
PINE GROVE TOWNSHIP SUPERVISORS

175 OAK GROVE ROAD, PINE GROVE, PA 17963

JANUARY 11, 2017 MEETING MINUTES

CALL TO ORDER - Chairman Bruce Kosack called the January 11, 2017 meeting to order with the Pledge of Allegiance at 6:30 PM. In attendance were Vice-Chairman Jeffery Zimmerman, Supervisor Ray Stump, Township Manager Kathy Ferguson, and others; list on file. Solicitor Gino DiNicola, Road Foreman Rodney Fidler and Zoning Officer Dan Bode were absent.

PUBLIC COMMENT ON AGENDA ITEMS – No public comment was received.

MINUTES / FINANCIAL ITEMS

December 14, 2016 Meeting Minutes – Tabled.

January 3, 2017 Organization Meeting Minutes - Stump moved to approve the minutes, Kosack seconded the motion; all were in favor and motion carried 3 to 0.

August 26, 2015 Township Supervisors / Water Authority Meeting Minutes – Zimmerman moved to approve the acceptance of the minutes and Kosack seconded the motion. Stump abstained from the motion because he was not present at the meeting. Zimmerman and Kosack voted in favor of the motion, motion carried 2 to 0 with 1 abstention.

Treasurer's Reports – Ferguson reported the December General Fund beginning balance was \$483,118.87; receipts were \$190,166.06; expenses were \$100,345.75 and the December General Fund ending balance was \$572,939.18. The Capital Reserve Fund December ending balance was \$2,891,816.77 and the Liquid Fuels Fund December ending balance was \$366,163.33. The December Combined Funds ending balance was \$3,830,919.28. Stump moved to approve the Treasurer's December report, Zimmerman seconded the motion; all were in favor and motion carried 3 to 0.

- **Jonestown Bank CD** - Zimmerman said he would like to keep the monies from the CD in Capital Reserve at this point because later in the meeting he wants to discuss a problem we have in the Township. This item was tabled for later discussion.

Approval of Bills – Zimmerman moved to approve bills in the amount of \$44,986.15; Stump seconded the motion; all were in favor of the motion and motion carried 3 to 0.

Elected Auditors' Minutes – Zimmerman moved to accept the Elected Auditors' minutes, Stump seconded the motion, all were in favor and motion carried 3 to 0.

PERSON TO BE HEARD

REPORTS

Committee Reports

- **Public Works & Property**

- **Township Building Keys** – Ferguson said she is ordering the new keys from Reed's Locks and for security purposes would like the Board to implement limiting access to the Township building by only giving keys to the Supervisors, the office staff and the Emergency Management Coordinator. After a brief discussion, the Board agreed to limiting the access to the Township building.

- **Roads & Bridges** – Stump said he and the Road Foreman went on a tour of the roads and we need more money to fix the roads. Stump said Swopes Valley Road is really bad and Old Forge from SR443 to Oak Grove Road should be fixed, the pipeline isn't going to use that. Zimmerman said you don't know that and in his opinion they shouldn't spend any money on any roads that may be utilized to build the pipeline. Stump said there are other roads like Mountain Road that are terrible too.

Stump said he had Ferguson check with PSATS about amending the budget. Ferguson said the Second Class Township Code has a provision for the Supervisors to amend a budget by resolution for supplemental appropriations for any purpose, from any funds on hand, or expected to be received in the fiscal year and not otherwise appropriated. Ferguson said she has prepared a resolution if the Board chooses to use it.

Roads & Bridges, cont.

Kosack asked how much money Stump is talking about and Stump said \$200,000 to go with the \$125,000 budgeted for the roads. Kosack asked where the funds would come from and if they have already been appropriated. Ferguson said the funds would come from Liquid Fuels and they are not appropriated funds.

Zimmerman said we have received another denial for three bridge grants and we have a really unsafe intersection at Swopes Valley Road, that is what needs to be fixed, not any of the roads. Zimmerman said the biggest problem in the Township right now is the Swopes Valley Road intersection and stressed the dangers of the site.

Stump made a motion to adopt the resolution to move \$200,000 to Roads for work on the Swopes Valley Road intersection; motion died for lack of a second. Zimmerman said that amount won't fix the intersection. Zimmerman said he asked to wait to talk about investing the money from the CD until they talked about the Swopes Valley Road intersection because it the most important unsafe situation in the Township right now.

