

Minutes of the Antrim Township Supervisors  
Regular Meeting

September 8, 2020

7:00 PM

The Antrim Township Board of Supervisors met Tuesday, September 8, 2020 at the Antrim Township Municipal Building, located at 10655 Antrim Church Road, with the following members present: Pat Heraty, Chairman; John Alleman, Vice Chairman; Fred Young, Rick Baer and Chad Murray. Also attending was Roger Nowell, Public Works Director; John Lisko, Solicitor; Sylvia House, Zoning/Code Enforcement Officer; Brad Graham, Administrator; and Jennifer Becknell, Secretary/Treasurer.

Heraty called the meeting to order at 7:00 p.m.

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

Heraty commented that meetings are audio recorded and posted to the Township website.

Heraty called for Public Comment.

Mike Bowers, Shinham Road, inquired about a schedule for the soccer fields, as he would like to reserve some field time for his son's team. Graham informed him that the Park Director would be in touch to discuss his request.

An Alleman/Murray motion passed 5-0 to approve the minutes from the August 25, 2020 regular meeting.

A Murray/Baer motion passed 5-0 to approve the payment of the bills on the Treasurer's reports dated September 8, 2020.

Tina Gipe, Manager with Boyer & Ritter, presented and reviewed with the Board of Supervisors the 2019 Audited Financials for Antrim Township. Gipe explained that starting with the 2019 Financials and moving forward the Township will utilize the provision in GASB statement #68 allowing Municipalities to report the prior year pension data in the current year and the pension data will be reported in the notes only. This is partially due to the fact that the Township's pension plan company PMRS (Pennsylvania Municipal Retirement System) is extremely late in delivering the pension data needed to finalize financials. Gipe went over the various balance sheets throughout the prepared report explaining how each one was derived, giving the Supervisors time to ask questions. Gipe stated that there were 12 Journal Audit adjustments made for Year End 2019, which were done to book depreciation and fixed assets and that this was not a high number for the size of the Township. Gipe stated that there were no findings during the audit, therefore no Management Letter required.

A Murray/Alleman motion passed 5-0 approving by resolution (# 331) the SFPM (Sewer Facilities Planning Module) for John H Koons, individual on-lot system, Fort Stouffer Road.

A Murray/Baer motion passed 5-0 conditionally approving the full release of the Letter of Credit in the amount of \$7,026.47 for Benjamin and Anita Eby, property off of Leitersburg Road, pending the favorable review from the Township's engineer firm, Dewberry.

A Murray/Young motion passed 5-0 approving the 10% annual renewal increase to the Letter of Credit being held for Augusta Partners LLC, I-81 & Route 11 (at exit 3), as no work has occurred in the past year on this project. The current Letter of Credit is for \$33,058.04 and shall increase by \$3,305.80. Authorization to draw on the Letter of Credit if the new Letter of Credit in the amount of \$36,363.84 in not received by noon on September 16, 2020.

Tom Mongold, developer for Rolling Hills Phase 4, asked to be placed on the agenda to discuss the issue of standing water in the Cydney Lane driveway culvert pipes. Mr. Mongold did not appear at the meeting and did not call or email to say he would not be attending. The discussion proceeded as resident, Derick Wollaston, was in attendance and wanted answers. It was reported that the as built drawing confirms the pipes are too low. The Zoning Officer shared that Mr. Mongold was told that the Township would allow him to lower the grade of the swale to obtain positive flow instead of disturbing all twelve (12) driveways on Cydney Lane. After much discussion, the Supervisors stated they would not except Cydney Lane for road dedication until the standing water issue was corrected either by the reconstruction of swales or raising the driveway culverts.

The Public Works Director reviewed all the items listed on his agenda outline with the Board of Supervisors and provided greater detail. Concerning the Sewer Phase 2 Plant Expansion it was stated the contracts are being signed by each of the three (3) contractors with hopes of giving the Notice to Proceed the beginning of October, with ground breaking in November once electric service is relocated by West Penn Power. In addition, PFM is working on checking banks vs. bond issuance as financing the expansion project. Nowell shared that the Municipal Authority has been temporarily accepting sludge from Quincy Township and is now accepting sludge from Washington Township (Walters Environmental) while they do repairs to their tank.

Becknell updated the Supervisors that the Township's Pension Distress Rating is zero (0), which means not distressed. It was explained that per Act 205 of 1984 the Municipal Pension Reporting Program (MPRP), part of the PA Department of the Auditor General, is required to make this biennial distress determination for all municipalities. Becknell stated in order to obtain a distress score of zero, the funded ratio of all municipality pension plans combined must be 90 percent or greater. Antrim Township's funded ration is 115 percent.

Becknell announced that it is time again to submit the Township's 2021 MMO (Minimum Municipal Obligation) worksheet to PMRS (Pennsylvania Municipal Retirement System), which will then become the Township's invoice next year. Becknell explained that it required by law to present the governing board of the municipality with a memo outlining the purpose and calculation of the MMO and stated that the memo is in their 9-8-20 meeting file.

A Murray/Young motion passed 5-0 approving the 2021 Minimum Municipal Obligation (MMO) and its submission to PMRS (Pennsylvania Municipal Retirement System), which was calculated to be \$54,940.00.

Becknell informed the Supervisors that an updated spreadsheet of the investment funds with RBC is in their 9-8-20 meeting file and it shows the gains/losses for each fund, for every month since the Township began investing with RBC in August 2016. The Chairman recapped by stating the total earned on the four accounts with RBC is over \$1.7 million.

Graham called for an Executive Session to discuss a Real Estate matter.

Murray, Baer, Young and Alleman thanked staff for their continued good performance.

Heraty stated that the Township is very blessed to have dedicated employees and elected officials that are pulling in the same direction.

Heraty called for Public Comments. There were none.

A Murray/Young motion passed 5-0 to adjourn the Regular meeting, into an Executive Session, at 8:18 p.m. to discuss a Real Estate matter.

A Murray/Young motion passed 5-0 to adjourn the Executive Session, back into the Regular meeting, at 8:31p.m.

Heraty stated a Real Estate matter was discussed during the Executive Session, no decision to announce.

A Young/Baer motion passed 5-0 to adjourn the Regular meeting at 8:32 p.m.

Respectfully submitted,

Jennifer Becknell  
Board of Supervisors Secretary