

June 22, 2010 - Antrim Township Board of Supervisors

MINUTES OF THE ANTRIM TOWNSHIP SUPERVISORS

REGULAR MEETING

June 22, 2010 7:00 p.m.

The Antrim Township Board of Supervisors held a regular meeting on Tuesday, June 22, 2010 in the Antrim Township Municipal Building, 10655 Antrim Church Road, with the following present: Chairman Rick Baer, Supervisors Sam Miller, James Byers and Fred Young III. Others attending the meeting included John Lisko, Solicitor; Brad Graham, Township Administrator and Sylvia House, Zoning Officer. Supervisor Sam Miller arrived late to the meeting. Vice Chairman Curtis Myers was absent from the meeting.

Visitors: See attached list.

Chairman Baer called the meeting to order at 7:04 p.m. The meeting opened with a word of prayer followed by the Pledge of Allegiance.

Chairman Baer called for Public Comment.

John Alleman addressed the Supervisors and presented them with an invitation to participate in the Old Home Week parade being held on Thursday evening, August 5, 2010. The Supervisors accepted the invitation and told Mr. Alleman that they would let him know if they will participate.

A Byers/Young motion passed 3-0 (Myers was absent & Miller had not yet arrived) to approve as written the regular meeting minutes from June 8, 2010.

A Young/Byers motion passed 3-0 (Myers was absent & Miller had not yet arrived) to approve the bills on the Treasurer's reports dated June 22, 2010.

Items A & B under Amendments/Agreements for Zoning were tabled for Sheetz because the representatives for Sheetz could not be present at tonight's meeting.

A Byers/Young motion passed 3-0 (Myers was absent & Miller had not yet arrived) to approve a Request from Planning Waiver – Non-Building Declaration to be sent to DEP for David & Lucille Carson.

Sylvia House, Zoning Officer addressed the Supervisors regarding a request she received from the Crider residence to have a speed study performed so he can relocate his driveway at 2986 Hill Road. The speed study would be required by Penn-Dot to lower the speed limit to 35 mph so the driveway could be relocated. Mrs. House needs authorization from the Supervisors to send a letter to Penn-Dot requesting them to perform the speed study. The Township would be responsible for purchasing, installing and maintaining the road signs if the speed limit is lowered to 35 mph.

A Young/Baer motion passed 3-0 (Myers was absent & Miller had not yet arrived) to authorize Sylvia House, Zoning officer to send a letter to Penn-Dot requesting a speed study to be done on Hill Road at the Crider residence located at 2986 Hill Road to lower the speed limit to 35 mph so Mr. Crider can relocate his driveway.

A Baer/Young motion passed 3-0 (Myers was absent & Miller had not yet arrived) to renew a Letter of Credit in the amount of \$18,117.00 for Ron-Gene Ridge Road since no further construction has occurred as long as the new Letter of Credit is received by noon on July 9, 2010.

Brad Graham, Township Administrator addressed the Supervisors regarding quotes that were received for a new phone system. Mr. Graham is recommending that we change the phone system at the Township building only at this time. Mr. Graham is recommending that we accept the lowest quote that was received from Pro-Tech in the amount of \$7,893.00. Mr. Graham mentioned that this quote includes re-cabling and the new phone system is a Voice over IP system that could be installed in 2-3 weeks if we accept the quote from Pro-Tech.

A Young/Byers motion passed 3-0 (Myers was absent & Miller had not yet arrived) to accept the phone system quote for the Township Building from Pro-Tech in the amount of \$7,893.00.

An item to discuss the Sewer Plant Headworks repairs was tabled at this time.

Brad Graham, Township Administrator addressed the Supervisors regarding clarifying the wage rate for the part-time summer staff employees. Mr. Graham would like their rate to be set at \$8.25 an hour.

A Baer/Byers motion passed 3-0 (Myers was absent & Miller had not yet arrived) to set the wage rate for the part-time summer staff employees at \$8.25 an hour.

Brad Graham, Township Administrator addressed the Supervisors regarding the GAFCWA Water Agreement that runs out at the end of this month. Mr. Graham stated that this will be noted in the water sale agreement and he recommends not extending this agreement until we get closer to approving the sale of the water department. Mr. Graham noted that the Supervisors will be attending the ATMA meeting on June 28th to discuss the sale of the water system. Mr. Graham recommends that we not renew this agreement at this time.

Supervisor Sam Miller arrived at this time – 7:22 p.m.

A Miller/Byers motion passed 4-0 (Myers was absent) to authorize Brad Graham, Township Administrator to hire part-time staff as needed.

Brad Graham, Township Administrator addressed the Supervisors regarding a review of the recommendations from the Park Committee. The first recommendation from the Park Committee involves the dedication of trees and who will cover the cost of the nameplates. The Park Committee recommends that any plaques that are donated that are made of plastic would be replaced by the Township if they are damaged. However, if plaques that are donated are made of cast bronze or brass, the Township would replace them if they are damaged with a plastic sign.

A Young/Miller motion passed 4-0 (Myers was absent) to accept the recommendation from the Park Committee that if any trees are dedicated and any plaques that are donated that are made of plastic would be replaced by the Township if they are damaged. However, if the plaques that are donated are made of cast bronze or brass, the Township would replace them if they are damaged with a plastic sign.

The second recommendation from the Park Committee involved replacing the roof on the Martin's Mill Bridge with a metal roof. The Supervisors questioned whether the current cedar shake roof could be replaced with a metal roof. Supervisor Byers mentioned that basic maintenance needs to be done down at the bridge before Old Home Week. Supervisor Miller questioned what was wrong with the current roof. The Supervisors tabled this item until they can get more information as to why the roof needs to be replaced and whether or not it can be replaced with a metal roof.

The third recommendation from the Park Committee involved the playground equipment that we should put out at the Antrim Township Community Park for a Tot Lot that will be installed. The Park Committee recommends adding a two seat swing with Toddler safety seats, a Dino climber with double slide, a Backhoe digger with sandbox and some spring bounce toys. Brad Graham, Township Administrator recommends that we add more swings than the one the Park Committee proposed. The Supervisors gave the approval to move forward with the project and Mr. Graham acknowledged that

they will bring pricing back to the Supervisors for their approval.

The fourth recommendation from the Park Committee involved allowing a Scout Tree Planting Day Camp at the park that will be going on this week.

The fifth recommendation from the Park Committee involved a request from a resident to set up a picnic canopy at the Antrim Township Community Park after the pavilion was already reserved for the day. The Park Committee is asking the Supervisors to adopt a policy to allow picnic canopies only in certain areas at the park. The Supervisors tabled this item until they gather some more information.

The sixth recommendation from the Park Committee involved opening the Martin's Mill Bridge Park from 8:00 a.m. until dusk this summer season. The Supervisors acknowledged this request and had no problem with the park being open as long as someone would be responsible for opening and closing the gate.

Brad Graham, Township Administrator addressed the Supervisors regarding a bid that was put out for Mower Equipment. One bid was received from Deer Country in the amount of \$48,687.00. Supervisor Byers was not in favor of spending more money on mowers. Supervisor Miller questioned whether we had employees who could run this equipment and Mr. Graham responded that we do. Supervisor Byers stated that he thinks we should always do mowing of road in-house. The mower we would be purchasing would be strictly for road edge mowing.

A Young/Miller motion passed 4-0 (Myers was absent) to award the bid for the purchase of a road-edge mower in the amount of \$48,687.00 from Deer Country.

Brad Graham, Township Administrator addressed the Supervisors regarding the bids that were received for the Concession Stand building for the Antrim Township Community Park. Mr. Graham recommended accepting the lowest bids for the General Construction, Plumbing and Electrical that were received from two different contractors that totaled \$139,353.00. Supervisor Byers was concerned that local subcontractors could not bid based on the specs for the project. Mr. Graham noted that one of the contractors, D & D Construction made an error and included the bonding and excavation for the plumbing and electrical in the general construction bid amount. Supervisor Miller wanted to review the bid packets for further clarification of the amounts since it seemed like some of the contractors did not submit bids for the general construction, plumbing and electrical items in the bid packet. Solicitor Lisko advised the Supervisors that we might end up in a lawsuit if we reject these bids.

