

October 14, 2014 - Board of Supervisors Meeting Minutes

Minutes of the Antrim Township Supervisors
Regular Meeting
October 14, 2014 7:00 PM

The Antrim Township Board of Supervisors met Tuesday, October 14, 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; and Rick Baer. Also attending were: John Lisko, Township Solicitor; Brad Graham, Administrator; Bob Coladonato, ATMA member; Claudia Hissong, Student Representative; Jennifer Becknell, Secretary. *(Fred Young and James Byers arrived late.)*

Heraty called the meeting to order at 7:01 p.m. and reminded the audience that meetings are audio recorded and posted to the Township website.

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

Heraty asked for Public Comment. There was none.

An Alleman/Baer motion passed 3-0 to approve the minutes from the September 23, 2014 regular meeting.

Heraty noted that he could not vote to approve the minutes for the September 25, 2014 joint meeting with Greencastle Antrim School Board and Borough of Greencastle as he was not in attendance. Therefore this motion was pushed to later in the meeting to gain a quorum vote as other Supervisors were expected to arrive.

An Alleman/Baer motion passed 3-0 to approve the bills on the Treasurer's Report dated October 14, 2014.

A Baer/Alleman motion passed 3-0 approving the exemption request from stormwater management to Grove Manufacturing. Grove is adding on to their plate shop building over existing impervious area. The Antrim Township Planning Commission recommended granting this request.

An Alleman/Baer motion passed 3-0 approving the modification request from paving the truck and trailer storage area to A.J. Stove and Pellet. The customer parking and the access drive will be paved, but wishes to allow the truck and trailer storage area to remain gravel. The modification requested is allowed with the new ordinance. The Antrim Township Planning Commission recommended granting this modification.

An Alleman/Baer motion passed 3-0 granting the Chairman to sign the plan amendment for alternate on-lot stormwater control for 942 Shannon Drive North, Greens of Greencastle Phase IV. This plan amendment will allow the property owner to install an underground stormwater system that was previously approved as an alternate system to the above ground stormwater system.

Young arrived at 7:09 p.m.

An Alleman/Baer motion passed 4-0 approved a Resolution (#271) for Darrel Martin Ag Security addition. The Board of Supervisors authorized this property, 139 acres along Worleytown Road, to default into the Ag Security Program on March 13, 2014 and the 180 day default period has been reached.

Byers arrived at 7:11 p.m.

A Baer/Alleman motion passed 5-0 approving the Land Development Plan, final, to Grove US LLC for Plate Shop addition, Buchanan Trail East.

A Young/Baer motion passed 5-0 approving the Residential subdivision plan, final, for John D. Beltz, West Weaver Road.

A Baer/Byers motion passed 5-0 authorizing the RFPW-NBD (Request For Planning Waiver-Non Building Declaration) be sent to DEP (Department of Environmental Protection) for Daniel J. Myers. This is for an existing single family home associated with residential lot subdivision SFPM (Sewer Facilities Planning Module) that was approved previously.

A Baer/Alleman motion passed 5-0 authorizing the RFPW-NBD to be sent to DEP for John D. Beltz. This is for residential subdivisions with existing single family homes that are served with on lot water and sewer.

An Alleman/Baer motion passed 5-0 approving a planning exemption for Antrim Commons Business Park, Summit Health Urgent Care.

A Baer/Alleman motion passed 5-0 approving the Letter of Credit (LOC) renewal for Greens of Greencastle, Phase V. The current LOC for \$54,120.00 is due to expire on October 27, 2014. The new LOC has been received and has the renewal increase of 10% added (\$5,412.00), for a total of \$59,532.00.

A Baer/Young motion passed 5-0 approving the reduction in financial security (certified check) request for I-81 Equipment Sales. Dewberry, Township engineer, conducted an on site inspection and has determined that their financial security can be reduced by \$194,214.00 for site work. A new certified check or other acceptable form of financial security shall be retained in the amount of \$110,292.33 before staff releases the existing certified check.

A Baer/Alleman motion passed 3-0-2 (*Heraty and Byers abstained as they did not attend*) approving the minutes from the September 25, 2014 joint meeting with Greencastle Antrim School District and Borough of Greencastle.

