

# September 9, 2014 - Board of Supervisors Meeting Minutes

Minutes of the Antrim Township Supervisors  
Regular Meeting  
September 9, 2014 7:00 PM

The Antrim Township Board of Supervisors met Tuesday, September 9, 2014 at the Antrim Township Municipal Building, located at 10655 Antrim Church Road, with the following members present: Pat Heraty, Chairman; John Alleman, Vice Chairman; Rick Baer, Fred Young, James Byers. Also attending were: John Lisko, Township Solicitor; Brad Graham, Administrator; Sylvia House, Code Enforcement/Zoning Officer; Jennifer Becknell, Secretary.

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

Young opened the meeting with prayer, followed by the Pledge of Allegiance to the Flag.

Heraty asked for Public Comment. There were none.

An Alleman/Baer motion passed 4-0-1 (*Byers abstained, as he was absent from prior meeting*) to approve the minutes of the September 9, 2014 Board of Supervisors Regular Meeting.

A Baer/Young motion passed 5-0 to approve the bills on the Treasurer's Report dated September 9, 2014.

A Young/Baer motion passed 4-0-1 (*Alleman abstained*) to grant a modification request for a small business called Trash to Treasures located at 15594 Pennsylvania Avenue, allowing this location to utilize the revised proposed regulations for parking that establishes the need for a parking analysis. The Township's current parking regulations require 5 parking spaces per 1,000 sq. ft. of floor space. This location has 4900 sq. ft. of sales area, therefore requiring 24 parking spaces, which is deemed excessive and unnecessary based on an analysis of data given. The Antrim Township Planning Commission (ATPC) made the recommendation at their September 8, 2014 meeting that this business can continue to operate provided a Zoning Permit has been issued to them once they show they have 10 paved customer parking spaces. The Board approved the modification per the ATPC's recommendation.

A Young/Baer motion passed 5-0 to grant a modification request for True Value, South Washington Street, allowing this location to utilize the revised proposed regulations for parking. True Value is proposing to add a 4,732 sq. foot addition to the existing 10,000 sq. foot commercial building. The Township's current parking regulations would require 103 parking spaces. The Antrim Township Planning Commission made the recommendation at their September 8, 2014 meeting to allow True Value to submit data to assess their parking needs.

A Byers/Baer motion passed 5-0 granting the 180-day extension requested by Fayetteville Contractors Inc., Molly Pitcher Highway, allowing time for them to update their Land Development Plan after receiving approval of their NPDES permit.

An Alleman/Baer motion passed 5-0 granting the 180-day extension requested by Beck Manufacturing, Molly Pitcher Highway, allowing time for a complete review and all comments to be addressed.

A Baer/Young motion passed 5-0 approving the final plan for Willis M. Leshner Partnership, a residential lot addition, Grindstone Hill Road.

The agenda item for the Sewer Facilities Planning Module for Daniel J. Myers was tabled.

A Baer/Byers motion passed 5-0 authorizing staff to send the RFPW-NBD (Request for Planning

Waiver/Non-Building Declaration) for Darrel Deray Gobble to DEP (Department of Environmental Protection). This is for a residential lot addition plan, Horst Road.

A Baer/Alleman motion passed 5-0 authorizing staff to release the Matrix Antrim Partners Letter of Credit in full, less \$2,750.00 to cover the cost of the as built drawings. This was the recommendation of Dewberry, the Township engineering firm. The Supervisors agreed that Matrix Antrim Partners may submit a certified check for this amount to be held until the as built drawings are submitted.

The agenda item for the bond release for Sheetz @ Antrim Commons Business Park was tabled.

A Baer/Alleman motion passed 5-0 authorizing staff to release the PMC Letter of Credit in full and that PMC resubmit the as built drawings to show the access drive as completed. Dewberry, Township engineering firm, has completed the final inspection and reviewed the as built drawing. Dewberry noted that the money should be retained for the completion of the entrance onto SR0016 and for showing the correction on the as built drawing. This access drive is in the PennDOT right of way, and PMC has secured a bond with PennDOT for this work.

A Baer/Byers motion passed 5-0 approving the renewal of the Letter of Credit for Augusta Partners, with the approved 10% increase on all financial security renewals. A rider or verification shall be received no later than noon on September 19, 2014 showing the new Letter of Credit amount as \$20,526.44 or staff shall be authorized to draw on the Letter of Credit.

An Alleman/Byers motion passed 5-0 approving the renewal of the Letter of Credit for Towns on Hykes Road, with the approved 10% increase on all financial security renewals. A rider or verification shall be received no later than noon on September 29, 2014 showing the new Letter of Credit amount as \$25,591.50 or staff shall be authorized to draw on the Letter of Credit.

A Byers/Baer motion passed 4-1 (*Young opposed.*) awarding the bid for paving the parking lot at the Municipal Building to the apparent lowest bidder, which was Valley Quarries at \$129,340.00. Graham stated that the scope of this paving project has expanded since budgeting for this project, such as paving more area (farther north and added south lot) and excavating (remove the old asphalt and dig out 10" for 5 inches of stone and 5 inches for the new asphalt). Graham further explained that the budget amount was set at \$75,000.00, but the difference will be made up by savings from other projects in category that were performed under budget or were eliminated all together.

Graham provided the Supervisors with an update on delinquent sewer collections by providing two (2) spreadsheets. The first spreadsheet showed a detailed list of the ten (10) sewer customers that are being turned over to Portnoff Law Associates for collection. Graham stated that a few final details are being worked out within the Utility billing program before these records can be released to Portnoff. The second spreadsheet showed a detailed list of fourteen (14) sewer customers that have received the 60-day disconnection notice letter. This letter was posted on their door September 5, 2014 and also sent by both certified mail and regular mail on the same day of September 5, 2014. Graham continued by stating a few customers have called to set up the initial meeting with him. Graham informed the Supervisors of his intentions that during the course of the initial meeting with the customers, if the situation can be reached, he will require half the payment of all monies owed on the sewer account by the end of the 60 day disconnect period (based on the date of the letter) and the balance due within next 30 days from the end of the 60 day period.

A Young/Baer motion passed 5-0 authorizing the Administrator to sign the Grant Agreement with county for the Shared Use Trail.

A Heraty/Baer motion passed 5-0 approving Resolution #269 which states: A resolution of the Board of Supervisors, of Antrim Township, Franklin County, Pennsylvania, declaring their intention to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual

approved on December 16, 2008.

Alleman announced that he and Graham met with two township residents to address an issue they had relating to the Hykes Road paving project. Graham stated that the issue should be corrected within a few days.

Young thanked the Antrim Township Municipal Authority members for their hard work and efforts.

Heraty called for Public Comment.

Robert Smith inquired to why the Township Road Department was no longer doing the parking lot paving for the Township building as previously discussed. Graham responded by stating that the excavating depth and area size was the deciding factors to send the job out for bids.

An Alleman/Baer motion passed 5-0 to adjourn the Regular Meeting at 7:31 p.m.

Respectfully submitted,

Jennifer Becknell

Board of Supervisors Secretary