

December 8, 2009 - Antrim Township Board of Supervisors

MINUTES OF THE ANTRIM TOWNSHIP SUPERVISORS

REGULAR MEETING

December 8, 2009 7:00 p.m.

The Antrim Township Board of Supervisors held a regular meeting on Tuesday, December 8, 2009 in the Antrim Township Municipal Building, 10655 Antrim Church Road, with the following present: Chairman Curtis Myers, Vice Chairman Rick Baer, Supervisors Fred Young III and James Byers. Others attending included John Lisko, Solicitor, Sylvia House, Zoning Officer, Brad Graham, Township Administrator and Peter Oppliger, Student Representative to the Board of Supervisors. Supervisor Sam Miller was absent from the meeting.

Visitors: Joel Fridgen, Executive Director, Greencastle-Antrim Chambers of Commerce and see attached listing for a list of other visitors.

Chairman Myers called the meeting to order at 7:02 p.m. The meeting opened with a word of prayer followed by the Pledge of Allegiance.

Chairman Myers called for Public Comment. Peter Oppliger, Student Representative to the Board of Supervisors addressed the Supervisors and apologized for his absences. He mentioned that he was busy with football and school and will try to do a better job of attending the meetings in the future.

The meeting minutes from the November 10, 2009 meeting were tabled because there was not a quorum present at tonight's meeting that attended the November 10th meeting to approve them.

A Baer/Young motion passed 3-0 (Byers was not yet present & Miller was absent) to approve as written the November 19, 2009 worksession meeting minutes.

A Baer/Myers motion passed 3-0 (Byers was not yet present & Miller was absent) to approve the November 24, 2009 regular meeting minutes.

Supervisor Byers arrived at this time.

A Myers/Baer motion passed 4-0 (Miller was absent) to approve the bills on the Treasurer's reports dated December 8, 2009.

Joel Fridgen, the new Executive Director of the Greencastle-Antrim Chamber of Commerce addressed the Supervisors to let them know that he has been on the job for a little over a month and he is looking forward to working with the Supervisors on any issues they might have. He also asked if the Supervisors could send a representative from the Township to a ribbon cutting for a new business that is having an open house on Friday from 4:00 p.m. – 7:00 p.m. Mr. Fridgen also mentioned that he has been in contact with Supervisor Fred Young and Township Administrator Brad Graham about making a presentation on the Antrim Township Community Park project at one of the Chamber breakfasts. He left his business card with all of the Supervisors and encouraged them to call him if they have any questions or suggestions.

A Young/Baer motion passed 4-0 (Miller was absent) to accept the Molly Pitcher PRD annual staging plan to update their phasing schedule as per the Township's PRD ordinance.

A Young/Byers motion passed 4-0 (Miller was absent) to approve a well modification for Oberholzer to allow them to continue using the same well that serves the house until the residue property is sold with the condition that once either property is sold a new well

will be drilled to serve the house. These conditions must be put as a note on the plan and added to the deeds of both properties.

A Baer/Myers motion passed 4-0 (Miller was absent) to approve the Diller Plan Amendment that allows Curtis and Krista Diller to use their private house well to serve their business next door, Stitch N Time, as long as they continue to own both properties. The amendment states that if either property is sold a new well must be drilled on the lot with the business to serve solely the business.

A Myers/Byers motion passed 4-0 (Miller was absent) to approve the Tritle Plan Amendment located in the Hartman subdivision to reduce the setbacks for a 35 foot front yard, a 30 foot rear yard and 12 feet for side yards contingent on the plan being signed by all of the neighbors.

A Baer/Byers motion passed 4-0 (Miller was absent) to approve a 12 month extension for Heritage Estates West Phase I, a 129 lot residential subdivision on Walter Avenue to allow additional time to obtain financial security, pay the Repair & Improvement charge and the Recreation fee.

A Myers/Baer motion passed 4-0 (Miller was absent) to approve a final plan for Nelson Diller Et Al, a 1 lot addition on Milnor Road.

A Young/Byers motion passed 4-0 (Miller was absent) to approve a final plan for LAJUGA LLC, a 1 lot addition on North Rabbit Road.

A Byers/Baer motion passed 4-0 (Miller was absent) to approve a final plan for Bruce and Carolyn Martin, a 2 lot addition on Coseytown Road.

A Myers/Young motion passed 4-0 (Miller was absent) to approve a 180-day extension for the Preserve at Greencastle, a 192 lot Residential Subdivision on Castlegreen Drive to allow additional time to reply to the Township's comments and take them before the Planning Commission.

A Baer/Byers motion passed 4-0 (Miller was absent) to approve a renewal of a Letter of Credit for Curtis Diller at the same amount of \$63,917.70 because the majority of the work has been completed. The new Letter of Credit must be received before noon on December 30, 2009.

A Young/Byers motion passed 4-0 (Miller was absent) to release a Letter of Credit number 090116 in the amount of \$48,476.96 for Charles Pentz per the recommendation from Martin & Martin who visited the property and confirmed that all of the work has been completed.

A Young/Baer motion passed 4-0 (Miller was absent) to release a Letter of Credit number 5668 in the amount of \$2,000.00 for Frank Thomas since the Letter of Credit is no longer needed due to a modification that was granted by the Board of Supervisors that allowed him to keep the laterals to his duplex as they are.

Solicitor John Lisko announced that he needs an Executive Session later.

Township Administrator, Brad Graham addressed the Supervisors regarding an update on projects from the Roadmaster. Lift Station #4 Elimination started today and Mr. Graham

and Paul Minnich, Roadmaster met with the contractor and engineer today to discuss the project. The Hydrostatic testing on the Sewer Line at the ATCP is complete and has passed. Two areas of roads have been milled out at Coseytown Road and John Wayne Drive because they were in desperate need of repair. All Township trucks are ready for winter operations. Quincy Township needed to borrow one of our trucks for a project they were working on and we were able to provide them with one from our Sewer Plant.