Lisko called for Executive Session to discuss a litigation matter.

Graham informed the Supervisors that Bob Coladonato is present tonight representing the ATMA in requesting that the Supervisors reconsider the original Sewer Service Area (SSA) map that was presented in 2010 by the ATMA. It was stated that the original proposed SSA map included some areas for future expansion of the system where pump stations would not be required. The Supervisors at that time (2010) modified the SSA map before approving. With the recent change of zoning for the Shook property, the ATMA would like the SSA map modified to include those areas previously proposed. This would include the Shook property (in which the zoning was recently changed) as well as the Township Park which already has sewer service. A map, which compared the map Coladonato was using to the Comprehensive Plan map, was given out to the Supervisors for review. The only differences in the comparison of the two maps were highlighted in yellow. Coladonato did not agree with the highlighted area, stating that more areas such as Kauffman Station and Worleytown Road should also be included.

An Alleman/Young motion passed 5-0 to table the Sewer Service Area map discussion until a later meeting to allow the ATMA and Supervisors to review further. Young's original motion to approve the changes died for lack of a second.

A Baer/Young motion passed 5-0 to table the discussion of the design of the proposed Township Storage Building and gave direction to staff to pursue investigating the use of State Contract for construction program for the design/build of the Township Storage Building. It was stated that by using a company through state contract the Township would not have to go out for bid for this project. Prior to the decision to table this topic, much discussion was had concerning the one proposal received for the design of this project at a cost of \$13,000.00, which the Supervisors felt was too high. Graham

stated that since there is money budgeted in 2014 for this project, we may want some preliminary expenses be done this year with the completion of this project in 2015 budget.

A Young/Baer motion passed 5-0 to replace one large and three small map signs at Antrim Township Community Park that have deteriorated at a cost of \$2,750.00. There are funds remaining in the park maintenance 2014 budget to cover this expense.

A Baer/Alleman motion passed 5-0 to purchase a modified version of the Land Management software module from Freedom Systems at a cost of \$7,600.00. This will allow the permitting process to be integrated with our accounting software, without lengthy duplicating of data entry into both systems. Graham stated that there was enough saving in the purchase of the upgrades to the ESRI-GIS program to cover the purchase of the Land Management module in the 2014 budget.

An Alleman/Baer motion passed 5-0 approving the State Line Ruritan request to modify their Park Grant usage. State Line Ruritan has some extensive roof damage to be repaired and has requested that they be allowed to utilize all of their Park Grant money received towards the roof repairs before winter weather arrives.

An Alleman/Baer motion passed 5-0 authorizing Graham to sign the agreement with CSE (Controls Service & Equipment) to provide the preventative maintenance (PM) services for our HVAC equipment. The Township suspended our agreement with CSE during our building renovation project. Since the Township now has new/additional equipment, the updated cost for the same services increased slightly to \$770.00/year. This is a twice a year PM program and covers all belts and filters.

As Jason Gerhart was not yet in attendance, the next agenda item concerning the CDBG grant request for Cedarbrook subdivision sidewalks was skipped until later in the meeting.

An Alleman/Young motion passed 5-0 approving the change of Bill Needy from delegate to alternate for the Franklin County Tax Collection Committee (FCTCC). Jennifer Becknell will now be the delegate to both the Franklin County Area Tax Board (FCATB) and the FCTCC, with Bill Needy being the alternate for both. This change is for logistical reasons as these meetings are held back to back on the same day.

An Alleman/Baer motion passed 5-0 approving Fire Police Workers' Compensation coverage during the annual Fulton Fall Folk Festival scheduled for Saturday, October 18, 2014, should Rescue Hose Co. No. 1 decide to assist during this event.

An Alleman/Baer motion passed 5-0 approving Fire Police Workers' Compensation coverage during the annual Mercersburg Halloween Parade scheduled for Monday, October 27, 2014, should Rescue Hose Co. No. 1 decide to assist during this event.

A Young/Byers motion passed 5-0 approving the Chairman to sign the Resolution (#272) appointing Michelle R. Portnoff from the Portnoff Law Firm as Solicitor for the limited purpose of collecting the unpaid sewer fees/charges on the delinquent accounts turned over to them for collection by the Township.

