
PINE GROVE TOWNSHIP SUPERVISORS

175 OAK GROVE ROAD, PINE GROVE, PA 17963

OCTOBER 11, 2017 MEETING MINUTES

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

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

MINUTES / FINANCIAL

September 13, 2017 Meeting Minutes - Stump moved to approve the September 13, 2017 Meeting minutes, Kosack seconded the motion; all were in favor and motion carried 3 to 0.

Treasurer's Reports – The September General Fund beginning balance was \$577,658.09, receipts were \$229,995.37 (including a transfer of \$139,612.90 for the Road Project); expenses were \$202,825.57 (including the payment of the Road Project) and the September General Fund ending balance was \$604,827.89. The Capital Reserve Fund September ending balance was \$2,910,420.39 and the Liquid Fuels Fund September ending balance was \$422,214.65. The September Combined Funds ending balance was \$3,937,462.93. Stump moved to approve the Treasurer's September report, Zimmerman seconded the motion; all were in favor and motion carried 3 to 0.

- Volunteer Fire Relief Associations – Ferguson noted the annual allocation was received from the State and was equally divided, with Ravine and Suedburg Fire Companies each paid \$11,667 in the bills to be approved tonight.
- Ravine Fire Company Donation Request – Ferguson confirmed financial reports were received from Ravine Fire Company in support of their request and the Board agreed on paying the donation with the bills.

Approval of Bills – Ferguson noted an addition to the bills, an invoice from Lehigh Engineers in the amount of \$152.00. An invoice from SealMaster was discussed and the Board agreed to hold payment because credit was not given for the days the equipment was inoperable and there is an issue of employee time lost. Stump will contact SealMaster about the invoice. DiNicola said an alternative would be for the Township to calculate what would be a fair price to pay. Zimmerman suggested crack sealing be put out for bid instead of renting the equipment. Stump moved to approve the bills (not including the invoice from SealMaster) in the amount of \$66,014.61, Zimmerman seconded the motion; all were in favor and motion carried 3 to 0.

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

REPORTS

Committee Reports

- **Fire Company** – Zimmerman said Greg Pijar would like to be on the agenda of the October 24th Budget Meeting regarding a potential new line item on the budget, a fire rescue volunteer recruit program. A policy for the program was emailed to the Board for review prior to the meeting.
- **Labor Relations** – Zimmerman moved to accept the resignation of Terry Stump effective September 22, 2017, Kosack seconded the motion and Stump abstained. Motion carried 2 to 0 with 1 abstention.
- **Public Works** – Zimmerman asked Stump to have the road crew get rid of the poison ivy behind the HVAC unit and the weeds around the foundation. Zimmerman noted the wall behind the HVAC unit needs to be addressed; the parging is gone and the joints have no mortar in them.
- **Workplace Safety Committee** – Ferguson said the September 26th safety meeting was cancelled and the next meeting will be held October 25th.

Engineer/Planning Commission – No items were forwarded to the Supervisors for review.

Recreation Board – Chairman Allen Aungst said branches from a large ash tree, (possibly on Thompson's land) are falling on the walking path. Stump will talk to Thompson for permission to take it down at Township expense if it is on his land. Zimmerman moved if permission is given to remove

Committee Reports, Recreation Board, cont.

the tree, to get quotes from an insured company to remove the ash tree at the Township's expense. Stump seconded the motion, all were in favor and motion carried 3 to 0. The Recreation Board will get quotes for the Board of Supervisors to review.

Road Foreman – Zimmerman said there were some things to discuss in executive session later.

Zoning Hearing Board – October 26, 2017 hearing is cancelled, no applications were received.

Zoning Officer / Floodplain Administrator – The Zoning Officer issued 3 permits, received 1 complaint, 16 phone calls, and performed 3 inspections in September.

OLD BUSINESS

Township Water Authority – DiNicola said the Township Water Authority agreement is proceeding as planned, he spoke with Pat Caufield at SCMA and they are finalizing the exhibits attached to the transfer agreement. DiNicola said it is on schedule for the County to execute the agreement and he proposed a tentative closing date of December 15th saying it will not be a formal closing because the Township Board and the County Board will be authorizing the appropriate officials to sign any documentation necessary for the closing. DiNicola said he would need a current balance sheet from the Township Authority for the closing.

Zimmerman asked John Stahl what the current balance sheet was for the Township Authority. Stahl said there is approximately \$100,000 in the revenue account and approximately \$28,000 in the checking account. Zimmerman asked why that is relevant. DiNicola said it is necessary for the Township for budget information.

