, 2024 budget workshop / special meeting. Matt abstained – he was not in attendance for this meeting cited as his conflict of interest.

Considered / Discussed:

Nathan Wiles presented the updated Wiles Weather, winter plan option and answered questions from the Board; TABLED – information to be reviewed, will be addressed at the November 20th 2024 meeting.

DCED Local Share Account (LSA) Statewide Grant application window 9/1 – 11/30/24. Discussion was had and additional grant questions arose regarding particulars of items being considered to submit on the application, plan is for an equipment bundle; TABLED – specifics needed for final decision on application items, will be addressed at the November 20th 2024 meeting.

Indigo Wireless removed the equipment they had on the tower and from the outbuilding 10/30/24 as they sold their license to AT&T. On motion of Tressa, seconded by Bonnie; motion passed to approve Solicitor John Thompson to send letters to Indigo Wireless and AT&T in regard to the lease / contract terms for tower use.

Township Office - Security/Panic Alarm quote was presented for 8 panic buttons/ fobs (one for each staff member and all board members) with a subscription for notification to Bradford County Dispatch for activation response; TABLED – information needed for if this was in the budget for 2024 and will be revisited at the next budget workshop or Supervisor meeting.

J&S Electrical inspected the inoperable/missing lights/fixtures in the yard, building perimeter and parking areas today and will be providing a quote for suggested repairs/replacements; TABLED – quote has not been received, will be addressed at the November 20th 2024 meeting.

On motion of Tressa, seconded by Cori; motion passed to approve Resolution 2024-16: Broadband Ready Communities Program Application.

Athens Borough Proposed Comprehensive Plan received, comment period ends 12/8/24; noted.

Right-to-Know requests process; TABLED – information for discussion was not available.

Lowes Assessment Appeal, hearing held 10/22/24 – slight tax increase for upcoming year from application error; noted.

On motion of Ron, seconded by Bonnie; motion passed to increase the petty cash on hand amounts for the Township Treasurer, Zoning Officer & Clerk to accommodate fee schedule; Treasurer's from \$50 to \$100, Zoning Officer's from \$100 to \$200, Clerk's from \$50 to \$100.

On motion of Tressa, seconded by Ron; motion passed to approve a Township Employee/Volunteer Christmas Luncheon to be held Friday, December 20th at noon. Discussion was had on continuing issues with Clarity Connect as the Township email domain and other options. Resident Matt Cooper provided additional information regarding having similar problems with any other self-issued system. TABLED - Supervisors would like updated quotes from Kai Pan Consulting to present at the November 20th 2024 meeting for review.

Marc Rosato from Rally Point Resources was unable to attend but discussion was had regarding the process / necessary steps if deciding to move forward with these leases and new lease requests from another separate company inquiring about PEMA properties. TABLED – more information needed on if this is even an option, awaiting feedback.

On motion of Ron, seconded by Tressa; motion passed to advertise Ordinance 2024-02, “Athens Township Auditors Ordinance”.

Baker-Tilley CPA audit options are still too unclear to make a decision on; Supervisors request a formal proposal; TABLED – formal proposal will be addressed at the November 20th 2024 meeting.

On motion of Matt, seconded by Bonnie; motion passed to approve the renewal of Ed Reid’s Association of State Floodplain Managers membership in the amount of \$180.00; his current membership expires 12/31/24.

On motion of Tressa, seconded by Bonnie; motion passed to participate in the PSATS Salary Survey Plus tool/program.

Contract for the Enterprise Center Storage Space has been reviewed, no action can be taken until another location is decided on. Discussion was had on possible options; TABLED – brainstorming / research needed for another location.

Township Treasurer position, to be discussed in Executive Session.

Personnel, to be discussed in Executive Session.

Correspondence / Information:

C&N Bank, annual fee disclosure notices for pension plan; noted.

American Drug & Alcohol Diagnostics query purchase had to be by plan, not by a set number of queries – motion made approving the purchase made at 10/20/24 special meeting was for 60 costing \$75 (knowing 20 cost \$25), plan purchased was for 50 costing \$62.50; change noted.

On motion of Ron, seconded by Cori; motion passed to approve Ed Reid and Garret Stocks attendance to the Bradford County Hazard Mitigation Plan Update meeting on 11/1/24 to ensure the Township can adopt the 2025 County Hazard Mitigation Update once established.

Bradford Tax Collection Committee minutes; noted.