Becknell updated the Supervisors on the progress of sewer disconnection for non-payment by stating that all fourteen (14) accounts that make up the first batch of potential sewer disconnects have been processed. The 60 and 30 day letters were sent both by regular and certified mail. Both letters were also posted on the property's front door. Of the fourteen (14) accounts, six (6) have contacted the office, had a meeting with the Administrator, have been set up with a payment agreement schedule and the Township has collected \$1,350.00 from them combined. The Township has collected a combined total of \$4,438.20 from four (4) individuals that did not contact the office to set up a meeting with the Administrator, but did make payments against their delinquent account. The grand total collected from

these two groups is \$5,788.20. The final four (4) in this group have not made a payment or contacted the office in any way. The total amount due still from this group of fourteen is \$30,129.27. It was stated that if any customer that had a payment agreement made with the Administrator, and the payment agreement is not kept, the sewer disconnect process picks up where it left off and does not start over again for that customer.

Becknell updated the Supervisors on the progress of the delinquent accounts placed with Portnoff Law Firm for collection stating that nine (9) accounts have been sent over for a total of \$25,329.52. Portnoff has had to enter all the data into their system and determine where each customer is within the collection process. Portnoff has reported by email dated October 14, 2014 that they will be mailing their initial letters out to our delinquent customers by the close of business of October 14, 2014.

Claudia Hissong, Student Representative, announced that Greencastle Antrim High School celebrated homecoming this past weekend. When asked to report on the 4H steer sale that she mentioned at the last meeting would take place, Hissong reported that it went really well. She won grand champion and she also earned the Franklin County 4H Baby Beef Club record for the highest price per pound. This record was once held by her aunt as well.

Heraty called for Public Comment.

Robert Smith commented that the Ruritan Club that he is affiliated with is planning an addition to the building and inquired about the restrictions placed on the use for the Park Grant funds. Graham explained that each Ruritan Club automatically receives \$5,000.00 each year and can be used unrestricted. Each Ruritan Club can also put in a request from the general request pool of \$32,000.00 for a specific project and these funds, however much is rewarded, are restricted for the use specified. Heraty suggested that Smith contact the Park Director for more information.

Jason Gerhart arrived at 8:47 p.m.

Graham explained to the Supervisors that the Cedarbrook HOA (Home Owners Association) has requested that the Township submit the grant application to CDBG on their behalf, which is a requirement of the grant. This grant is to help off-set the cost of installing intersection sidewalk accessibility for ADA compliance. The Township Solicitor (Lisko) reviewed the grant application before and during the meeting and found many compliance and requirement issues within the application. The Chairman stated that he was not comfortable signing this document with so many issues raised and was advised against. Due to the time restraint on this application, it was suggested that Lisko strike through (redact) all the paragraphs or sentences that the Township could not “comply with” or “conform to” and then the Chairman could sign and the Township could submit the grant application. Graham asked the Supervisors to recognize the hard efforts put into this grant application by the Cedarbrook HOA. The Supervisors mentioned that Cedarbrook is very lucky to have such a hard working HOA and is represented so well. The Supervisors also asked that the HOA understand the Township side of this grant application request and not wanting to sign with so many compliance issues not met.

The Supervisors went on to sign several sets of plans left by the Zoning Officer and the two resolutions while Lisko proceeded with redacting items in the Cedarbrook grant application.

A Byers/Baer motion passed 5-0 authorizing the Chairman to sign the redacted CDBG grant application for Cedarbrook. This application stipulates that the Township Administrator will act as the Federal Environmental Officer to EPA (Environmental Protection Agency) for this grant.

A Baer/Alleman motion passed 5-0 to adjourn the Regular Meeting into Executive Session at 8:13 p.m.

A Young/Baer motion passed 5-0 to adjourn the Executive Session back into Regular Session at 8:43

p.m.

Heraty stated that sewer disconnection litigation was discussed and no decisions are to be announced.

A Baer/Byers motion passed 5-0 to adjourn the Regular Meeting at 8:44 p.m.

Respectfully submitted,

Jennifer Becknell

Board of Supervisors Secretary