Stahl said after the Water Authority is turned over to the County, there will still be bills coming in and he needs to know when to transfer the electric bills, etc. to the County. Stahl suggested the transfer is done in December and the Authority continues its activities until March of 2018, then terminates under whatever conditions the Township wants; this would allow them to get all the final bills paid and terminate the insurance for a rebate. DiNicola said the Authority would not be dissolved or go inactive on January 1.

Zimmerman said the Township had an authority that was inactive and when the water company was purchased, the Board of Supervisors re-activated the authority and appointed the Water Authority. Zimmerman said what Stahl is saying is that we can't dissolve it on December 15th, there are things that will have to be done after that, but at some point, you will have to make it inactive. DiNicola said the Township will still have an authority, in the event they want to use it as a financing vehicle in the future.

Stahl asked if the Township is on board with letting the County do a final settlement; he was letting the August payment due to the Township go unpaid during these final stages, waiting for final settlement. Zimmerman said the Township will not foreclose on the Authority; Solicitor DiNicola has been instructed to find out the monies due from the Authority, and the accrued interest due to December 15th; he is going to work that out with the Solicitor from the SCMA and it will be the payoff amount in the agreement. Stahl said there is a potential for a misunderstanding if the Township Authority makes the 2017 annual payment to the Township before December 15th, there would be a \$50,000 swing in assets between the Township and the County. Zimmerman said on December 15th all assets of the Township Authority become assets of the Township, any bills that come in on behalf of the Authority would then be paid by the Township. Stahl said that won't be necessary, Zimmerman questioned his statement. Stahl said this was not the time to discuss it and asked if Solicitor DiNicola would let him know what needs to transpire. DiNicola agreed that he would.

Zoning Services Proposals – Kosack said this would be discussed in executive session. Zimmerman said he read the three proposals and his thinking was it would be the second step for zoning in the event something happened to the first step. Zimmerman said we have not done anything with the first step yet, it is still intact. Zimmerman said he thought we needed the proposals earlier this year because of budget meetings and to decide what we wanted to do with first and secondary zoning. Zimmerman said the proposals have nothing to do with the executive session, it has to do with what we decide in executive session.

Swopes Valley Road Bridge – Zimmerman said “unofficially” the Oak Grove Road and Old Forge Road bridges have been included in PennDOT’s Transportation Improvement Program (TIP) and will be paid for by PennDOT. Zimmerman said the results on the Swopes Valley Road grant application won’t be known until the end of November and noted the earlier decision of the Board to do the bridge if the grant is received or not. Zimmerman moved to approve Alfred Benesch to move forward with engineering of the Swopes Valley Road Bridge project and also moved to authorize Solicitor DiNicola to do the legal aspect of the Swopes Valley Road Bridge Project. Kosack seconded the motion, all were in favor and motion carried 3 to 0.

NEW BUSINESS

Williams Pipeline – Stump said the pipeline people asked if it would be ok, if they have landowner permission, to put private property signs up where they are working. DiNicola said it is not within the Board’s jurisdiction.

Shadow Vehicle for Mowing – Kosack asked if we are required to have a shadow vehicle for mowing and Ferguson said yes. Kosack asked if we have one and Ferguson said no. Kosack said we must get one. Stump agreed and said we are done mowing for the year.

CORRESPONDENCE

Pine Grove Joint Treatment Authority – Kosack read a letter from the Joint Treatment Authority regarding new Municipal Service rates for the Township Recreation Area. Zimmerman said a previous Board member brought to his attention that prior to the approval and construction of the Recreation Area bathroom, the Authority said they would never charge the Township a sewer fee for the bathroom facility; he does not know if it was verbal or in writing. Zimmerman said Ferguson should request the Sewer Authority review their meeting minutes from 2008 and 2009 because there may be something the present board members are not aware of.

PUBLIC COMMENT

Larry Hoffman, 14 Hoffman Lane, asked if CDBG funds could be applied to recycling events and the Board said no, the funds are limited to low income households or handicap access issues.

Allen Aungst asked if a rate chart came in for the Recreation Area sewer. Ferguson said the new rates were included with the Joint Treatment Authority letter and gave it to Aungst to read.

J Zimmerman said the Board needs to be aware of the time volunteers on the Recreation Board spend to handle the rental of the pavilions; he doesn’t have a solution, but it needs to be addressed.

EXECUTIVE SESSION – The Board of Supervisors, Solicitor DiNicola, and Township Manager Ferguson went into Executive Session at 7:26 PM on personnel matters. The meeting resumed at 8:10 PM; Supervisor Zimmerman and Solicitor DiNicola did not rejoin the meeting.

Kosack moved to hire Daniel Orwig as a member of the Road Crew with a rate of pay at \$17.05 per hour. Stump seconded the motion, all were in favor and motion carried 2 to 0.

ADJOURNMENT – At 8:13 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 November 8, 2017.