

ATHENS TOWNSHIP SUPERVISORS

Regular Meeting

November 19, 2025 6:00 PM

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

Present were Supervisors – Tressa Heffron, Bonnie Petruschak, Ronald Reagan and Michael Freeland; Matthew Moore was not in attendance due to a scheduling conflict. Solicitor John Thompson, Secretary Meagan Carling and Treasurer Lauren Hotaling were also in attendance. Heffron led everyone in the Pledge of Allegiance.

Voice of the Residents:

Aaron Brotzman / Weaver Road – Mr. Brotzman was not in attendance.

Joe Burns / Weaver Road – Mr. Burns was not in attendance; briefly spoke with Zoning Officer Reid earlier in the day regarding the situation with their interest in having a farm related retail business to co-inside with the butcher shop. Reid needs to get additional information and speak with the Solicitor about the proposed business and will meet with Burns once the information is received.

Athens Twp. Authority: No representative in attendance; monthly report received.

Athens Twp. Planning Commission: No representative in attendance; monthly report received.

GreenKey Solar Development: Still planning for review of their Preliminary Land Development application at the Board of Supervisors meeting on 12/10/25.

Athens Twp. Volunteer Fire Co.: No representative in attendance; monthly report received.

Chairwoman Heffron relayed information received from George Ballenstead regarding a special Thanksgiving Bingo Bash they are holding on Tuesday 11/25/25 – information is posted on their website and Facebook pages.

Athens Twp. Parks Commission: No representative in attendance; monthly report received.

Discussion was had regarding Spectrum's start / end dates noted on the permit provided for the install of their fiber-optic lines underground to run along a portion of the upper loop of Round Top Park. Noted - Carling to contact for correct dates, listed ones seem to be transposed; work will not interrupt park use as it is now closed for the season.

Discussion was had regarding the completion of the new pavilion at Tozers Landing, pictures provided. Noted.

Athens Twp. Public Works Dept.: No representative in attendance; no month-end report received – reviewed "tasks" list.

Former Truck #12 (2024 Mack) remains were finally picked-up / removed from the TWP yard this week after the fire back in July 2025. Noted.

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Asphalt Zipper provided a new timeline / financials for consideration if interested in purchasing a machine before 2025-year end; also provided financials if BOS considering applying for grants to cover funding. Noted.

Discussion was had regarding the unilateral change discrepancies to be addressed and corrected on the MOU for Z.Guiles – MEO / Mechanic. Noted. Solicitor Thompson to meet with the Union representatives to review the matter and execute a corrected MOU reflecting the parties' agreement for a consideration at a future BOS meeting.

Athens Twp. Police Dept.: No representative in attendance; report received.

2025 "Sirens for Santa" program announced; a drop-box will be placed in the Township Office for donations this week. Noted.

Discussion was had regarding the purchase order for PRI Training for Officer Wilson and Officer Tanner on managing state specific police records.

On motion of Reagan, seconded by Heffron; motion passed to approved the purchase order for this PRI Training in the amount of \$523.25 from general fund (410.174).

Discussion was had briefly regarding the purchase order for McCarthy Tire, end-of-the-year purchase.

On motion of Petruschak, seconded by Reagan; motion passed to approve the purchase order for in-stock tires from McCarthy Tire in the amount of \$2840.88 from general fund (410.347).

On motion of Heffron, seconded by Petruschak; motion passed to appoint Officer Tyler Young as the Police Department Representative for the Pension Board.

Reports:

On motion of Petruschak, seconded by Heffron; motion passed to accept the monthly reports from Authority, Planning, Fire Co., Parks, Police & Permits; Roads (Superintendent / Director position vacant).

Bills:

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

Minutes:

On motion of Heffron, seconded by Petruschak; motion passed to approve the Board of Supervisors regular meeting minutes from 11/12/2025.

Consider / Discuss:

Act 13 funds, budget allocation of \$166,500:

- On motion of Heffron, seconded by Reagan; motion passed to designate \$40,000 to Zoning / Planning Professional (414.310).

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- On motion of Heffron, seconded by Petruschak; motion passed to designate \$12,500 to Snow / Ice Removal Materials (432.200).
- On motion of Heffron, seconded by Reagan; motion passed to designate \$9,000 to Road Repair / Patching (438.206).
- On motion of Heffron, seconded by Reagan; motion passed to designate \$50,000 to Miller Road Bridge (439.702).
- On motion of Heffron, seconded by Reagan; motion passed to designate \$5,000 to Bridge Repair Materials (439.704).
- On motion of Heffron, seconded by Petruschak; motion passed to designate \$50,000 to Moore Road Bridge (439.705).

NOTE: There was an error on the agenda, item #2. states "Advertisement of proposed 2025 budget"; this is the incorrect year, it should have read "Advertisement of proposed 2026 budget".

Apologies for the oversight. - M.Carling

On motion of Reagan, seconded by Freeland; motion passed to advertise the Township's "2026 fiscal years' proposed budget for all funds", open and available for public inspection.

Discussion was had regarding Baker-Tilly CPA and drafted audit / submittal status. Nothing to report from the BOS; Baker-Tilly still siting submission date as Friday - November 21st 2025, will confirm and update for the next BOS meeting 12/10/25. Noted.

Discussion was had regarding the Bishop Brothers invoice for the Erin Road Project increase in materials used versus estimated on bid / contract; Solicitor John Thompson reviewed the verbiage of the contract and as it reads the figures are an "estimated" amount for materials and since the price per ton figure was not changed just the amount of tonnage utilized, it is justified to pay the balance owed for the overage in materials.

On motion of Freeland, seconded by Petruschak; motion passed to authorize payment to Bishop Brothers for the balance due from materials overage in the amount of \$9,808.94 on the Erin Road Project.

Discussion was had regarding an update to the newly proposed gas lease from Expand Energy for parcels of Township property; new contract was reviewed – no questions or issues to note per the Solicitor.

On motion of Reagan, seconded by Freeland; motion passed to move forward with the lease with Expand Energy for \$1500 / acre and to include the "no access" language as contained within Exhibit 'A'.

Discussion was had regarding the Conrad Siegel pension rate assumption study report and actuary recommendation.

On motion of Petruschak, seconded by Reagan; motion passed to accept the actuary recommendation for decreasing the interest rate assumption for both pension plans.

Discussion was had regarding the proposed changes to the Township Public Comment Policy, slight revisions to items #3, #6 & #10 verbiages.

On motion of Reagan, seconded by Petruschak; motion passed to approved the proposed changes to the Township Public Comment Policy.

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Discussion was had regarding an idea for the LSA Statewide Grant application submittal being a salt shed for the Township yard to keep the winter materials from freezing up / becoming difficult to work with – currently have one shed but not large enough for all anti-skid and salt materials; quote / plans received from Greystone Construction.

On motion of Heffron, seconded by Petruschak; motion passed to approve submittal of the application for the quoted Greystone Construction salt-shed plans to the LSA Grant for a \$100 fee, if the application can be drafted / reviewed by the submission deadline of November 30th 2025.

Township employee / other vacancies – to be discussed in Executive Session as needed.

Personnel / Staff – to be discussed in Executive Session as needed.

Correspondence / Information:

ASFM – Local Floodplain Management Program Report 2024 (plus appendix & addendum) received. Noted.

Conrad Siegel, participant reports received. Noted.

Discussion was had regarding the new Township website status and progress; Petruschak to contact. Noted.

Bradford County Mosquito Report received. Noted.

Chairwoman Heffron took the board into Executive Session at 6:51 PM,
for personnel & legal.

The meeting reconvened at 8:32 PM.

There being no further business, on motion of Freeland, seconded by Reagan;
it was unanimous to adjourn the meeting at 8:33 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary