

Supervisors' Meeting

AUGUST 13, 2019



Call to Order – Meeting was called to order at 7:00 pm by Chairman Morrow. In attendance were Supervisors Hunsinger, Klinger, Carr and Howell. Supervisor Morrow announced that there was an executive session held prior to the meeting regarding personnel issues.

Approve July minutes – A Carr/Howell motion was made to approve the minutes for the July meeting. Motion passed 5-0.

Solicitor's Report – No report.

Police Report – Reported by Chief VanDine. See attached.

Zoning Officer's Report – Ms. Matthews is not at the meeting. She asked Mr. Sutton to advise the board we received notification from DEP regarding MS-4 stating two municipalities have not submitted their paperwork, and that is holding everything up. Ordinance workshop dates are set for Thursday, August 22nd from 6:30 to 8:00 pm and Tuesday, October 29th from 6:30 to 8:00 pm. This is open to the public. Zoning report read by Mr. Sutton. See attached.

Planning Commission Report – No meeting was held.

Park Committee Report – Reported by Gregory Moore. See attached. He thanked Supervisor Klinger for taking care of the tree that was damaged by bad weather.

Sewage Officer's Report – Not present.

Roadmaster's Report – Reported by Supervisor Klinger. See attached. Mr. Sutton asked if Mourey Drive and Susie's Lane still needs material to be added. Supervisor Klinger stated they are still waiting for some stone.

Supervisor Carr said that at Orchard Drive, across from Pursel's, the road does not appear to have a 4% crown and is concerned about the water running off. Supervisor Klinger stated that he will bring up some stone at a later time.

Emergency Management Coordinator's Report – NIMS compliance for this year is completed.

Manager's Report – Mr. Sutton stated the township hired Chip Adams to help find some pipes in Fernville using his camera. On his first attempt he went from the top side down to 36 feet. He could not go any further. On his second attempt he went down and then came up about seven feet. He did see that the underside of the pipe was rotted. There is a box on the side of the road. Supervisor Klinger marked it off so it can be replaced. Mr. Sutton and Supervisor Klinger are working on a grant for about \$8,000.00 to have the pipe fixed on Spring Garden Ave. and Maple Ave. They can wait for money from the grant, but they do not know the timeline. They could get a bottomless box and any water running down Spring Garden will go in that box. Mr. Sutton then stated the township has received \$36,000 from the mall transfer and \$12,933.55 for the damaged police cruiser FEMA. He recommended earmarking the funds for projects on Brobst Road, Mourey Drive and Susie's Lane.

Mr. Sutton received an estimate for work to be done on the handicapped ramp. To keep the ramp the same, the cost would be approximately \$10,790.00. To use composite material, the cost would be around \$12,528.00. It will still have to be bid. Another option would be to bring the door to ground level and just have to put in siderails. Supervisor Hunsinger will work on the handicapped ramp we have now.

Mr. Sutton stated that PennDOT would like to turnback the road from the end of Perry Avenue bridge to the edge of edge of Red Mill Road. PennDot will give the township \$21,700 for the work to be done. Supervisor Klinger feels that this is enough money to do the work that is required. This has to be approved by a resolution. On a Klinger/Hunsinger motion, Resolution 08-13-2019 allowing the township to take back the area of road stated above, is approved. Motion passed 5-0.

The financial report was read. See attached.

Citizens' Comments:

Karen McCaferty, Maple Ave: She asked if the township is waiting for a grant for the issue on her road. She was told that we cannot be reimbursed for a finished project. Supervisor Morrow said we need to open the pipe and look at it.

Reverend Moore, Drinker Street: Thanked those who attended the community park celebration. Told Supervisor Klinger that the sign for Drinker Street is missing. He was told it was put high up on the telephone pole because it is always getting stolen. Reverend Moore will take another look.

Kevin Martz, Orchard Drive: Thanked Supervisor Klinger for patching near his driveway. He stated that the pipe needs to be cleaned out. Supervisor Klinger will check to see where the pipe can be directed by adding one or two more pieces of pipe. Ditches will be fixed. Supervisor Morrow asked if we have a list of all the pipes that need to be cleaned out. Supervisor Klinger said there is no list, but the cleaning will be on an as needed basis.

Supervisor Howell said that Melanie Mills wanted him to ask Supervisor Klinger when the Lovers Drive project will be completed. He said it would be done by the end of the month.

Chris Evans, Spring Garden Ave.: The pipe that was cleaned at Ferncliff and Spring Garden Avenue is already filled. Will there be a normal rotation or attended to only when they fill up? Once again Supervisor Morrow said it should be put on a rotation list to be cleaned. If people notice a pipe that is not draining water, call the office and we will pass message on.

Old Business:

1. **Spring Garden Avenue/Maple Alley** – Discussed earlier in the agenda. Maple Alley and Apple Alley extension will be paved next year.
2. **Creek Clean-up grant** – Mr. Sutton applied for grant to do clean up the debris from the stream. The grant will let us remove trees, branches, etc. The entire grant is \$500,000 and we were awarded \$205,000. The township is required to pay a 5% matching fee. We will be working along with Orange Township, Mt. Pleasant and Fishing Creek. The work has to be bid out. The work will start out at Perry Avenue and Drinker Street, Fishing Creek to the upper side of Drinker Street to Creek Road and up to Kressler's place. Mr. Sutton will need to get permission from the property owners to go on their property. On a Morrow/Klinger motion, the grant is accepted, and Mr. Sutton is directed to proceed with the clean-up. Motion passed 5-0. The money the township has to pay can be used as in-kind. An example would be the time Mr. Sutton used to prepare the grant or using some township equipment.

New Business:

3. **Buy-out demolition advertisement** – Some of the buyouts are ready to be taken down. Mr. Sutton asked for permission to advertise for demolition. On a Carr/Howell motion, authorization to advertise is given. Motion passed 5-0.
4. **08-13-2019 Madison Township Police Contract Ordinance** – At the last meeting the agreement between Hemlock Township and Madison was approved. This evening we will need to pass the ordinance. Mr. Sutton asked Solicitor Lewis why there is no money amount indicated in the Madison Township Police contract ordinance. He noted that the three-year contract has a specified amount. Solicitor Lewis stated that the five-year contract, which starts in 2021 will increase each year up to ten percent. If the increase is larger, both parties have to agree with that number. He said that it gives us flexibility to include rising health care and gas prices. As of now, no one knows for sure what the price will be in 2021. Once the budget workshop is done in 2020 for the 2021 contract, an amount will be put in. Further discussion followed. On a Hunsinger/Morrow motion, Ordinance 08-13-2019 is approved. Motion passed 5-0.
5. **Budget workshops** – Mr. Sutton asked if he could advertise for the budget workshops dated September 16, 17 and 18 (Monday, Tuesday and Wednesday) at 6:00pm at the township meeting room. On a Morrow/Klinger motion, authorization is given to advertise. Motion passed 5-0.
6. **Police Department personnel matters** – The township received a resignation letter from Officer Kurt Henrie last week. During the executive session, two police candidates were interviewed for his replacement. Based on the recommendations of the police and board, a Hunsinger/Carr motion was made to hire Robert Anderson as of August 13, 2019. Motion passed 5-0.
7. **Building Fund discussion** – Mr. Sutton brought up the subject of starting a building fund. He stated that our office and police buildings are old and in need of repair. He feels that we should open a saving account and take a percentage of the tax transfers. Supervisor Morrow feels our property here may be valuable to a developer considering all the new businesses and homes being built in the township. Perhaps we would be able to move to a different location. He will research a budget for the buildings. This was tabled and will be revisited at a later date. This will also be discussed at budget workshops.
8. **Driveway Ordinance update** – The driveway ordinance needs to be updated to include information regarding who is responsible for the pipe placement and maintenance of a homeowner's driveway pipe. This was tabled and Mr. Sutton will contact PSATS for guidance. The driveway ordinance will be lumped in with other ordinances toward the end of the year.
9. **Subdivision – Robert & Linda Leighow** – The preliminary/final add-on subdivision plan was submitted on July 8, 2019. Lot number 1 is a 0.08-acre parcel that will be an add-on to the residual land belonging to the Leighows. Lot number 2 is a two-acre parcel that will be added to the adjacent lot also belonging to the Leighows. All the required corrections have been made. On a Carr/Hunsinger motion, the preliminary/final add-on subdivision plan was approved. Motion passed 5-0.

Other Business:

Chief VanDine was contacted by Millville and was informed that they do not want to change their contract with the Hemlock Police. Mr. Sutton will get the renewal information in writing. On a Morrow/Hunsinger motion, Solicitor Lewis will draft a contract with a five-year term to present to Millville Borough. Motion passed 5-0

Approve Bills as Posted –. On a Klinger/Howell motions, bills as presented are approved. Motion passed 5-0.

Adjournment of Meeting – Meeting adjourned at 8:27 pm.

Respectfully submitted,

Larina S. Kramer
Township Secretary