A Baer/Young motion failed 2-2-0 (Byers & Miller voted Nay and Myers was absent) to accept the lowest bids for the Concession Stand Building for the Antrim Township Community Park for the Plumbing and Electrical from D & D Construction and the General Construction from Palmer Construction totaling \$139,353.00.

After a lengthy discussion regarding this bid award, the Supervisors decided to continue on with the meeting and come back to this item later for a re-vote.

Chairman Rick Baer addressed the rest of the Supervisors regarding a letter he received from a mother requesting that Board acknowledge her son for earning his Eagle Scout award and Mr.

Baer would like to present the young man with an Official Proclamation from the Board of Supervisors like has been done in the past.

A Young/Byers motion passed 4-0 (Myers was absent) to approve an Official Proclamation from the Board of Supervisors to be presented to Denton Marshall for earning his Eagle Scout award.

Mary Klein, Township Secretary addressed the Supervisors regarding the disposition of municipal records. Ms. Klein asked if the Supervisors would pass a resolution saying that we would follow the

Municipal Records Manual for the disposition of records. Supervisor Byers stated that he thinks we should keep all of our records and not get rid of them. Ms. Klein responded that the schedule is one put out by the Pennsylvania Historical and Museum Commission and this would be followed.

Resolution #224: A Baer/Young motion passed 3-1-0 (Byers opposed and Myers was absent) to approve following the Municipal Records Manual published by the Pennsylvania Historical and Museum Commission for the disposition of municipal records.

Mary Klein, Township Secretary also addressed the Supervisors regarding designating an Authorized Representative and Account Manager to register our Health Reimbursement Account with CMS for Medicare purposes.

A Baer/Miller motion passed 4-0 (Myers was absent) to authorize Brad Graham and Mary Klein to be designated as the Authorized Representative and Account Manager to register the Township's Health Reimbursement Account with CMS for Medicare purposes and to allow Ms. Klein to determine who would serve each role.

Mary Klein, Township Secretary read a letter to the Supervisors that we received from Operation God Bless America thanking us for our efforts during the Operation God Bless America Ride. She noted that the ride generated \$56,000.00 this year and has raised over \$380,000.00 in the last twenty years of the event.

Supervisor Miller addressed the rest of the Supervisors about scheduling work sessions to talk about future planning and direction for the future. He also said we could meet after a regular meeting and have a work session afterwards. Supervisor Young responded that he is in favor of doing this at the end of a regular meeting. It was decided that we would do this at the July 27th meeting and originally they considered starting the meeting at 5:00 p.m. but then later decided it would start at the regular time of 7:00 p.m.

The Supervisors came back to the Concession Stand Building bids that were discussed earlier. Supervisor Miller stated that \$139,000.00 is a lot to pay for something that should cost \$70,000.00 and if one of the contractors screwed up the bid than we are paying \$20,000.00 too much.

A Young/Baer motion failed 2-2-0 (Byers & Miller opposed and Myers was absent) to accept the General base bid from Palmer Construction and the Plumbing and Electrical bids from D & D Construction for a total of \$139,353.00 for the Concession Stand building for the Antrim Township Community Park.

Supervisor Miller stated that he thinks we should reject the bids if we think they are too high and let them re-bid the project at a lower price. He only thinks the building is worth \$70,000.00 and the bid should be under \$100,000.00.

Solicitor Lisko announced that we need an Executive Session to discuss personnel.

A Young/Miller motion passed 4-0 (Myers was absent) to adjourn into Executive Session at 8:36 p.m.

A Miller/Young motion passed 4-0 (Myers was absent) to adjourn the Executive Session and resume the regular meeting at 8:47 p.m.

Solicitor Lisko announced that we discussed a personnel matter in the Executive Session.

Chairman Baer called for Public Comment. Resident Bob Smith commented that he doesn't understand why are stalling on a bid award when there is prevailing wage and the DCNR Grant involved with the Concession Stand building at the ATCP.

A Miller/Byers motion passed 4-0 (Myers was absent) to adjourn the regular meeting at 8:56 p.m.

Respectfully Submitted,

Mary A. Klein

Secretary