

June 10, 2014 - BOARD OF SUPERVISORS - MINUTES

Minutes of the Antrim Township Supervisors
Regular Meeting
June 10, 2014 7:00 PM

The Antrim Township Board of Supervisors met Tuesday, June 10, 2014 at the Antrim Township Municipal Building, located at 10655 Antrim Church Road, with the following members present: Pat Heraty, Chairman; John Alleman, Vice Chairman; James Byers and Fred Young. Also in attendance were: John Lisko, Solicitor; Sylvia House, Zoning/Code Enforcement Officer; Carl Rundquist, Public Works Director; Brad Graham, Administrator; Claudia Hissong, Student Representative; Jennifer Becknell, Secretary. *(Rick Baer was absent)*

Heraty called the meeting to order at 7:00 p.m. and reminded the audience that meetings are audio recorded and posted to the Township website.

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

Heraty asked for Public Comment. There were none.

Approving the minutes from the May 27, 2014 Board of Supervisors Regular meeting was tabled as not enough board members were present tonight to make a quorum that was also in attendance at the May 27, 2014 meeting.

An Alleman/Byers motion passed 4-0 to approve the bills on the Treasurer's Report dated June 10, 2014.

A Byers/Alleman motion passed 4-0 approving the final plan for Alan and Kendra Meyers, which is an additional 2 lot residential subdivision on Browns Mill Road.

A Young/Alleman motion passed 4-0 approving the final plan for Lyndell Meyers, which is an agricultural lot addition on Friendship Village Road.

A Byers/Young motion passed 4-0 approving the final plan for Patricia Valentine on Buchanan Trail West. This residential lot addition brings the newly constructed house into compliance, as it was constructed over its front setback.

An Alleman/Byers motion passed 4-0 approving the submitted withdrawal letter from Gavin Strait concerning the plan for a residential lot addition on Castlegreen Drive.

An Alleman/Young motion passed 4-0 authorizing staff to begin increasing the required financial security (bonds and letters of credit) by 10% annually going forward as they come up for renewal and the Supervisors will to review this topic in June of 2015.

An Alleman/Byers motion passed 4-0 authorizing the bond renewal for Paradise Estates in the amount of \$23,632.00, plus 10%, which is due to expire on July 2, 2014. The bond verification shall be received no later than July 1, 2014 at noon or staff shall be authorized to call the bond.

An Alleman/Young motion passed 4-0 authorizing the letter of credit renewal for Matrix Antrim Partners in the same amount of \$2,290,362.80, which is due to expire on July 18, 2014. The Township will not be adding the 10% annual increase due to the fact that all major improvements are completed and are very close to final inspection. The letter of credit verification shall be received no later than noon on July 17, 2014 or staff shall be authorized to draw on the letter of credit.

Graham informed the Supervisors that a developer currently doing work in the Township has requested that the Township utilize a different engineering firm for reviews. After some discussion, the

Supervisors gave direction for the staff to continue to use the currently approved engineering firm for reviews. Staff cited that reviews from the current engineer firm have been found to be accurate and timely.

Kevin Buracks from Portnoff Law Associates, LTD (Norristown, PA) gave a presentation on what his law firm can do for the Township in relation to collecting on delinquent sewer accounts. Mr. Buracks distributed a folder with many enclosures, such as an overview of their process, frequently asked questions, references and samples of their documents. Mr. Buracks explained that his firm has been doing this type of collections for municipalities for 20 years, has 11 full time attorneys and a staff of over 70. Mr. Buracks further outlined the benefits the Township would experience as a result of placing delinquent accounts with Portnoff, which are: increased collections, time value of money, account analysis and less repeat offenders. Mr. Buracks stated that the only upfront cost the Township will incur is a one time fee of \$40.00 (plus postage) per data file placed with Portnoff. All charges, including this \$40.00 upfront fee, will be passed on to the delinquent customer as allowed by law.

The Supervisors requested that Mr. Buracks leave a copy of the prepared ordinance (approving collection procedures and adopting interest and schedule of attorney fees and charges to be added to the amount collected as part of unpaid sewer fees for delinquent accounts) and the agreement, so the Township Solicitor could review.

Solicitor John Lisko called for an executive session for potential litigation matters.

Graham informed the Supervisors that the sewer department would be purchasing a brush-hog mowing deck to be used to clear right-of-ways from Shank's Lawn Equipment at the cost of \$4,957.00. This item was budgeted for and the price falls below the amount requiring three quotes.

An Alleman/Young motion passed 4-0 approving the lowest quote received for coating the Township Building garage roof. The low quote was from McChesney Enterprises, LLC and was for \$18,900.00. This amount is below the required limit for bidding (\$19,100.00) and is well under the budgeted amount of \$25,000.00.

A Heraty/Alleman motion passed 4-0 approving drawings for Martins Mill Bridge (MMB) renovation and signing the cover sheet for the MMB plans, which will be attached to the plans and submitted to PennDOT for final approval. Everything is in order according to the engineer and is the final steps before going out to bid.

A Young/Byers motion passed 4-0 authorizing the Chairman to sign the 2014 Paving agreement with Valley Quarries for the Hykes Road paving project.

An Alleman/Young motion passed 4-0 approving Workers' Compensation coverage for Rescue Hose Co. No. 1 during the Staples Distribution Center annual company picnic set for Saturday, June 21, 2014.

Becknell informed the Supervisors that the Township will begin receiving direct deposit via ACH transactions from Franklin County Area Tax Bureau for EIT and LST collected.

Young shared with the board the ongoing struggle truckers are still experiencing in locating World Kitchen by using their GPS systems, as the GPS systems are sending them down Williamsport Pike. The truckers are turning around and this is wreaking havoc with traffic and homeowners. Graham informed the Supervisors that PennDOT's traffic engineer of district 8 has agreed to check to see if there is "signage" clutter causing the problem and to see if a larger Route 11 sign is in order.

Heraty called for Public Comment.

Robert Smith suggested that World Kitchen try to contact Google and some of the other online

mapping program companies to try to correct the problem, by properly having their facility located on the mapping systems.

An Alleman/Young motion passed 4-0 to adjourn the Regular Meeting and into the Executive Session at 8:32 p.m.

An Alleman/Young motion passed 4-0 to adjourn the Executive Session at 9:20 p.m.

The Supervisors announced that sewer litigation matters were discussed.

An Alleman/Young motion passed 4-0 to adjourn the Regular Meeting at 9:21 p.m.

Respectfully submitted,

Jennifer Becknell

Board of Supervisors Secretary