

WORKSHOP MEETING MINUTES

November 12, 2012

Those in attendance: Ron Hepner, Joe Snyder, and John Orr, Supervisors; Betty Warfel, Secretary/Treasurer; Stephen Erdman, Roadmaster; and Vincent Wayne, Buchart-Horn.

The meeting was called to order at 9:00 a.m. by Chairman Hepner. All present recited the Pledge of Allegiance to the flag.

Public comments: None

New Business

1. Vincent Wayne, of Buchart-Horn, introduced himself as the Township's new assigned engineer. Wayne has replaced Patrick Brown as our primary contact person. Supervisors provided Wayne with a map of the Township's roads so that he could make visits to recent project sites. Chairman Hepner inquired whether Buchart-Horn has an individual who could provide sewage enforcement services if needed. Wayne will check into this for us. John Orr inquired whether Buchart-Horn has an individual who could look at roads and determine what is causing surface breakup. Wayne answered in the affirmative and will provide the individual's information upon his return to the office.

2. Roadmaster Report:

- a. Kahler road has been ground up and trees have been taken down.
- b. Brush trimming has been done
- c. Road crew has repaired street cuts. A resident on Berry Mountain, despite being asked not to do so, has been blowing leaves onto the Township's roadway.
- d. Bob Hooper has been mowing the roadside and banks.
- e. Crack sealing has been done.
- f. The spreaders have been mounted and snow plows have been removed from storage.
- g. Crew has set up and cleaned up the shop following the election.
- h. The crew has been performing sign work. Steve will look into the legality and cost of film used to protect road signs.
- i. The Supervisors granted Erdman approval to inquire if the Township could borrow Millersburg Borough's leaf vac. The Borough's melter would also prove beneficial if used for the Township's crack sealing. Use of the melter would greatly increase time efficiency.
- j. The Tall Cedars have inquired whether the Township would be willing to take over the section of Adams Lane that is not improved. Should the Township agree to take over this section of roadway, Adams Road could be put on the liquid fuels list. As this is a private roadway, three Agreements with landowners would need to be prepared in order to take it over. Improvement to the roadway could be expensive and may include pipework.

- k. Erdman advised that the garage doors on the right side of the maintenance building need to be replaced in the near future.
 - l. Erdman also stated that the road crew will get as much outdoor work done as they can as long as the mild weather lasts.
3. Millersburg Borough Manager Chris McGann has extended an invitation to the Supervisors to attend their January Workshop meeting. All three Supervisors plan to attend this meeting.
 4. The Board reviewed the Robert and Pamela Daniels and Robert Daniels, Jr. and Lori Daniels Final Subdivision Plan. The plan was prepared by William Burch & Associates. Under the plan, Area A of Parcel 65-16-025 would be used as a side yard addition to be incorporated with and become part of the existing lands of Robert R., Jr., and Lori Daniels, Parcel 65-016-123. Area B is to be used as a side yard addition to be incorporated with and become part of existing lands of Damian A. and Jaclyn M. Dyer, Parcel 65-016-022. Following review, Ron Hepner made a motion to approve the Robert R. Daniels and Pamela Daniels and Robert R., Jr., and Lori Daniels Final Subdivision Plan. Joe Snyder seconded the motion. With all in favor, motion carried.
 5. Supervisors reviewed the proposed 2013 proposed Township Budget. Minor changes were made to the document. Following further review on Wednesday evening, the proposed budget will be advertised for adoption at the December monthly meeting.
 6. The revised proposed Outdoor Burning Ordinance will be reviewed with Attorney Howland at Wednesday evening's monthly meeting.

New Business

1. The Board reviewed information provided by Treasurer Warfel with respect to reinvestment options for the two Certificates of Deposit that are coming up for renewal in November. John Orr will contact a financial advisor to inquire whether there could be other investment options available in addition to Certificates of Deposit.
2. Tax Collector Luanna Zimmerman requested that the Supervisors exonerate her from collecting the fire tax on the property of Harvey E. Coleman, Jr., from July 1, 2013 to June 30, 2017, due to the Disabled Veteran's Real Estate Tax Exemption. Supervisors will discuss this request with Attorney Howland on Wednesday evening.
3. Supervisors proceeded to discuss the Township's policy on the surrender of stray animals to the Humane Society. Chairman Hepner will work on developing a written policy and surrender document for review at Wednesday evening's meeting. Once developed, the policy will be published on the Township's website.
4. Discussion of the replacement of the salt shed's roof ensued. Chairman Hepner reported on his visits to State salt sheds to look at their metal roofs. Architect Don Klinger looked at the salt shed and advised John Orr that the shed appears to be structurally sound and recommended some improvements. John Orr will prepare a set of specs for the planned roof replacement for bidding purposes.
5. Supervisors reviewed the PSATS municipal distribution of Marcellus shale tax.

6. The Board discussed an alleged report that large trees with root balls attached are being dumped at the Township's compost center by a commercial operator who is not a resident of the Township. Chairman Hepner will investigate this allegation further, and if the source is reliable, the non-resident will be notified that his actions are being observed and are in violation of Township regulations. Possible security options for the compost center were discussed.
7. Supervisors will review the ordinance containing road widths for revision by the end of the year.
8. An "Employees Only" sign will be ordered to be placed on the maintenance building.
9. Treasurer Warfel will check the "Invest " website to obtain certificate of deposit rates.
10. The Board will prepare and mail a State of the Township newsletter in January.

Public Comments: None

With no further business to discuss, Ron Hepner moved to adjourn. Second by John Orr. All in favor, motion carried. Meeting adjourned at 10:50 a.m.

Respectfully submitted,

Betty A. Warfel, Secretary