

SUSQUEHANNA TOWNSHIP BOARD OF SUPERVISORS MEETING

August 10, 2017

The regular meeting of the Susquehanna Township Board of Supervisors was called to order by Chairman Dennis Brown on August 10, 2017 at 7:00PM at the Township Office Building on East Village Drive. In attendance were Supervisor Jim Surfield, Supervisor Michael Steinbacher, and Solicitor Denise Deiter. There were a few residents attending from the community.

MEETING MINUTES: The minutes from the Regular Meeting July 11, 2017 were reviewed and were approved as submitted. Motion: Mike Steinbacher; Seconded by Dennis Brown; Motion carried.

TREASURERS REPORT: Dennis Brown read the Treasurers report for the period of July 1, 2017 to June 31, 2017. Mike Steinbacher made a motion to approve the Treasurers Report as submitted; Seconded by Jim Surfield; Motion carried.

FINANCIAL REVIEW:

June 2017

Receipts:		\$20,440.84
Expenditures:	General Fund	\$6,833.30
	Payroll	\$2,594.28
	Payroll Taxes	\$2,436.72
	Total Bills	\$11,864.30

Mike Steinbacher made a motion to accept financial report as presented; Seconded by Dennis Brown; Motion carried. Since we are going to be making some changes here one of the changes was suggested by the new Secretary/Treasurer, who unfortunately could not be here tonight, was that we wait until the end of the meeting to pay bills. At that time we, the supervisors, will have time to look over the bills and not just send them through. We thought that was a good idea so we will start that tonight.

CHAIRMAN'S REPORT:

At the end of last meeting there were some things left up in the air and we want to let you know what transpired. There were some questions about payments to Jim Surfield for time he supervised a job down on Riverview Drive. We did not pay him that night and we referred it to Denise to call PSATS. An email to the supervisors from her outlining her conversation and subsequently PSATS agreed with our position that anything out of the ordinary, something that is not routine, should have prior approval by the board. Since Jim did not do that we are not obligated to pay him. Dennis read a letter he sent to all involved that in short said Mr Surfield could resubmit his time sheet for the weeks in question. Time spent on other projects and time he spent as secretary, will be paid. Any time overseeing the construction project should be excluded. That has been done and that is how that issue has ended.

During the month, 2 resignation letters were received. Sherry Hatch, Township Treasurer, was going to be working more hours in her other job and could not be here anymore. As of August 1st Sherry resigned her position with the Township. The second letter came from Jim Surfield as of July 31st he resigned his position as Township secretary. Dennis looked for a motion to accept both resignation letters. Mike Steinbacher seconded. Motion carries.

The only Township credit was in Jims name; he cut it in little pieces and returned it to us. The card has been destroyed.

Under new business a new hire for these position will take place. We interviewed Sherry Kurtz who is also the secretary treasurer for Armstrong Township and knows most of our practices as they are the same at her Township.

The Office hours have changed. They are now going to be Wednesdays 8am-2pm and by appointment. We hired her at a rate of \$20.00 an hour to be reviewed in 60 days.

ROADMASTER'S REPORT:

Mike is just going to go over Riverview Drive project. He has been working with Conservation District getting recommendations from them of what needs to be done. He has been talking with contractors, to figure out a solution on how to repair it properly. Denise suggested we hire an engineer to have them design it and tell us how to repair it. And send it out for bids. The contractor did what they were told and we have to pay them. We have until August 31st to complete it to get our \$45,000.00 grant money. They will give an extension if we cannot complete it by then. A resident

asked what happened and Mike explained that one big rain storm blew out the pipes out of the ground. The stones went down to the next lot. The French drain failed and the water was all over the road. From Ted Knar's house to 654 needs repaired properly. Mike suggests that residents should look at the project. A question was asked about the rate of an engineer; Mike does not know anything regarding an engineer until he starts checking into them. Denise said that the contractor is saying they did it the way they were told to and if that is then it was engineered wrong. Denise said she may be able to help with finding a willing engineer for a specific timeframe. Dennis made a motion to investigate and hire an engineer to look at and design a solution to the project at hand and get it repaired. Mike Steinbacher seconded.

Pfirman Road project should be looked at also.

A resident was talking about the water from the railroad backing up in his yard. Mike said to get him railroad contacts and he will try to contact them to have something done with their pipe. Ponds need to be cleaned out.

Dennis and Mike want to get these projects all done but it takes time. Mike will be working with PennDot to help with the cleaning out the ditches on 654 and a box culvert.

Mike asked for a motion to repair the mower, replace the teeth. The quote is for 36 teeth and the bolts, \$531.24. Dennis made a motion to buy the teeth for the flail mower, Mike Steinbacher seconded.

Mike said we need to fill the off road fuel tank quotes from Vanemons for \$2.109 and Pickelners for \$1.996. Mike made a motion that we purchase approx. 200 gallons of off road fuel from Pickelners for \$1.996, Dennis seconded.

PARK CHAIRMAN'S REPORT:

We have tractor pulls. Mike said he had Bert come in and get out that tree that blew over. And he also said we still have a couple that need removed but we will get it.

Mike said that the electrical project is complete. There are lights and new outlets in both pavilions. The only way to turn on the lights is through a breaker you cannot just flip a switch. It was all inspected and everything is up to code.

OLD BUSINESS:

Dennis gave Denise an invoice for the 67 Second Ave. the Frederick Clark property. It is an invoice for the Township's Public Works crew who secured that building. There was a discussion based on a concern about mold due to the fact that is standing water in the basement of this property. To remedy this situation they will replace some of the boards with screens. Denise asked Graffus to send pictures of the property. He said he will.

The Feist property inspection, we did receive 2 complaints this month. The first being vehicles that were on someone else's property. Feist agreed they would move the vehicles even though it is actually the Feists property but to satisfy the neighbors they moved them. Another complaint was a smell of garbage and with further inspection Graffus and Alan found the source and they will remove it. They were responsive to fixing the problems that came up. There were more open spaces then before and it seems progress is being made. There were some trees that came down throughout the property. The trees were from the neighbor's property and they are looking at litigation since the trees destroyed some of their property. The look from the street does not look like much has been done. Graffus asked that they move some of the cars by the road so the neighbors can see a change. No answer was given. Graffus opinion is that they are in compliance for this month and we will go back in next month.

Our contract for our Zoning Enforcement Officer Mr. Packard is up. Dennis asked Mr Packard if he is willing to do it again for the next 6 months at the same rate and he agreed. Dennis made a motion to extend Mr Packard's contract for the next 6 months at the same rate of \$1000.00. Mike Steinbacher seconded.

NEW BUSINESS:

Dennis made a motion to hire Sherry Kurtz for the position of Secretary/Treasurer of the Township at the rate of \$20.00 an hour for a test period of 60 days August 1. Mike Steinbacher seconded.

Dennis asked Denise about mail coming in addressed for Jim Surfield and she said that is for the township and is all appropriate to be opened.

Dennis made a motion to pass a resolution to authorize the Township to obtain 2 debit cards from Jersey Shore State Bank to use as needed for materials and supplies, within the limit, and cancel the credit card. Mike Steinbacher seconded.

FIRE COMPANY REPORT:

Jim Pflieger reported 16 calls for the month of July. They have completed the regional radio grant and they received \$40,000.00 worth of radios. County will switch to these radios in 4 years. They paid \$4,000.00.

MISCELLANEOUS:

Denise discussed the way minutes should be taken.

She read language for the amendment to the ordinance for a fence around a junk yard. Dennis made a motion to advertise the amendment to the junk yard ordinance. Mike Steinbacher seconded.

She also presented the letter and municipal lien filed for property maintenance code against the Clark property. And she filed the criminal complaint against STD Realty LLC. Kathy Griffin and the Bailey Irrevocable Trust notices

violations were sent out July 13, 2017. They were received and Mike will give him Mr Packard's number. Betty Mutchler will be going to court tomorrow.

REAL ESTATE TRANSFER:

Previous Owner

New Owner

PUBLIC INPUT:

ADJOURNMENT:

Respectfully Submitted

Cheryl L Kurtz
Susquehanna Township Secretary