

ATHENS TOWNSHIP SUPERVISORS
April 29, 2020 6 PM Regular Meeting

Chairwoman Kirstie Lake called the meeting to order at 6 PM. Supervisors also present were Susan Seck, George Ballenstedt, and Tressa Heffron. Christine Vough was absent. Solicitor John Thompson and Secretary Robin Smith were also in attendance. Chairwoman Lake led everyone in the Pledge of Allegiance.

Voice of the Residents:

Tressa had received a call from a resident asking if it would be possible to open the recycling center just for a little while once things open up again because the resident feels there will be too many people at once at the Sayre recycling center. Tressa will respond to the resident that we cannot do that because we no longer have any containers/dumpsters, nor do we have any workers.

The Daniel/Darla Earl 2-lot subdivision located at 161 Robb Street, Lot 1A to become part and parcel to the adjoining lot of J. Wallace/Patricia Haggerty. There were 2 deficiencies, but both have been met. Planning Commission recommends preliminary and final plan approval. On motion of George, second by Tressa, it was unanimous to grant preliminary and final plan approval to this subdivision.

John Amato was present concerning his waiver request for electric installation to his new home he is building on King Road. After much discussion it was decided to have John get a survey map showing the King Road right-of-way and the location of the poles as close to the rear right-of-way as possible. Once those maps are submitted to the Board, we can schedule a meeting to review them and make an official decision on the waiver.

The deed for the Subaru subdivision lot-combination was received. This was the only item holding up final plan approval. The Board and John are okay with final plan approval being given if the deed is recorded with the existing map.

On motion of Tressa, second by Susan, it was unanimous to ratify the COVID-19 Emergency Declaration renewals from April 1 - May 5, 2020. Kirstie has signed at the unanimous direction of the Board, and Robin will scan them and get them to Bradford County.

On motion of Susan, second by George, it was unanimous to approve, sign and execute the annual lease for storage space at the Enterprise Center in the amount of \$5,000.

Discussion was held on the resident's request for a township leash law from our last meeting. It was decided that this is already addressed in state law. Tressa will get back to the resident advising her to contact the Dog Warden, Jim Johnson, if she has further issues.

Discussion was held as to performing road inspection this spring, with the COVID-19 restrictions. It was decided that Susan will send a list of roads she feels need to be done this

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year and the Board will go and look at them as they are able. She did mention Vetter Road, Sunnyfield Drive, and Meadowlark Drive to start with.

On motion of Tressa, second by George, it was unanimous to have Kirstie submit the application for Peer-To-Peer Technical Assistance to DCED.

Discussion was held as to when our parks should be opened. On motion of Tressa, second by Kirstie, it was unanimous to allow the parks to be opened according to the Governor's Plan and the Department of Health guidelines.

Susan advised the Board that she will be getting everything ready to bid for our May meeting as far as what we will need for road work this year. She also said we have 2 trucks out for repair right now.

On motion of George, second by Tressa, it was unanimous to approve the minutes of March 25, 2020 as written.

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

We had the financial report from the Fire Company and the Police report for review. There was no building permit report or road report. On motion of George, second by Tressa, it was unanimous to accept the reports we had as presented.

Correspondence/Information was as listed in the meeting agenda.

Chairwoman Lake took the Board into executive session at 7:15 for personnel and pending litigation. The regular meeting reconvened at 8:08 PM.

Discussion was held as to how we can continue to collect scrap metal to help pay for the Veteran's Memorial. On motion of Kirstie, second by Tressa, it was unanimous to have anyone wishing to donate scrap metal call the township during office hours so that someone can accompany them through the shop yard and make sure what was brought is acceptable.

On motion of Kirstie, second by Tressa, it was unanimous to have the office continue to work remotely from home through May 5th, and to have the DPW crew remain off, but available on-call. Susan abstained from the vote as she is the roadmaster.

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On motion of Kirstie, second by George, it was unanimous to adopt the Temporary Part-Time Employment Agreement for the DPW, and to have them sign and return to Robin.

John has reviewed the revised Alcohol and Drug Policy for the DPW. This was revised by our third-party testing service to include the Clearinghouse language mandated by the Federal Motor Carrier Safety Administration. On motion of Kirstie, second by Susan, it was unanimous to adopt this policy to replace all previous policies so that we will be in compliance. Robin will make copies for the DPW and give them to Susan to distribute. The DPW employees will need to sign the acknowledgment sheet and return it to Robin.

Discussion was held as to Elaine's retirement, which will be on June 19, 2020. On motion of George, second by Kirstie, it was unanimous to pay Elaine for her prior years sick and vacation time and for any unused vacation and sick time she received in 2020 - prorated to her date of retirement. Elaine will also be given the option of using her sick time from the time that the office reopens to her retirement date if she chooses not to return. Her health insurance will be paid through her last day of work.

On motion of Kirstie, second by Tressa, it was unanimous to hire Cindy Parrish as Elaine's replacement to start when we reopen with an increase of \$2.00/hour for taking on this additional position; to work 35 hours/week and additional hourly pay for any additional hours worked, such as meetings, etc., with overtime for hours worked over 40 hours/week.

There being no further business, on motion of George, second by Tressa, it was unanimous to adjourn the meeting at 8:22 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary