

ATHENS TOWNSHIP SUPERVISORS
Regular Meeting
December 17, 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, Michael Freeland and Matthew Moore. Solicitor John Thompson, Secretary Meagan Carling, Treasurer Macen Raupers, Treasurer pro-tem Lauren Hotaling and Director of Public Works Anthony Lundy were also in attendance.

Heffron led everyone in the Pledge of Allegiance.

Voice of the Residents: None.

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

6:02 PM – Supervisors Moore / Freeland, Director of PW Lundy arrived to the meeting.

Athens Twp. Planning Commission: Monthly report received; Marion Carling presented. Discussion was had regarding Minard (Jeanette) 2-lot subdivision on Minard Drive; Planning Commission recommended preliminary plan approval - all 5 deficiencies listed have been met, and one comment for “draft of deed showing inclusion of easement to the new property” was noted. On motion of Reagan, seconded by Moore; motion passed to approve the preliminary plan of the Minard (Jeanette) 2-lot subdivision on Minard Drive and the sewage module.

Discussion was had regarding the Thrush (Smithfield Twp.) sewage module resubmittal. On motion of Reagan, seconded by Petruschak; motion passed to authorize the sewage module to be signed and submitted for the subdivision in Smithfield Township on adjoining parcel in Athens Township.

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

Athens Twp. Parks Commission: No representative in attendance; monthly report received. Discussion was had regarding the current feral / stray cat issue at Tozer’s Landing Park; draft ordinance was provided as a possible option to enforce dropping / feeding of the animals. TABLED to a future Board of Supervisors meeting to monitor the situation and discuss options with Parks & Rec. Commission.

Athens Twp. Public Works Dept.: Director of Public Works Anthony Lundy presented. Discussion was had regarding the detail for utility work for 2026 / 2027 to help with forming plan for roadwork. Noted.

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Lundy relayed some key points from a summary he provided regarding the PSATS Public Works Expo he had attended earlier in the week. Noting he received a lot of useful information and contacts.

Discussion was had regarding tire quotes for Truck #1; Lundy received one and awaiting a couple more. TABLED to the next Board of Supervisors meeting 1/14/26.

MOU for A.Lundy – Director of P.W.; TABLED to next Board of Supervisors meeting for additional review.

Athens Twp. Police Dept.: No representative in attendance; report received.
2025 “Sirens for Santa” program, volunteers needed for wrapping Dec. 17th - 20th at ATVFC; deliveries to be made on Dec. 21st. Noted.

Reports:

On motion of Petruschak, seconded by Heffron; motion passed to accept the monthly reports from Authority, Planning, Fire Co., Parks, Roads, Police & Permits.

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 12/10/2025.

Consider / Discuss:

On motion of Reagan, seconded by Moore; motion passed to approve the 2026 Budget; mills staying at 14.

Discussion was had regarding Baker-Tilly CPA and audit(s) / submittal status. Confirmation received from Baker-Tilly, they upload the information and the Township certifies it when ready – no notification received to date that this has been completed by CPA yet. Noted.

Discussion was had regarding updated lease from Expand Energy for parcels of Township property; new contract was reviewed – per the Solicitor, hard copy was not yet received for signatures. TABLED until a future Board of Supervisors meeting when contract received/on hand.

Discussion was had regarding the insurance policy renewals (general liability/life insurance).

On motion of Petruschak, seconded by Heffron; motion passed to renew the Gannon Associates, Selective Insurance policy & Reliance Life Insurance policy for 2026; Workers Compensation policy renewal, TABLED – detail not received as of this meeting.

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Discussion was had regarding Treasurer bond renewal.

On motion of Reagan, seconded by Moore; motion passed to approve renewal and payment for Treasurer bond, being transferred to Macen Raupers, through H.A. Thomson in the amount of \$2445.00 from the general fund (400.350); policy period 1/5/26-1/4/27.

Zoning vehicle, replacement options – TABLED until next Board of Supervisors meeting 1/14/26; need comparison sheets with package details for each from the dealerships (including COSTARS account information).

On motion of Heffron, seconded by Petruschak; motion passed to appoint Tiffany Glielmi to the Zoning Hearing Board. Heffron to coordinate with Glielmi to take oath of office as she was unable to attend this meeting.

Discussion was had briefly regarding the credit card policy update – users only change to reflect new Treasurer Macen Raupers and new Director of Public Works Anthony Lundy to be added with Lauren Hotaling and Garret Stocks being removed from the ‘Exhibit A’.

On motion of Petruschak, seconded by Reagan; motion passed to approve the update to users for the Credit Card Policy, RESOLUTION 2025-20.

RESOLUTION 2025-19, disposition of records in 2025 – TABLED until next Board of Supervisors meeting; draft to be provided for review with record of all items being purged.

Discussion was had regarding the support request from PA One Call System, Inc.

On motion of Heffron, seconded by Moore; motion passed to approve a letter of support proclaiming April 2026 as Safe Digging Month.

Discussion was had regarding Township Manager Ordinance, draft review.

On motion of Moore, seconded by Petruschak; motion passed to approve the Solicitor to advertise the Township Manager Ordinance.

Discussion was had briefly regarding the AQUA - street opening bond cancellation request. Solicitor Thompson had been in contact with the AQUA insurance representative and the request has since been dissolved; the bond will remain active until released by the Township. Noted.

Discussion was had regarding the website launch; additional detail for the optional maintenance plan was not received for review prior to this meeting - TABLED until the next Board of Supervisors meeting.

Discussion was had regarding the letter of interest / intent received 12/10/25 for Township Auditor from Robert Petruschak; interview conducted by Moore / Heffron.

On motion of Heffron, seconded by Moore; motion passed to appoint Robert Petruschak as a Township Auditor – oath of office to be taken at the 1/5/26 BOS re-organizational meeting. Supervisor Bonnie Petruschak abstained from the vote – related to Robert Petruschak.

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

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Correspondence / Information:

Phone system update was relayed; old phones for electronic recycling as most are inoperable/obsolete. Noted.

Pension Board Meeting Minutes 12/15/25 & plan reviews received. Noted.

Township Auditors Meeting Minutes 12/11/25 – TABLED to the next Board of Supervisors meeting as the minutes were not received prior to this meeting.

Microbac notice of rate increase for 2026 water testing. Noted.

nTherm, LLC, electricity supply quote presented. Noted.

LTAP upcoming trainings: 1/29/26 – Full Depth Reclamation (virtual), 8am-noon. Noted.

Chairwoman Heffron took the board into Executive Session at 6:42 PM,
for personnel & legal.

The meeting reconvened at 7:32 PM.

On motion of Moore, seconded by Reagan; motion passed to approve a \$10,000 bonus for ‘time and service’ to Township Secretary Meagan Carling, from general funds (405.130) - payable immediately.

On motion of Freeland, seconded by Moore; motion passed to approve a \$10,000 bonus for ‘time and service’ to Township Treasurer pro-tem Lauren Hotaling, from general funds (405.130) - payable on February 1st 2026.

There being no further business, on motion of Freeland, seconded by Petruschak;
it was unanimous to adjourn the meeting at 7:36 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary