

PINE GROVE TOWNSHIP SUPERVISORS

175 OAK GROVE ROAD, PINE GROVE, PA 17963

NOVEMBER 17, 2008 MEETING MINUTES

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*Note: The regularly scheduled November 12<sup>th</sup> meeting was cancelled due to a power outage at the Township Building and rescheduled for November 17<sup>th</sup>.*

**CALL TO ORDER** - Chairman Larry Zimmerman called the November 17, 2008 meeting to order with the Pledge of Allegiance at 7:00 PM. Attending were Supervisors Allen Aungst, Judith Lehman, Diane Tobin and Jerry Wise. Solicitor Gino DiNicola was absent. Also present: Sect. / Treas. Kathy Ferguson, Zoning Officer Clinton Koontz, Donald Wenrich, Bonnie Brown, Tim Unverdorben, Terry Ritzman, Joan Schwer, other residents; list on file.

## **PUBLIC COMMENT ON AGENDA ITEMS**

- ♦ Donald Wenrich said he would like to comment on the October 8<sup>th</sup> meeting minutes and the gas agreement.
- ♦ Bonnie Brown said she would like to comment on the office assistant position.

## **MINUTES / FINANCIAL ITEMS**

- ♦ **October 8, 2008 Meeting Minutes**
- ♦ **October 14 and October 27, 2008 Budget Meeting Minutes**
- ♦ **October 29, 2008 Public Hearing Minutes**

Donald Wenrich said the October 8<sup>th</sup> minutes do not include the motion to remove the Zoning Officer's office hours from the agenda. Zimmerman said the motion is included in the minutes on page two under the Zoning Officer. Wenrich disagreed with the motion that Zimmerman had made even though DiNicola had said it was a valid motion. Wenrich said DiNicola should have a statute to back his legal opinion when he gives it to the Board. Discussion followed on Roberts Rules of Orders. Aungst moved to approve the minutes for the four October meetings, Tobin seconded the motion, all were in favor and motion carried 5 to 0.

- ♦ **Treasurer's Report** – The October General Fund beginning balance was \$358,360.11, October receipts were \$234,353.64, October expenses were \$89,013.47 and the General Fund October ending balance was \$503,700.28; the Combined Funds ending balance was \$3,254,332.05. Lehman moved to approve the October Treasurer's Report, Aungst seconded the motion, all were in favor; motion carried 5 to 0. Aungst moved to approve the transfer of the third quarter host fees in the amount of \$188,838.40 from the General Fund to the Capital Reserves Fund. Zimmerman seconded the motion, all were in favor and motion carried 5 to 0.
- ♦ **Approval of Bills** – Zimmerman noted the bills included the annual donation of \$10,000 to Ravine Fire Company which was supported by an expense report from them. Tobin questioned the payment of the invoice for line striping. Aungst said the company has admitted to starting too early in the morning and agreed to repaint a section of Oak Grove Road. Zimmerman moved to approve paying the bills totaling \$227,107.66, (includes transfer amount of \$188,838.40). Lehman seconded the motion, all were in favor and motion carried 5 to 0.

## **PERSONS TO BE HEARD**

- ♦ **Matt Williard**, Light-Heigel Representative – Matt Williard was unable to be present due to the rescheduling of the meeting and will be placed on the December agenda.
- ♦ **Tim Unverdorben** presented his Eagle Scout Project to the Board of Supervisors for their approval. Unverdorben gave information on his plans to build a sand volleyball court at the Recreation Area along with minutes from the Recreation Board giving their approval. Aungst moved to approve Unverdorben's Eagle Scout project, Lehman seconded the motion, all were in favor and motion carried 5 to 0. The project is planned for next Spring.

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## REPORTS

**Committee Reports** – None given.

### Engineers Report / Planning Commission Report

- ♦ **GJW Final Land Development Plan Sewage Module Resolution # 2008-13** – Aungst moved to approve the sewage module and adopt the resolution and Zimmerman seconded the motion. Aungst, Zimmerman, Wise and Lehman approved the motion; Tobin opposed the motion. Motion carried 4 to 1.

**Landfill Inspector** – No comments were received on the report.

**Recreation Board** – Tobin noted their minutes say the grant amount is \$7,000 when it is actually \$5,000. Aungst said the Recreation Board is asking for approval to purchase two benches costing \$681.50 each, using a donation of \$600 that had been previously received from Sovereign Bank. Lehman moved to approve the purchase of the benches, Zimmerman seconded the motion, all were in favor and motion carried 5 to 0. It was noted the remainder of the expense would be taken from the General Fund.

Aungst said they should know this week if the grant for the bathroom facilities will be approved and asked the Board to approve having the road crew dig a trench for the water and electric line from the garage to the Recreation Area. After discussion, Aungst moved to use the road crew to dig lines for the electric and water, Zimmerman seconded the motion, all were in favor and motion carried 5 to 0.

The board discussed putting stone on the area for the walking path and Zimmerman volunteered to do it if he could use the Township backhoe. Tobin moved to approve allowing Zimmerman to use the Township backhoe to put stone on the walking path area, Lehman seconded the motion, all were in favor and motion carried 5 to 0.

**Roadmaster** – Roadmaster Ralph Geist was not present. The board discussed speed limit changes for some Township roads and Zimmerman said changes need to be made by ordinance. Zimmerman will contact DiNicola regarding amending the ordinances and the supervisors should decide which ones they would like to change. Aungst questioned the need for a “Do not pass” sign on Oak Grove Road where there are double yellow lines; the sign should be replaced if is needed. The Board agreed Lehman should notify the Roadmaster to remove the old sign.

Ferguson expressed concern to the Board about a dead tree on Mexico Road that is leaning over the roadway and about to fall. The Board said the Roadmaster should check to see if it is on the Township right-of-way; if it is not on the Township right-of-way Ferguson should prepare a letter to the property owner for Zimmerman to sign.

Paving projects for next year were discussed and the Board said Lehman should have Geist measure Birds Hill Road and Brookside Road for paving. Swopes Valley Road was also discussed, but no decision was made.

Zimmerman said the trucks should not be driven on the roads with the plows mounted on them unless they are plowing snow because it is not safe. Zimmerman said about \$2,000 extra was spent on each plow for a quick hitch system and they do not need to crawl under the trucks or anything to put the plows on. Tobin said the road crew should be able to prepare for a storm and have the plows on and ready. Lehman said the plows have helped them on icy roads. Zimmerman moved to keep the plows off the trucks unless they are plowing snow, Wise seconded the motion. Zimmerman, Wise, and Aungst voted in favor of the motion, Lehman and Tobin opposed the motion. Motion carried 3 to 2.

**Zoning Officer** – Zimmerman said there were two approved permits in October. Koontz said he has an on-going complaint on Camp Road and it is time to send them a letter but they don’t have a mailbox. Koontz asked if he should use a constable to deliver the letter. The Board said it should be sent to their Post Office box. Ferguson said she can check the tax records for an address and Zimmerman said if she finds it give the address to him and he’ll take care of it. Tobin asked why Zimmerman is doing it and said everyone should do their own job.

## OLD BUSINESS

- ♦ **Revised SALDO** – Lehman moved to enact the Subdivision and Land Development Ordinance # 5 which will go into effect December 1, 2008. Aungst seconded the motion, all were in favor and motion carried 5 to 0.
- ♦ **Landfill Gas Proposed Agreement** – Donald Wenrich asked what the status of the agreement is and Zimmerman said they must re-negotiate because some of the numbers projected were not accurate. A lengthy discussion followed on the sales of the gas. The Board agreed to have Tobin and Zimmerman meet with the Landfill to talk about the agreement.
- ♦ **Contractors Ordinance** – Zimmerman tabled this item until next month's meeting.

## NEW BUSINESS

- ♦ **Hire Part Time Office Assistant** – Bonnie Brown said her daughter applied for the position and she gave her application to Kathy who said she did not need a resume. Brown said we have gone through a lot of secretaries in the last couple of years, they don't seem to last long and there is a question why they are not lasting. Brown asked who picked out six names and what were their qualifications that were so high, considering her daughter's application said she has eight years as a legal assistant, eight years in the military and didn't receive an interview. Brown asked if her daughter was so overqualified that she would take someone's position.  
Tobin said she was in the interview process but did not help pick the names. Tobin said the Board had agreed to pick five or six names to interview and as a general rule they do not usually interview everyone. Tobin said she felt those who picked the names were qualified to do so.  
Wise said for the record he was not involved in it at all.  
Aungst said the paper stated computer skills required, we looked at the applications and the people that had computer skills listed were most likely the ones selected to interview. Brown said she had computer skills listed and Aungst said not on the application.  
Wise said he would answer Brown's question on why we are continuously losing our people. Wise said in his opinion it is because the people they are hiring for a part time position seem to be leaving for full time positions. Brown said her daughter only wanted a part time position. Wise said we have some that have applied that only wanted only a part time position and through the selection process that individual wasn't picked either. Lehman asked if he knew for certain that person would not have taken a full time position. Wise said he personally does know that.  
Ferguson said for the record she did not know any of the applicants prior to them applying for the job and she did not make the final selections for interviews. Aungst said he made the selection. Ferguson said it is the Board's decision on who to hire.  
The Board reviewed the applications and Tobin moved to hire Becky Ibarra as part time office assistant at \$10 per hour based on the test scores and interviews. Aungst seconded the motion. Tobin, Aungst, Zimmerman and Lehman voted in favor of the motion. Wise abstained. Tobin asked why he is abstaining and Zimmerman said he cannot technically abstain from voting. Wise said he was not involved in the process of reviewing the material. After discussion, Wise said then he would vote yes since those who reviewed it voted yes. Motion carried 5 to 0.

## CORRESPONDENCE

- ♦ **State Rep. Seip** requested to use the Township Building meeting room on January 29<sup>th</sup> for a meeting to inform his constituents about property tax issues. Zimmerman moved to approve allowing Seip to use the meeting room on January 29<sup>th</sup>, Lehman seconded the motion, all were in favor and motion carried 5 to 0.
- ♦ **Minersville Borough Council** is holding a meeting on exploring the possibility of forming a Council of Governments. After discussion, the Board agreed Aungst could represent the Township in getting information for the Board.

- ♦ **Pine Hill Escrow Account** – Zimmerman said the labor rates are not correct, they should set a rate that includes their benefits and the materials rate should have a 10% fee added to the cost of materials. Zimmerman said there should be a charge for another drop box on the bill also. Zimmerman said the figures need to be reviewed. Ferguson said the equipment rates used need to be reviewed and updated. Zimmerman said he would get current rates from three places and average them for Ferguson. The Board agreed to add 10% on the cost of materials and a rate of \$25 per hour for the labor.
- ♦ **Roberts Road General Permit to DEP** – Zimmerman said Benesch is applying for the permit and needs the Board's signature to send it to DEP. Tobin moved to authorize Zimmerman to sign the General Permit application to DEP for the Roberts Road project. Lehman seconded the motion, all were in favor and motion carried 5 to 0.

#### **PUBLIC COMMENT**

- ♦ **Terry Ritzman** asked who the Pine Grove Energy Company is. Zimmerman said they are a subsidiary of Inogenco; they are the ones who take care of the generators and the plant.
- ♦ **Bonnie Brown** said in the future when they advertise for a secretary it should say a resume is required because unless you can prove that five of those six didn't have a resume and they were chosen then that should be stated in your advertisement.
- ♦ **Donald Wenrich** asked if anything was budgeted for the library because in the survey the majority did not want to give money to the library. Tobin and Zimmerman said there is an amount budgeted for donations and the individual donations are decided at a meeting in May.
- ♦ **Aungst discussed** the water pump that was recommended to be replaced. Aungst said the well seems to be under the sidewalk and at this point he recommends the water tank be replaced to see if that corrects the problem. Aungst said he got a price from Ron Klinger of \$450 for a new tank, installed. Aungst said Klinger recommends the ½" water line be replaced with a ¾" line. Zimmerman moved to replace the water tank and fix the line. Tobin seconded the motion, all were in favor and motion carried 5 to 0.
- ♦ **Aungst** asked the Board for approval to meet with Ralph to fill out the customer survey for Interstate. Tobin asked if it goes to their corporate office and Aungst said yes. Tobin said she thinks it is important to get it on record and he is familiar with what was wrong.
- ♦ **Tobin** asked when the health insurance would be renewed; Ferguson said it was renewed in October. Aungst said they should look at competitive prices. Zimmerman said Ferguson should check on the price increase.

**ADJOURNMENT** - At 9:15 PM Zimmerman moved to adjourn the meeting, Lehman seconded the motion, all were in favor and motion carried 5 to 0.

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Respectfully submitted,

**Kathy Ferguson, Secretary / Treasurer**

Approved by the Board of Supervisors 12/10/08.