

ATHENS TOWNSHIP SUPERVISORS

February 12, 2025 6:00 PM

Regular Meeting

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Chairwoman Tressa Heffron called the meeting to order at 6:00 PM.

Present were Supervisors – Tressa Heffron, Bonnie Petruschak and Ronald Reagan; Matthew Moore attended virtually via TEAMS. Superintendent of Public Works Garret Stocks, Secretary Meagan Carling and Solicitor John Thompson were also in attendance. Tressa led everyone in the Pledge of Allegiance.

Chairwoman Tressa took the board into Executive Session at 6:01 PM,
for personnel – Staff and legal – funding, appeal.

The meeting reconvened at 6:41 PM.

Voice of the Residents

Tim Gavek - Westbrook Street: Mr. Gavek emailed stating that he had spoken with Garret Stocks - Public Works Superintendent earlier that day regarding the section of Westbrook St. from Pennsylvania Ave – Elmira St. He was inquiring about the plan for repairs for that section and was relaying that he would not need to attend the meeting as he received the information.

Athens Twp. Planning Commission

No representative in attendance; no new business to discuss.

Athens Twp. Volunteer Fire Co.

No representative in attendance; no new business to discuss.

Athens Twp. Parks Commission

No representative in attendance; no updates to agenda items at this time so no new business to discuss.

Athens Twp. Public Works Dept.

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

Moore Road Bridge Strengthening Project Update: an update was not available prior to the meeting.

Murray Creek Road Bridge Preservation Project Update: virtual meeting was held between PennDOT, Larson Design Group, Contractors, Overton & Athens Townships for this bundled project for 2 bridges in Overton TWP and 1 in Athens TWP. Athens will be the third for repairs, planning detour announcement for mid-June, with target completion date as mid-September. (Note: prior discussions with PennDOT / LDG relayed best time for this bridge work would be after school ended for the summer break.)

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Garret presented Truck #9 – 2009 Chevy Tahoe, very poor condition / will not pass inspection and unsafe to have on the road; it is a former unit from the Police Department and has had electrical issues since added to the P.W. fleet; mileage over 164,000. On motion of Ronald, seconded by Matthew; motion passed to pull Truck #9 from the fleet and post “AS IS” for auction on MunicBid – if does not sell after posting twice, option to be scrapped.

Fuel to bid - TABLED to 2/26/25; get current contract duration, quantities and rates from previous bids / years, along with the budget, to review at the next meeting.

Aggregates to bid – TABLED to 2/26/25; bring final list for quantities and budget for review at the next meeting.

Garret presented a draft application to participate in COSTARS Salt Contract for 2025-2026 and discussion was had about the program, rates outside of COSTARS, contract participation vs. non-participation and the current salt shortage. On motion of Ronald, seconded by Tressa; motion passed to approve submission of the draft application to participate in the COSTARS Salt Contract with required amount total at 1200 tons.

Garret discussed opening an account at Harbor Freight as another option for acquiring tools / materials locally; lack of inventory and steep pricing are main issues with current accounts and purchasing position. On motion of Tressa, seconded by Matthew; motion passed to open a Harbor Freight commercial account, noting Garret as only authorized employee with a credit line of \$500 / month.

Garret presented a review of the recent shaker-deck rental noting millings on average cost \$18/ton and they were able to produce approximately 1800 tons of good/usable millings from materials in the yard; savings of approximately \$29,500 (cost of the rental deducted).

On motion of Tressa, seconded by Matthew; motion passed to authorize the Solicitor John Thompson to respond to Belinda and the Township Treasurer to increase Mike Chilson’s pay retroactive to January 1, 2025 as per the Union contract.

Athens Twp. Police Dept.

No representative in attendance; no new business to discuss.

On motion of Bonnie, seconded by Ronald; motion passed to approve the Board of Supervisors regular meeting minutes from 1/29/2025; Matthew abstained as he was not in attendance.

Consider / Discuss

Jason Fitzgerald and Cody Hoover presented services available through Penn Strategies, a grant-writing and appropriations firm, assisting in all aspects of grant submittal, advocacy and post-award administration / compliance at an annual contracted flat rate. Discussion was had and questions / concerns addressed. Mr. Fitzgerald will send a contract for further review and follow-up in a few weeks.

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On motion of Ronald, seconded by Tressa; motion passed to accept the recommendation of the Vacancy Board to appoint Michael Freeland to fill the Supervisor vacancy, to be sworn in at the next Board of Supervisors meeting on 2/26/25; votes being Ronald / Tressa / Matthew in favor, Bonnie opposed.

Appointing a third Township Auditor; TABLED – no letters in intent / interest received.

Appointing members to the Parks & Recreation Commission vacancies; TABLED - no letters of intent / interest received.

On motion of Ronald, seconded by Matthew; motion passed to re-appoint Matthew Wayman and Robin Smith to the Zoning Hearing Board with terms expiring Wayman - 9/2026 and Smith – 9/2027.

Committee assignments by the Chairperson of the Board; TABLED until next meeting 2/26/25.

Application received for a Map Amendment, hearing scheduled for the Wednesday – March 26th, 2025 at 6pm at the Athens Township Municipal Building.

Incoming Township Treasurer to start role Tuesday, 2/18/25.

Project funding; TABLED – additional information needed.

TEAMSTERS contract, roles & rates; TABLED – additional information needed.

On motion of Matthew, seconded by Tressa; motion passed to approve repairs to the Zoning vehicle be done in-house prior to scheduling an inspection.

Yard / building perimeter lights quotes reviewed; TABLED until next meeting (2/26/25) – waiting on another quote & need to review budget to see what amount was allocated.

On motion of Ronald, seconded by Bonnie; motion passed to accept the 2025 COLA calculations and authorize a one-time catch up payment for the amounts missed.

On motion of Tressa, seconded by Ronald; motion passed to approve Williams Ford road closure request – Bressler St. for the Friday Night Headlights event on May 16th, 2025.

On motion of Tressa, seconded by Matthew; motion passed to approve federal exemption forms submittal to Mirabito for future bids / billing purposes.

On motion of Bonnie, seconded by Ronald; motion passed to submit cancellation form for Ruth Casterline's bond to HA Thomson with effective date 2/12/25. On motion of Ronald, seconded by Matthew; motion passed to approve the Treasurer bond to be transferred and purchase order for Assistant Treasurer bond to be issued to Meagan Carling in the amount of \$2445.00 from General Fund (400.350).

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BlueWave Solar – ground lease opportunity documentation received. Noted.

Personnel – discussed in Executive Session.

Correspondence / Information

Email migration update provided by Secretary Meagan Carling; information regarding current accounts being received from Township, will need to get additional information from Clarity Connect and a few questions clarified before coordinating change over with Kai Pan Consulting – goal is before the end of February.

Western Bradford County COG minutes / budget / Treasurer report received. Noted.

NTSWA Act 101 DEP Compliance Survey to complete for their records. Noted.

On motion of Ronald, seconded by Tressa; motion passed to approve Superintendent of Public Works Garret Stocks' and Secretary Meagan Carling's attendance of the Bradford County Conservation District's "DGLVR Program" Annual Meeting on March 20th.

Local / in-person LTAP courses upcoming: 2/27/25 – Public Works Safety. Noted.

Ruth Casterline's official last day as Township Treasurer was today 2/12/25 – she has retired after 36 years in the position; inviting her to attend 3/12/25 or 3/26/25 meeting to recognize her term.

Chairwoman Tressa took the Board into Executive Session at 7:55 PM,
for personnel –Public Works Staff.

The meeting reconvened at 8:10 PM.

On motion of Matthew, seconded by Ronald; motion passed to offer Scott (Brad) Chilson the open Machine / Equipment Operator position at \$24.60/hr pay rate per the union contract as MEO-III and with a start date of 2/18/25, contingent upon pre-employment drug screen results. Background and reference checks returned, all satisfactory.

There being no further business, on motion of Ronald, second by Bonnie;
it was unanimous to adjourn the meeting at 8:12 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary