

April 30, 2013 - Board of Supervisors Meeting

Minutes of the Antrim Township Supervisors

Regular Meeting

April 30, 2013 7:00 PM

The Antrim Township Board of Supervisors met Tuesday, April 30, 2013 in the Antrim Township Municipal Building, located at 10655 Antrim Church Road, with the following present: Fred Young (Chairman), Pat Heraty (Vice Chairman), James Byers, John Alleman, Brad Graham (Administrator), Mike Condo (Roadmaster/Park Director), John Lisko (Solicitor), and Jennifer Becknell (Secretary); Rick Baer *absent*.

Young called the meeting to order at 7:03 p.m. and reminded the audience that our meetings are audio recorded and posted to our website.

Young opened the meeting with a recited prayer by Jedediah Morse from 1799, followed by the Pledge of Allegiance to the Flag.

Young opened the floor to Public Comment. Bob Coladonato stated that the audio recording of the April 9, 2013 Regular Board of Supervisors meeting has not been posted to the Antrim Township website.

An Alleman/Byers motion passed 3-0-1 to approve the minutes from the March 26, 2013 Work Session. (*Heraty abstained as he was absent from this work session*)

A Heraty/Alleman motion passed 4-0 to approve the minutes from the April 9, 2013 Regular Meeting.

A Byers/Heraty motion passed 4-0 to approve the bills as they appear on the Treasurer's Report dated April 30, 2013 with a change to the description text of the check made payable to Capital Tri-State.

A Heraty/Alleman motion passed 4-0 to request a new or extended bond for Moss Springs Phase IIA, as their bond number 1912 in the amount of \$162,228.00 is due to expire on May 11, 2013. The new or extended bond needs to be received no later than noon on May 10, 2013 or staff shall be authorized to call the bond.

Graham reminded the Supervisors that the copies of the previously approved plans for Rail Hub One need to be signed before they leave.

A Heraty/Byers motion passed 4-0 to approve the Park Committee's recommendations for Park Grants totaling \$32,000.00, to be ready for signing at the May 14, 2013 Supervisors meeting, for the following applicants: Kauffman Ruritan Community Center - \$5000.00; Shady Grove Improvement Association - \$5000.00; Jerome R. King Playground Association - \$4950.00; Greencastle-Antrim Baseball/Softball Association - \$ 1500.00; State Line Youth League - \$1850.00; State Line Ruritan Club - \$5000.00; Greencastle Antrim Ladies Softball @ Shady

Grove - \$ 4500.00; G-A Soccer Association - \$3200.00; Greencastle Junior Wrestling - \$1000.00.

A Young/Heraty motion passed 3-1 (*Byers opposed*) to approve the traffic study for Rabbit Road to be conducted by Triad Engineers at the cost of \$2700.00. This amount covers the study and core samples. Condo gave the Supervisors the breakdown of the quotes he received. Byers stated that he did not believe it is necessary to do this study at this time.

A Heraty/Alleman motion passed 4-0 approving the rental of a temporary office trailer from Acton Mobile Industries for a 6 month period at the cost of \$14,729.62, to be used by staff during the

renovation of our building. The Township contacted four different companies and received quotes from each.

An Alleman/Heraty motion passed 4-0 approving two quotes from Global Data for temporary relocation of Computer Network during renovation. The first quote is for relocating the computer and phone system to the temporary trailer at a cost of \$2,386.10. The second quote is for installing all of the necessary wiring in the Township Building during the renovation and for re-establishing our computer and phone system at a cost of \$8,669.86.

A Heraty/Byers motion passed 4-0 approving the bid for Enoch Brown Box Culvert installation to be awarded to Snoke's Excavation from Walnut Bottom, PA at a cost of \$136,577.08, contingent upon the Township acquiring the right to access and work on the properties affected by this construction. Five bids were received for this installation and the engineer has reviewed the bids and recommended Snoke's.

A Heraty/Byers motion passed 4-0 giving authorization to the Administrator to sign Notices and Contract for Enoch Brown Box Culvert project.

A Heraty/Alleman motion passed 4-0 approving the Concrete/Landscaping plans as presented and directed staff to go ahead with putting this portion of the renovation project out to bid at the appropriate time. Our engineer will complete the bid specifications.

Graham called for an Executive Session to discuss a personnel matter and before the discussion of the Agreement for Temporary Construction Easement for the Martin's Mill Bridge renovation.

Graham introduced a discussion about the possibility of having a glass presentation case constructed during our renovation project to display our model of the Martin's Mill Bridge and other important Township artifacts. The Supervisors decided that we would wait until after the renovation is complete before deciding a place for this type of display.

Becknell gave an update on delinquent sewer collections stating the following: The Supervisors had set the criteria for submitting Civil Cases to the District Judge as any customer who owes \$1,000.00 or more in sewer charges. Out of the 67 letters sent to these customers giving them until February 28, 2013 deadline to pay before the Civil Complaints are filed, we only had to file 24 Civil Complaints. We collected \$11,235.50 in this category. The Supervisors had set the

criteria for placing a Municipal Lien on a property for delinquent sewer charges as any customer who owes between \$300.00 and \$999.00. Out of the 64 letters sent to these customers (giving them until February 28, 2013 to pay), we only had to file 21 liens. We collected \$3,409.68 in this category.

Becknell went on to say that since February, we now have 32 accounts that are making regular scheduled payments and we have collected \$11,037.30 from these accounts. We had 3 commercial accounts that were very delinquent. Of these three: one paid in full (\$1,943.24), one has paid the current bill plus \$1,000.00 toward delinquent balance, and one has paid a total of \$3,716.55 toward their 8 accounts. The Supervisors gave a hearty recognition to our billing clerk for her diligence on this project. Becknell also reported that our billing software provider, Freedom, is coming to our office on May 8, 2013 and a work session is planned for creating a better method of pulling delinquent reports from our utility system.

A Heraty/Alleman motion passed 4-0 accepting the resignation letter from Tim Goetz. The Supervisors publicly thanked him for his service to the Township and wished him well in the future.

Young called for final Public Comments. Robert Smith asked what Tim Goetz title was here at the Township, to which Young replied road crew operator/laborer.

Graham announced that a decision may be announced after the Executive Session.

A Byers/Heraty motion passed 4-0 to adjourn the Regular Meeting, into Executive Session at 8:08 p.m.

A Byers/Alleman motion passed 4-0 to adjourn the Executive Session, back into Regular Session at 9:04 p.m.

Young announced that during the Executive Session they discussed personnel matters, pending litigation and the purchase of real estate.

A Heraty/Alleman motion passed 4-0 authorizing the Administrator to advertise for an equipment operator for the road crew.

A Heraty/Alleman motion passed 3-1 (*Young opposed*) authorizing the payment of a Temporary Construction Easement for the Martin's Mill Bridge renovation project in the amount of \$500.00.

An Alleman/Byers motion passed 4-0 to reissue a check in the amount of \$4,089.79 to Patriot Federal Credit Union due to original check not received by Patriot. A stop payment was completed at Susquehanna.

Young called for Public Comment. There were none.

A Heraty/Alleman motion passed 4-0 to adjourn the Regular Meeting at 9:06 p.m.

Respectfully submitted,

Jennifer Becknell

Board of Supervisors Secretary