
PINE GROVE TOWNSHIP SUPERVISORS

175 OAK GROVE ROAD, PINE GROVE, PA 17963

AUGUST 11, 2010 MEETING MINUTES

CALL TO ORDER - Chairwoman Diane Tobin called the August 11, 2010 meeting to order with the Pledge of Allegiance at 7 PM. Attending were Vice-Chairwoman Judith Lehman and Supervisor Jeffery Zimmerman. Zoning Officer Dan Bode was absent. Also present were Solicitor Gino DiNicola, Roadmaster Ralph Geist, Secretary/Treasurer Kathy Ferguson, Gerry Heffner (SEDCO), Troy Thompson, Robert Crist, Bonnie Brown, Allen Aungst, Larry Hoffman, Joan Schwer and others; list on file.

PUBLIC COMMENT ON AGENDA ITEMS – No comments were received.

MINUTES / FINANCIAL ITEMS

July 14, 2010 Meeting Minutes – Tobin moved to approve the minutes, Zimmerman seconded the motion, all were in favor and motion carried 3 to 0.

Treasurer's Report – Ferguson said the General Fund July beginning balance was \$271,171.28, July receipts were \$273,083.52 (includes 2nd Qtr Host fees) and July expenses were \$117,535.60. The General Fund July ending balance was \$426,719.20 and the Combined Funds ending balance was \$4,174,855.37. Tobin moved to approve the Treasurer's Report, Zimmerman seconded the motion, all were in favor and motion carried 3 to 0.

- › **2nd Qtr Host Fees Transfer** – Lehman moved to authorize the transfer of 2nd Quarter Host Fees in the amount of \$212,283.00 from General Fund to Capital Reserves Fund. Zimmerman seconded the motion, all were in favor and motion carried 3 to 0.
- › **PLGIT CD Maturing 8/18/10** – Zimmerman moved to roll over the CD into a 12 month CD, Lehman seconded the motion, all were in favor and motion carried 3 to 0.

Approval of Bills – Ferguson noted an addition of \$49.01 to the bills to reimburse a member of the Recreation Board for purchase of garbage cans and trash bags. Tobin moved to approve bills totaling \$40,852.59 (including the \$49.01) for payment, Lehman seconded the motion, all were in favor and motion carried 3 to 0.

PERSONS TO BE HEARD

Gerry Heffner (SEDCO) submitted a letter to the Board of Supervisors on behalf of the businesses in the Industrial Park regarding alternative access using Brookside and Mexico Roads during the planned replacement of the S.R. 645 Bridge.

Troy Thompson and an employee of **Thompson's Waterproofing** presented information on a drain field system to install inside the basement to take care of the water problem. A short demonstration video was shown to the Supervisors and a lengthy discussion followed. Thompson said the system (excluding the pump) is guaranteed for life. Lehman moved to approve the proposal for the waterproofing system from Thompson's Waterproofing at \$3,900 and Tobin seconded the motion. The Board discussed the alternate bid of \$500 for installing the system 14 feet along the water heater and bathroom wall. Thompson said if the system was needed along the garage wall, he would add it later for the \$500. Tobin asked if they can start the job on a Friday afternoon because of shutting the water off, Thompson said yes. Lehman and Tobin voted in favor of the motion, Zimmerman opposed the motion; motion carried 2 to 1. Tobin said they could start the job Friday. Thompson said he would stop in Thursday and talk with Ferguson.

Lehman asked if radon testing should be done. Zimmerman said it should have been discussed before they gave Thompson the start date. Zimmerman said Lehman should have the radon testing done and bring it back to the Board. Tobin said Lehman could call Thompson's and ask them if radon remediation could be put in the same trench, Lehman said she would call them.

REPORTS

Roadmaster – Zimmerman asked if the mower was working ok and Geist said yes. Zimmerman said he was thanked by Mr. Nickel for mowing the neighbor's grass. DiNicola asked if it was the one the complaint was filed about and Zimmerman said yes.

Committee Reports

- **Compensation & Benefits** – Zimmerman asked Ferguson if she could email him information when payroll is processed on hours worked etc. Ferguson said she could modify the comp worksheets and apologized for forgetting to print them for the Supervisors.
- **Employee Handbook** - Lehman said it is complete except for job descriptions.
- **Fire Company** – Zimmerman said a meeting was held on Monday and he found we are missing some contact information from the fire companies; we will be getting that soon. Zimmerman said they are working on consolidation as a possibility and noted there are problems getting consent from landowners for the dry hydrants.
Tobin asked if anyone is planning to attend the workshop for Fire and Emergency Services that Rep. Seip sent an invitation for. Zimmerman said they are aware of the workshop, but at this time no one is planning to attend.
- **Tax Collection Committee** – Robert Christ said the Tax Collection Committee has not met for two months and on August 24th at 6 PM they will meet to review proposals from potential tax collectors.
- **Township Water Authority** – Tobin said there is a Township Authority, but no longer a committee, it should be taken off the agenda. Allen Aungst asked if the Township was successful in their bid and Tobin said they do not know yet.
- **UCC Inter-Municipal Committee** – Zimmerman said there is nothing to report.
- **Property & Roads** – Tobin said there were some questions on the records room and Ferguson said she was told it needs to be cleaned up and the walls are showing moisture on the inside. Ferguson said part of the original estimate included heating, extra lighting and a dehumidifier. Tobin said when she met with Bernie Thompson about waterproofing the basement; he suggested a fire vent be put into the door of the records room so the existing dehumidifier can cover the room too.

Engineers Report / Planning Commission Report

- **Cocca Development/Dollar General Reduction in Letter of Credit** – Zimmerman moved to approve the engineer's recommendation for a \$35,112.03 reduction in the letter of credit, leaving a balance of \$1,564.05. Lehman seconded the motion, all were in favor and motion carried 3 to 0.
- **Pine Grove Yamaha Reduction in Letter of Credit** – Zimmerman moved to approve the engineer's recommendation for a \$4,889.50 reduction in the letter of credit, leaving a balance of \$4,400.00. Tobin seconded the motion, all were in favor and motion carried 3 to 0.
- **Oak Grove Sportsmen's Annexation Plan** – Tobin said it is an annexation for a ten foot driveway. Zimmerman moved to approve the Annexation Plan, Lehman seconded the motion, all were in favor and motion carried 3 to 0.

Landfill Inspector – Allen Aungst said he saw in the paper Pine Grove Energy LLC is requesting a permit from DEP and asked if they are at the landfill. Lehman said she doesn't know, she does not get into the energy part. Lehman said she has not received any permit requests from DEP.

Recreation Board – Bonnie Brown said only she and Joe Fegley showed up for their meeting on Monday, so they were unable to hold the meeting. Brown said she is upset with the cleaning situation because she comes three or four times a week to empty and flush a commode. Discussion followed on the problem with blocked toilets in the bathroom and the cleaning person not plunging the toilets. Tobin said she had the Sewer authority check and there are no problems with the lines. Zimmerman said if Brown has a proposal, she needs to put it in writing.

Recreation Board, cont.

Zimmerman said the easiest solution is to change the job description of the road crew as to who plunges the toilet. Brown said the job description of the cleaning person should be changed to include the toilet plunging. Allen Aungst said for now, they should call him when the toilets are blocked and he is checking to see if they can release more water out of the water saving tanks. Tobin asked Zimmerman if he wants to speak to the road crew and Zimmerman said not until something is in writing. Tobin said she will talk to them.

Brown said she has put out several opportunities for people to come clean the park; they need help weeding, clean up, etc. Zimmerman said Ferguson should pass on any requests for community service on to the Recreation Board. Brown asked if a bid was received for the grading around the bathroom that Bob and Joe were working on, the Board said nothing was received.

Zoning Hearing Board – Tobin said there is a vacancy in the Alternate Member position.

Zoning Officer – Tobin said the Zoning Officer's (not present) report is on file.

OLD BUSINESS

DCNR Grant Closeout – Tobin said Allen Aungst has the paperwork and is getting a person from DCNR to sign off the project when the grading is complete so we can receive the last \$4,000 in grant money.

Office Assistant Position – Ferguson said applications have been received for the position. Tobin said she would do the interviews with Ferguson after Zimmerman refused and since Lehman is also an employee it may not be appropriate to have her participate.

C.H. Klinger Development (Villas at Pine View) – DiNicola said it was recently sold and there were some outstanding items in the development, such as the overlay of the road; approximately \$60,000 remains on the letter of credit with Union Bank. DiNicola said the engineer has suggested a meeting with the developer to decide on the improvements agreement. The Board agreed DiNicola should contact the Township engineer and let him know the Board authorized him to meet with the developer.

Geary Wolfe Road Complaint – Zimmerman said the frontage of the property was mowed but the complaint still exists. DiNicola said he sent notices out to the property owners and the financial institutions. Zimmerman moved to hire someone to mow the Geary Wolfe Road property listed in the complaint and place a lien on the property, Lehman seconded the motion. Zimmerman and Lehman voted in favor of the motion. Tobin opposed the motion; motion carried 2 to 1.

NEW BUSINESS

Roberts Road Culvert Status – Chris Bentz (Benesch) is recommending a meeting with SEDCO and the Township to decide on options with the pipe. The Board discussed the four options. Tobin moved to have Lehman attend the meeting and follow option one to replace the pipe as recommended by Benesch. Zimmerman seconded the motion, all were in favor and motion carried 3 to 0. Lehman will call Benesch and Frank Zukas to set up the meeting.

CORRESPONDENCE

Rep. Tim Seip Invitation to Workshop – Discussed under the Fire Company Committee.

DEP re 2008 Reimbursement for Sewage Facilities Act – Tobin said DEP will not reimburse the Township for 2008 expenses because there is no money in the fund. Ferguson said she spends a lot of time completing the application for reimbursement and we receive little or no money back. Ferguson said she tried contacting DEP to find out if the Township is required to handle the SEO fees the way we do, but she has received no response. Tobin asked what amount of reimbursement was requested and Ferguson said it was \$556.00. Ferguson said the amount is higher than most years and the time she spends on the reimbursement application is not worth it. Tobin said it does not look like the Township will receive reimbursement for the 2009 fees, Ferguson agreed.

CORRESPONDENCE, cont.

Herman Clemens, Sprinkler System Requirements – Zimmerman said for the record, he had nothing to do with Clemens letter. Tobin said Clemens submitted a letter expressing his concern over the sprinkler system requirements that are in the International Residential Code and go into effect January 2011. Zimmerman said Clemens commented on how it would affect the modular home business in our area. Tobin said it affects all new homes, Zimmerman said manufactured homes are exempt now. No action was taken on the letter.

FEMA Letter – Zimmerman said a letter was received saying there will be no reimbursement on the snow removal costs in February.

PUBLIC COMMENT

Bonnie Brown said in the Township minutes of March or April in 2007, the Board verbally agreed to a voluntary amount of \$25,000 given per year to the library. Tobin asked if they agreed to the amount or they agreed to consider it. Brown said they are considering it. The Board said there is a huge difference. DiNicola said as he recalls, the library gave a presentation and wanted some representation from the Board they would in the future consider a contribution to the library so the library could take the future consideration to the bank for financing purposes.

Larry Hoffman, 14 Hoffman Lane, asked if the Township receives money from Comcast and Tobin said franchise fees are received. Hoffman suggested they use some of that money for the library.

Terry Ritzman asked the Board to consider getting a generator for the Township building. Zimmerman said the Township building is designated as one of the emergency locations in the event of a disaster and we should consider a back-up generator. Ferguson said it was budgeted for the last two years and Tobin said it never went forward because there was not enough agreement. Zimmerman asked to put it on the agenda for next month. Lehman suggested checking with the landfill about using their location since they have a big generator.

Joan Schwer asked how much money comes in from Comcast; Ferguson said about \$3,000 per quarter.*

* Correction on 9/08/10: about \$3,000 per month

Bernie Kulkaski said the Board will have to look into expanding the duties of the road crew into facilities management; it is not just the roads to take care of anymore like years ago.

Ferguson said she found the Township had not received a signed copy of the winter maintenance agreement for 2009 through 2014 from PennDOT. The Board agreed Ferguson should look into the status of the agreement.

Executive Session – The Board of Supervisors and Solicitor DiNicola adjourned to executive session on personnel and litigation matters at 9:05 PM. Secretary / Treasurer Ferguson joined them in executive session briefly. The Supervisors and Solicitor DiNicola returned to the public meeting at 9:53 PM.

Tobin stated no decisions were made in the executive session.

ADJOURNMENT – At 9:53 PM Tobin moved to adjourn the meeting, Lehman seconded the motion, all were in favor and motion carried 3 to 0.

Respectfully submitted,

Kathy Ferguson, Secretary / Treasurer

Approved by the Board of Supervisors on September 8, 2010.