

# Supervisors' Meeting

## December 13, 2022



Call to Order – Meeting was called to order at 9:00 am by Vice-Chair Dan Carr. In attendance were Supervisors Howell, Klinger and Hunsinger. The meeting was held at the township office.

An executive session was held prior to the meeting regarding Sundland Preserve and to discuss the Cable Franchise Agreement. Mr. Sutton requested to amend the agenda to include item 13, the sale of a police car and item 14, moving forward with the abandonment of Holmes Lane.

Approve November minutes – On a Howell/Klinger motion, minutes as presented were approved. Motion passed 4-0.

Solicitor – No Report.

Police – Reported by Chief VanDine. See attached.

Zoning Officer – Reported by Renee Moist. See attached.

Planning Commission – Reported by Renee Moist. See attached.

Park Committee – Not present.

SEO – Not present.

Roadmaster – Reported by Shawn Donbach. See attached.

Emergency Management – No report.

Manager's Report – Mr. Sutton reported that Sunland Preserve is requesting a final inspection and it was noted that there are several items that need to be finished before the bond can be released. Mr. Sutton asked that the Roadmaster place no winter maintenance signs at the entrance of Holmes Lane.

Mr. Sutton presented the financial report.

### Citizen's Comments:

Jill who resides on Covered Bridge Drive expressed concern with PP&L putting poles on her property. She asked if the township had any authority to not allow the poles to be put on her property. The township said that they have no authority if it is on her property and not in the right of way.

### Old Business:

1. Snyder Drive – Snyder drive is complete and looks good.
2. Grader Report – Parts for the grader were ordered from Turkey and will be delivered soon.

### New Business:

3. Resolution 12-13-2022 Managers Contract – The Managers' Contract for 2023 will have a 3% pay raise. The rest of the contract has remained the same. On a Hunsinger/Howell motion Resolution 12/13/2022 was accepted. Motion passed 4-0.
4. Resolution 12-13-2022A Tax Anticipation Note – This resolution is needed for the Township to receive the tax note from First Columbia bank. On a Howell/Hunsinger motion Resolution 12-13-2022A was accepted. Motion passed 4-0.

5. **Resolution 12-13-2022B Cafeteria Plan** – The Cafeteria Plan allows the Township to take taxes out after insurance has been deducted from the gross wages. On a Howell/Hunsinger motion Resolution 12-13-2022B was accepted. Motion passed 4-0.
6. **Resolution 12-13-2022C Traffic Signal Agreement with PennDOT** – PennDot stating that the township owns the traffic lights at Wedgetown Road and Frosty Valley Road and allows Mr. Sutton to sign the agreements. On a Hunsinger/Klinger motion, Resolution 12-13-2022C was accepted. Motion passed 4-0.
7. **Resolution 12-13-2022D Workers Compensation Agreement – Fire Company** – An agreement between Hemlock Township and Montour Township stating that they will reimburse Hemlock Township for the cost of Workmans Comp for Buckhorn fireman responding to calls in their area. On a Hunsinger/Klinger motion, Resolution 12-13-2022D was accepted. Motion passed 4-0.
8. **Cable Franchise Ordinance Advertisement**– On a Howell/Hunsinger motion was approved to move forward with the advertisement. Motion passed 4-0.
9. **Moe’s Construction Bond Release**– Zartman Construction is requesting a construction bond release. On a Hunsinger/Klinger motion it was agreed to release the bond for Moes Construction. Motion passed 4-0.
10. **Sunland Preserve** – A final inspection was completed by Andy Keister and it was found that all issues have been completed and he is satisfied with the site work and recommends the release of the Letter of Credit / Security Bond held by the township. Mr. Sutton stated that Dennis Reedy has not requested the release of the bond. The board took no action on this matter and took it as an informational session. When or if Mr. Reedy requests the bond release, Mr. Sutton is to bring that back to the board for action.
11. **Preliminary/Final Subdivision - Fruits** – Fruits are subdividing off a lot that had originally added and adding a piece to meet Hemlock Townships Ordinance. Conditional approval is being requested because of not having signed and notarized plans. On a Howell/Klinger motion conditional approval was accepted. Motion passed 4-0.
12. **Police Officer Open Postion** – Chief VanDine is asking for permission to search for an officer per a potential resignation from Patrolman Pries by placing an add with the Pennsylvania Chief of Police Association. On a Howell/Klinger motion authority was granted to proceed with the add pending receiving a resignation. Motion passed 4-0.
13. **Sale of Police Car** – With the addition of the new police cruiser there is a 2016 explorer that the fire company has expressed interest in buying from the township. On a Carr/Hunsinger motion it was agreed to give the 2016 explorer not in use to the fire company for the value of the sale of the unit that it will replace. Motion passed 4-0
14. **Holmes Lane** – Approval is needed to move forward the advertising for the hearing to vacate Holmes Lane. On a Howell/Hunsinger motion it was approved to move forward with the advertising for the hearing. Motion passed 4-0.

**Other Business:**

Mr. Sutton mentioned that there were also two Junk Yard permits received for the month and Ms. Moist is asking for approval. The two permits are for Spencer’s and Direct Recovery with no changes. On a Howell/Hunsinger motion the two junk yard applications for 2023 were approved. Motion passed 4-0.

**Approve Bills as Posted** – On a Howell/Hunsinger motion, the bills as posted were approved. Motion passed 4-0.

**Adjournment of Meeting** – Meeting was adjourned at 9:55 am.

Respectfully submitted,

Denise Weaver  
Township Secretary