Administrator Graham addressed the Supervisors regarding a request from David H. Martin to reduce the amount of their bond for the Antrim Township Community Park project Phases 3, 4 & 5. They were asking that the bond be reduced from \$2,158,715.05 to \$250,000.00. Rob Holmes, the engineer for the

project only recommends reducing the bond to \$455,211.39 due to the additional work that still needs to be completed and the retainage that is due for the project.

A Byers/Young motion passed 4-0 (Miller was absent) to approve the reduction of the bond for David H. Martin for the Antrim Township Community Park project Phases 3, 4 & 5 from \$2,158,715.05 to \$455,211.39 per the recommendation from Rob Holmes.

Administrator Graham addressed the Supervisors regarding an authorization that is needed for an annual inspection of the Sewer system by the engineer to be in compliance for the Sewer Bonds that the Township holds. The Supervisors addressed Steve Zeller from Brinjac Engineering who was present at tonight's meeting to find out what the estimated cost would be to perform the inspection. Mr. Zeller responded that it would cost approximately \$2,500.00 for them to do the inspection.

A Baer/Byers motion passed 4-0 (Miller was absent) to authorize Brinjac Engineering to perform the annual inspection of the Antrim Township Sewer system at a cost of approximately \$2,500.00.

Administrator Graham addressed the Supervisors regarding the RFP for an IT Service Provider for the Township. He stated that the RFP is ready and he would like to have it advertised by Thursday. He needs approval from the Supervisors to put the RFP out for advertisement.

A Young/Baer motion passed 4-0 (Miller was absent) to approve putting the RFP for an IT Service Provider for the Township out for advertisement.

Administrator Graham addressed the Supervisors regarding a notice we received from Marion Fire Company about their Annual Awards Banquet. He asked the Supervisors to RSVP themselves if they plan to attend the event.

Secretary/Treasurer Mary Klein addressed the Supervisors regarding a request we received from the U.S. Census Bureau to use the Township building as a Questionnaire Assistance Center in 2010. She stated that they would send an employee from the Census Bureau to the Township building at least once a week from the middle of March to the middle of April to assist Township residents with any questions they might have regarding the 2010 Census forms questionnaire. The Supervisors only had one concern regarding if we are covered by our liability insurance if something would happen to someone if they are here at the Township building for assistance. Ms. Klein said she would check with our insurance carrier Kilmer Insurance to see if we would be covered.

A Myers/Young motion passed 4-0 (Miller was absent) to approve the use of the Township building as a Questionnaire Assistance Center in 2010 from the middle of March to the middle of April to assist Township residents with any questions they might have regarding the 2010 Census forms questionnaire.

Secretary/Treasurer Mary Klein addressed the Supervisors regarding a letter we received from Habitat for Humanity of Franklin County requesting a contribution. Supervisors Young and Byers stated that we cannot use taxpayer money to fund these types of organizations. Their thought was that if we do it for one organization then we have to do it for other organizations and where would it stop. The Supervisors decided that they would give Secretary/Treasurer Mary Klein the discretion to filter these contribution requests and develop a form letter to send in response to any future contribution requests we receive.

Secretary/Treasurer, Mary Klein and Township Administrator, Brad Graham addressed the Supervisors regarding some changes that needed to be made to the preliminary budget that was approved previously on the expense side. The changes were to make adjustments for updated payroll calculations that were done to account for overtime, raises and adding one additional employee to the Road Crew department. The total of the adjustments that were made do not exceed 10% of the total budget and do not exceed a

25% change in one category. The new updated expenses in the General Fund will now total \$4,120,210.00 and \$2,950,490.00 in the Sewer Fund.

A Myers/Young motion passed 4-0 (Miller was absent) to approve the revised preliminary budget for updated payroll calculations that were done to account for overtime, raises and adding one additional employee to the Road Crew department. The total of the adjustments that were made do not exceed 10% of the total budget and do not exceed a 25% change in one category. The new updated expenses in the General Fund will now total \$4,120,210.00 and \$2,950,490.00 in the Sewer Fund.

Supervisor Byers addressed Administrator Brad Graham regarding the Township's Landfill Inspector and wanted to know how much time he is spending at the landfill. Administrator Graham replied that he is spending approximately an hour a week at the landfill but that his time will start to increase next year once we establish a set of guidelines for him and establish an agreement with Montgomery Township to cover a portion of his time.

Chairman Myers again called for public comment – there was none.

Supervisor Young addressed Steve Zeller from Brinjac Engineering regarding the Lift Station # 4 elimination. Young thought there was confusion about a manhole located at Franklin Vet Associates and he wanted to know if this was straightened out. Mr. Zeller responded that he is not involved in the project and that Kent Bitting is working on the project but he will find out from him and let us know.

A Young/Myers motion passed 4-0 (Miller was absent) to adjourn into Executive Session at 7:45 p.m.

The Executive Session ended at 10:02 p.m.

Chairman Myers announced that the Moss Springs lawsuit and personnel matters were discussed in the Executive Session.

A Myers/Baer motion passed 4-0 (Miller was absent) to authorize Chairman Curtis Myers to sign a settlement agreement that will be forthcoming from the attorney for the Moss Springs lawsuit.

A Baer/Young motion passed 4-0 (Miller was absent) to adjourn the regular meeting at 10:07 p.m.

Respectfully Submitted,

Mary A. Klein

Secretary/Treasurer