Upcoming (local / in-person) LTAP courses 11/15 “Erosion & Sediment Control” and 12/18 “Full Depth Reclamation”; noted.

Voice of the Residents:

Kira Storch, Jackin Road: Ms. Storch called to put in another request for “slow” signs to be placed on Jacklin Rd as the traffic is still going too fast. Supervisors suggested to have her contact PennDOT.

Dave Adams, Ellistown Road: Mr. Adams is one of the residents in the surrounding area of the proposed GreenKey Energy Development’s commercial solar facility. He distributed documentation to the Board of an ordinance done in Windham Township in regard to solar energy and strongly suggested Athens Township consider something similar. Planning Commission member Matt Cooper informed him that any new changes to the current ordinance would not be applicable to the GreenKey Energy proposal as it is already in process / under consideration and therefore guided by what it states at time of the application receipt. Mr. Adams was also informed of the next Planning Commission meeting this upcoming Monday (11/4/24) at 7pm and encouraged him to attend.

Matt Cooper, Miller Road: Mr. Cooper commented on the announcement of the recent state grants awarded and inquired if the Township had applied. He was informed they were just awarded from the submittals in Fall of 2023; and the LSA grant – equipment bundle discussed earlier is the same one; PennDOT’s multi-modal grant was the one applied for that needed correcting before resubmittal.

Chairwoman Tressa took the board into executive session at 7:18 PM for personnel.
The meeting reconvened at 8:56 PM.

On motion of Cori, seconded by Matt; motion passed to increase Zaccory Guiles pay to \$20/hr effective Monday, November 4th 2024, pending his performance review be formally dated 10/21/24 by the Superintendent of Public Works and returned.

On motion of Tressa, seconded by Matt; motion passed to reappoint Rebecca Miller to the Planning Commission and to reappoint Matt Cooper to the Planning Commission. Ron abstained – relation to Rebecca Miller sited as conflict of interest.

Budget Workshop scheduled for Saturday, November 16th 2024 at 9AM.

There being no further business, on motion of Matt, second by Bonnie;
it was unanimous to adjourn the meeting at 9:11 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
Conditional Use Hearing – GreenKey Solar Development
November 14th, 2024 6:00PM

Chairwoman Tressa Heffron called the special hearing to order at 6:02 PM. Supervisors also present were Bonnie Petruschak, Ronald Reagan and Matthew Moore; Cori Lasco was unable to attend. Solicitor John Thompson, Zoning Officer Edmund Reid and Secretary Meagan Carling were also in attendance, along with Stenographer Elizabeth Brucie to take the testimony for this hearing.

Solicitor John Thompson gave a brief introduction of the Board members and introduced the Stenographer. Edmund Reid, Athens Township Zoning Officer was sworn in and verified all of the exhibits presented noting all processes to date had all been in compliance for both Athens Township and GreenKey Solar Development.

Tracy Tackett, Hunter and Kelsie Strader were in attendance representing GreenKey Solar Development; Tackett presented the proposed project for a the construction of a commercial solar facility on a 36 acre parcel of land located at 259 Bensley Street in Athens Township, Sayre PA. The proposal includes placement of photovoltaic panels racking, inverters and transmission lines with a fenced enclosure surrounding. Additional details to note: no battery energy storage or broken panel storage on site, noise from transformers similar to that of air conditioner – ambient, panel are glass with plastic junction boxes and have anti-reflective coating to prevent glare (angle of panel prevents glare too), life cycle of the panels is minimum 25 years then recycled, GreenKey is responsible for upgrades but repairs will need to be done by someone in the surrounding area (contractor), GreenKey is willing to do a weed management plan if requested and provide vegetation (within reason) to the bordering properties if interested, any electromagnetic frequencies dissipate within a meter of the inverter / transformer, pesticides will be minimal if needed and contracted to the surrounding area, prior to installation the local fire companies and police departments will be trained in case of emergency, local municipalities will be provided points of contact for all contractors, tentative timeframe is 18-24 months to start, and the service volume is 900+ homes. Questions from the Supervisors, John McCutcheon – resident, and Dave Schrader- resident were addressed.

At 7:34pm Solicitor John Thompson advised those in attendance that the board would be going into Executive Session for deliberation and the hearing was reconvened at 7:51pm.

Solicitor John Thompson announced at this time the Board is not prepared to render a decision and need to further look into all of the factors. On motion of Tressa, seconded by Ron; motion passed to announce the decision of this hearing at the Supervisors Meeting on December 18th at 5:30pm.