Kosack said everyone agrees the intersection needs to be fixed. Zimmerman said the Board should not rush to adopt a resolution to move funds now; grants can be applied for this year. Stump said if we don't get bids in for the roads that they can be started by April, they will be double the cost. Zimmerman said then put the bids in on the roads we budgeted for repair and not add any others. A lengthy discussion followed on the budget, roads, bridges, spending and grant money.

Kosack said a decision can be made tonight about fixing Swopes Valley Road, he is in agreement with fixing it. Stump said he is in agreement also. A discussion was held on allocating money to the project.

Ferguson said if the Board intends to fix the bridge this year the bids should go out in February or March. Ferguson said Liquid Fuels balance is \$366,000 and after this year's allocations in March the balance will be over \$600,000. Ferguson said to keep in mind that for any of the projects they are talking about, the invoices won't come in before June. Ferguson said she feels the Township should ladder some investments from the CD in commercial papers for short terms of three months and six months; we would get a higher return on the \$500,000 and it would still be available for projects. Zimmerman said we can move monies into commercial papers at any time.

Zimmerman said he agrees to do the bridge after the next round of grants is applied for. Kosack said if we put in a grant application and it is denied, then we should fix the bridge. Stump said we can wait until next year for roads if we fix the bridge. Zimmerman made a motion to apply for the next grant for the Swopes Valley Road bridge repair and whether the grant is accepted or denied, Liquid Fuels Fund and Capital Reserves Fund monies will be used to repair the bridge. Stump seconded the motion, all were in favor and motion carried 3 to 0.

- **Workplace Safety Committee** – Ferguson said the next meeting will be held January 17, 2016.

Engineer / Planning Commission

- **Matthew & Meloni Lehman Minor Subdivision Plan** – Stump moved to approve the Lehman Minor Subdivision Plan and Non-Building Waiver request as recommended by the Township Planning Commission. Kosack seconded the motion, all were in favor and motion carried 3 to 0.
- **Annual Planning Commission Report** – Ferguson said Cynthia Hummel, Planning Commission Secretary, submitted the annual Planning Commission Activity report as required by the Municipal Planning Code. Kosack said it is a good report and Zimmerman said he would like to see financial data on the costs to go with the report.

Recreation Board – January meeting minutes were not received. Kosack said the top corner of the walking path is breaking up and it should be looked at for repairs.

Road Foreman – No comments were received.

Zoning Hearing Board – January 26, 2017 hearing is cancelled; no applications were received. Ferguson noted the Supervisors received the annual Zoning Hearing Board 2016 Activity report prepared by Cynthia Hummel as required by the Municipal Planning Code.

Zoning Officer / Floodplain Administrator – The Zoning Officer issued 3 new permits, received 19 phone calls, no complaints, and performed 1 inspection in December.

Zoning Officer / Floodplain Administrator, cont.

- **New Office Hours** – Ferguson said the Zoning Officer will have new hours beginning Wednesday, January 18th; hours will be from 8 AM to 4 PM and Wednesday evening hours will be by appointment only.

OLD BUSINESS

Larson Design, SEO – Kosack moved to re-appoint Larson Design as the alternate Sewage Enforcement Officers for Pine Grove Township. Stump seconded the motion, all were in favor and motion carried 3 to 0.

Multimodal Transportation Fund 2016 Bridge Grants – Kosack said this was discussed. Ferguson said for the record the Township received the denial letters for our three bridge grant applications. Zimmerman moved to authorize Benesch to apply for the next series of grants, Stump seconded the motion; all were in favor and motion carried 3 to 0.

Joint Treatment Authority Board Member Application – Stump moved to re-appoint John H. Stahl to a 5 year term on the Joint Treatment Authority Board. Kosack seconded the motion, all were in favor and motion carried 3 to 0.

NEW BUSINESS

Eagle Project – Zimmerman said the Scout has chosen another recipient for his Eagle Scout project and this item was dismissed.

Smiles for Miles 5K – The Board of Supervisors tabled a decision on the event, asking the Township Manager to contact the Fire Marshal to verify assistance to the Township with traffic control and safety for May 13th prior to them giving approval of the activity.

CORRESPONDENCE – No items requiring action by the Board of Supervisors were received.

PUBLIC COMMENT

Bruce Kosack commented on the County Alert system and noted it is available to everyone, the County will be doing some public relations on it soon.

ADJOURNMENT – At 7:37 PM Stump moved to adjourn the meeting, Zimmerman seconded the motion; all were in favor and motion carried 3 to 0.

Respectfully submitted,

Kathy Ferguson, Township Manager