
PINE GROVE TOWNSHIP SUPERVISORS

175 OAK GROVE ROAD, PINE GROVE, PA 17963

APRIL 12, 2017 MEETING MINUTES

CALL TO ORDER - Chairman Bruce Kosack called the April 12, 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, Howard Lengel, Larry Hoffman, and others; list on file. Solicitor Gino DiNicola, Road Foreman Rodney Fidler, and Zoning Officer Dan Bode were absent.

EXECUTIVE SESSION – Supervisor Kosack announced an executive session was held from 6:10 PM to 6:20 PM on a potential legal matter, no decision was made.

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

MINUTES / FINANCIAL

March 8, 2017 Meeting Minutes - Stump moved to approve the March minutes, Zimmerman seconded the motion; all were in favor and motion carried 3 to 0.

Treasurer's Reports – The March General Fund beginning balance was \$542,100.19; receipts were \$71,047.81; expenses were \$80,409.55 and the March General Fund ending balance was \$532,738.45. The Capital Reserve Fund March ending balance was \$2,897,468.63 and the Liquid Fuels Fund March ending balance was \$603,116.63. The March Combined Funds ending balance was \$4,033,323.71. Stump moved to approve the Treasurer's March report, Zimmerman seconded the motion; all were in favor and motion carried 3 to 0.

- **2016 Township Independent Audit** – Ferguson said the audit was completed, a copy was given to each supervisor and the audit is on file in the Township for public inspection. Ferguson noted the accountant recommended the Township needs to clarify in the personnel handbook how sick days would be handled when an employee leaves their position. The Board agreed to clarify excess sick pay for terminated or voluntarily quit employees at next month's meeting.
- **2016 PennDOT Liquid Fuels Fund Audit** - Ferguson said PennDOT conducted a monitoring review of the Township's Liquid Fuels Fund and found everything in compliance with regulations.

Approval of Bills – Stump abstained from voting on the bills because an invoice from his garage was included. Kosack moved to approve bills in the amount of \$38,169.19 (including the additional invoice from Ken's Tires in the amount of \$2,371.50). Zimmerman seconded the motion; two were in favor of the motion, one abstention, and motion carried 2 to 0.

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

REPORTS

Committee Reports

- **CDBG** – Ferguson said Schuylkill County Affordable Housing Trust Fund Board announced 2017 funding was available for affordable housing efforts in municipalities in Schuylkill County. Ferguson said applications for the funds and remaining funds through CDBG housing rehabilitation in Pine Grove Township are available through Schuylkill Community Action.
- **Labor Relations** – Kosack said an offer was given to an individual for a full time road crew position and we are waiting for their decision.
- **Public Works & Property**
 - **Road Project** – Stump moved to advertise paving Hallton Hill Road, the remaining portion of 2½ Mile Road, and Sager Drive. Zimmerman amended the motion to have the bids due June 14th or if possible by May 10th. Kosack seconded the motion, all were in favor and motion carried 3 to 0.
 - **Oak Grove Road Tree Removal** – Quotes were received as follows: \$12,500 - The Tree Guy, Pottsville; \$4,000 - Blue Mountain Tree Service, Pine Grove; DK Tree Service, Pine Grove - \$2,900. Zimmerman moved to approve the quote of \$2,900 from DK Tree Service to remove 14 trees in the Township right-of-way along Oak Grove Road. Kosack seconded the motion, all were in favor and motion carried 3 to 0.
- **Workplace Safety Committee** – Ferguson said the next safety meeting will be held on April 27th.

Engineer / Planning Commission – No action items were received for the Board of Supervisors.

Recreation Board – Larry Hoffman gave a report on the work day at the Recreation Area on April 8th; four people participated.

Road Foreman – Zimmerman commended the road crew and said despite the nasty phone calls, the disgruntled residents and the enormous snowfall we received, he felt they did an excellent job during the snowstorm we had.

Zoning Hearing Board – The April 27th hearing is cancelled, no applications were received. Kosack read aloud the Zoning Hearing Board decision from the March 23, 2017 minutes.

Zoning Officer / Floodplain Administrator – The Zoning Officer issued 6 permits, received 17 phone calls, 2 complaints, and performed 3 inspections in March.

OLD BUSINESS

Williams Pipeline Road Draft Agreement – Zimmerman moved to approve the Williams Road Use Agreement, Stump seconded the motion; all were in favor and motion carried 3 to 0.

Recycling Event – August 19, 2017 was announced as the date for the recycling event and discussion was held on the haulers, who the event would be open to, residents' costs, etc. After discussion, the Board decided the recycling event would be available only to residents of Pine Grove Township, seniors age 62 and older will be allowed to drop off one electronic item for free, and there will be a cost for other items. Ferguson said the costs will be reasonable, but will not cover the expense of the event. Zimmerman noted this expense was not in the budget.

NEW BUSINESS

PSATS Convention – Kosack said the Township office will be closed on April 24th and April 25th for attendance and training at the Convention.

CORRESPONDENCE

Schuylkill EMA – Ferguson said we were notified that Schuylkill County does not qualify for Federal Assistance for the March 14th snow storm because we did not meet the cost threshold or break the historic record snowfall.

PUBLIC COMMENT

Howard Lengel said the people who complained about snow blocked roads in the storm had other ways to get out, but some are new people and don't know their way around.

Township Manager Ferguson said last week she represented the Township at Ft. Indiantown Gap where Greg Pijar was participating in an exercise with the PA Incident Management Team (PA-IMT) based on the 2011 flooding in Pine Grove. Ferguson said she acted as the liaison for the Township as the PA-IMT was turning control of the "incident" back to the Township; she listened to their reports, met the financial team, etc. Ferguson said what they have available to help municipalities in the event of an emergency is amazing and one thing that was pointed out is we should call them as soon as we become aware of a possible need for their team, not wait until we are in the middle of an event.

Township Manager Ferguson said the Township is receiving monthly reports from Lehigh Engineering for UCC permits, Sewage permits, and Floodplain reviews; if the Board of Supervisors has any questions regarding anything on any of the reports, they can contact Lehigh Engineering directly or speak with her.

ADJOURNMENT – At 7:14 PM Zimmerman moved to adjourn the meeting, Stump seconded the motion; all were in favor and motion carried 3 to 0.

Respectfully submitted,

Kathy Ferguson, Township Manager

Approved by the Board of Supervisors on May 10, 2017.