On motion of Ron, seconded by Bonnie, it was unanimous to conclude the hearing at 7:55 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

Vice Chairwoman Bonnie Petruschak called the meeting to order at 5:30 PM.

Present were Supervisors, Bonnie Petruschak, Matt Moore and Cori Lasco; Tressa Heffron was unable to attend and Ron Reagan arrived late. Superintendent of Public Works Garret Stocks, Secretary Meagan Carling and Solicitor John Thompson were also in attendance. Bonnie led everyone in the Pledge of Allegiance.

Athens Twp. Planning Commission:

November 2024 meeting minutes received, no representative present.

GreenKey Solar: conditional use hearing was held 11/14/24, no decision was made at the hearing and it was continued to the Supervisors Meeting 12/18/24; John Thompson drafted a proposed decision for the Supervisors to review.

Colon, Henry & Rorry: On motion of Matt, seconded by Cori; motion passed to authorize the sewage module to be signed and submitted for the subdivision in Smithfield Township on adjoining parcel in Athens Township.

Athens Twp. Volunteer Fire Co.:

October 2024 report received, no representative present.

Athens Twp. Parks Commission:

No representative present, no report received.

Vacancies on the Parks & Recreation Committee, still open.

Star is going up at Round Top before Thanksgiving, still coordinating exact day.

Rotary Pavilion maintenance / repairs will be quoted this week; will provide for next budget session.

Supervisor Ron Reagan arrived.

Athens Twp. Public Works Dept.:

November 2024 Roads Report received; Superintendent of Public Works Garret Stocks was in attendance to represent the department.

Moore Road Bridge Strengthening Project Update: email from Larson Design Group stating the project design was submitted to PennDOT, they are “willing to grant structural adequacy approval provided the posting limit is set at 10-tons and the bridge is put on a 3-month inspection frequency once re-opened” after the strengthening project completion. The limit was decreased from the planned 14-ton posting as there are “some uncertainties with the existing structure and abutments” that cannot easily be accounted for in the design. Supervisors Cori Lasco and Ron Reagan spoke with Aaron Crist from PennDOT via conference call, Secretary Meagan Carling was also present. The email from LDG was verified and options for both TIPs (programs) were outlined; details will need to be discussed further with the PennDOT Bridge Engineer – working on scheduling this as soon as possible. Discussion was had with residents Rosemary Firestine, Nancy Whitt, Matt Cooper, Mike Freeland; all disappointed in hearing this update.

On motion of Ron, seconded by Matt; motion passed to authorize Garret Stocks to submit an application for “the design and permits” funding through BCCD for undersized and failing culverts; they are able to fund 15 over the next year. Garret has selected to submit the culvert on Wildwood Road.

On motion of Cori, seconded by Ron; motion passed to accept the T-321 Right-of-Way Clearance Certificate, designating the Vice Chairwoman as signing authority.

Garret presented two quotes for loaders from CAT and 5Star, waiting on another from Hitachi. He was able to have the CAT delivered for an equipment demonstration / performance evaluation – will do the same for the others as time permits. CAT has 2 leasing options available and have quoted \$20,000 trade-in for the TWP current loader; 5Star cannot offer leasing options or trade-in. The Supervisors requested he bring this information to the next budget session. Garret also needs to know what plan of action is if the current loader becomes inoperable – further discussion can also be had at next budget session.

Truck trackers / cameras, unable to get quotes prior to the meeting – TABLED.

Garret gave a quick update on the crew, working well together and positive environment.

Garret discussed what preparations have been made for the impending winter weather forecasted for Thursday evening - Friday.

Athens Twp. Police Dept.:

October 2024 report received, no representative present.

On motion of Ron, seconded by Bonnie; motion passed to approve the purchase order for office supplies from Quill in the amount of \$628.93 from 410.210 account.

On motion of Cori, seconded by Matt; motion passed to accept the monthly reports for Planning, Fire Co., Public Works, Police Dept., Permits.

On motion of Ron, seconded by Bonnie; motion passed to approve all monthly bills.

Note: no meeting minutes presented for review

Considered / Discussed:

Garret contacted Wiles Valley Weather and would suggest the “winter weather” option over the “year-round” service. Garret has also requested a quote from AccuWeather for their Snow Warning Service, a similar program, but did not receive a reply prior to the meeting. The Supervisors requested he bring this documentation to the next budget session.

