

March 24, 2015 - Board of Supervisors Minutes

Minutes of the Antrim Township Supervisors
Regular Meeting
March 24, 2015 7:00 PM

The Antrim Township Board of Supervisors met Tuesday, March 24, 2015 at the Antrim Township Municipal Building, located at 10655 Antrim Church Road, with the following members present: John Alleman, Chairman; Pat Heraty; and Rick Baer. Also attending were: Brad Graham, Administrator; Sylvia House, Zoning/Code Enforcement Officer; Carl Rundquist, Public Works Director; John Lisko, Solicitor; Jennifer Becknell, Secretary; Claudia Hissong, Student Representative. (*James Byers was absent and Fred Young arrived late.*)

Alleman called the meeting to order at 7:04 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.

Alleman called for Public Comment. There was none.

Approving the minutes from the February 24, 2015 Regular meeting was tabled until a voting quorum was present, as Rick Baer was absent from last meeting and could not vote.

A Heraty/Baer motion passed 3-0 approving payment of the bills on the Treasurer's reports dated March 24, 2015.

No visitors.

A Heraty/Baer motion passed 3-0 approving the modification request from site lighting for Fayetteville Contractors, a land development plan located along Molly Pitcher Highway. Fayetteville is an existing location that only operates during daylight hours and has never needed lights before.

A Baer/Heraty motion passed 3-0 denying the modification request from screening along Route 11 for Fayetteville Contractors, a land development plan located along Molly Pitcher Highway, therefore Fayetteville Contractors will be required to plant trees along Route 11 as required by the ordinance that was in place when this plan was submitted.

The John and Debbie Hoffman modification request from § 126-10 infiltration was tabled as the Township has not received the response from Dewberry (Township engineer) on Lee Royer's counter comments concerning the rock outcrops.

A Baer/Heraty motion passed 3-0 approving the stormwater exemption request for Rodney Shaffer, a residential subdivision along Grant Shook Road. Dewberry (Township engineer) was satisfied with the notes received and will be added to the plan. This exemption is provided for in the Township ordinance.

The approval for Bradley Mann, a duplex subdivision plan (final) on Oakley Lane was tabled as the fees have not been received by the Township.

A Baer/Heraty motion passed 3-0 granting a 180 day extension to John R. and Debbie J. Hoffman, a land development plan located along Molly Pitcher Highway, as to allow time to address comments.

A Heraty/Baer motion passed 3-0 approving the automatic renewal of the Letter of Credit for Grace Bible Church without the 10% annual increase. The Supervisors waived the 10% increase because all exterior work is to be completed within four (4) weeks.

Young arrived at 7:20 p.m., in the middle of the next agenda item which was presented by the Public

Works Director.

A Heraty/Baer motion passed 3-0-1 (*Young abstained*) authorizing the hire of GHD Engineers to prepare the Township's NPDES (National Pollution Discharge Elimination System) permit renewal application which is due to expire on August 31, 2016, and for the Administrator to sign the agreement with GHD. GHD's cost to prepare this permit renewal application is not to exceed \$9,400.00.

A Baer/Heraty motion passed 4-0 authorizing staff to transfer excess sewer funds in the amount of \$1,180,000.00 from the combined sewer accounts, per the lease agreement between the Antrim Township Board of Supervisors and the Antrim Township Municipal Authority (ATMA), to an account controlled by the ATMA. This motion comes as the result of the recommendation of the Utilities Committee. Young applauded the efforts of the Administrator to try to keep these funds invested as long as possible for maximum potential for return on investment.

A Heraty/Young motion passed 4-0 awarding the 2015 Road Paving project to Valley Quarries, who was the lowest bidder at \$242,110.00.

A Heraty/Young motion passed 4-0 authorizing the Administrator to sign the Lease Agreement for Representative Schemel's use of the Township Board Room upon final review and approval by the Township Solicitor.

A Baer/Heraty motion passed 4-0 approving Worker's Compensation coverage for Rescue Hose Co. No. 1 Fire Police for all of the 2015 upcoming events listed on the request letter presented by Greencastle Police Department dated March 10, 2015. This motion is only made to cover the Rescue Hose Fire Police if they choose to participate in any of these events.

Becknell distributed a spreadsheet showing the five (5) accounts invested with VFAM (Valley Forge Asset Management) and the fund balances for each month for the last six months. The spreadsheet showed the interest earned on one line, the unrealized gain or loss (change in account value) on the second line and then the account balance on the third line. The overall earnings on the five accounts with VFAM are \$80,813.01 over the last six month period (Sept. 2014-Feb.2015). The Supervisors requested a visit from Jason Pepe of VFAM to review the performance of these five accounts with the Board.

Becknell called for an Executive Session to discuss personnel matters, with decisions to follow.

Graham gave a brief update to the Supervisors on the Martins Mill Bridge renovation, stating that the siding and roofing is now being removed from the bridge, the contractor expressed concerned about the Sycamore tree in relation to the boom that will be used to install the steel beams, and that traffic on the Conococheague Creek will need a new input/output location due to the construction. Signage has been placed upstream on the creek to warn of the construction work on the bridge.

The Public Works Director gave a brief update on the deconstruction of the old press at the sewer department. Also, relating to the Shank's Sanitary Sewer project, they are preparing to disc the farmer's field in preparation for the survey for historic artifacts.

Alleman called for Public Comment. There were none.

A Heraty/Baer motion passed 4-0 to adjourn the Regular Session into Executive Session at 7:35 p.m.

A Heraty/Young motion passed 4-0 to adjourn the Executive Session and back into the Regular Session at 8:15 p.m.

Alleman announced that personnel matters were discussed.

A Heraty/Young motion passed 4-0 approving the recommendations provided by the Secretary in an email dated March 23, 2015 concerning the subject of PMRS agreement checklist. The seven (7) topics

and responses approved are as follows:

- Type of Employees Covered: Municipal
- Effective date: April 1, 2015
- Probationary Period & Enrollment: The members date of enrollment in the system shall be the date the municipality entered into the system or the members date of hire, whichever is more recent.
- Part-Time Employees: Membership for part-time employees shall be prohibited.
- Compensation: The only items reported in wages to PMRS are salary, overtime and lump sum accrued leave payments; also all time out on workers compensation shall count towards accrued retirement time.
- Deferred Retirement Option Plan (DROP): Antrim Township does not offer one
- Excess Interest: Excess interest awarded to the municipality shall be allocated 100% to the municipal account.

A Heraty/Young motion passed 4-0 approving the responses to the five (5) questions posed by Benecon, the administrator of the Township Health insurance, to clarify the eligibility requirements for health insurance benefits for retirees. The five questions and approved responses are as follows:

- Is there a minimum years of service to be eligible for retiree health insurance benefits? An employee must have worked for the township at least 10 years to be eligible for retiree health insurance benefits.
- Is there a minimum age to be eligible for retiree health insurance benefits? Age 65.
- If the employee ages to the plan (is eligible for Medicare), would the spouse and dependents terminate as well or remain on the plan until they are eligible for Medicare or no longer meet the definition of a dependent? Once an employee goes onto Medicare, all dependents for that employee terminate from the plan.
- If the retiree becomes eligible for other group health benefits, would they continue to be eligible for our plan? No.
- If the retiree terminates from the plan, would they be eligible to be reinstated at a later date? No.

A Young motion passed 4-0 to adjourn the Regular Session at 8:25 p.m.

Respectfully submitted,

Jennifer Becknell, Board of Supervisors Secretary