

SUSQUEHANNA TOWNSHIP BOARD OF SUPERVISORS MEETING

February 2, 2016

The regular meeting of the Susquehanna Township Board of Supervisors was called to order by Chairman Dennis Brown on February 2, 2016 at 7:00 PM at the Township Office Building on East Village Drive. In attendance was Supervisor James Surfield and Supervisor Michael Steinbacher. There were also many attending from the community.

MEETING MINUTES: The minutes from the regular meeting January 4, 2016 and the re-organization meeting of January 4, 2016 were reviewed and were approved as submitted. Motion: Mike Steinbacher; Seconded by Jim Surfield; Motion carried.

TREASURERS REPORT: Sherry Hatch read the Treasurers report for the period of January 1, 2016 to January 31, 2016. Jim Surfield made a Motion: To accept the Treasurer's report as read; Mike Steinbacher Seconded the motion; Motion carried.

FINANCIAL REVIEW:

January 2016

Receipts:		\$ 7,733.82
Expenditures:	General Fund	\$ 3,229.69
	Payroll	1,199.51
	Payroll Taxes	790.85
	Total Bills	\$ 5,220.05

CHAIRMAN'S REPORT:

- Dennis Brown reported that Jim Surfield attended a Winter Maintenance Seminar in Mansfield. The seminar was put on by PENNDOT and there was no cost to the township other than Jim's time and the use of the township pickup truck.
- Dennis Brown said that the township is looking into getting some grant money through the dirt and gravel road program, but, in order to apply for this money you need to have somebody certified by taking a two day course put on by Penn State University. He said that Jim Surfield was going to attend this seminar at the end of March. He said the seminar is free and that the only cost would be time and travel.

ROADMASTERS REPORT:

- Jim Surfield stated that the street sign for the corner of Valley Road and Village Drive was delivered for the third time and that it was still incorrect. He stated he called the company and they no longer could find the order. Jim stated he will place the order with another company.
- Jim stated that he had checked out the line of sight issue on Rte. 654 at the store. He stated he could not see an issue with the line of sight from the store looking eastbound. He stated that he could actually see farther eastbound than he could westbound. Steve Pfirman stated the problem was not at the store but at the intersection of Rte.654 and Village Drive. Jim said he would look at that location as well. It was brought up that this actually is a PENNDOT issue.
- Jim Surfield made a Motion: To hire Graffus Johnston as a Part Time Maintenance “A” and Gary Ungard on an as needed on call Part Time Maintenance “A”; Seconded by Mike Steinbacher; Motion carried.
- Jim addressed the issue of the Dirt and Gravel Roads Program. He said there are roads within the township that qualify to be considered for possible grant money under this program. He said to qualify the road has to have less than 500 cars per day traversing the road. He said most of the township roads have less than 500 cars per day. He stated that the work has to be related to storm water abatement and control. Jim stated he had talked to our state representative with regards as to what had to be done to submit an application for a project. Jim said he was told that you have to put a counter on the road to validate the less than 500 cars per day and that you have to have someone certified by attending a two day seminar put on by Penn State University. Jim said he enrolled in the earliest class he could get, being March 29th and 30th in Danville. Jim stated he would like to see about applying for grant money for Pfirman Road to replace the rusted out pipe. Tentative cost to replace this pipe correctly is about \$16,000.
- Jim said he attended a course in Mansfield put on by PENNDOT on Winter Maintenance. He stated that some of the material we do not do such as putting down brine, but, that overall the course was very beneficial. He said he brought back the course material and made a copy for Graffus. He said he would like to see Graffus attend the course this fall.
- Jim stated that the township has been buying its salt on its own through Cargill. This year’s price was \$70.25 per ton. If it would have been bought through the state program it would have only cost us \$66.00 per ton. Jim stated there are some stipulations that have to be met. One, is the fact that you must take at least 60% of what you order. The second is that the order has to be made by March 15th. Jim Surfield made a Motion: To buy this year’s salt allotment through the Costars Program; Mike Steinbacher Seconded the motion; Motion carried.

OLD BUSINESS:

- Dennis Brown asked where do we stand with the Basketball/Tennis Court Project. Jim stated that the finish coat needs to be put on it yet and then it needs to be lined and striped. He also said that the fence needs fixed. He said he had talked to Mike about the project however he would like to finish the project that he started. Mike said he was ok with that. Denny asked if it would be bid. Jim said the dollar amount doesn’t require advertising but that he would call people who do that type of work and get

quotes. Jim stated that there was \$8,000 in the budget for this project. Denny Brown said to go forward with the project to get it finished.

- Denise Dieter gave the status on the Ron Reed property. She said it took some time to get ahold of Gerry Kilgus of the Central Keystone COG. She then had to call Jami Nolan and try to arrange a date with the two of them to proceed. She said unfortunately due to the holidays, hunting seasons and vacations it was difficult to find a time that they all could agree on. She said she will try again to get together with Gerry and Jamie to coordinate those efforts.
- Denise Dieter gave the status of the Flood Plain Ordinance. She said she had talked to John Lavell from the county. She said that John told her that there was going to be more flood plain updates this fiscal year. She said she wanted to talk to an individual from DCED to see if it was prudent to wait until the additional changes would occur or move forward making the changes based on what John Lavell has recommended. Denise stated she would probably have a draft for the township to approve to advertise by the next meeting.
- Denny addressed the issue about the Fire Company adding the township as additional insured. Mike Steinbacher said it has all been taken care of and that they are just waiting for the paperwork to come back.

NEW BUSINESS:

- Dennis Brown addressed the issue of the job descriptions prepared by Jim Surfield for Part Time Maintenance “A” and Part Time Maintenance “B”. Jim Surfield made a Motion: To approve the Job Descriptions for Part Time Maintenance “A” and Part Time Maintenance “B”; Seconded by Mike Steinbacher; Motion carried.
- Jim Surfield made a Motion: To pay payroll and routine bills such as; Electric Bills and Telephone Bills as they are received in with the exception of bills that are out of the ordinary; Seconded by Mike Steinbacher; Motion carried.
- Jim made a Motion: To give the Treasurer access to do online PENNDOT forms; Seconded by Mike Steinbacher; Motion carried.
- Denny Brown addressed the issue of Resolution 2016-01 Establish fee schedule for the costs for permits and administration of Ordinance 2015-01. Jim Surfield made a Motion: To approve Resolution 2016-01 with the fee schedule set forth as \$40 for the first notice, \$65 for the second notice, \$150 for the third notice by the solicitor, and \$200 if it has to go to court; Seconded by Mike Steinbacher; Motion carried.
- Denise Dieter stated that Jim needs to provide Rob Everett from DEP a list each year as to who is our Sewage Enforcement Officer and his alternates. She said this item should be put on the reorganization agenda to do each year.
- Denny Brown stated that the township received two applications for the position of Property Maintenance Code Enforcement Officer and that the supervisors would be interviewing the applicants before the next meeting.

FIRE COMPANY REPORT:

- Jim Pflieger presented a report to the Supervisors outlining the past month’s activities of the Fire Company.

MISCELLANEOUS:

- Jim Surfield read an article in the Sun Gazette with regards to the placing three 63’ towers along the railroad lines in the township.

REAL ESTATE TRANSFERS

Previous Owner

Michael K. & Cathy J. Edwards

New Owner

Edgar W. Forney, Trustee of the Edgar W. Forney and Lois W. Forney Living Trust

PUBLIC INPUT:

- Larry Brungart asked a question about the pay rate of \$17.50 for Supervisors working as maintenance. Jim Surfield said that the day after the reorganizational meeting that the auditors meet to decide by Second Class township code the pay scale for Maintenance workers and Supervisors working as Maintenance workers. The auditors set the pay scale and he would have to address that question to the three auditors that unanimously approved these rates. Larry stated the supervisors used to set the rates. Jim told him that it may have been done that way in the past but the auditors by code are responsible for setting the rates. Jim stated that prior to the auditors meeting that he called PSATS and other townships to verify what the primary responsibility of the elected auditors was. They all agreed that it was setting the wages of those two categories.
- Bill Giles asked what was going on with the house down by the Fire Company. He said he was under the assumption that the house was going to be torn down and made into a parking lot. Jim Pfleegor stated they bought it for a rental property for now. Bill asked why they were investing thousands of dollars into a property to turn around and tear it down. Jim Pfleegor stated they planned on renting it for five or six years. Jim stated the payment to the bank was \$460 and that they planned on renting it out for \$800 a month. A question was asked if the Fire Company was paying taxes on the house. Jim Pfleegor said they were not paying taxes because it was tax exempt. Yvonne Markle stated that when they rent the house it is no longer tax exempt. Jim Surfield noting the cost that was being put in the house he asked when the Fire Company submits their report if they could include all income and expenses instead of just the tax fund only. Jim Pfleegor said he was only required to give the township the money for the taxes by law. He said if you want to see it I’ll let you see it. Jim Surfield said he would like to see all incomes and expenses. He said it would help answer questions that people have and they wouldn’t have to rely on here say.

ADJOURNMENT:

Jim Surfield made a motion to adjourn the meeting at 7:46 PM; seconded by Mike Steinbacher; motion carried.

Respectfully Submitted

James Surfield
Susquehanna Township Secretary