On motion of Ron, seconded by Cori; motion passed to submit an application for two “Township Vehicles” for the DCED Local Share Account (LSA) Statewide Grant.

Solicitor John Thompson is still working on holding Indigo Wireless and AT&T to the lease / contract terms for tower use.

On motion of Matt, seconded by Bonnie; motion passed to transfer the electric formally under Indigo Wireless over to the Athens Township account before November 31, 2024 to continue to provide power to the outbuilding housing the Athens & Sayre schools bus systems repeaters and the county's emergency back-up repeater; will need to get the account information from Ruth to provide to point of contact from Indigo.

On motion of Cori, seconded by Matt; motion passed to pay the annual Safe Drinking Water – PWS invoice totaling \$50.00 from the Department of Environmental Protection.

On motion of Cori to pass on donating, in response to residents Matt Cooper and Mike Freeland's stance against the Township making the decision for what charity programs or groups to donate tax-payer funds to, no second motion was made; motion does not pass to "pass on donating" to the Sirens for Santa program.

Conrad Siegel invoice for study completion, TABLED until account information is provided.

On motion of Bonnie, seconded by Ron; motion passed to note receipt of the Spalding Memorial Library's financial statement.

On motion of Matt, seconded by Cori; motion passed to approve the Bradford County Commissioners updated lease agreement increasing election day facility use fees from \$50 to \$100, designating the Vice Chairwoman as signing authority.

Mark from J&S Electrical was in attendance to answer any questions in regard to the quote that was submitted for the electrical work to the Township yard and building perimeter. Discussion was had. Additional quote for electrical work from Mountain Lake Electric had not be received prior to the meeting.

On motion of Matt, seconded by Cori; motion passed to approve the proposed lunch order for the Township Christmas Luncheon from OIP, based on 40 people attending.

Discussion was had on the quote for email domains 3 options; may need additional information to make the decision; the Supervisors requested to bring this to the next budget session.

Discussion was had revisiting the Rally Point Resources & Halo Land Management oil / gas lease inquiries regarding the process / necessary steps if deciding to move forward with these requests TABLED – need to look at details more.

On motion of Cori, seconded by Matt; motion passed to accept the CPA Baker-Tilly to do a single audit with the cash basis financial statement audit (option#2 per the email summary) for 2024, contingent upon the Township Treasurer confirming this is adequate, for the municipality's purposes, to report on a cash basis of accounting.

On motion of Cori, seconded by Ron; motion passed to adopt the updated Auditors Ordinance 2024-02, stating the Township has the option and will advertise the selection, designating the Vice Chairwoman to have signing authority.

Storage space and options will be discussed further in the next budget session.

Discussion was had and determined the next budget session will be held as a special meeting on Tuesday, November 26th at 6pm.

Discussion was had regarding the Township Treasurer position; held one interview this week and scheduling another for next week; still accepting applications / resumes.

Administrative personnel will be discussed in Executive Session.

Correspondence / Information:

Upcoming (local / in-person) LTAP course 12/18 “Full Depth Reclamation”; noted.

Voice of the Residents:

Kira Storch, Jackin Road: Ms. Storch contacted PennDOT, she was informed that the Township can request a speed study to determine what it should be posted as; the Supervisors requested additional information for costs and options.

Mike Freeland, Wilawana Road: Mr. Freeland inquired about the status of the new website as he has noticed the current Township site to be down on occasion and inquired about postings for agendas / minutes being uploaded timely or possibly delayed. The Supervisors discussed and will evaluate the status of the new site and devise a plan to expedite the process; requested the uploads to the old site be checked.

Vice Chairwoman Bonnie took the board into executive session at 7:48 PM for personnel.

Supervisor Cori Lasco needed to leave prior to the meeting adjournment, exited Executive Session at 7:57pm.

The meeting reconvened at 8:45 PM.

On motion of Ron, seconded by Matt; motion passed to authorize Solicitor John Thompson to pursue establishment or receipt of franchise fees from Tri-County Connections.

There being no further business, on motion of Matt, second by Bonnie;
it was unanimous to adjourn the meeting at 8:47 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
November 26, 2024 6PM Special Meeting & Budget Workshop

Chairwoman Tressa Heffron called the budget workshop & special meeting to order at 6:03PM. Supervisors also present were Ronald Reagan, Bonnie Petruschak, and Matthew Moore; absent was Cori Lasco. Treasurer Ruth Casterline and Secretary Meagan Carling were also in attendance, along with Superintendent of Public Works Garret Stocks and Jon Waltenburg representing the Road Crew.

