

# **April 13, 2010 - Antrim Township Board of Supervisors**

## **MINUTES OF THE ANTRIM TOWNSHIP SUPERVISORS**

### **REGULAR MEETING**

**April 13, 2010 7:00 p.m.**

The Antrim Township Board of Supervisors held a regular meeting on Tuesday, April 13, 2010 in the Antrim Township Municipal Building, 10655 Antrim Church Road, with the following present: Chairman Rick Baer, Vice Chairman Curtis Myers, Supervisors Fred Young III, Sam Miller and James Byers. Others attending the meeting included John Lisko, Solicitor; Brad Graham, Township Administrator; and Sylvia House, Zoning Officer. Peter Oppliger, Student Representative to the Board of Supervisors was absent from the meeting.

Visitors: See attached list.

Chairman Baer 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 Baer called for Public Comment – there was none.

A Young/Myers motion passed 4-1-0 (Miller abstained) to approve as written the March 23, 2010 regular meeting minutes.

A Myers/ Young motion passed 4-1-0 (Miller abstained) to approve as written the March 30, 2010 special meeting minutes.

A Myers/Miller motion passed with unanimous vote to approve the bills on the Treasurer's reports dated April 13, 2010.

Sylvia House, Zoning Officer addressed the Supervisors regarding a prior request that was received from Dr. Evon Barvinchack to rename Old Williamsport Pike to Barvinchack Lane. Mrs. House stated that no one lives along this road and therefore no addresses would be affected. She also added that we would need to pass a resolution to make the change and record the change at the Clerk of Courts office. Solicitor John Lisko recommended that we provide notice of the meeting when the resolution will be passed to make this change to the property owners who live here. The Supervisors would also like to see Dr. Barvinchack pay the costs of Solicitor Lisko's review time and the recording of the name change at the Clerk of Courts Office.

A Young/Miller motion passed with unanimous vote to approve starting the process of changing the name of Old Williamsport Pike to Barvinchack Lane with the condition that Dr. Evon Barvinchack be responsible for all costs related to the change.

A Miller/Byers motion passed with unanimous vote to approve a 180-day extension for WCN Properties to allow extra time to address road improvements.

A Myers/Byers motion passed with unanimous vote to approve a 180-day extension for Cedar Grove Mennonite Church to allow additional time to address comments.

A Myers/Miller motion passed with unanimous vote to conditionally approve a final plan for Food Lion, a 2 lot commercial subdivision on Commerce Avenue pending signature from the Antrim Township Municipal Authority Chairman.

A Miller/Myers motion passed with unanimous vote to approve a final plan for Garnet Strite, a 1 lot subdivision on Milnor Road.

A Miller/Young motion passed with unanimous vote to conditionally approve a final plan for WCN to NS, a 1 commercial lot subdivision on Hykes Road pending signature from the Antrim Township Municipal Authority Chairman.

A final plan approval for Milton and Juanita Strite was tabled due to not receiving information from DEP in time for the meeting.

A Miller/Myers motion passed with unanimous vote to approve a final plan for Martin & Ruth Burkholder, a 1 lot subdivision on Mason Dixon Road.

A Miller/Byers motion passed with unanimous vote to approve a final plan for Lee & Dean Myers, a 1 lot subdivision on Williamson Road.

A Miller/Myers motion passed with unanimous vote to approve a final plan for Timothy Hykes, a 2 lot subdivision on Hykes Road.

A Young/Miller motion passed with unanimous vote to approve a final plan for Skutch to Hirneisen, a 1 lot subdivision on Joy Drive.

A Myers/Miller motion passed with unanimous vote to approve a Request from Planning Waiver – Non-Building Declaration for Timothy Hykes, a 2 lot subdivision on Hykes Road.

A Young/Miller motion passed 4-0 (Byers left the room) to approve a Request from Planning Waiver – Non-Building Declaration for Skutch to Hirneisen, a 1 lot subdivision on Joy Drive.

Secretary, Mary Klein addressed the Supervisors regarding the returned check fee for the Antrim Township Tax Collector. The current Tax Collector, Sue Myers received a phone call from a resident questioning the amount that is charged for our returned check fee. Ms. Klein contacted one of the local banks and PSATS to find out what the maximum amount is that we can charge for a returned check and they both stated that there is no limit to what we can charge, it just needs to be passed by resolution. This was done back in 2008 but it named the Tax Collector at that time as Peggy Dickson. We need a new motion to set the returned check fee no matter who the Tax Collector is for the Township.

A Miller/Young motion passed with unanimous vote to authorize the Antrim Township Tax Collector to charge a returned check fee of \$50.00 per the resolution that was made back in 2008.

