

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