“Sirens for Santa” Program was revisited; discussion was continued regarding amount the Township donated in previous years – none in 2023 and possibly \$500 in 2022 but Ruth will confirm. Residents Rosemary Firestine and Nancy Whitt raised questions regarding what charitable contributions the Township was allowed to make; TABLED until the next meeting for the Solicitor to be present for comment.

On motion of Ron, seconded by Matt; motion passed to approve payment of the \$100 fee for submittal of the application for two Township vehicles consideration for the Local Share Account – Statewide Grant by 11/30/24.

Personnel – to be discussed in Executive Session.

With no further meeting items to discuss,
the Board shifted into the budget workshop at 6:17PM.

Representatives from the Fire Company and Police Department were not in attendance.

The Parks Commission was able to get one quote for review on approximate cost to repair the Round Top Park Rotary Pavilion (7 & 8); this was added to the Parks proposed budget figures for further review.

The Public Works Department led discussion with materials figures and equipment needs, leading into road repair plans / options:

- Erin Road method for repairs will depend on results from core samples
- Hillcrest Drive repairs would need drainage work first
- Braddock Rd., Sutliff Hill Rd., Weaver Rd., Highland Dr., Pump Station Hill Rd repair methods and possible order discussed
- Round Top Park roads and Round Top Rd. (short section) noted to keep on radar to possibly combine with others

Ruth provided information for what account options could be considered for these plans / options (General, Act 13, Liquid Fuels, Capital Reserve).

Additional information / attendance by Superintendent of PW Garret Stocks and Chief Clink requested for the next budget workshop & special meeting on December 5th, 2024 at 6PM.

No further budget items to present or discuss.

Chairwoman Heffron took the Board into Executive Session at 9:56PM for personnel.
The special meeting reconvened at 10:53PM.

There being no further business, on motion of Bonnie, seconded by Matt;
it was unanimous to adjourn the special meeting at 10:54PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
December 5, 2024 6:00PM Budget Workshop & Special Meeting

Chairwoman Tressa Heffron called the budget workshop & special meeting to order at 6:04 PM. Supervisors also present were Ronald Reagan, Bonnie Petruschak, Matthew Moore and Cori Lasco. Treasurer Ruth Casterline and Secretary Meagan Carling were also in attendance. Superintendent of Public Works Garret Stocks and Police Chief Clink attended in reference to their departments budget proposals.

Commencement of budget workshop:

Stocks presented a third loader quote for discussion and answered resident inquiries about the condition of the Township's current loader and explained why he was not looking into "used" options for replacement.

Options for Erin Road were discussed, the proposed figures for a complete repair are too high – will need to look into possibly taking out a loan cover the costs. Core sample reports were received and reviewed.

Residents Rosemary Firestine and Nancy Whitt asked for more information on a handful of line items whose figures were proposed during prior budget workshops and offered suggestions to cut some costs.

Chief Clink provided information for what was covered under a few line items and was able to make some cuts from the Police Departments' previously proposed figures; noting that the new reporting system through the county is still going to be due starting in 2026.

After moving some funds around and recalculating, Ruth confirmed the 2025 proposed budget was balanced.

No further budget items to discuss.

Commencement of special meeting (7:43pm):

On motion of Ron, seconded by Cori; motion passed to donate \$300 to the Sirens for Santa Program. In lieu of using Township funds, Cori will donate this from his Supervisor 4th quarter earnings on behalf of the Township. Matt abstained - he was not present / was out of the room at the time the vote was taken.

On motion of Tressa, seconded by Ron; motion passed to approve the payment to the Spalding Library per the Ordinance. Matt abstained - he was not present / was out of the room at the time the vote was taken.

On motion of Bonnie, seconded by Cori; motion passed to approve payment to Conrad Siegel in the amount of \$3690 from general fund. Matt abstained - he was not present / out of the room at the time the vote was taken.

On motion of Ron, seconded by Bonnie; motion passed to ratify Resolution 2024-17 designating two Supervisors, Tressa and Ron, to execute documents in the event the Township is awarded funds for the LSA grant applied for. Matt abstained - he was not present / out of the room at the time the vote was taken.

On motion of Tressa, seconded by Ron; motion passed to authorize the credit application be submitted, noting Tressa as the designated signatory, to 1st Equipment Finance in regard to the interest in a lease program with Medico Equipment for a 2024 Case Wheel Loader. Corrections to original documents from Medico Equipment need to be shown, along with details of the lease contract; for review at December 18th meeting.

Purchase order for Township Office Alarm System was reviewed; the Supervisors would like more clarification on why it is quoted for 8 panic buttons and the need for an indoor camera. TABLED until December 18th meeting.

Garret gave an update for Truck #7, newly purchased box (used) has been installed successfully.

The need to appoint a Township Resident to the third Auditor vacancy was noted; TABLED.

A summary of the information session held 12/2/24 the Township had with PennDOT and Larson Design Group in regard to current status' of Moore and Miller Road Bridges and current / near future options for TIP (programs) were discussed.

- Miller status reviewed and potential repairs discussed; application for Multi-modal grant submitted with funds set aside for Township's costs already, TIP option to fund for completion in 2029 or put back on the request list for next round for TIP funding and prevent additional deterioration based on latest inspection report.
- Moore at standstill with three options:
 - 1.) Continue with strengthening project at 10ton weight limit, permit emergency vehicles / mutual-aid through LDG – estimated completion spring 2025.
 - 2.) Pivot to super-structure plan (would increase weight limit to 14ton / estimated completion fall 2025) to see if feasible; if not - some preliminary work done towards permanent structure.
 - 3.) Cancel temporary structure plans, start preliminary work for permanent structure – estimated completion 2029.

On motion of Cori, seconded by Matt; motion passed to choose option #1 - continuing with the strengthening project with reduction in weight limit to 10tons and having LDG permit emergency vehicles / mutual-aid.

Act 13 funds, budget allocation of \$761,800:

- On motion of Tressa, seconded by Bonnie; motion passed to designate \$18,500 to Police Capitol / Car Camera's.
- On motion of Tressa, seconded by Ron; motion passed to designate \$32,000 to Zoning / Planning Professional.
- On motion of Tressa, seconded by Bonnie; motion passed to designate \$11,500 to Snow / Ice Removal Materials.
- On motion of Tressa, seconded by Matt; motion passed to designate \$7,000 to Road Repair / Patching.
- On motion of Tressa, seconded by Ron; motion passed to designate \$307,100 to Road Maintenance Project / 2025 Erin Road.
- On motion of Tressa, seconded by Bonnie; motion passed to designate \$280,500 to Miller Road Bridge.
- On motion of Tressa, seconded by Cori; motion passed to designate \$5,200 to Bridge Repair Materials.
- On motion of Tressa, seconded by Matt; motion passed to designate \$50,000 to Moore Road Bridge.
- On motion of Tressa, seconded by Bonnie; motion passed to designate \$50,000 to Murray Creek Road Bridge.

On motion of Tressa, seconded by Bonnie; motion passed to advertise the Township's "2025 fiscal years' proposed budgets for all funds" open and available for public inspection.

Personnel – to be discussed in Executive Session.

Voice of the Residents: none.

Chairwoman Heffron took the Board into executive session at 9:01 PM for personnel.

Supervisor Matt Moore left the meeting at 9:55 PM.

The special meeting reconvened at 10:05 PM.

On motion of Tressa, seconded by Bonnie; motion passed to accept Cori's letter of resignation from the Athens Township Board of Supervisors; effective December 31, 2024.

There being no further business, on motion of Tressa, seconded by Ron; motion passed to adjourn the meeting at 10:07 PM. Matt abstained – he was not present at the time the vote was taken.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

Chairwoman Tressa Heffron called the meeting to order at 5:31 PM.

Present were Supervisors, Tressa Heffron, Bonnie Petruschak, Ron Reagan, Matt Moore and Cori Lasco. Secretary Meagan Carling and Solicitor John Thompson were also in attendance. Tressa led everyone in the Pledge of Allegiance.

Athens Twp. Planning Commission:

December 2024 meeting minutes received, no representative present.

GreenKey Solar: conditional use hearing was held 11/14/24, no decision was made at the hearing; it has been further continued to the Supervisors Meeting 1/29/25 per the request of the applicant.

Athens Twp. Volunteer Fire Co.:

November 2024 report received, no representative present.

Athens Twp. Parks Commission:

No representative present, no report received.

Vacancies on the Parks & Recreation Committee, still open.

