

## SUSQUEHANNA TOWNSHIP BOARD OF SUPERVISORS MEETING

February 7, 2017

The regular meeting of the Susquehanna Township Board of Supervisors was called to order by Chairman Dennis Brown on February 7, 2017 at 7:00 PM at the Township Office Building on East Village Drive. In attendance was Supervisor James Surfield, Supervisor Michael Steinbacher, Treasurer Sherry Hatch and Solicitor Denise Dieter. There were several attending from the community.

**MEETING MINUTES:** The minutes from the Reorganization Meeting and Regular Meeting January 3, 2017 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, 2017 to January 31, 2017. Jim Surfield made a motion to approve the Treasurers report as submitted: Seconded by Mike Steinbacher; Motion Carried.

### **FINANCIAL REVIEW:**

#### **January 2017**

<b>Receipts:</b>		<b>\$ 7,640.76</b>
<b>Expenditures:</b>	General Fund	\$ 5,240.06
	Payroll	3,154.81
	Payroll Taxes	1,292.28
	<b>Total Bills</b>	<b>\$ 9,687.15</b>

Dennis Brown made a motion to pay the bills as presented: Seconded by Mike Steinbacher; Motion carried.

### **CHAIRMAN'S REPORT:**

- Dennis Brown stated that he received a letter from the county seeking members to the county zoning hearing board from the townships that are in partnership with the county for zoning administration. Denny stated he received from Central Keystone COG new building permits and that we should replace the old permits with the new revised version. Denny stated he also received the SARA plan for the Tebbs Farm and that we should discard all previous copies of the SARA plan and keep the newest

version on file. Denny also stated he received a form for the upcoming 2020 census. He said he would sign the form and send it in. Denny announced he is going to run for re-election for Supervisor.

#### **ROADMASTERS REPORT:**

- Jim Surfield stated the bids for Riverview Drive and Pfirman Road are going to go out to bid this month and bids will be opened at the March 7, 2017 meeting.
- Jim Surfield stated the Salt contracts for the 2017-2018 winter season need to be submitted by March 15, 2017. He stated this season we had nominated 80 ton and we were allowed to get 140% of what we nominated. He said that the township was down to its last load that they would be allowed to get off of this contract. He said he would nominate 100 ton for the next season.

#### **PARK CHAIRMAN'S REPORT:**

- Mike presented dates that the fire company would be utilizing the park this year.

#### **OLD BUSINESS:**

- Graffus Johnston gave an update on the various code violations and their status. He said he has not started the process on the property that is located at the end of Pfirman Road. He said he will start on that property as soon as the weather gets better. Jim Surfield told Graffus that he had viewed the parcel on Lyco maps and he had all the information as to parcel number and who owned the property. Graffus stated that the paperwork for filing the complaints with the magistrates has been turned over to the solicitor regarding the owners of the 67 Second Ave. property and the Feist property. He stated there is now a third party working with Denise and him on the Feist property to resolve the issue. Denise stated she has filed the complaints with the magistrate but is not aware if warrants have been served yet. Allen Feist stated he was not happy with the way the Feist property is being maintained. He stated he had receipts showing some tonnage has been removed. He also said that he doesn't believe that it is the right time of year to try to do a major clean-up. An at length conversation was held between the solicitor and Allen Feist.
- The issue of the Drain Culverts on River Road was deferred to an Executive session to be held after the regular meeting
- Denise stated that the letters for the residents that are non-compliant with regard to the Septic Pumping Ordinance are almost done. Jim Surfield said that there are currently two properties that have permits but have not been pumped and there are six properties that have made no attempt to get a permit or even picked up the registered letters sent to them informing them that they need to have their septic pumped.
- Jim Surfield stated that Roto-Rooter was called in to try to cut out the root that was supposed to be blocking the sewer pipe from the maintenance building to the septic tank. He said that the Roto-rooter employee was able to get through with a 2" cutter but not with a 3" cutter. The employee said it appeared to be a misalignment of the pipe and not a tree root. The decision was made to wait until warmer weather to dig up the pipe and repair it.
- The issue of the Johnson Campground inspections was addressed with regards to the non-compliance in November and Mr. Johnson stating his objection to township personnel entering his property to do the inspections. Denise stated the township could get an administrative search warrant to enter the property.

