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# **PINE GROVE TOWNSHIP SUPERVISORS**

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

**SEPTEMBER 13, 2017 MEETING MINUTES**

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**CALL TO ORDER** - Chairman Bruce Kosack called the September 13, 2017 meeting to order with the Pledge of Allegiance at 6:30 PM. In attendance were Supervisor Ray Stump, Solicitor Gino DiNicola, Township Manager Kathy Ferguson, John Stahl, Brian Schach, and others; list on file. Vice-Chairman Jeffery Zimmerman, Road Foreman Rodney Fidler, and Zoning Officer Dan Bode were absent.

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

## **MINUTES / FINANCIAL**

**August 9, 2017 Meeting Minutes** - Kosack moved to approve the August 9, 2017 Meeting minutes, Stump seconded the motion; all were in favor and motion carried 2 to 0.

**Treasurer's Reports** – The August General Fund beginning balance was \$548,320.88, receipts were \$86,655.28; expenses were \$57,318.07 and the August General Fund ending balance was \$577,658.09. The Capital Reserve Fund August ending balance was \$2,908,113.45 and the Liquid Fuels Fund August ending balance was \$561,345.35. The August Combined Funds ending balance was \$4,047,116.89. Kosack moved to approve the Treasurer's August report, Stump seconded the motion; all were in favor and motion carried 2 to 0.

- Stump moved to authorize the transfer of \$139,612.90 from Liquid Fuels Fund Savings to General Fund Checking to pay for the 2017 Road Project. Kosack seconded the motion, all were in favor and motion carried 2 to 0.

**Approval of Bills** – Stump moved to approve bills in the amount of \$181,937.10 (including \$139,612.90 for the 2017 Road Paving project which will be held until adjustments are made on 2½ Mile Road). Kosack seconded the motion; all were in favor and motion carried 2 to 0.

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

## **REPORTS**

### **Committee Reports**

- **CDBG** – Ferguson reviewed the details of four resolutions requiring action by the Board of Supervisors for the Township's participation in CDBG funding. **Resolution #2017-05** for Fair Housing, **Resolution #2017-06** for CDBG Plans and Policies, **Resolution #2017-07** for Section 504 Transition Plan, and **Resolution 2017-08** for Approving the CDBG 2017 FY Budget (\$83,095). Ferguson said the 2017 CDBG funds listed as housing rehabilitation may be used for septic systems repairs, it does not need to be specified separately according to Karen Parish. Kosack moved to adopt **Resolution #2017-05, #2017-06, #2017-07, and #2017-08** for the CDBG program. Stump seconded the motion, all were in favor and motion carried 2 to 0.
- **Public Works** – Stump said he is meeting with the paving company on Monday to review the final adjustments on the project. Stump said the Township has an extra manual angle plow, he would like to turn into a hydraulic one. Stump made a motion to accept a quote of \$3,209 from MJR Equipment to convert the extra plow from manual to hydraulic. Kosack seconded the motion, all were in favor and motion carried 2 to 0.
- **Workplace Safety Committee** – Ferguson said the August 22<sup>nd</sup> safety meeting was Part 2 in working safely outdoors, the next meeting will be held September 26<sup>th</sup>.
- **UCC Appeals Board** - Ferguson said the committee will meet in October and prepare for reappointments necessary for the three townships involved in the agreement – Pine Grove Township, Tremont Township, and Washington Township.

**Engineer/Planning Commission** – Kosack moved to approve the request for a Planning Waiver & Non-Building Declaration for R&J Realty LLC Minor Subdivision, based on the recommendation of the Planning Commission. Stump seconded the motion, all were in favor and motion carried 2 to 0.

**Recreation Board** – Ferguson noted the part of the dog waste station that was taken has been re-ordered and should be received next week.

**Road Foreman** – Kosack noted the better use of the man hours shown on the report.

**REPORTS, cont.**

**Zoning Hearing Board** – September 28, 2017 hearing is cancelled, no applications were received.

**Zoning Officer / Floodplain Administrator** – The Zoning Officer issued 10 permits, received 2 complaints, 25 phone calls, and performed 3 inspections in August.

