

# SHESHEQUIN TOWNSHIP

## MINUTES

July 20th, 2017

Chairman Kurt Lafy opened the meeting at 3:30PM by calling for the pledge of allegiance.

Present at the meeting were Chairman Lafy and supervisors Leslie Wanck and John Smith, several members of the public were present including Chris Wood, Steve Bixby, Chris Wood and the Township SEO, Gene Powlus. Lori Kepner township secretary was also present. Kurt Lafy queried the public if they had anything they wished to voice.

The minutes of the last meeting were approved. John Smith moved and Leslie Wanck provided the second and all agreed.

The Road Master John Smith gave his written report to the supervisors and general public. Anyone wishing to look at the report there is a copy on file at the Township. The backhoe needs repairs. It will cost approximately \$3,876.61 to repair and replace the bucket. Kurt Lafy made a motion to approve this payment out of the appropriate budgeted item. John Smith seconded and all agreed.

### OLD BUSINESS:

Les is to contact Gary Webster, on the Insurance Claim work for the front porch project, and ask for a project commitment date. Steve Bixby brought the signed contract from the Red Cross to the Township meeting for their file. There is nothing new on Deer Lick Creek. The board discussed the Facebook page; we are still working on it. We are still in the process of gathering paintings/pictures of the Township to hang in the Township from the area residents. We are still working on pricing etc., on the welcome to Sheshequin Township signs for the next meeting. The board discussed the demolition of the old buildings and also the remaining grade excavating and grading work. Les did speak with Chris Insinger and he explained he has been waiting on the asbestos report from the state to give a copy to Code Inspections so they will issue him a demolition permit; once that is done he will start work on the demolition and also the grading and site repairs. Kurt Lafy made a motion to send the drafted letter by Scott Pelling, solicitor for the Township, to have Chris move on this project even sooner. Les Wanck seconded and all agreed. Les will also contact Chris and explain that any work they show being done within the next week will show their commitment to his word and we will not pull his performance bond. Chris Wood was present from Hunt Engineering to discuss the options the Township has for the replacement and repairs to the bridges in the Township. The one with the most priority is the bridge on Goose Hollow Road. Kurt Lafy made a motion to direct Hunt Engineering to do an H & H study and the survey which will cost approximately \$12,250.00 so the board can then determine which is the best route for the Township to take to replace the bridge on Goose Hollow Road. Les Wanck seconded and all agreed.

**NEW BUSINESS:** There will be a ½ marathon on October 7<sup>th</sup>, 2017 within the limits of Sheshequin Township, but along state roads. The supervisors are in favor of this marathon and will draft a letter of approval to send to Commissioner Daryl Miller. We received a request for funding from the Bradford County Historical Society to go towards the creation of a book with historical information about all the townships and boroughs within Bradford County. The board discussed it and we do not have anything budgeted for this project, so they will not be sending a contribution towards this project. The board reviewed the Burgess Subdivision and found no adverse comments on the subdivision. Anita Whipple had requested to be reimbursed by the Township and the County for her deposit slips charges which she incurred. She informed the Township that the County was not reimbursing her for the expense. The township found it to not be an allowable expense under the Second Class Township code. The Township does reimburse her for half of her postage expenses. Kurt Lafy made a motion to not pay the request, seconded by John Smith, with Les Wanck abstaining from the vote. Motion passed with 2 yas. Steve Bixby asked about getting supplies for EMA that they discussed last year. Kurt Lafy explained there was money budgeted for expenses for EMA and to approve Steve Bixby to spend approximately \$250.00 for allowable expenses. John Smith seconded and all agreed.

The Financial report were provided and approved. Motion made by John Smith seconded by Les Wanck with 3 yeas.

At this time Kurt Lafy made a motion to adjourn.

Minutes prepared by Lori Kepner, Secretary

SHESHEQUIN TOWNSHIP

MINUTES

June 20th, 2017

Chairman Kurt Lafy opened the meeting at 3:30PM by calling for the pledge of allegiance.

Present at the meeting were Chairman Lafy and supervisors Leslie Wanck and John Smith, several members of the public, and Lori Kepner township secretary.

Kurt Lafy queried the public if they had anything they wished to voice. Laura Hewitt requested that special announcements be forwarded to her so she can put them on the Web Site.

The minutes of the last meeting were approved with some corrections. Les Wanck moved and John Smith provided the second and all agreed.

The Road Master John Smith gave his written report to the supervisors and general public. Anyone wishing to look at the report there is a copy on file at the Township.

Steve Bixby had nothing new from EMC to report, and also nothing new to him on HS: 1683. He explained he was informed that the Townships would be receiving information in the near future. Les Wanck recalled reading something he had, and he would look for it to bring to the next meeting.

OLD BUSINESS

There is nothing new on the Insurance Claim; Gary Webster will be in contact with John. Steve Bixby had received a signed contract from the Red Cross, but he didn't bring it with him, he will make sure the secretary receives it. Penn Dot filed permits, for SR1043 Deer Lick Creek, with DEP, nothing new yet. The board discussed the Facebook page and decided we needed more time to work with John, Lori, and Steve Bixby. We will also include Laura Hewitt with this work. The Demo Day for the Bradford County Conservation district will be on June 21<sup>st</sup>, 2017 at the Smithfield Township Building. We are in the process of gathering paintings/pictures of the Township to hang in the Township from the area residents. Les Wanck put a notice in the Daily review. There are other places we can look as well, Penn State Extension, Historical Society, and the local Libraries. Kurt Lafy made a motion to gather pricing and information for 4 welcome to Sheshequin Township signs for the next meeting. John Smith seconded and all agreed. We have received the new Flag Pole for outside the new township building. The board discussed the demolition of the old buildings and also the remaining grade excavating and grading work. Insinger Construction has not completed this work yet that they have started. Kurt Lafy made a motion to have Les Wanck call them and discuss this issue, and for them to give the Township in writing a letter of commitment that the work will be completed by our July Township Meeting. John Smith seconded and all agreed. Kurt Lafy made a motion to reschedule the next township meeting because the secretary will be out of town the week of July 17<sup>th</sup>. He rescheduled the meeting for July 20<sup>th</sup>, 2017 at 3:30pm. John Smith seconded the motion and all agreed.

The board discussed the reports of the 5 bridges that we received. The one with the most priority is the bridge on Goose Hollow Road. Kurt Lafy made a motion to direct Hunt Engineering to do a feasibility study on that bridge to see if the board can put in a Culvert pipe type bridge, instead of an actual new bridge. It would save the Township half of the cost of a new bridge. John Smith seconded the motion and all agreed.

NEW BUSINESS

The Financial report were provided and approved. Motion made by John Smith seconded by Les Wanck with 3 years. At this time Kurt Lafy made a motion to adjourn.

Minutes prepared by Lori Kepner, Secretary

SHESHEQUIN TOWNSHIP

MINUTES

April 17, 2017

Chairman Kurt Lafy opened the meeting at 6:30 PM by calling for the pledge of allegiance.

Present at the meeting were Chairman Lafy and supervisors Leslie Wanck and John Smith, several members of the public, and Lori Kepner, secretary were present.

Kurt Lafy queried the public if they had anything they wished to voice. Steve Bixby brought up creating a township Facebook. The board discussed it. Kurt Lafy made a motion for John, Lori and Steve to work on a township Facebook for the board to review before publishing. Les Wanck seconded and all agreed.

The minutes of last meeting, were approved with the addition of HB1683 per John Smith. Kurt Lafy moved and Les Wanck provided the second. 3 YEAS

Road master Smith provided his written report. The board still needs to have the road inspections work session. We need to bid out for the next meeting. Fuel, Anti-Skid, and a Generator. Kurt Lafy made the motion for John Smith and Lori Kepner to get the information gathered and bid it out for the next meeting. Les Wanck seconded and all agreed.

Nothing new with the Fire Department: EMC: Nothing new right now.

OLD BUSINESS

Kurt Lafy made a motion to fix the porch and concrete. John Smith seconded and all agreed.

The Red Cross: Nothing new

We are waiting for reports back from Larsen Design on the Bridges before moving forward.

Deer Like Creek: Nothing new.

Bridge Inspections: Nothing new waiting on the report from Larsen Design Group.

NEW BUSINESS

The board discussed HB1683: tax deductions for volunteer fire fighters. The board will look into this and discuss it at a later date.

PSATS Convention April 23<sup>rd</sup>, - 26<sup>th</sup>, 2017. Lori Kepner relayed her intentions on attending the convention and would like to know if the Township would share 1/3 of the costs with Towanda Township, and the BCTOA. It would cost less than \$300.00 each. There is no budgeted item for continued education though under the secretary's expenses. John Smith explained that we could move \$300.00 from the cleaning services to continued education to cover her expensive since we have already saved \$300.00 in that category. John Smith made the motion to send Lori Kepner to the PSATS convention as the township representative. Les Wanck seconded and all agreed.

Spring cleanup will be on April 29<sup>th</sup>, 2017 it will be advertised in the Daily Local twice before it occurs. Tires will be \$3.50 each without rims, \$4.50 with rims. No Electronics are allowed and no appliances with Freon.

Collins road house is down. We can take off the agenda.

The financial reports were provided and approved. Motion made by Kurt Lafy seconded by John Smith with 3 yeas.

Kurt Lafy made a motion to adjourn.

Minutes prepared by Lori Kepner, Secretary

# SHESHEQUIN TOWNSHIP

## Reorganization Meeting

January 3, 2017

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The reorganization meeting of the Sheshequin Township Supervisors was held on January 3, 2017 at the township building. Supervisors attending were Kurt Lafy, Leslie Wanck, and John Smith along with Lori Kepner – Secretary. The meeting was called to order at 6:30 PM by Lafy with the pledge of allegiance.

### **Chairman of Board**

A motion was made by Wanck and seconded by Smith to appoint Kurt Lafy as Chairman of the Board. Motion passed.

### **Vice Chairman**

A motion was made by Lafy and seconded by Smith to appoint Leslie Wanck as Vice Chairman of the Board. Motion passed.

### **Member**

A motion was made by Wanck and seconded by Lafy to appoint John Smith as Member of the Board. Motion passed.

### **Secretary/Treasurer**

A motion was made by Lafy and seconded by Wanck to appoint Lori Kepner as Secretary/Treasurer and to increase the treasurer bond limit to 500,000 dollar limit. Wages are set at \$12,000.00 a year salary. Motion passed.

### **2017 Mileage**

A motion was made by Lafy and seconded by Smith to set the mileage at \$0.535 cents per mile. Motion passed.

### **Road Master**

A motion was made by Wanck and seconded by Lafy to appoint John Smith as Road master. The suggested wages to be sent to the auditors are \$17.55/hour. Motion passed. Smith abstained from voting

### **Chairman Vacancy Board**

A motion was made by Lafy and seconded by Wanck to appoint Ralph Perry as the Chairman of the Vacancy Board. Motion passes.

**Building Code Officer**

A motion was made by Smith to appoint Code Inspections as our Building Code Officer and seconded by Wanck. Motion passes.

**Solicitor**

A motion was made by Lafy and seconded by Smith to retain Scott Pellingier for the 2017 year. Motion passes

**CDL Contact Person**

A motion was made by Lafy and seconded by Wanck to appoint Lori Kepner as CDL Contact Person. Motion passed.

**Depository for Township**

A motion was made by Wanck and seconded by Lafy to set the Depository for the township as PLGIT and PS Bank. Motion passed.

**Set Wages**

A motion was made by Lafy and seconded by Smith to set the wages as follows for 2017. All working Supervisor wages to be forwarded to the auditors for final approval. Motion passed.

- |                                |         |
|--------------------------------|---------|
| 1. Full-time Road Crew – Bob   | \$16.55 |
| Full-time Road Crew – Mike     | \$15.55 |
| 2. Part-time CDL               | \$13.00 |
| 3. Working Supervisor          | \$13.00 |
| 4. Road Master                 | \$17.55 |
| All wages to be paid bi-weekly |         |

**Regular Monthly Meeting**

A motion was made by Wanck and seconded by Smith to set the monthly meetings for the Third Monday of each month, beginning at 6:30 PM. Motion passed.

**Holidays**

A motion was made by Lafy and seconded by Wanck to set the following Holidays for the full-time employees. Motion passed.

- |                   |                     |
|-------------------|---------------------|
| 1. New Years Day  | 5. Labor Day        |
| 2. Good Friday    | 6. Veterans Day     |
| 3. Memorial Day   | 7. Thanksgiving Day |
| 4. Fourth of July | 8. Christmas Day    |

**EMS Coordinator**

A motion was made by Lafy and seconded by Wanck to appoint Steve Bixby and Ronald Rogers as needed. Motion Passed.

**TCC Primary Delegate**

A motion was made by Wanck and seconded by Smith to appoint Kurt Lafy as Sheshequin Township TCC Primary Delegate. Motion Passed.

**Open Records Officer**

A motion was made by Lafy and seconded by Wanck to appoint Lori Kepner as the Township open record officer. Motion passed.

**Township Engineer** shall be appointed on an as needed basis

**Authorization of Accounts Payable**

A motion was made by Lafy and seconded by Wanck to authorize Secretary to pay the bills around the 15th and last day of the month and as otherwise needed. Motion Passed.

**Total miles of roads 50**

**Close Meeting**

A motion was made by Lafy and seconded by Smith to adjourn the reorganization meeting at 6:45 PM. The Sheshequin Township Supervisor's meeting immediately followed.

SHESHEQUIN TOWNSHIP

MINUTES

January 3<sup>rd</sup>, 2017

6:45 pm

Chairman Kurt Lafy opened the meeting at 6:45 PM by calling for the pledge of allegiance which took place during the reorganization meeting.

Present at the meeting were Chairman Lafy and supervisors Leslie Wanck and John Smith, several members of the public, and Lori Kepner, secretary were present.

Kurt Lafy queried the public if they had anything they wished to voice. There were no concerns.

The minutes of last meeting, were approved. Leslie Wanck moved and John Smith provided the second. 3 YEAS

Road master Smith provided his report. Typically all winter maintenance since the last meeting. Plowing and cindering as needed.

Nothing new with the Fire Department: No one was present

EMC: Nothing new to report.

OLD BUSINESS

Kurt reported on the abandoned buildings progress. It is done

Kurt will be in contact with the insurance adjustor from Erie (Insinger's insurance) to push to move to get the porch replacement finished. Kurt hasn't made any progress with insurance company as of yet will keep trying to move forward.

The Red Cross has not yet been back in touch with the Township about the agreement which was signed and submitted. We will keep this on the agenda till further notice.

NEW BUSINESS

As of the last meeting: Kurt contacted Greg Dibble with municipal services about SR1043 Bridge, at Deer Lick Creek and he came out to take a look at the bridge. There is indeed limited water flow under the bridge through the creek. Penndot should have the issue resolved soon. We will keep this on our agenda until we hear more from Penn Dot's progress.

Kurt hasn't heard anything more yet about the Wet Lands Mitigation issue with Monroeton. We are to keep this on the agenda until further notice.

The financial reports were provided and approved. Motion made by Kurt Lafy seconded by John Smith with 3 yeas.

There is a house on Collins road which we need to write a letter to the land owner about its condition. Kurt Lafy will draft a letter and have the Township send it out. Kurt Lafy made this motion John Smith seconded with 3 yeas.

At 7:45pm Kurt Lafy made a motion to adjourn.

Minutes prepared by Lori Kepner, Secretary