

ATHENS TOWNSHIP SUPERVISORS

Regular Meeting

September 24, 2025 6:00 PM

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Chairwoman Tressa Heffron called the meeting to order at 6:01 PM.

Present were Supervisors – Tressa Heffron, Bonnie Petruschak, Ronald Reagan, Matthew Moore, and Michael Freeland. Secretary Meagan Carling, Treasurer Lauren Hotaling and Solicitor John Thompson were also in attendance. Heffron led everyone in the Pledge of Allegiance.

Voice of the Residents:

Canaan Riegel / Jacklin Rd- email received, thanking TWP for fixing the pot-holes on Orcutt Creek Rd into Jacklin Rd, notice of erosion on Jacklin Rd – rain runoff making new gulleys, concern for access of emergency vehicles. This will be relayed to the road crew to address by Supervisor Moore.

Athens Twp. Planning Commission:

No representative in attendance; monthly report received.

GreenKey Solar Development: Per their request, GreenKey Solar has extended the review of their Preliminary Land Development application until the October Planning Commission & Board of Supervisor meetings. Noted.

Athens Twp. Authority:

No representative in attendance; monthly report received.

Athens Twp. Volunteer Fire Co.:

No representative in attendance; monthly report received.

Athens Twp. Parks Commission:

No representative in attendance; no monthly report received.

Athens Twp. Public Works Dept.:

No representative in attendance; no month-end report received – reviewed Stocks “tasks” list.

Discussion was had regarding the Miller Road Bridge completed repairs by Vermilya Construction, pictures and invoice received. Inspection scheduled this week to ensure weight limit restriction can be lifted. Noted.

Discussion was had regarding the Erin Road completed repairs, weight limit postings, increase in speeding being addressed by Police Dept. per Officer Wilson. Noted.

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Discussion was had regarding the Murray Creek Road Bridge preservation project final inspection, delayed due to the contractor and designers both reviewing the abutment 2 approach paving – plan will be relayed to the Township once decided. Noted.

Discussion was had regarding the Suit-Kote invoices for “FDR – seal coat” project (Westbrook / Center area & Owasco). On motion of Moore, seconded by Heffron; motion passed to approve payment of the Suit-Kote invoices in the amount of \$236,501 from liquid fuels fund (439.200) per the awarded contract completion.

Discussion was had regarding the Bishop Brothers invoice for “Paving” project (Erin Road) and letter from their sub-contractor, Miller Soil Solutions, requesting payment of \$5,100.48 for damages to their equipment cause by circumstances beyond their ability to determine. On motion of Heffron, seconded by Reagan; motion passed to TABLE invoice payment discussion until more information can be provided regarding 2A quantity being almost double what was contracted and if equipment damage falls under the fault of the Township having had core samples of the road evaluated before determining bid / contract specifications and scope of work.

On motion of Heffron, seconded by Petruschak; motion passed to TABLE the review of dump-box up-fitting quotes; quotes received do not reflect what is the best set-up for the units’ efficiency / longevity / safety – will restructure what is and request new quotes for the next Board of Supervisors meeting on 10/8/25.

Discussion was had regarding the Public Works, Teamsters Union Contract review; copy in possession has old Appendix A with rates from 2024 & 2025. TABLED to the next Board of Supervisors meeting on 10/8/25 – need new Appendix A to move forward with review.

Discussion was had regarding the open Director / Superintendent position and if an “acting” should be selected until the replacement is selected. Moore stated he is in communications with the Road Crew regarding the listed items Stocks provided and the resident call log, which is enough to extend out a few weeks, hopefully a candidate for the position will be in the hiring process before the need to develop additional plans. Carling providing help with anything open ended, required for deadlines / moving forward or needed by PW Dept / Supervisors. Reagan added to pull last year’s anti-skid numbers, what (if any) was leftover and get quotes for the next Board of Supervisors meeting based on what is anticipated for this coming season.

Athens Twp. Police Dept.:

No representative in attendance; report received.

Reports:

On motion of Moore, seconded by Petruschak; motion passed to accept the monthly reports from Authority, Fire Co., Police & Permits / final junkyard inspections; no report received from Planning (no meeting), Parks (did not receive prior to meeting) or Roads (Superintendent / Director position vacant). NOTE: Permits report for August did not need to be updated, the notice letter from 8/27/25 meeting discussion was received in September and noted as such.

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Bills:

On motion of Petruschak, seconded by Reagan; motion passed to pay the monthly bills as presented.

Minutes:

On motion of Moore, seconded by Petruschak; motion passed to approve the Board of Supervisors regular meeting minutes from 9/10/2025.

Consider / Discuss:

Discussion was had regarding the Baker-Tilly DCED audit / draft for review. On motion of Heffron, seconded by Petruschak; motion passed to approve the submittal of the DCED audit / draft by Baker-Tilly by the September 30, 2025 deadline.