After a short discussion it was decided to set a meeting up between Mr. Johnson and the township supervisors to see if the issue could be resolved.

- The issue of the campground fees was addressed. Jim Surfield stated the original amounts that was being suggested to charge the campground owners was a flat \$250.00 for each campground owner and \$50.00 for each lot. Jim made a suggestion to make the fee fairer for the campground owners with only a few campgrounds to revise the fee to \$100 for owners having less than 10 lots and \$250.00 for campground owners with 10 or more lots. The per lot fee to be \$50.00 per lot for all campgrounds. Denise will prepare a resolution to that effect for the next meeting.

#### **NEW BUSINESS:**

- The issue of the need to hire a zoning officer for the township. Jim Surfield made a motion to hire Tom Packard as the Zoning officer for Susquehanna Township for a six month period from February 2017 to August 2017: Seconded by Mike Steinbacher; Motion carried.
- Jim Surfield stated that Mrs. Hodge had stopped in today informing the township that Mr. Hodge had passed away. Mr. Hodge was on the Planning Commission so there will need to be a replacement found to fill that position. It was decided to wait until the next meeting in March to decide who to fill that position with.
- A meeting has been set up with Fran McJunkin from the county to address flood issues and grant money available to do a survey to see if properties along Bender Run can have a LOMA letter sent to remove the properties from the flood plain. Meeting set for Wednesday February 15, 2017 from 6PM to 8PM at the Nisbet Firehall.
- Jim Surfield stated the septic pumping letters for the second cycle of the program are all prepared and ready to go out. They will start to be sent out on February 8, 2017. He said the letters will sent out at 22 per day until all 137 letters are delivered.
- Jim Surfield stated that the state required DCED forms have all been completed and submitted with exception of the Audit form which is required by April 1, 2017. Jim stated that the Audit form is filled out by our Auditors of Klein and Rizzo. Jim stated that last year's form was not submitted until fall. He said he was assured by George Rizzo that it would be done earlier this year.
- Jim Surfield said that Jersey Shore State Bank called and wanted two forms of ID proving we exist. He said they requested our certificate from the IRS of our EIN number. Jim said Sherry contacted the IRS and they will forward the certificate.
- Jim Surfield reiterated the need for a second computer for the township. He said he is doing a lot of work from home because with the work load of end of year tax reporting and the start of the new year's reporting forms required does not allow two people to do the required work that needs to be done. Denny suggested to go on line to check with Dell to see what is available.

#### **FIRE COMPANY REPORT:**

- Jim Pfleegor gave the Fire Company Report. He reported they responded to 6 alarms for the month of January (3) Medical calls, (1) Lift Assist (2) Vehicle Accidents. Training conducted (12) Death Scene

Preservation & Drug Awareness, (9) The Art of Reading Structure Fires. Completed I.S.O. Inspection  
1/25/2017

**MISCELLANEOUS:**

**REAL ESTATE TRANSFERS**

**Previous Owner**

Kelli L. Benson and Joseph J. Smith

**New Owner**

Kelli L. Smith & Joseph J. Smith, Husband and Wife

**PUBLIC INPUT:**

- Larry Brungard complained that on a recent snow storm that his end of Hines Street was only plowed once and Second Avenue was plowed three times. Jim Surfield told Larry that his end of Hines Street was actually plowed and salted two times during that storm that had less than 2” total of snow and on the third pass he checked that end and it hadn’t changed any from the previous plowing. Jim said he has tried to appease Larry with regards to that section of the road. He said Larry complained about Rob Steppe plowing the snow into his property. He said he wanted the plower to back up that section and push the snow out of his property. Jim stated that when it is safe to do back up and plow out he has trying to appease Larry. Jim stated in the middle of the night and the trucks side view mirrors are full of snow and rain and there is no contrast to look for he is not going to take the risk of putting the truck into the ditch that borders Larry’s property.

**ADJOURNMENT:**

Jim Surfield made a motion to adjourn the meeting at 8:02PM; seconded by Mike Steinbacher; motion carried.

Respectfully Submitted

James Surfield  
Susquehanna Township Secretary