

# SHESHEQUIN TOWNSHIP

## Reorganization Meeting

January 2, 2018

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The reorganization meeting of the Sheshequin Township Supervisors was held on January 2, 2018 at the township building at 1774 N Middle Rd, Ulster PA 18850. Supervisors attending were Kurt Lafy, Leslie Wanck, and John Smith along with Lori Kepner – Secretary. Leslie Wanck took his oath of office.

Leslie Wanck made a motion to appoint John Smith as Temporary Chairman, Kurt Lafy seconded. Motion passed.

The meeting was called to order at 2:30 PM by John Smith, Temporary Chairman, with the pledge of allegiance. John Smith appointed Temporary Secretary as Lori Kepner, Lafy seconded. Motion passed.

### **Chairman of Board**

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

### **Vice Chairman**

A motion was made by Smith and seconded by Lafy 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 the treasurer bond limit to be set at 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 \$0.545 cents per mile. Motion passed.

### **Road Master**

A motion was made by Lafy and seconded by Wanck to appoint John Smith as Road master. The suggested wages to be sent to the auditors are \$17.70/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.

### **Appoint SEO**

A motion was made by Lafy to appoint Gene Powlus as the Township SEO. Wanck seconded. 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 Pelling for the 2018 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 Lafy and seconded by Wanck 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   | \$16.70 |
| Full-time Road Crew – Mike     | \$15.70 |
| 2. Part-time CDL               | \$13.00 |
| 3. Working Supervisor          | \$13.00 |
| 4. Road Master                 | \$17.70 |
| All wages to be paid bi-weekly |         |

### **Regular Monthly Meeting**

A motion was made by Lafy and seconded by Smith to set the monthly meetings for the Third Monday of each month for 2018, beginning at 6:30 PM. Motion passed.

## **EMS Coordinator**

A motion was made by Lafy and seconded by Wanck to appoint Steve Bixby and Ronald Rogers as needed. 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 Year's Day | 5. Labor Day        |
| 2. Good Friday    | 6. Veterans Day     |
| 3. Memorial Day   | 7. Thanksgiving Day |
| 4. Fourth of July | 8. Christmas Day    |

## **TCC Primary Delegate**

A motion was made by Lafy and seconded by Smith to appoint Lori Kepner 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 twice a month or as needed to avoid late fees. 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 2:45 PM. The Sheshequin Township Supervisor's meeting immediately followed.

# SHESHEQUIN TOWNSHIP

## MINUTES

January 2<sup>nd</sup>, 2018

Chairman Kurt Lafy opened the meeting at 2:50PM by calling for the pledge of allegiance. The Township meeting was held at the Township Municipal Building at 1774 N. Middle Rd, Ulster PA 18850. Present at the meeting were Chairman Lafy and supervisors Leslie Wanck and John Smith, and members of the public was also present. Kurt Lafy queried the public if they had anything they wished to voice, there no comments at this time.

The minutes of the last meeting were approved. Les Wanck moved to approve the previous meeting minutes with the changes and John Smith provided the second 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.

### OLD BUSINESS:

There was nothing new for EMC. Steve Bixby brought a revised Articles of Agreement for 2018 for the board to read and approve. Leslie Wanck made a motion to approve and sign the agreement with the Fire Department for coverage and disbursement of Fire Taxes to the Fire Department in 2018. John Smith seconded and all agreed. There is nothing new on the Facebook page. Laura presented to the board an update on the Website. Juanita hasn't gotten back to the Township yet about the correction to the lettering on the wall. We are still gathering pictures from residents etc.; this will be an ongoing project. We are still working on the welcome signs for Sheshequin Township. There is nothing new right now on the Bridge projects. The board discussed the situation with Mr. Spaulding. The Township attorney has all the information to move forward.

**NEW BUSINESS:** Kurt contacted the parties involved with the sweating of the walls in the garage and cold storage area. He would like to schedule a special meeting on January 15<sup>th</sup>, 2018 at 11:00am to go over this problem. Also DGK insurance will be present to discuss renewal for 2018. This meeting will be open to any and all business brought before the board. Kurt Lafy made the motion for the Special meeting on January 15<sup>th</sup>, 2018, John Smith seconded and all agreed. The board discussed the resolution opposing HB1620, entitled the Wireless Infrastructure Deployment Bill; this would limit the board's ability to keep Wireless Infrastructures out of the Township Right of Ways. Kurt Lafy made a motion to oppose HB1620 by passing a resolution against this bill. John Smith seconded and all agreed. It was brought up that the board should install another poll light for the evening hours to light up the parking lot. The board will look into this before the meeting in February. There were no auditors in the November 2017 election that accepted the position as write INS. This information was provided by the Bradford County Elections Office, The Board needs to appoint at least two auditors for the 2018 calendar year. Kurt Lafy made a motion to appoint Brandi Smith and Linda Gaskill as auditors for Sheshequin Township for 2018. Leslie Wanck seconded the motion both agreed. John Smith abstained from voting. The Financial report were provided and approved. Motion made by Les Wanck seconded by Kurt Lafy with 3 yeas. At this time Kurt Lafy made a motion to adjourn. Meeting adjourned at 3:35PM.

Minutes prepared by Lori Kepner, Secretary

**SHESHEQUIN TOWNSHIP**  
**SPECIAL MEETING MINUTES**  
**January 15th, 2018**

Chairman Kurt Lafy opened the meeting at 11AM by calling for the pledge of allegiance. The Township meeting was held at the Township Municipal Building at 1774 N. Middle Rd, Ulster PA 18850. Present at the meeting were Chairman Lafy and supervisors Leslie Wanck and John Smith, and members of the public was also present. Kurt Lafy queried the public if they had anything they wished to voice, there no comments at this time.

**NEW BUSINESS:** DGK insurance representative Jeffrey Kyle was present to discuss renewal for 2018. The board went over changes to the insurance plan and DGK will make the adjustments. Kurt Lafy made that motion and John Smith seconded all agreed. The board discussed their membership to the COG. Les Wanck made a motion to keep their membership with the COG, John Smith seconded and Kurt Lafy voted nay. Motion passed. Les Wanck will try to attend their meetings. The board reviewed the Wanck subdivision. Kurt Lafy made a motion to accept the subdivision with no adverse comments. John Smith seconded and Les Wanck abstained. Kurt Lafy contacted the parties involved with the sweating of the walls in the garage and cold storage area, and all were present. They went over the issues and discussed possible solutions. At this time Kurt Lafy made a motion to adjourn. John Smith gave the board a quote for installing an additional light on the side of the building were the public parks for \$350.00 from Triple V. Electric. Les Wanck made a motion to accept the quote, John Smith seconded and all agreed.

**OLD BUSINESS:**

The board reviewed the website verbiage for the home page and etc. Les Wanck made a motion to approve it, seconded by John Smith and Kurt Lafy abstained. Nothing new with Spaulding, Mr. Spaulding is in the hospital the board will discuss this issue at the next meeting.

Meeting adjourned at 1:30PM.

Minutes prepared by Lori Kepner, Secretary  
Minutes taken by Kurt Lafy