On motion of Reagan, seconded by Petruschak; motion passed for Solicitor John Thompson to move forward with the lease process with Expand Energy in regards to 30 acres of Township property in consideration (parcel 09-032.00-059-000-000).

On motion of Heffron, seconded by Petruschak; motion passed to accept the Township MMO's for Police Pension Plan & Non-Uniformed Pension Plan drafted by Conrad Siegel / Township Secretary and Defined Contribution Plan drafted by Citizens & Northern Bank / Township Secretary for 2026 year & to be deposited into General Funds.

On motion of Heffron, seconded by Moore; motion passed to authorize Solicitor John Thompson to negotiate with Expand Energy to increase the offer per acre from the proposed \$1200/acre to \$1500/acre minimum in regard to the before-mentioned lease interest.

On motion of Petruschak, seconded by Moore; motion passed to approve the renewal of the Teamsters Health/Hospital Plan for 2026-2028.

Discussion was had regarding the IAC (Industrial Appraisal Company) proposal of a Township appraisal for fixed asset accounting and insurance purposes. Hotaling informed the Board of Supervisors of the recommendation by CPA for this appraisal for use with the next audit submission and for annual record accuracy, noting the wait list pushing the appraisal to be schedule soon if to be completed for next year (forecasting 8 months out per IAC) with one-time cost of \$7250 and approximate \$600/year for maintaining records. On motion of Heffron, seconded by Moore; motion passed to approve the Township industrial appraisal be performed with annual record maintenance by IAC contingent upon Solicitor's review of the proposal contract does not raise concerns or any questions.

On motion of Heffron, seconded by Reagan; motion passed to TABLE phone system quotes review from NorthTech Unlimited and Teledair reflecting updated figures / products from previously quoted systems back in 2024; will contact NorthTech Unlimited to see if they offer an equivalent "door phone / magnetic lock, sensor, button" as is included in the quote from Teledair and revisit at the next BOS meeting 10/8/25.

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Discussion was had regarding the Municibid auctions for 2016 Chevrolet Tahoe & Monroe Spreader that ended 9/18/25.

On motion of Heffron, seconded by Freeland; motion passed to accept the winning bid for the former Police Dept. fleet vehicle, 2026 Chevrolet Tahoe, in the amount of \$5700 sold in 'AS-IS' condition and to be picked up by the buyer.

On motion of Heffron, seconded by Moore; motion passed to decline the winning bid for the Public Works Dept. equipment item, Monroe Spreader, in the amount of \$2000 – this was the minimum / listed price for bid and will try to re-list it for better outcome in later months.

On motion of Heffron, seconded by Moore; motion passed to authorize Secretary - Carling as the new signatory for 2026 WesternStar purchase, replacing Superintendent of Public Works – Stocks as the previously authorized representative.

On motion of Reagan, seconded by Heffron; motion passed to hold Township “Trick-or-Treat” night on Thursday, October 30th 2025 from 6-8p.

On motion of Heffron, seconded by Reagan; motion passed to approve Jeff Paul – Plumbing/Heating & Electric to perform the required annual backflow test for Aqua in the amount of \$160. Appointment to be scheduled for 10/31/25 deadline for completion.

On motion of Reagan, seconded by Petruschak; motion passed to approve the AASD request for Penna Ave road closure 11:30am-5:00pm for “Homecoming” festivities / football game on 10/11/25 and the Fire Police assistance with traffic control. Supervisor Moore was not present for this vote.

Discussion was had regarding the Township vacancies, applications received, interviews in process – TABLED for further discussion in Executive Session.

Personnel – to be discussed in Executive Session as needed.

Correspondence / Information:

PSATS Unemployment Compensation Trust candidate for Board of Trustees. Noted.

BC Tax Collection Committee meeting 9/17/25, information received. Noted.

Progress of the website – no update. Noted.

Voice of the Residents, continued:

Bonnie Cady / Miller Road – Cady inquired about the status of the Miller Road Bridge repairs and the plan moving forward. Information (to date) regarding the replacement bundle for both Miller and Moore Roads bridges was relayed and hoping to have additional information on time-frame soon.

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Chairwoman Heffron took the board into Executive Session at 7:33 PM,
for personnel & legal.

The meeting reconvened at 8:30 PM.

On motion of Moore, seconded by Heffron, opposed by Petruschak; motion passed to rescind the acceptance of Zaccory Guiles resignation from the Township Public Works Department that was received / accepted at the Board of Supervisors meeting 9/10/25.

On motion of Moore, seconded by Freeland, opposed by Petruschak; motion passed to move Zaccory Guiles out of the Road Foreman role and into a Mechanic role effective immediately, contingent upon the MOU for Mechanic reflecting the remaining duration of 2025 employment be at the 2026 pay rate per the union contract.

There being no further business, on motion of Moore, seconded by Reagan;
it was unanimous to adjourn the meeting at 8:34 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary