

ATHENS TOWNSHIP SUPERVISORS  
November 30th, 2022 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:01 PM. Supervisors present were Kirstie Lake, Christine Vough, and Bonnie Petruschak. Solicitor John Thompson, Secretary Michelle Rude, Treasurer Ruth Casterline, and Director of Public Works Chuck Wright were also in attendance. Supervisor Alan Burgess was not present. Tressa led everyone in the Pledge of Allegiance.

Voice of the Residents: none

George Ballenstedt reported on behalf of the ATVFD. He gave an overview of their submitted report, stated that they are always looking for volunteers, invited the board to their meetings on the 2<sup>nd</sup> Wednesday of the month at 7 pm, and shared that their recent fundraising opportunities have been successful. He also brought attention to the potential fire hazards associated with fireplaces, heaters, and overloaded electrical circuits that are impacted by the colder weather and holiday decorations coming up. He mentioned that they were able to put the RTP star up this past Monday as well.

Richard Bean presented on behalf of the Parks Commission. He shared that Chris DeForst completed replacing the shingles on pavilion 10 and asked that he be invited to our next meeting and recognized with a certificate. They were denied the Bradford County Tourism grant that they applied for to install 2 park benches on the overlook. ProCon Contracting has completed the overlook project and the commission will paint a preservative on the railing in the spring. Larson Design Group toured the valley parks and then met with the commission for two hours to discuss ideas for improvement. LDG will develop 3 plans for the commission to review. The kayak rack for Tozers Landing has been ordered and received. Andrew DeForst will be installing it as an Eagle project in the spring. The 8 dying trees that need to be removed will be done once the ground hardens. They will be applying for some upcoming grants for park improvements. The star is up and will come down in the 2<sup>nd</sup> week of January. PennDOT was contacted by Richard with concerns about them surveying land near Tozers Landing and Round Top Park. They have no plans to touch the park, however they may need a staging area for their upcoming projects. PennDOT would like the park gate left open or they will pull the liquid fuel funds for the park roads. The commission will need at least 4 security cameras installed if the gates are left open. Richard submitted his letter of resignation and will be officially done at the end of the year. The next meeting will be held on Jan. 23<sup>rd</sup>.

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

- 1) **Shaffer, Mark P.** – a 2-lot subdivision located on Orange Hill Road. Recommend preliminary/final plan approval with zero (0) deficiencies

On motion of Christine, second by Kirstie, motion passed to approve preliminary/final land approval for the Mark P. Shaffer 2-lot subdivision on Orange Hill Road.

Chuck Wright presented for the Public Works department and reviewed the road report with the supervisors.

On motion of Kirstie, second by Tressa, motion passed to approve the Clare Printing invoice for 500 copies of the updated letterhead.

The board will revisit Sayre Borough's trash collection services proposal at their December meeting.

On motion of Kirstie, second by Bonnie, motion passed to use \$600 of ARP funds to hire Smiley's Cleaning service to "Spring Clean" the office.

The board will revisit the American Drug and Alcohol invoice for 2023 year at their December meeting.

On motion of Kirstie, second by Christine, motion passed to pay Bradford County Sanitation Committee's invoice for the 2023 assessment in the amount of \$6144.

On motion of Kirstie, second by Tressa, motion passed to pay both Conrad Siegel's invoice for Non-Uniform Employee Pension Plan actuarial services through 11/13/2022 in the amount of \$2475 and Conrad Siegel's invoice for Police Employee Pension Plan actuarial services through 11/13/2022 in the amount of \$2475.

On motion of Tressa, second by Bonnie, motion passed to advertise the proposed Budget for 2023.

On motion of Tressa, second by Bonnie, motion passed to hold a special meeting date on December 22<sup>nd</sup> at 5 pm to pass the budget for 2023.

On motion of Kirstie, second by Christine, motion passed to accept C&N Bank's proposed rate increase for non-pension employee's retirement plans of \$330 for 2023.

On motion of Kirstie, second by Tressa, motion passed to authorize Ruth to make our annual payment to the Spaulding Memorial Library.

On motion of Kirstie, second by Tressa, motion passed to authorize Michelle to sign the Resolution for the Multimodal Transportation Fund Grant.

On motion of Tressa, second by Kirstie, motion passed to add Roger Clink, Charles Wright, and David Chandler as authorized users for the Lowe's account.

On motion of Tressa, second by Kirstie, motion passed to sign the Designation of Agent Resolutions for PEMA projects 88505 and 88506 making Chuck Wright the township's new designated agent.

The board will revisit the P.O. Policy changes at their organizational meeting on January 3<sup>rd</sup>.

On motion of Christine, second by Kirstie, motion passed to advertise the closing of Moore Road Bridge effective December 9th via legal notice prepared by John, letters to the residents impacted, notification of the Bradford County EMC and Athens Area School District, and via township website and to approve the purchase of the necessary signage needed for the closure up to \$4,000.

Page Three  
Athens Township Supervisors  
November 30<sup>th</sup>, 2022

On motion of Kirstie, 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 Kirstie, second by Christine, motion passed to approve the minutes for 10/26, 10/29, 11/12, and 11/15.

On motion of Tressa, second by Christine, motion passed to approve the minutes for 11/21. Kirstie abstained.

On motion of Kirstie, second by Bonnie, motion passed to accept the monthly reports.

There was no Correspondence/Information.

Chairwoman Heffron took the Board into executive session at 6:30 PM for personnel and pending litigation. The regular meeting reconvened at 8:15 PM.

On motion of Tressa second by Kirstie, motion passed to add updating the SRO MOU, authorizing Chuck to attend the PEMA/SRBC Plan Implementation Grant Development Meeting, the purchase of an airflow gas engine screen, canceling a township cell phone line, and the township Christmas party to the agenda.

On motion of Tressa, second by Kirstie, motion passed to allow John Thompson to send an updated Police SRO MOU in the amount of \$126,000.

On motion of Tressa, second by Kirstie, motion passed to authorize Chuck to attend the PEMA/SRBC Plan Implementation Grant Development Meeting on December 8<sup>th</sup> in Tunkhannock.

On motion of Kirstie, second by Bonnie, motion passed to allow the Public Works department to purchase an airflow engine screen from Bradco using ACT 13 funds.

On motion of Kirstie, second by Tressa, motion passed to cancel cell phone line 570-423-2839 and use one line for zoning.

On motion of Kirstie, second by Tressa, motion passed to hold the Township Christmas Party on December 22<sup>nd</sup> at 1 pm.

There being no further business, on motion of Kirstie, second by Christine, motion passed to adjourn the meeting at 8:20 PM.

Respectfully submitted,

Michelle Rude  
Athens Township Administrative Secretary