

PINE GROVE TOWNSHIP SUPERVISORS
175 OAK GROVE ROAD, PINE GROVE, PA 17963
DECEMBER 12, 2007 MEETING MINUTES



CALL TO ORDER - Chairman Larry Zimmerman called the December 12, 2007 meeting to order with the Pledge of Allegiance at 7:00 PM. Attending were Supervisors Allen Aungst, Jerry Wise, and Judith Lehman. Supervisor Herman Clemens was absent. Also present: Solicitor Gino DiNicola, Sect. / Treas. Kathy Ferguson, Donald Wenrich, Bernie Kulkaski, Terry Ritzman, other residents; list on file.

PUBLIC COMMENT ON AGENDA ITEMS

- ♦ Donald Wenrich said he would like to add something to the November 14th minutes.

MINUTES / FINANCIAL ITEMS

♦ **November 14, 2007 Meeting Minutes**

Aungst questioned if page one of the minutes, second last paragraph should read Swatara Village instead of Swatara Creek. Ferguson said the person speaking was from Swatara Creek, the homes behind Waterbridge; it is different from Swatara Village.

Aungst said on page 3 when Zimmerman said Light-Heigel does residential inspections; they do residential inspections for the Township.

Wenrich said on page 2 after Sunshine Act Section 10-1; it should have included Act 93 as of 1998, amended December 14, 1998.

Lehman asked Zimmerman if he meant Labor & Industry takes care of our commercial. Zimmerman said Light Heigel does the residential for the Township and they do the commercial in the Township for Labor & Industry; our office does not take care of commercial.

Aungst moved to approve the meeting minutes from November 14, 2007 with Wenrich's addition and Wise seconded the motion, all were in favor and motion carried 4 to 0.

♦ **November 28, 2007 Special Meeting Minutes**

Zimmerman moved to approve the minutes from November 28, 2007, Lehman seconded the motion, all were in favor and motion carried 4 to 0.

- ♦ **Treasurer's Report** –The beginning balance of the General Fund was \$249,297.92, November General Fund receipts were \$57,073.37, November General Fund expenses were \$69,455.64, and the ending balance of the General Fund is \$236,915.65. The Combined Township Funds ending balance is \$2,689,471.14. Aungst moved to approve the Treasurer's Report, Wise seconded the motion, all were in favor; motion carried 4 to 0.

- ♦ **Approval of Bills** – Ferguson noted Suedburg Fire Company submitted bills supporting over \$14,000 of expenses and the donation of \$10,000 to the fire company is included in the bills for approval. Zimmerman moved to approve paying the bills totaling \$33,584.16, Wise seconded the motion, all were in favor and motion carried 4 to 0.

PERSONS TO BE HEARD

- ♦ **Donald Wenrich** read a statement regarding a copy of a letter written by Dave Ravegum on behalf of C.L.E.A.N. thanking three supervisors for their support. Wenrich questioned C.L.E.A.N.'s legal right to participate in such activities and the

ethics of those supervisors. Wenrich's statement and a copy of Ravegum's letter are on file.

REPORTS

Engineers Report / Planning Commission Report

- ♦ William Sheffy, Jr. Lot #1 Sewage Planning Module - Aungst moved to approve the Sheffy Sewage Planning Module, Lehman seconded the motion, all were in favor and motion carried 4 to 0.

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REPORTS, cont.

Landfill Inspector – Lehman said the landfill plans to open on Monday and they submitted certification documents. Lehman showed Wise pictures of the landfill testing on the liner that he asked about last month. Lehman read part of the Zoning Hearing Board's decision from the Landfill's hearing where it states they cannot take soil off-site and said she checked with PSATS on the issue. Lehman said the Board cannot get soil from the landfill for the recreation area because of the Zoning Hearing Board's restrictions. Aungst said about 50 to 100 truckloads of fill is needed in the lower part of the recreation area for the walk area, but they would have to pursue other means.

Ravine Resident Letter – Zimmerman gave the Board a letter he drafted for the residents in Ravine for the Landfill house washing benefit. Zimmerman said he would hand deliver one to each house in Ravine. Lehman moved to approve the letter and the advertisement, Wise seconded the motion, all were in favor and motion carried 4 to 0. Discussion followed on the list of township residents for the Landfill benefit. The Board agreed to take the property tax list and review it for submission to the Landfill. Ferguson suggested getting a digital file from the County to review and make changes on. Wenrich volunteered to help review the property tax list. Aungst and Wise said they would come in on Wednesday Dec 19th. Lehman said she would work with Wenrich on the list.

Recreation Board – No minutes were received for their meeting. Aungst said John Myers was at the meeting to gather information on the bathroom facilities.

Roadmaster – Roadmaster was not present. The Board discussed the road to the Clubhouse and the need to have the paving done to specifications for when the county turns it over to the Township. Zimmerman said we need to have the Roadmaster check to see if they want us to plow it this year.

Zoning Officer – Zoning Officer was not present; Zimmerman said there were three permits approved for November.

OLD BUSINESS

- ♦ **January Meeting Date** – Ferguson said the Planning Commission has rescheduled their meeting to the second week of January because PSATS recommended they hold their meeting after the Board of Supervisors re-organization's meeting in January so there would be no conflicts with member re-appointments and election of officers. Ferguson suggested the Board of Supervisors hold a second meeting in January after the Planning Commission's meeting in order to review the plans they might approve. The Board of Supervisors said the Planning Commission should move their meeting back to its original scheduled date of January 2nd and hold their election of officers at their February meeting.
- ♦ **2008 Proposed Budget** – Zimmerman moved to adopt the 2008 budget, Lehman seconded the motion, all were in favor and motion carried 4 to 0.

- ♦ **Local Services Tax** – DiNicola said the Township needs to adopt an ordinance amending our EMS tax to change the name to LST and change the withholding schedule for employers to a weekly basis. Aungst moved to adopt Ordinance #74 amending the EMS tax to the LST. Lehman seconded the motion, all were in favor and motion carried 4 to 0.
- ♦ **Elected Auditor Position** – Zimmerman said the term of the position is only until the next election, not for the remaining term of the auditor who resigned. Wise moved to appoint Adam Pankake, Aungst seconded the motion, all were in favor and motion carried 4 to 0.
- ♦ **Letter to PennDOT** – Lehman said the letter that Aungst was supposed to draft that was sent out had things attached to it that she never saw or she may have voted differently on it. Zimmerman said those letters had been in the correspondence folder. Aungst said as an update, rather than send a formal letter, he called Mr. Karper from PennDOT who said it was in review and to fax any supporting information right away and at this point it is under consideration.

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CORRESPONDENCE

- ♦ **Schuylkill County Emergency Management Training** - Lehman asked if the Emergency Management Director should go, Ferguson said Crystal gets the emails from the County. Lehman asked if we have heard if she plans to go, Ferguson said no. Lehman asked if we have any contact with Crystal. Ferguson said Crystal has not picked up the Sweet Arrow Lake Dam emergency plan that she was notified about in July. Aungst said a supervisor can go to the training and stated it is important for someone to be there.
- ♦ **PSATS UC Contribution Rate Notice** – Ferguson said the rate increase mentioned at budget meetings has been received and is in the correspondence folder. Ferguson explained the large rate increase is due to the unemployment claims resulting from the Host Municipal Inspector hours being reduced to part time.

PUBLIC COMMENT

- ♦ Zimmerman said he discussed **Roberts Road** with David Horst, Township engineer and he sent a sketch of a cul-de-sac and discussed fitting it in before the culvert. The Board discussed spending the money on engineering to put the cul-de-sac in. Lehman asked if the property is SEDCO's and Zimmerman said not all of it. Discussion followed on Miller Drive, Roberts Road and funding from SEDCO. Kulkaski said Solar Innovations going in will increase the truck traffic. Lehman continued to ask questions about SEDCO's responsibilities for the cost. Zimmerman said it has nothing to do with Solar Innovations or SEDCO and tabled the item to next month.
- ♦ **Terry Ritzman** thanked the Board of Supervisors for the donation to Suedburg Fire Company.
- ♦ **Bernie Kulkaski** asked if the Board is going to spend money on **Roberts Road**. Aungst said we need to pursue it. Aungst moved to have the Township engineer design a cul-de-sac on Roberts Road. Wise seconded the motion, all were in favor and motion carried 4 to 0.
- ♦ **Donald Wenrich** said he appreciates the Supervisor's service.
- ♦ **Ferguson** said she drafted a thank you letter to Jamie Shiffer and it is in the folder if the Board wants to sign it.
- ♦ **Wise** said he wants to address the position we have to re-advertise for and asked how long it is going to take for us to obtain the part-time secretary. Zimmerman said

they would probably set a date at the January meeting to do interviews and he doesn't see it happening before the February meeting unless they hold a special meeting. Wise asked if Jamie is coming in to train the new person and Ferguson said no.

Aungst said applications would probably be received the week after it is advertised and suggested setting up interviews for December 27th and the 28th or January 2nd and 3rd so they could act on the candidates at the meeting on the January 7th. Aungst moved to set up interviews for January 2nd, 3rd, and 4th. Lehman seconded the motion, all were in favor and motion carried 4 to 0.

Wise asked Lehman if she was present during the interview of applicants when they were asked to take the computer test. Lehman said no, she was only present during the interview. Wise asked her why she responded that the applicant refused to take the computer test. Lehman said when she asked about the test she was told she refused, said she wasn't going to take the test. Wise said it wasn't her place to make that comment; she was setting a tone for negativity. Lehman said she was told Kathy needed computer skills; that is why she made the comment. Wise asked Lehman if she has taken a course in Excel. Lehman said she knows Excel, but was not in on that part of the interview. Wise said Lehman said the applicant refused to take the test and that was not true.

Wise asked Ferguson what was said to the applicant. Ferguson said each applicant was asked to take a test in Excel, during the interview for the one applicant it was discussed she had no experience in Excel and she did not wish to take the test; she said no. Wise said Ferguson asked her if she had experience in Excel and she said no, then said it would be frustrating to her to take the test and recommended she not take the test. Ferguson said that was not accurate, she could have taken the test. Ferguson said she wants it very clear that she in no way influences anyone to not take the test and it is unfair for Wise to say she did.

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Public Comments, cont.

Lehman agreed. Wise told Lehman she needs to stay out of it, because she wasn't there. Lehman said she is part of it, he addressed her. Wise said she wasn't there for that part. Lehman asked if this is a trial and Wise said no, he is just asking questions. Wise said he is upset because she was qualified and was passed over.

Wise questioned Ferguson how long it takes someone to learn Excel and if templates are used in the office. Ferguson said she is not a teacher of Excel, doesn't have time to teach someone in the office and they don't use very many templates.

Discussion continued on the hiring issue involving Wise's wife. Lehman said Carol was pleasant at the interview, but she understood that computer experience was one of the most important things to Kathy and asked Ferguson if it (Excel) had been in the ad. Ferguson said no. Wise said he would have never asked her to apply. Ferguson said she (Carol) applied before the job was advertised. Wise said he would have never asked her to apply if the Board wouldn't have given the okay. Ferguson said it was the Board's decision, she did not vote. Wise said it came down to one board member saying it would send the wrong message to hire her. Ferguson said she didn't think that Board member was present when he asked about his wife applying; only two supervisors and she were there. Wise said it was discussed in the back as well. Lehman said Herm was not there when it was discussed in the back room. Wise said we are wasting time and he thinks there was an applicant who was certainly qualified that was shed to the side.

- ♦ **Zimmerman** reminded the Board they have received the draft copy of the SALDO from Benesch and comments should be ready for the January meeting.

ADJOURNMENT

At 8:37 PM Zimmerman moved to adjourn the meeting, Lehman seconded the motion, all were in favor and motion carried 4 to 0.

Respectfully submitted,

Kathy Ferguson, Secretary / Treasurer

Approved by the Board of Supervisors on January 7, 2008.