Secretary, Mary Klein addressed the Supervisors regarding the minutes and reports from Bill Needy for the TCC meeting on March 25, 2010 & April 6, 2010 and review the TCC adopted by-laws. She asked if the Supervisors had any questions or comments regarding the minutes of the adopted by-laws. The Supervisors acknowledged the reports and stated they did not have any questions or comments regarding them.

A Myers/Miller motion passed with unanimous vote to approve having Benecon administer the Township's COBRA plan at a cost of \$6.00/employee per year who are enrolled in the Township's health insurance plan.

Secretary, Mary Klein addressed the Supervisors regarding allowing part-time employees to participate in the Township's pension plan. She stated that in 2004 permanent part-time employees were allowed to be enrolled in the pension plan, however no changes were ever made to the pension plan agreement. She explained that we have three options: prohibit part-time employees from being eligible for the pension plan, make it mandatory for part-time employees to enter the pension plan or make it voluntary to enter the pension plan within one calendar year of service.

A Myers/Miller motion passed with unanimous vote to prohibit part-time employees from being eligible for participation in the Antrim Township pension plan.

The Supervisors would like the above motion to apply to current and future part-time employees but

Secretary Klein stated she would need to contact Pennsylvania Municipal Retirement Service and find out if we can eliminate the currently enrolled part-time employees from the pension plan. Also, due to the motion made above, a change will need to be made to the pension plan agreement by Ordinance and Resolution. PMRS will prepare the necessary documents to make this change and Secretary Klein will present them at a future meeting for approval.

Secretary, Mary Klein also addressed the Supervisors regarding an update on the 2010 Census. She reported that Antrim Township's current participation rate in the 2010 Census is 78% compared to the National Participation rate which is 66%. She also reported that Antrim Township's participation rate in the 2000 Census was 83% and the National Participation rate was 72%.

Secretary, Mary Klein also addressed the Supervisors regarding Proxies that were received from PLGIT and Security Benefit for shareholder meetings that are going to be held. She asked the Supervisors if they were interested in completing the proxy forms for these meetings and they stated that they do not feel it is necessary to complete these forms.

Secretary, Mary Klein also addressed the Supervisors regarding a "Thank You" letter that was received from the Rescue Hose Company for the 2010 contributions the Township made for a new squad of \$150,000.00 and the regular annual contribution of \$75,000.00.

Township Administrator, Brad Graham addressed the Supervisors regarding approving the bids for the Talhelm Road Box Culvert project. Mr. Graham stated that we are still in the process of getting Right-of-Way agreements signed by the property owners. He would like the Supervisors to accept the lowest bid of \$72,115.00 from David H. Martin and give the Notice to Proceed contingent upon receiving all the agreements from the property owners.

A Young/Miller motion passed with unanimous vote to award the bid for the Talhelm Road Box Culvert Project in the amount of \$72,115.00 to David H. Martin and give the Notice to Proceed contingent upon receiving all of the Right-of-Way agreements from the property owners.

Township Administrator, Brad Graham addressed the Supervisors regarding the hiring of part-time summer staff. Mr. Graham would like to hire at least one office staff person and one to two general staff employees.

A Miller/Young motion passed with unanimous vote to give Brad Graham, Township Administrator the authority to hire up to three part-time summer staff employees.

A Young/Miller motion passed with unanimous vote to adjourn into Executive Session at 7:35 p.m.

A Miller/Young motion passed with unanimous vote to end the Executive Session and resume the regular meeting at 7:46 p.m.

Solicitor John Lisko announced that the Moss Springs Estates litigation was discussed in the Executive Session.

A Young/Miller motion passed with unanimous vote to approve the Settlement Agreement with the recent revisions requested by Attorney Paige Macdonald-Matthes and change the name of Kathy Olivier to Kathryn Olivier.

A Baer/Miller motion passed with unanimous vote to approve the Mutual General Release with the name change from Kathy Olivier to Kathryn Olivier.

A Myers/Byers motion passed with unanimous vote to approve the Joint Motion for Declaratory Order with revisions to 8(c)(viii) of Joint Motion requested by Attorney Jim Stein.

A Miller/Myers motion passed with unanimous vote to authorize Attorney Linus Fenicle to sign the Joint Motion and the Chairman to sign the Settlement Agreement and Release and provide the

Chairman with the authority to agree to and sign the documents with any future minor changes to them.

Chairman Baer called for Public Comment. Resident Bob Smith asked if the residents of the Borough are now out of the PRD and the HOA. Solicitor Lisko responded that yes they are out of it assuming that all parties agree to the Settlement Agreement.

A Myers/Miller motion passed with unanimous vote to adjourn the regular meeting at 7:51 p.m.

Respectfully Submitted,

Mary A. Klein

Secretary