

October 12, 2015

The Supervisors met for their regular meeting at 6:30 p.m. at the Township Office, 136 Ulricktown Road. The meeting was called to order by Chairman Tom Osborne. Supervisor's Ketterman and Smith were also present. Staff Members present were Susan Hansen, Secretary/Treasurer, Tim Waltz Road Master, Carroll Dell, Special Projects Coordinator/Planning Commission Chairman and David James, Attorney.

Guests present – John & Dorothy Voyta, Bill Ridinger, Bob Sharrah, Dave Updyke, Dave Lawrence, Scott Keller and Sherry Osborne

Chairman Osborne made **a motion to approve the September 14, 2015 regular minutes and treasurer's report as presented.** Supervisor Smith seconded the motion. The motion passed with 2 votes for, Chairman Osborne and Supervisor Smith. Supervisor Ketterman was opposed.

Chairman Osborne made **a motion to approve the September 3, 2015 workshop minutes as presented.** Supervisor Smith seconded the motion. The motion passed unanimously.

Public Comment

None

Planning Commission

Supervisor Smith made **a motion to approve executing the agreement with Mr. Keller for the Quail Valley Single Lot Subdivision consisting of the deed easement/right of way, this will be recorded when the final plan is recorded, once DEP has approved the Planning Module.** Supervisor Ketterman seconded the motion. The motion passed unanimously.

The planning commission met on October 5, 2015 to review and discuss the Updyke Subdivision Plan.

1. The Commission recommends waiving the key map on the plan to be a scale of 1" = 2000'.

Supervisor Ketterman made **a motion to grant the waiver of the key map on the plan to be a scale of 1" = 2000'.** Supervisor Smith seconded the motion. The motion passed unanimously.

2. Stormwater Facilities on the plan need to show more details of the storm drainage, the engineer has agreed to attempt to show more details.
3. Landscaping, a note will be added to the plan for Lot 2 and 3 stating that this will be a requirement for future development.
4. Note 7 under Township Notes has been moved to the Stormwater Management Notes on the plan.
5. The Commission is not opposed to allowing a holding tank as an emergency backup system on the condition that a controlled fill be placed on Lot 1 to provide a future replacement area. In the event the existing system should fail, a new system would be constructed in the controlled area first. The holding tank would continue to be a backup plan. The Commission recommends a written agreement be prepared to address the time limitation of the controlled fill area and holding tank.

Supervisor Smith made **a motion to approve Lot 1 do a controlled fill agreement, wait four (4) years and hope it works. If not a holding tank will be allowed. And the date of June 1, 2016 for the fill to be placed on Lot 1.** Supervisor Ketterman seconded the motion. The motion passed unanimously.

6. An agreement will need to be prepared addressing access drives for Lots 2 and 3.
7. A note and location will need to be added to the Plan designating loading and unloading areas for Lot 1.

Chairman Osborne stated since he did not see all the comments from the Planning Commission until today there was no way to approve the plan until all had more time to review the comments. (See all comments from the Planning Commission Meeting minutes from October 5, 2015.

Chairman Osborne made **a motion to rescind all previous motions except for the Key Map on the Plan.** Supervisor Ketterman seconded the motion. The motion passed unanimously.

Chairman Osborne made **a motion to forward the Updyke Planning Module to DEP for approval and approve a ninety (90) day extension for the plan.** Supervisor Ketterman seconded the motion. The motion passed unanimously.

Correspondence

1. Attorney James is reviewing the water/sewer agreements with Littlestown Borough.

Administrative Actions

Supervisor Ketterman made **a motion to approve the distribution of the VFRA to Alpha Fire Company in the amount of \$18,829.61.** Supervisor Smith seconded the motion. The motion passed unanimously.

Supervisor Smith made **a motion to approve Resolution 2015-08 Deed of Dedication, St. John's Road West Right of Way.** Chairman Osborne seconded the motion. The motion passed unanimously.

Supervisor Smith made **a motion to approve JP Harris to collect delinquent Per Capita Taxes.** Supervisor Ketterman seconded the motion. The motion passed unanimously.

Road Master

Mr. Waltz gave his report.

Old Business

No old business at this time.

New Business

Pay monthly invoices online was tabled until further information is reviewed.

Supervisor Ketterman made **a motion to approve revising the Employee Personnel Policy to require all employees have their paychecks direct deposited starting in January 2016.** Supervisor Smith seconded the motion. The motion passed unanimously.

Payment of Bills

Supervisor Smith made **a motion to approve paying the retainage of \$500.00 to Hobbs Excavating, LLC for the Feeser Road Culvert Replacement Project.** Supervisor Ketterman seconded the motion. The motion passed unanimously.

Supervisor Smith made a **motion to pay the bills for the month.** Supervisor Ketterman seconded the motion. The motion passed unanimously.

There being no further business the meeting was adjourned at 8:25 p.m.

Thomas Osborne, Chairman

Susan Hansen, Secretary

Permits issued in the month of August:

G15-33	Pole Barn	2250 Harney Road
G15-34	Replacement Barn	1461 Frederick Pike
G15-35	New Home	140 Crosswinds Drive
G15-36	New Home	45 Logan Circle
G15-39	Deck	135 St. John's Road

Bills Paid September 15, 2015 – October 13, 2015

1st Choice	257.49
ACATO	64.00
Ace Hardware	43.15
Alpha Fire Company	18,829.61
Dave James	2,320.00
Herrick Septic	145.00
Jack K.	109.75
Land & Sea	3,518.00
Liqua Grow	200.00
Met Ed	454.35
NAPA Auto	318.50
Quill	98.23
Stone Bro	108.00
Stonesifer & Sons	31.50
U.S. Municipal Supply	943.50
W B Mason	17.98
Wetzels Cleaning	90.00
WEX, Inc.	435.75
Wm Hill	<u>1,603.71</u>
TOTAL	29,588.52

BUDGET/ACTUAL 2015

Income

	<u>Actual</u>	<u>Budget</u>
Total 301 · Real Property Taxes	32,203.69	32,400.00
Total 310 · Local Tax Acts	340,034.35	372,000.00
Total 321 · Business License and Permits	24,052.53	22,250.00
Total 331 · Fines	7,652.38	5,000.00
Total 341 · Interest Earnings	3,057.05	5,225.00
Total 355 · Shared Revenue	20,164.46	21,925.00
Total 361 · Charges for Services	7,213.20	3,500.00
Total 362 · Public Safety Fees	19,478.37	7,000.00
Total 363 · Highway & Streets	885.25	1,000.00
Total 364 · Recycling	65.00	250.00
Total 367 · Recreation Fees	800.00	1,000.00
Total 391 · Proceeds of Fixed Assets	134,937.00	
395 · Prior Year Refunds	1,309.68	0.00
Total Income	<u>\$591,852.96</u>	<u>\$489,550.00</u>

Expense

Total 400 · Legislative Body	5,543.47	7,775.00
Total 402 · Financial Administrations	0.00	50.00
Total 403 · Tax Collections	1,587.60	2,750.00
Total 404 · Legal	6,292.00	10,000.00
Total 405 · Secretary	30,352.04	42,800.00
Total 406 · Gen. Gov. Operating	19,531.42	25,950.00
Total 408 · Engineering	3,208.38	11,500.00
Total 409 · Gov.'t Buildings & Garage	145,042.42	43,092.08
Total 411 · Public Safety	31,522.25	49,692.64
Total 413 · UCC & Code Enforcement	110.00	100.00
Total 415 · Emergency Management	1,666.53	2,475.00
Total 430 · PW Hgwys, Roads, Streets	72,280.91	91,427.09
Total 432 · Winter Maintenance	15,836.28	14,500.00
Total 433 · Traffic Control	1,908.72	8,600.00
Total 434 · Street Lighting	2,256.13	1,700.00
Total 438 · Maintenance Roads & Bridges	74,839.40	122,675.00
Total 451 · Recreation Donations	0.00	1,200.00
Total 458 · Senior Citizen Donations	0.00	2,550.00
Total 459 · Other Donations	0.00	3,850.00
Total 481 · Employer Paid Benefits	14,423.33	15,400.00
Total 486 · Insurance Premiums	6,636.00	18,100.00
491 · Prior Year Refunds	25.86	500.00

493 · Prior Year Expenditures	<u>1,324.00</u>	<u>1,000.00</u>
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Total Expense	\$434,306.74	\$479,586.81
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2014 Liquid Fuels

<u>Income</u>	<u>Actual</u>	<u>Budget</u>
341.02 · INTEREST ON SAVINGS	57.41	100.00
355.02 · LIQUID FUEL TAX	<u>96,976.18</u>	<u>90,585.86</u>
Total Income	\$97,033.59	\$90,685.86

<u>Expense</u>	<u>Actual</u>	<u>Budget</u>
430.37 · Vehicle & Equipment Repair		
432 · Winter Maintenance		
433.37 · Road Striping		
438 · Maintenance & Repairs of Roads		
439 · HIGHWAY CONSTRUCTION/REBUILDING	<u>0.00</u>	<u>65,000.00</u>
Total Expense	\$0.00	\$65,000.00