**OLD BUSINESS**

**Township Water Authority** – DiNicola said the County has expressed interest in assuming ownership and control of the Township water system and over the last several months his office has been working with the County Municipal Authority and their representatives on draft agreements. DiNicola said he has sent an agreement to the Supervisors for their review that is substantially complete and he is satisfied with its form and content, although some exhibits need to be completed. DiNicola said he would ask the Board to entertain a motion to authorize the execution of this Asset and Obligation Agreement which would transfer the Water Authority and its assets of permits, wells, service lines, and any other assets to the County. DiNicola said the County would pay off the Township's loan to the Authority in a lump sum at closing which is projected to be on or before the end of this year. DiNicola said it is his understanding when the County takes over the water system, they plan to continue with the same type of rate structure with a possible modest increase which should not exceed 5% of current rates.

DiNicola said in authorizing the execution of the Asset and Obligation Agreement, it should be contingent on his office review and approval; as a second part to the motion he asks the Board to consider authorizing any of the Supervisors to sign any and all documentation that would be necessary as part of the transfer.

Stump moved to authorize the execution of the Asset and Obligation Agreement between Pine Grove Township Municipal Authority, Pine Grove Township, and Schuylkill County Municipal Authority, to transfer the Pine Grove Township Authority Water System to Schuylkill County Municipal Authority as set forth in the Agreement, contingent upon approval of the final Agreement by Solicitor DiNicola; and moved to authorize any Township Supervisor to sign any or all documents necessary to enact the Agreement after approval. Kosack seconded the motion, all were in favor, motion carried 2 to 0.

**Zoning Services Proposals** – This item was tabled.

**Swatoberfest Road Closings** – Ferguson said the organizer of the event contacted her and said the event scheduled for October 7<sup>th</sup> has been cancelled due to lack of participation; there is a possibility of the event being held in May of next year.

**NEW BUSINESS**

**PMRS Minimum Municipal Obligations** – Ferguson said the Municipal Obligation Report is an annual pension plan report she prepares based on employee wages for the current year that is used to calculate the Township's expected financial obligation for the pension plan in the coming year.

Kosack asked if the pension plan offers the employee an opportunity to contribute. Ferguson said the pension plan is set up that the employee must contribute 3% of their gross wage to the plan, they are not allowed to contribute any extra money for retirement, and the Township does not contribute any matching funds. Ferguson reminded the Board changes that she noted in July are needed to the pension plan in order for employees who have retired, to continue to work on the Township payroll without causing conflict with their retirement benefits. Ferguson said the Supervisors need to amend the pension plan to define if employees needs to contribute to the plan if they work part time for the Township after they retire.

Kosack moved to approve the PMRS Minimum Municipal Obligation Report for 2018 expenses. Stump seconded the motion, all were in favor; motion carried 2 to 0.

**Budget Meeting Date** – Ferguson noted a conflict with the budget meeting scheduled for October 17<sup>th</sup> and the Board changed the date to November 14<sup>th</sup>.

**CORRESPONDENCE**

**Pine Grove Borough Request** – Kosack moved to approve Pine Grove Borough's request to use Pine Grove Township's roads as a detour during their parade on October 21, 2017, from approximately 6:30 PM to 10 PM. Stump seconded the motion, all were in favor; motion carried 2 to 0.

**CORRESPONDENCE, cont.**

**Schuylkill County Township Officials Association Convention** – Kosack noted the Schuylkill County Convention will be held on October 18<sup>th</sup> in Barnesville and Ferguson said there are ticket forms in their folders or she can register them if they let her know they plan to attend.

**PUBLIC COMMENT**

**Andy Kinka**, 451 Oak Grove Road, asked if there were any updates on the stormwater drainage discussed at the last meeting. Stump said Schuylkill Conservation District said with all the rain it won't be until October or November until they can get to us.

**Brian Schach**, Sager Drive, said he was here to see if they had any answers for his questions from the last meetings, he said he is disputing zoning problems on a property with a fence that is five inches off his property and a driveway that is not 150 feet from an intersection. Kosack thanked Schach for his comments.

**ADJOURNMENT** – At 7:03 PM Stump moved to adjourn the meeting, 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 October 11, 2017.**