

ATHENS TOWNSHIP SUPERVISORS  
May 30, 2018 7:00 PM

Chairperson Christine Vough called the meeting to order at 7:03 PM. Supervisors also present were Kirstie Lake and Susan Seck. Solicitor John Thompson, Secretary Robin Smith, and Treasurer Ruth Casterline were also in attendance. George Ballenstedt was on vacation and Tressa Heffron was doing fifth grade graduation. Christine led everyone in the Pledge of Allegiance.

The Board proceeded with the opening and awarding of the bids, which were as follows:

**McKinney Hill Road 2300 tons DSA as per bid document**

|                         |             |          |
|-------------------------|-------------|----------|
| Glenn O. Hawbaker, Inc. | \$30.43/ton | \$69,989 |
| Bristol Excavating      | \$19.15/ton | \$44,045 |

On motion of Susan, second by Kirstie, it was unanimous to award the bid to Bristol Excavating.

**4000 tons DSA as per bid document**

|             |            |          |
|-------------|------------|----------|
| Marcus Cole | \$6.47/ton | \$25,880 |
|-------------|------------|----------|

On motion of Kirstie, second by Susan, it was unanimous to award the bid to Marcus Cole.

**8000 tons AS2 Antiskid as per bid document**

|                        |             |           |
|------------------------|-------------|-----------|
| F.S. Lopke Contracting | \$22.00/ton | \$176,000 |
| Bristol Excavating     | \$25.39/ton | \$203,120 |

On motion of Susan, second by Kirstie, it was unanimous to award the bid to F.S. Lopke Contracting.

**3000 tons AASHTO #8 as per bid document**

|                        |             |          |
|------------------------|-------------|----------|
| Dalrymple Gravel       | \$14.25/ton | \$42,750 |
| F.S. Lopke Contracting | \$15.00/ton | \$45,000 |
| Bishop Brothers        | \$20.00/ton | \$60,000 |

On motion of Susan, second by Kirstie, it was unanimous to award the bid to Dalrymple Gravel.

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Voice of the Residents: None

No one was present for the Athens Township Volunteer Fire Company.

Richard Bean reported for the Parks and Recreation Commission. There are two Eagle Scout projects in the works - John Spencer is installing new signs on Round Top and Ian Lynch is replacing the guard rails at the Pavilion 7/8 parking lot. We received the grant agreement for the DCNR \$185,100 ATV trail grant. Round Top opened May 12<sup>th</sup>. The signs have been purchased for the Jim "Coach" Haggerty Trail with money that was donated in his name. Jeff Paul and the Athens and Sayre Rotary Clubs will start work on the playground as soon as the ground firms up. The highway department will tar and chip both new parking lots after the playground is completed and Solid Ground Services finishes Phase III. The weather did not cooperate with our goal to open the new area on June 30<sup>th</sup>. We will try for July 21<sup>st</sup>. We have not heard from DCNR concerning Phase II reimbursement. Valley Cities Gas has volunteered to paint tables, guard rails, and help with an Eagle Project on Round Top sometime in the last week of July.

On motion of Kirstie, second by Susan, it was unanimous to approve the monthly bills as presented. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

The Board reviewed the Treasurer's report. Ruth thanked the Board for sending her to the 2018 PSATS Conference and the Administrative Primary Course. She offered a few suggestions from the class: We should be using pre-numbered permits and pre-numbered receipts for organized internal control of Township funds. We should also be using a purchasing policy and a credit card policy. Discussion was held. On motion of Kirstie, second by Susan, it was unanimous to have John Thompson draft a purchasing and credit card policy to include provisions for pre-numbered permits and pre-numbered receipts for police accident reports. We also should be reviewing our fee schedule annually to reflect cost coverage. Robin will get the current fee schedule for the Board.

On motion of Kirstie, second by Kirstie, it was unanimous to pay our portion of our Real Estate Tax Collector bond fee, which covers her for the next 4 years.

On motion of Kirstie, second by Susan, it was unanimous to have Ruth open an interest-bearing checking account for the new ATV grant.

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On motion of Christine, second by Susan, it was unanimous to pay for the replacement of the township office windows (as per Garrity Glass quote) from the "building repairs" line of General Fund instead of from the Act 13 account.

On motion of Kirstie, second by Susan, it was unanimous to table consideration of the Spring Cleanup until next year.

Discussion was held on the employee handbook. John will get with Chief Clink and get specs for the part-time officers before our next meeting so we can adopt the handbook at our June meeting.

The Board reviewed the proposal from Kuharchik for additional traffic signal labor, equipment and materials. The proposal was just a lump sum amount of \$5,842.00. Robin will ask for an itemized quote so we can look at line-item costs.

On motion of Kirstie, second by Christine, it was unanimous to pay for Ed Reid's Association of State Floodplain Managers annual membership and certification.

On motion of Christine second by Kirstie, it was unanimous to approve Ed Reid's attendance at the PAFPM 2018 annual conference September 18-19, 2018, and to cover his reasonable expenses.

On motion of Christine, second by Susan, it was unanimous to approve, sign and execute the Enterprise Center lease extension for the coming year.

On motion of Kirstie, second by Susan, it was unanimous to authorize Christine to sign the Dollar General maintenance agreements.

Robin presented the proposed PennDOT projects with requests for input. They were reviewed and the Board had no adverse comments. Robin will return the paperwork with no adverse comments.

Robin will contact Greg Dibble to help with in contacting Municipal Solutions about the weight limit study on Meadowlark Road.

Susan reported that they will be putting down cold mix pavement on Bressler St., Sharon Ave., Sandra Ave., and a portion of Joy Street on June 14<sup>th</sup> and 15<sup>th</sup>. She has received lots of dust control calls. They have started grading and

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putting material down. Dan Stark asked what they would be doing on Bressler and Susan explained the process.

On motion of Kirstie, second by Susan, it was unanimous to approve the minutes of April 25<sup>th</sup>, May 1<sup>st</sup>, May 7<sup>th</sup> and May 21, 2018 as written. The minutes of May 14<sup>th</sup> and May 24<sup>th</sup> could not be acted on as there was not a quorum in attendance tonight of supervisors present at those two meetings. Their approval will be moved to our next meeting.

On motion of Christine, second by Kirstie, it was unanimous to accept the Police report and the Fire report as submitted. There were no Building Permit or Road reports.

Correspondence/Information was as listed in the meeting agenda.

Chairperson Vough took the Board into executive session at 8:30 PM for personnel and pending litigation. The regular meeting reconvened at 10:02 PM.

On motion of Kirstie, second by Susan, it was unanimous to ratify and have Chairwoman Vough sign the Athens Township Police Department contract with Teamsters Local 529 for 2018 through 2020, contingent upon correction of the typographical errors, removal of Section 1205, and clarification on issues raised by the Board of Supervisors and Township Treasurer; as per the comments forwarded to the Teamsters business agent, BeLinda Combs.

On motion of Kirstie, second by Susan, it was unanimous to hire Taylor Arnold, Hunter Condusta and Christopher Warren as part-time police officers at \$19/hour for up to 32 regularly scheduled hours per week, according to the terms and conditions of the 2018 through 2020 contract, with a hire date of June 1, 2018 contingent upon the execution of the ratified contract by Chairwoman Vough.

There being no further business, on motion of Kirstie, second by Christine, the meeting was adjourned at 10:05 PM.

Respectfully submitted,

Robin L. Smith  
Athens Township Secretary