
PINE GROVE TOWNSHIP SUPERVISORS

175 OAK GROVE ROAD, PINE GROVE, PA 17963

MAY 23, 2018 MEETING MINUTES

CALL TO ORDER – Chairman Bruce Kosack called the May 23, 2018 meeting to order with the Pledge of Allegiance at 6:30 PM. In attendance were Vice-Chairman Howard Lengel, Supervisor Ray Stump, Township Manager Kathy Ferguson, Allen Aungst, Larry Hoffman, Joan Schwer and others; list on file. Solicitor DiNicola and Road Foreman Rodney Fidler were absent.

NOTE: May 9, 2018 meeting was cancelled due to a lack of quorum.

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

MINUTES / FINANCIAL

April 11, 2018 Meeting Minutes – Stump moved to approve the April 11, 2018 Meeting Minutes and Lengel seconded the motion; all were in favor and motion carried 3 to 0.

April 18, 2018 Meeting Minutes – Stump moved to approve the April 18, 2018 Meeting Minutes and Lengel seconded the motion; all were in favor and motion carried 3 to 0.

Treasurer's Reports – The April General Fund beginning balance was \$582,152.52, receipts were \$86,874.27; expenses were \$77,329.63 and the April General Fund ending balance was \$591,697.16. The Capital Reserve Fund April ending balance was \$3,333,862.01 and the Liquid Fuels Fund April ending balance was \$672,949.02. The April Combined Funds ending balance was \$4,598,508.19. Stump moved to approve the Treasurer's April report. Lengel seconded the motion, all were in favor; motion carried 3 to 0.

Ferguson gave information on the Fulton CRIM investments and the Board agreed she should continue with the investment decisions aided by the CRIM consultant.

Approval of Bills – Stump moved to approve the bills in the amount of \$55,989.89, Lengel seconded the motion; all were in favor and motion carried 3 to 0.

PERSONS TO BE HEARD – No persons requested to be heard.

REPORTS

Committee Reports

- **CDBG** – Ferguson said the process for selecting projects for CDBG submission in 2018 is starting and we need to hold a public hearing. Ferguson suggested the hearing is held prior to the meeting scheduled for June 20th because there is not enough time to advertise it for the June 13th meeting. Kosack said he will not be able to attend the June 13th meeting and discussion was held on cancelling the meeting. Kosack moved to cancel the Township meeting on June 13, 2018 and reschedule it for June 20, 2018. Stump seconded the motion, all were in favor and motion carried 3 to 0. The Board agreed to hold the CDBG hearing at 6 PM prior to the Township meeting on June 20, 2018.

Kosack noted the Township is having a problem with one of the recipients of the grant funds and the Solicitor is handling the matter.

- **Fire Companies / EMS** – Kosack asked Stump if he had any response from the Fire Marshal on the donation to the training building. Stump said he has not received any return calls.
- **Labor Relations**
 - **Convention Pay** – Kosack said Lengel went to the convention and is allowed to be paid wages for attending according the Township Code if the supervisors approve it. Stump moved to pay Lengel for attending the PSATS Convention, Kosack seconded the motion; all were in favor and motion carried 3 to 0. Discussion was held on what the Second Class Township Code states, if Lengel would be paid as a delegate or Supervisor and how other Township employees who attended the convention would be paid. Kosack noted Lengel is paid as an employee when he is flagging or working on the roads.

Labor Relations, Convention Pay, cont.

Stump moved to pay Lengel wages as an employee for 8 hours per day, pay full-time employees who attend the convention 8 hours per day (and overtime if they attend on a Sunday and worked 40 hours in the week), pay the Emergency Management Coordinator, Planning Commission, and Zoning Hearing Board members \$30 for attending a convention day long seminar. Kosack seconded the motion, all were in favor; motion carried 3 to 0. Kosack noted expense reports for mileage, etc. for the convention should be submitted to the Township office within 30 days for reimbursement.

- **Roadmaster Position** – Ferguson said she has two recommendations for the Roadmaster position for the Board of Supervisors. Stump moved to table the Roadmaster position until the June meeting, Lengel seconded the motion. Stump and Lengel approved the motion, Kosack opposed the motion, motion carried 2 to 1.

Ferguson asked Stump why he would table the position when the Township has been working on it so long. Stump said she will find out later in the meeting. Ferguson said she reserves the right to comment on the topic when it is brought up later in the meeting.

▸ **Public Works & Property**

- **Lawn Mowing Bids** - Ferguson said two bids were received, but one was faxed instead of submitting a sealed bid as required in the advertisement. Ferguson said the Solicitor has reviewed the bid information and advised the faxed bid is invalid. Ferguson stated the Solicitor said the Board can accept and review the remaining bid (award or reject the bid after consideration) or reject all bids and rebid the project. The Board accepted and reviewed the bid from Ryan Allar for \$790 per one mowing of the Township lawns, soccer fields and Ravine Memorial and a bid of \$2,940 for landscaping. Stump moved to reject the bid, Lengel seconded the motion; all were in favor and motion carried 3 to 0.

▸ **Tax Collection Committee** – Lengel said he could not attend the recent meeting.

