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# **PINE GROVE TOWNSHIP SUPERVISORS**

**175 OAK GROVE ROAD, PINE GROVE, PA 17963**

**MAY 11, 2016 MEETING MINUTES**

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**CALL TO ORDER** - Chairman Bruce Kosack called the May 11, 2016 meeting to order with the Pledge of Allegiance at 6:30 PM. In attendance were Supervisor Ray Stump, Township Manager Kathy Ferguson, Recreation Board Chairman Allen Aungst, and others; list on file. Vice-Chairman Jeffery Zimmerman, Solicitor Gino DiNicola, Road Foreman Rodney Fidler and Zoning Officer Dan Bode were absent.

**PUBLIC COMMENT ON AGENDA ITEMS** – No comments were received.

## **MINUTES / FINANCIAL ITEMS**

**April 13, 2016 Meeting Minutes** - Stump moved to approve the minutes and Kosack seconded the motion, all were in favor of the motion and motion carried 2 to 0.

**Treasurer's Report** – Ferguson reported the April General Fund beginning balance was \$598,730.46; receipts were \$31,200.00; expenses were \$76,002.20 and the April General Fund ending balance was \$553,928.26. The Capital Reserve Fund April ending balance was \$2,856,949.63 and the Liquid Fuels Fund April ending balance was \$549,472.92. The April Combined Funds ending balance was \$3,960,350.81. Kosack moved to approve the Treasurer's April report, Stump seconded the motion; all were in favor and motion carried 2 to 0.

**Approval of Bills** – Kosack moved to approve bills in the amount of \$40,010.26; Stump seconded the motion; all were in favor of the motion and motion carried 2 to 0.

**PERSON TO BE HEARD** - No requests to be heard were received.

## **REPORTS**

### **Committee Reports**

- **CDBG** – Ferguson said a public hearing for the Community Development Block Grant program will be held at the Township on June 8, 2016 at 6 PM, prior to the regular Supervisor's meeting.
- **Public Works & Property** – Stump recommended guide rail be installed on several Township roads; he noted we have the materials and submitted a quote for the installation. Stump moved to approve the quote of \$5,326.00 from William Orr & Sons, Inc. of Jonestown for the installation of guide rail on Lovers Lane, Spruce Drive, and Long Stretch Road. Kosack seconded the motion, all were in favor and motion carried 2 to 0.  
Stump said the road crew completed crack sealing seven Township roads in the eleven days they had the crack sealing machine.
- **Workplace Safety Committee** – Ferguson said in March the Committee recommended purchasing spill kits, documenting the waste stream in the garage and developing hazardous material handling policies; at the April meeting training was on power tool safety and recommendations were made for yellow lock out tags for equipment that is not working.
- **UCC Appeals Board** – Kosack read the public notice for the UCC Appeals hearing to be held at Pine Grove Township municipal building on May 23, 2016 at 6:30 PM to hear an appeal from Mars Diesel, 106 Mexico Road, Pine Grove for relief from the requirement of an automatic sprinkler system.

### **Engineer**

- **Bridges** – Ferguson said according to Ryan Fasnacht, Township Engineer, the DCED Multimodal grant decisions were delayed due to the state budget and the PennDOT grant decisions may be impacted by the DCED decisions. PennDOT indicated they are hoping for grant decisions by the end of May. Ferguson said Fasnacht also reported that PennDOT has approved the Oak Grove Bridge structure plan and their routine inspection of the Old Forge Road Bridge found no additional significant deterioration to be addressed.

### **Planning Commission**

- **John Stahl Boundary Line Adjustment Plan** – Stump moved to approve the Stahl plan based on the recommendation of the Planning Commission. Kosack seconded the motion, all were in favor and motion carried 2 to 0.

**REPORTS, cont.**

**Recreation Board** – Allen Aungst discussed the difficulties with the order for picnic tables and asked the Supervisors for authorization to pursue an alternate source in Myerstown, possibly at a lower cost. Stump moved to authorize Aungst to pursue an alternate source for picnic tables at a similar cost, Kosack seconded the motion; all were in favor and motion carried 2 to 0.

**Road Foreman** – Stump said he received comments about the road crew working on the roads now that they have equipment they needed. Ferguson said a compactor was purchased to properly fix potholes and it will improve the road maintenance.

**Zoning Hearing Board** – Minutes from the March 24, 2016 Hearing were received. Ferguson said the May 26, 2016 hearing is cancelled and there will be a special meeting of the Zoning Hearing Board held on May 12, 2016 at 6:30 PM to review their by-laws and discuss hearing procedures and policies.

**Zoning Officer / Floodplain Administrator** – The Zoning Officer issued 5 new permits, received 21 phone calls, 2 complaints, and performed 2 inspections in April.

**OLD BUSINESS**

**Electronics Recycling** – Ferguson said she discussed electronics recycling with Rodney Fidler and Cynthia Hummel. Ferguson said the suggestions they have for the Board of Supervisors are: 1) hold separate electronics and bulk items recycling events, 2) Township hauling of recyclables to a center is not feasible, hauling should be contracted with an outside company 3) the first event Pine Grove Township holds should be limited to Pine Grove Township residents only.

Kosack said they have to decide if they are only doing electronics, when are they going to do it and is there a contractor available to do it. The Board agreed they should pursue it for the Township only and come back with some dates. Ferguson said she and Cindy will contact haulers for information.

**Property Tax** – Kosack said we received a draft proposal from Solicitor DiNicola and this item was tabled until Supervisor Zimmerman and Solicitor DiNicola are present.

**Williams Company Grants** – Ferguson said the grant application to the Williams Company for Recreation Area parking improvements in the amount of \$6,000 was approved for \$4,000 and a check has been received. Ferguson said the grant application to Williams for Emergency Management radios in the amount of \$7,801 was declined and she will re-apply for the grant in the Fall.

**NEW BUSINESS**

**Township Building Air Quality Proposal** – Ferguson discussed the health issues employees have been having in the Township building since January, the steps that were taken to clean the HVAC system and a quote to do air quality testing in the building to help identify the source of the problem. Stump moved to approve the quote from 1Source Safety and Health, Inc. in the amount of \$3,100. Kosack seconded the motion, all were in favor and motion carried 2 to 0.

**Donations** - Donation requests received were discussed and Kosack moved to donate \$200 to the Pinegrove Historical Society for the Stanhope School Restoration Project. Stump seconded the motion, all were in favor and motion carried 2 to 0.

**CORRESPONDENCE**

**Pine Grove Borough Parade Detour Request** – Kosack moved to approve Pine Grove Borough's request to use Township roads for detour purposes on Monday, May 30, 2016 for the Memorial Day parade. Stump seconded the motion, all were in favor and motion carried 2 to 0.

**Township Authority Board Member Removal** – Discussion was held about the Board of Supervisors having authority to remove a member of the Township Authority Board for non-attendance. Supervisors said the member should be sent a letter and given a chance to resign.

**DEP Notification to Williams Company** – Ferguson said DEP notified the Williams Company the Atlantic Sunrise pipeline application was reviewed for completeness and it has been accepted for the technical review.

**PUBLIC COMMENT** – No comments were received.

**ADJOURNMENT** – Stump moved to adjourn the meeting at 7:16 PM, Kosack seconded the motion, all were in favor and motion carried 2 to 0.

**Respectfully submitted,**

**Kathy Ferguson, Township Manager**

**Approved by the Board of Supervisors on June 8, 2016.**