

Supervisors' Meeting

August 11, 2020



Call to Order – Supervisor Morrow mentioned the passing of Don Deifenbacher, who was very involved in the township. He was a supervisor for sixteen years. Meeting was called to order at 7:00 pm by Chairman Morrow. In attendance were Supervisors Hunsinger, Klinger, Carr and Howell. Meeting was held at the Buckhorn Fire Company.

Approve July minutes – On a Carr/Hunsinger motion, July minutes as presented were approved. Motion passed 5-0.

Solicitor – No report.

Police – Reported by Chief VanDine. See attached.

Zoning Officer – Reported by Ms. Matthews. See attached.

Planning Commission – Reported by Ms. Matthews. See attached.

Park Committee – Reported by Dennis Garrison. See attached.

SEO – Not present.

Roadmaster – Reported by Supervisor Klinger. See attached.

Emergency Management – No report.

Township Manager – The Stream Cleanup Grant is complete. Mr. Sutton and Erica Burkart from Orange Township received a final bid that was about one-third the actual grant amount. They requested a reimbursement from the county for in-kind services and received \$645.00 from the commissioners.

The ditch line at Hassert Lane and Hemlock Street is very overgrown with weeds. Supervisor Howell recommended weed whacking to resolve the problem. Supervisor Carr suggested that the right-of-way on Hemlock Street be mowed as far back as we can. Mr. Sutton feels this would help resolve the sight problem for traffic. Supervisor Klinger wants to wait and see if the weeds died from the weed killer application. Supervisor Howell stated there is also high growth around the mailboxes.

Mr. Sutton suggested selling the trailer and red truck since they are not being utilized. Supervisor Klinger stated that the low-boy trailer is being used, but they can try to sell the 1986 red GMC truck. On a Klinger/Hunsinger motion, the GMC truck can be advertised for sale on the Municibid website. Motion passed 5-0.

Mr. Sutton was contacted by the Bloomsburg manager and Chief of Police to do a feasibility study for regionalization of police department. This is just a study and there is no cost to the township. Agreeing to the study does not mean that Hemlock Township will be forced to participate. Supervisor Hunsinger was concerned that Bloomsburg Police Department would have majority control of representation. Supervisor Howell is also concerned that there will not be an equal amount of representation for the townships that will be involved. Chief VanDine reminded them that this is only a study and we are free not to participate in any recommendations. On

a Klinger/Morrow motion, the feasibility study should be allowed. Motion passed 4-1, with Supervisor Howell voting against.

Mr. Sutton presented the financial report. See attached.

Citizen's Comments: None.

Old Business:

1. **Walnut Street/Drinker Street** – At the July meeting, the road crew was asked to remove stumps, level and place grass seed as well as removing several small bushes from a vacant lot on Walnut Street. So far, none of this work has been completed. Supervisor Klinger stated they were busy on other projects. Discussion followed and Supervisor Morrow requested that the work be done prior to the September meeting.
2. **Landscaping – Township Building** – Ken Wenner advised Mr. Sutton that the boy scouts would do the landscaping as a community project. The township would need to pick up the cost of materials needed. On a Howell/Carr motion, if landscaping will be done by the scouts as a community project, the township will pay for the materials. Motion passed 5-0.

New Business:

3. **Preliminary/Final Subdivision Plan – Lover Drive** – The lots are owned by Christopher Welsh. A little over four acres and split in half. On lot is already developed and the other is getting a sewer module. Requesting conditional approval pending county comments, signature and notarization and sewer module. The sewage module is ready for review. On a Hunsinger/Carr motion, conditional approval is given. Motion passed 5-0.
4. **Erwin property – Drinker Street** – The Erwin properties on Drinker Street have been donated to the township. We have paid school/property tax for 2020. Mr. Sutton filed for tax exemption for 2021.
5. **Full time vs. Part time Employment** – An employee of the township has been working 32 hours per week as a full-time employee. Our policy manual states that the requirement for full-time is 35 hours per week. Mr. Sutton presented several possibilities for 32 hours a week: permanent part-time who works 52 weeks per year would be given 32 hours a year paid vacation not to be carried over, and four-fifths of sick time and personal time and provide single health care benefits with the township paying fifty percent of the cost. Supervisor Klinger felt that all benefits should be offered to permanent part-time and made a motion to contact PMRS and change full-time to 32 hours per week. PMRS stated that the township can use whatever hours they decide to define full time and informed Mr. Sutton that the auditor general requires 35 hours in order to receive grants or loans. Supervisor Klinger then rescinded his motion. After further discussion, it was decided to table the discussion to allow Mr. Sutton to get more information and then have a workshop session.
6. **Autotore Subdivision Extension**– Ted Oman has requested a 90-day extension for the Autotore subdivision so he can record the plans. The plans were already approved. On a Klinger/Hunsinger motion, extension was granted. . Motion passed 4-0 with Supervisor Morrow abstaining. As a realtor, Supervisor Morrow may have financial gain from Mr. Foust's projects.
7. **Cristian Foust letter of credit reduction** – Mr. Foust is asking for a reduction in his letter of credit for the townhouses along Schoolhouse Road. Our engineer agreed that a reduction is appropriate. There still are current landscaping issues, so it will just be a partial reduction. We will receive the paperwork from our engineer with his recommendations. On a Carr/Hunsinger motion, reduction approval is given based on Andrew Keister's comments. Motion passed 4-0 with Supervisor Morrow abstaining. As a realtor, Supervisor Morrow may have financial gain from Mr. Foust's projects.

8. **Lawn Mowing** – Mr. Sutton spoke with Larry Crawford, who currently mows for the township. He is not interested in getting his required insurance and wants to cut down on his schedule. Ken Wenner, from Ken Wenner Property Maintenance stated he would mow the properties for the same price as Larry Crawford. Ken Wenner was asked to start mowing the park and Mr. Sutton will formalize an agreement. The estimated amount falls below the mandatory bidding requirements. On a Morrow/Hunsinger motion, Ken Wenner is hired. Motion passed 5-0.

9. **Ordinance updates** – Mr. Sutton, Ms. Matthews and the planning commission have reviewed several ordinances that should be amended or presented as new. The following topics should be sent to our solicitor for review: chicken, fire hydrants, directional signs, zoning hearing date extension, motor vehicle salvage, liquor license transfer, swimming pools, student housing, food trucks, waste haulers, address IDs, driveway, accessory structures, casino and radio boosters. On a Howell/Hunsinger motion, updates should be sent to solicitor's office for review. Motion passed 5 – 0.

10. **HMGP Audit** – The audit for the HMPG 2019 flood buy-out grants is completed. The only recommendation made was that more than one person review the quarterly reports before submitting them. Mr. Sutton and Mrs. Bella will be reviewing the reports prior to submittal.

Other Business: No other business.

Approve Bills as Posted – On a Carr/Hunsinger motion, bills as presented are approved. Motion passed 5-0.

Adjournment of Meeting – Meeting was adjourned at 8:18 pm.

Respectfully submitted,

Larina S. Kramer
Township Secretary