▸ **Safety Committee** – Ferguson reported the April meeting was the fourth and final in a series on hazard assessment; the road crew hard hats were checked and it was determined they needed to be replaced. Ferguson said the May meeting focused on safety planning for the Recycling Event scheduled for June 2.

Engineer/Planning Commission

- **Marlin & Donna Hummel Minor Subdivision Final Plan** – Stump moved to approve the Sewage Module for the Hummel Minor Subdivision Final Plan, Lengel seconded the motion; all were in favor and motion carried 3 to 0.
- **Old Forge Road Bridge Easement** – Ferguson distributed right-of-way agreements to the Board of Supervisors that Solicitor DiNicola prepared for the Bodtorf property for an easement needed for wingwalls at the bridge. Stump moved to approve the Old Forge Road Bridge easement agreement, Kosack seconded the motion; all were in favor and motion carried 3 to 0. Stump will contact the Bodtorf's tomorrow for their approval of the easement.

Recreation Board – Larry Hoffman invited all the Township Supervisors and employees to the Recreation Area on May 30th at 5 PM to help with a work detail. Hoffman said they have mulch to put in, a footer to dig for a new bench, etc.

Roadmaster Position – Stump said he is not against the Roadmaster position, but the garage is in confusion. Stump and Lengel agreed they would like to get things organized before the Roadmaster comes in. Kosack said if we had a Roadmaster, the scheduling would be there to take care of things. Stump said their schedule will get done a week ahead. Kosack said the road crew lacks direction.

Stump said he and Lengel would like to be in charge of the roads and the road crew to see if it would work. Discussion followed on the issues. Stump moved to have Stump and Lengel as acting Roadmasters until the June 20th meeting; in charge of the road crew, equipment, roads, purchase/work orders, complaints, and administrative work related to the roads. Lengel seconded the motion, all were in favor and motion carried 3 to 0.

The Board agreed Ferguson should notify the two recommended Roadmaster candidates they are still being considered for the position and notify the other candidates they were not selected.

Roadmaster, cont.

Kosack moved to require all new hires in the Public Works department to get a physical for the level of activity required for their job at a physician chosen by the Township, unless they have a current CDL Class A medical card. Stump seconded the motion, all were in favor and motion carried 3 to 0.

Zoning Hearing Board

- **Minutes** – Minutes from March 22, 2018 hearing and April 26, 2018 hearing were received. Kosack noted the April hearing decision was in favor of the property owner, but it is not precedent setting and the Solicitor has advised the Board it would cost the Township quite a bit to challenge the decision. The Board agreed they would not file an appeal.
- **May 24, 2018 Hearing** - Kosack read the public notice for a hearing to be held at 6:30 PM to hear a request from Carl & Courtney Bohler, Doris Bohler, for variances at 389 Sweet Arrow Lake Road.
- **Zoning Hearing Board Request** – Ferguson read a letter to the Board of Supervisors from the Zoning Hearing Board requesting to hold additional meetings to address deficiencies and issues in the Zoning Ordinances. Kosack moved to approve six meetings for the Zoning Hearing Board to work on revisions to the zoning Ordinances, using advertised Zoning Hearing Board dates when available. Stump seconded the motion, all were in favor and motion carried 3 to 0.

OLD BUSINESS

Swatara Property Owner Association Stormwater Complaint – Lengel said the problem is excess water, a resident said they get water in the house when it rains hard and Lengel said it's because there are no footers around the basements. Lengel said the water can't be coming from the Dollar General because there is an underground drain there and their land is tapered away from Swatara Village so the water goes down SR 443. Lengel said the water from Arby's also goes down SR 443.

Kosack said it sounds like this is a private property concern and there may not be much the Township can do. Stump agreed and said the president of the Association said they had DEP look at it and they couldn't give them a solution. The Board said the Township should send the Association a letter stating the Township considers the stormwater a private property issue.

NEW BUSINESS

MRM Property & Liability Trust – Ferguson reported the Township received their first dividend check in the amount of \$4,108.33 from MRM Property & Liability Trust, based on the first year premium paid in 2016. Ferguson noted this was a 29% savings on our first year premium.

CORRESPONDENCE

Swatara Gap 'N Back Race – Ferguson said the event scheduled for May 19th was cancelled because of the rain and rescheduled to June 3rd. Ferguson said she is contacting the event planner to get updated insurance certificates and they will need approval from the Board of Supervisors to use a portion of Swopes Valley Road for the event. Stump moved to approve an event by Jeff Longenecker of Ride Float Run, to use a section of Swopes Valley Road located in Pine Grove Township for an event his organization is sponsoring; providing an updated certificate of liability insurance is filed with the Township and safety measures are provided by Ride Float Run. Kosack seconded the motion, all were in favor and motion carried 3 to 0.

PUBLIC COMMENT

Larry Hoffman asked if the Township has any tape or anything like that to mark off the parking area when the pavilion is rented. Discussion followed on people for the soccer games not parking where they have been requested to park and how it could be handled. Kosack suggested we ask the Soccer Association member to meet with the Board to discuss a solution. Ferguson will send them a letter.

ADJOURNMENT – At 8:38 PM Stump moved to adjourn the meeting, Lengel 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 June 20, 2018.