Star is up at Round Top - thank you Mattison's Bucket Service.

Athens Twp. Public Works Dept.:

December 2024 Roads Report received; Jon Waltenburg was in attendance to represent the department.

Tuesday's (12/17/24) emergency closure of Wildwood Road for repairs to the road / culvert collapse discussed; noted that Joe Quatrini from BCCD was on-site for this temporary fix and has plans to work with the Township this winter to design an appropriate crossing with future possibilities for a Low Volume Road project as well.

Moore Road Bridge Strengthening Project Update: email from Larson Design Group stating they are awaiting the signed Structural Adequacy plans from PennDOT to include in the bid package for contractors (should have them by the end of the week) and everything will be ready to go out after the holidays. The Supervisors would like to have bids to open at the January 2025 regular meeting. On motion of Matt, seconded by Cori; motion passed to designate Moore Road Bridge for the 2025-2029 TIP program funding to begin the engineering and design pre-construction phases.

Jayson Braim from Medico Equipment was in attendance to discuss the CASE Loader lease contract and corrected quote. Solicitor John Thompson reviewed the lease contract and noted it is in compliance but will need to have a RESOLUTION for the lease/purchase agreement. On motion

of Matt, seconded by Cori; motion passed to move forward with the lease / purchase agreement with 1st Equipment Finance for the 2024 CASE 621G2 ZBAR Wheel Loader package (with coupler, 3 cubic yard bucket, 60” forks and trade-in for the Township’s current 2008 Caterpillar 924H Wheel Loader) to be signed and submitted with a check for \$550 for payment of document fees to 1st Equipment Finance. On motion of Tressa, seconded by Cori; motion passed for Solicitor John Thompson to draft the RESOLUTION 2024-18 to adopt and be submitted with / follow the lease/purchase agreement.

Athens Twp. Police Dept.:

November 2024 report received, no representative present.

On motion of Ron, seconded by Bonnie; motion passed to approve the purchase order for Jack Leonard, Police Trainer for “instructor certification courses” (two Township officers) in the amount of \$790.00 from account 410.174 (training).

On motion of Bonnie, seconded by Cori; motion passed to accept the monthly reports for Planning, Fire Co., Public Works, Police Dept., Permits (missing final notices). No report from Parks received.

On motion of Matt, seconded by Tressa; motion passed to approve the 10/30/24 regular meeting minutes.

On motion of Tressa, seconded by Bonnie; motion passed to approve the 11/14/24 conditional use hearing – GreenKey Solar minutes. Cori abstained, he was not in attendance for the hearing.

On motion of Bonnie, seconded by Ron; motion passed to approve the 11/20/24 regular meeting minutes. Tressa abstained, she was not in attendance for the meeting.

On motion of Bonnie, seconded by Tressa; motion passed to approve the 11/26/24 special meeting & budget workshop minutes. Cori abstained, he was not in attendance for the meeting.

On motion of Bonnie, seconded by Matt; motion passed to approve the 12/5/24 budget workshop & special meeting minutes.

On motion of Bonnie, seconded by Matt; motion passed to approve all monthly bills.

Considered / Discussed:

On motion of Tressa, seconded by Ron; motion passed to approve and advertise the 2025 calendar with the following additions: add a 2nd meeting for the Board of Supervisors every month on the second Wednesday to be held at 6pm (adjusting for holidays), change the time to 6pm for the Board of Supervisors meeting on the last Wednesday of the month (adjusting for holidays) and set the organizational meeting for Monday, January 6th 2025 at 6pm.

On motion of Ron, seconded by Matt; motion passed to renew the Gannon Associates, Selective Insurance policy for 2025.

On motion of Ron, seconded by Matt; motion passed to renew the Gannon Associates, Reliance Life Insurance policy for 2025.

On motion of Matt, seconded by Tressa; motion passed to approve payment of Clavarack Electric invoice for damages 10/7/24 with the payment designation to be determined by Ruth from the general funds account (438).

PSATS Conference attendance May 3rd-7th, Hershey PA; TABLED to reorganizational meeting 1/6/2025.

Lease opportunities with Rally Point and Halo Land Management – TABLED, nothing new.

On motion of Ron, seconded by Bonnie; motion passed approving Tressa to complete the PSATS Unemployment Compensation Group Trust ballot for election of Trustees; Meagan Carling to submit.

