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Board of Supervisors  
Devin O'Rourke, Chair  
Brett Taylor, Vice Chair  
George Ulrich, Road Master

Secretary/Treasurer  
Susan Satteson

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## Supervisors' Meeting Minutes

Monday, December 4, 2023

The regular meeting of the Board of Supervisors was called to order at 6:02 p.m. by Chair O'Rourke at the township building with George Ulrich and Brett Taylor present.

### Public Comment on Agenda Items

No public comment on agenda items.

### Acceptance of Minutes

A **MOTION** was made by George Ulrich, seconded by Devin O'Rourke to accept the minutes from the regular meeting on November 6, 2023. Motion carried.

### Financial Reports

Secretary Satteson read the account balances, expenditures, and revenues for November.

General Fund:	\$	<u>978,964.90</u>	Revenue:	\$	22,813.29
Act 13:	\$	<u>86,243.08</u>	Less Expenditures:	\$	15,822.19
Fire:	\$	<u>36.61</u>	Less Payroll:	\$	3,437.96
Liquid Fuels:	\$	<u>98,543.32</u>			
Capital Reserve:	\$	<u>159,038.82</u>	<b>Net Gain:</b>	\$	<b>3,553.14</b>

### Road Master Reports

Two out of three trucks are ready. Salt and cinders are here.

### Planning Commission Reports

Recommendation by the planning commission to deny Samuel Glick's land development plan as he has no deed of ownership of the property. Applicant vs. owner will create issues with stormwater calculations. The Township Engineer will provide a list of required information to all parties and the applicant's engineer shall refile with new plans.

### Reports and Recommendations of the Chair

Nothing reported by the Chair.

### Notices and Communications

None

### **Items for Supervisors' Action**

A **MOTION** was made by Brett Taylor, seconded by George Ulrich to deny the land development plans for Samuel Glick on Ridge Road. Motion carried.

A **MOTION** was made by Brett Taylor, seconded by Devin O'Rourke to adopt the 2024 Budget with no tax increase. Motion carried.

A **MOTION** was made by Devin O'Rourke, seconded by George Ulrich to adopt Resolution No. 2023-07 – Tax Collector Fees. Motion carried.

A **MOTION** was made by Brett Taylor, seconded by George Ulrich to put out for bid, Hourly Equipment Rental to include operator, fuel, maintenance, move-in and move-out dates. Motion carried.

### **Old Business**

Gap Road bridge may be open by Christmas. The Engineer has the amesite starting and stopping halfway through a turn on a 45-degree angle. Brett made a motion to go with the contractor who is already putting the amesite down and purchase the extra to at least get it through the turn. The cost should be around \$10,000 to \$12,000. This won't be completed until Spring due to weather constraints. Devin O'Rourke seconded the motion. Motion carried.

Larson Design provided repair specifications for the bridge on Petersburg Road. Estimated cost will be \$5,000 to \$6,000. Instead of spending \$2,000 to post signs, it makes more sense to do the repairs so that no weight limit posting is necessary. Devin made a motion to move forward with fixing it once the quote comes in and has been reviewed. Brett seconded the motion. Motion carried.

A condition that was placed on Levi Stoltzfus to install a fence was in question as to how high. The Conservation District responded that if the pit is less than five feet out of the ground, he needs a 4½ foot fence. Brett made a MOTION for Levi Stoltzfus to proceed with a fence at that measurement. Devin seconded the motion. Motion carried.

### **New Business**

Lycoming County used Liquid Fuels funds to purchase a pressure washer on a trailer with a water tank to be used by pre-release work crew. They offer the service of scraping debris from bottoms of bridges, pressure washing bridges, weed whacking around bridges and cutting out any trees that have washed into the bridges at a rate of \$102 per day. Brett would like to start utilizing them in the Spring.

The Township's version of Quickbooks is no longer supported and it needs to be upgraded. Different options were reviewed, and the best option would be to purchase Quickbooks Enterprise Gold at an annual cost of \$1,464. This version includes payroll with no additional fees allowing payroll to be processed in house instead of sent to the accountant. The savings from not using an accountant for payroll will cover the annual subscription cost. Brett made a MOTION to purchase Quickbooks Enterprise Gold, seconded by George. Motion carried.

The 2024 appointments, salaries and schedules were reviewed in preparation for the organization meeting. An agency out of Muncy will be researched for handling the enforcement side of codes. Brett would like to meet with Jeff Kreger prior to appointing SEO. There was a write-in winner for Auditor which would still require at least two to be appointed. Voter services will be contacted to verify the write-in results.

Brett made a motion, seconded by George, that the Planning Commission be a three-member committee with two alternates. Motion carried. The three members will be Tom Hamm, Doug Stugart and Pete Miller leaving Chris Ulrich as an alternate with one alternate vacancy.

Devin suggested making the zoning hearing board a three-member committee with alternates. PSATS will be contacted to verify this is permitted. Will need to reappoint Joseph Wilk, David Ulrich and Ken Bashista as their terms end this year. Jack McCoy moved out of the Township. Brett suggested replacing him with Levi Stoltzfus. The three members would be Joseph Wilk, David Ulrich and Ken Bashista leaving Mosie Lapp and Levi Stoltzfus as alternates.

**Public Comment**

Nancy Bashista reported the stop sign is down on Green Pine Road Extension as well as the weight restriction sign going into Green Pine Road. George will take care of it.

Jamie King asked if anything can be done on Gap Road at the end of Kennedy's driveway. A massive puddle forms when it rains. Someone will look at this issue.

After no further business, the meeting was adjourned by Devin O'Rourke at 7:40 p.m.

Recorded by *Susan Satteson*, Washington Township Secretary