

Supervisors' Meeting

February 13, 2018



Call to Order – Meeting was called to order at 7:00 pm by Chairman Morrow. In attendance were Supervisors Carr, Hunsinger, Klinger and Howell.

Approve January minutes – A Carr/Klinger motion was made to approve January minutes for the re-organizational and supervisors meeting. Motion passed 5-0.

Solicitor's Report – Solicitor Lewis said there are issues with Mr. Reedy of Sunland Preserve regarding billing matters with Larson. The township provided to Mr. Reedy the field reports that went along with the invoices. He did file a right to know request and was provided with what we had. He then appealed with the right to know commission and our solicitor's office responded to the appeal. Solicitor Lewis will now move forward with the process of collecting payments owed from Mr. Reedy.

Police Report – Reported by Chief VanDine. He provided the report for Madison Township as well. See attached.

Zoning Officer's Report – Reported by Melissa Matthews. See attached.

Planning Commission Report – Reported by Melissa Matthews. See attached.

Park Committee Report – No report available.

Sewage Officer's Report – Not present.

Roadmaster's Report – Agenda item.

Emergency Management Coordinator's Report – No report.

Manager's Report – Reported by Larina Kramer. See attached.

Citizens' Comments:

None.

Old Business:

1. Consideration of Estimates for Doors for Office and Police Buildings – Supervisor Carr reviewed the estimates and will have some information for the March meeting. This is tabled for another month.

New Business:

2. Consideration of Resolution 02-13-1028, Approving the Transfer of Liquor License No R-5284 into Hemlock Township – A public hearing was held prior to this meeting at 6:30. There

was no opposition provided by the surrounding property owners. A Carr/Hunsinger motion was made to approve Resolution 02-13-2018, allowing the transfer of the liquor license R-5284. Motion passed 5-0.

3. Consideration of Resolution 02-13-2018A, Adoption of the Hemlock Township Cafeteria (Section 125) Plan – This is a yearly renewal for the employees to get a pre-tax exemption on their health plan copayments. A Morrow/Klinger motion was made to approve Resolution 02-13-2018A, allowing the township to implement the Flexible Benefits Plan. Motion passed 5-0.
4. Consideration of the Preliminary/Final Subdivision/Incorporation Plan for C. Howell – Ms. Matthews presented the above plan to the board. She stated that the county planning commission recommended the plan be approved by the board. On a Carr/Hunsinger motion, the preliminary/final plan is approved. Motion passed 4-0 with Supervisor Howell abstaining due to the family connection with C. Howell.
5. Sale of 2011 Crown Victoria – Chief VanDine would like to sell the 2011 police car. He is requesting that the board authorizes advertisement and putting it on the Municibid Auction site. On a Klinger/Hunsinger motion, authorization is given to advertise and place bid on auction site. Motion passed 5-0.
6. Auditor Vacancy – Nicholas Troychock, one of our auditors, submitted his letter of resignation. On a Klinger/Morrow motion, resignation is accepted. Motion passed 5-0. Dawne Erwin recommended appointing Jozi Guzevich as an auditor until January 2019. A Klinger/Carr motion was made to appoint Ms. Guzevich as auditor. Motion passed 5-0.
7. Consideration of the Preliminary/Final Subdivision Plan for Leo J. Yodock III and Kathleen Ann Yodock and Consideration of Sewage Planning Module – Planning commission received this plan last week. This is a subdivision off Orchard Road for 46 acres with 39 residual acres. They are requesting a conditional approval on the sewer modular that requires a signature and conditional approval for the plan that requires signature and to be notarized. On a Carr/Klinger motion, approval is given on the condition that module is signed and approval for the plan on the condition that a signature is provided, and the plan is notarized. Motion passed 4-0, with Supervisor Howell abstaining due to the family connection with C. Howell.
8. Authorization to advertise for equipment and hauling to open in April – This is done on an annual basis. On a Klinger/Hunsinger motion, advertisement is authorized. Motion passed 5-0.
9. Consideration of Revised Quote for Supplementation of the Code of Ordinances – After reviewing the quotes from General Codes, a Klinger/Morrow motion was made to purchase the 2019 premium package. Motion passed 5-0.
10. Consideration of the Preliminary/Final Subdivision/Incorporation Plan for Jimmie Lee & Teresa Deitterick – Property is located on MacIntosh Lane. The planning commission has recommended approval if it is signed and notarized. On a Klinger/Carr motion, conditional approval was given for the preliminary/final subdivision providing the plan is signed and notarized. Motion passed 5-0

Other Business

Regarding the cable franchise audit, the township has received a copy of the properties list. Ms. Matthews reviewed the list, identified properties that are not in Hemlock Township and

created a list of our roads with applicable address number ranges. These have been sent back to the Cohen Law firm and we are waiting on the next step.

The flood buy-out update is as follows: one of our applications has been approved by FEMA. This involves ten homes and one vacant lot on Walnut and Bloom Streets, Creek Road, Red Mill Road and Covered Bridge Drive. We were told that we should be getting a package. Once that is received we need to complete and send back for signatures. Hopefully, we will be hearing about the Drinker Street properties soon.

Officer Scott Traugh asked if everyone received the email regarding the compliance training. It needs to be completed as soon as possible so they can continue to stay in compliance.

Supervisor Howell would like to attend a session in Lewisburg run by PennDOT. It is at no cost and the date is March 16th. Supervisor Morrow said he could go and anyone else on the board can attend.

Approve Bills as Posted – Supervisor Carr asked a question regarding the bill for Green Acres Contracting Company. Supervisor Klinger explained that it was for a guide rail around a PPL pole. The bill was paid to us by Williams Pipeline and we in turn paid Green Acres. A Klinger/Howell motion was made to approve the bills as presented. Motion passed 5-0.

Adjournment of Meeting – Meeting adjourned at 7:53 pm.

Respectfully submitted,

Larina S. Kramer

Township Secretary