Discussion was had regarding email domain change options; TABLED to reorganizational meeting 1/6/2025; get additional information detailing document management system.

Discussion was had to clarify the previously presented quote for Township Office Alarm System; new quote requested for decrease in panic buttons down to only 5.

On motion of Tressa, seconded by Cori; motion passed to adopt the Auditors Ordinance 2024-02.

Township Treasurer position – to be discussed in Executive Session.

Personnel – to be discussed in Executive Session.

Correspondence / Information:

NTSWA: upcoming Spring cleanup; NOTED.

ATA rate increase notification; NOTED.

ODP Costars approved account for office supplies; NOTED – check prices.

Upcoming (local / in-person) LTAP courses 12/18/24 (Full Depth Reclamation), 1/9/25 (Winter Maintenance), 2/27/25 (Public Works Safety); NOTED – Garret Stocks / Jon Waltenburg attending 1/9 & 2/27.

Integrity Energy – offer to quote new service; NOTED.

Revisited lease opportunities with Rally Point / Halo Land Management. On motion of Ron, seconded by Matt; motion passed to authorize Solicitor John Thompson to look into provisions for moving forward with these opportunities.

Voice of the Residents:

Matt Cooper: arrived after Moore Road Bridge update, inquired of status. Supervisors reviewed the earlier discussion to have bids due to open at the 1/29/25 regular meeting for contractor on the strengthening project.

Chairwoman Tressa took the board into Executive Session at 7:01 PM for personnel.

The regular meeting reconvened at 8:12 PM.

On motion of Tressa, seconded by Ron; motion passed to authorize Bonnie to extend an offer for the Township Treasurer position. On motion of Tressa, seconded by Ron; motion passed to re-advertise for the Township Treasurer position immediately in the event the offer is not accepted.

Revisited email domain options. On motion of Matt, seconded by Bonnie; motion passed to approve migration of email server from Clarity Connect to host service with Kai Pan Consulting and server management services; contact Kai to schedule migration immediately to prevent any further issues resulting from information not being relayed in a timely manner. Service details to be further discussed at re-organizational meeting.

On motion of Tressa, seconded by Bonnie; motion passed to approve advertisement of the vacancies for Park Committee Members, Township Supervisor, and Township Auditor.

On motion of Tressa, seconded by Matt; motion passed to approve PennDOT be designated to take the lead for the preconstruction phases for the Moore Road Bridge TIP 2025-2029 permanent structure replacement.

There being no further business, on motion of Tressa, second by Cori;
it was unanimous to adjourn the meeting at 8:18 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
December 28, 2024 9:00AM Special Meeting

Vice Chairwoman Bonnie Petruschak called the special meeting to order at 9:03AM, and led everyone in the Pledge of Allegiance.

Supervisors also present were Ronald Reagan, Matthew Moore and Cori Lasco (arrived after the Pledge of Allegiance); Tressa Heffron was unable to attend. Treasurer Ruth Casterline and Secretary Meagan Carling were also in attendance.

On motion of Bonnie, seconded by Matt, opposed by Ron; motion passed to ratify the declaration of “State of Emergency” for December 20th, 2024. Ron opposed, he did not think it was needed to declare for the first snowfall of the season.

On motion of Ron, seconded by Cori; motion passed to approve the 2025 Budget with mills staying at 14.

Treasurer position to be discussed in Executive Session. On motion of Ron, seconded by Bonnie; motion passed to renew the Townships Treasurer Bond for Ruth Casterline, with policy running from January 6, 2025 – January 5, 2026.

Voice of the Residents

Michael Freeland of Wilawana Road:

Mr. Freeland expressed his concern for waste of materials / funds to salt dry roads for impending snow or freezing rain; suggested waiting until needed to prevent this. The BOS agreed to discuss this with Garret Stocks – Superintendent of Public Works.

Mr. Freeland inquired about Cori Lasco’s resignation from his Supervisor position, wanting to confirm the vacancy; he presented the Board with his letter of consideration to fill the Supervisor seat.

Vice Chairwoman Petruschak took the Board into Executive Session at 9:16 AM for personnel.

The special meeting reconvened at 9:20 AM.

On motion of Bonnie, seconded by Ron; motion passed to set-up a Township Indeed account to post the Township Treasurer position and to also advertise the position in the Star-Gazette newspaper.

There being no further business, on motion of Bonnie, seconded by Cori; motion passed to adjourn the meeting at 9:22 AM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary