

Wayne Township
1652 Powell's Valley Road
Board of Supervisor Monthly Meeting Minutes
August 10, 2017

CALL TO ORDER- Meeting called to order by Chairman Glenn Miller 7:00 PM

ROLL CALL- Supervisors Glenn Miller, Jim Shoop, and Jay Romig, Engineer Ed Fisher, Road Master Elias Shoop, Secretary / Treasurer Donna Miller are present. Tony Troast, Jim Long Sr., Brad Stone, Connie Vaughn and Lisa Neely are also present.

EXECUTIVE SESSION- None

PUBLIC COMMENT - None

MINUTES FOR JULY 2017- Motioned by Jay Romig and seconded by Glenn Miller, approved. 3-0

FINANCIAL REPORT- Made available for review and placed on file.

QuickBooks: Review reports from Robert W. Morris & Company. The Township utilizes QuickBooks to record financial activity and create the general ledger. The accountant noted that the 2016 QuickBooks activity was not consistently recorded. Many transactions were missing and there was no reconciliation being performed to ensure all transactions were accurately entered. When financial records are incomplete, the supervisors are unable to make decisions based on accurate reports. There were adjustments in the amount of \$72,631.59 in order to correct the ledger. Recommendations were provided and put into place to alleviate these concerns going forward.

Tree Cutting: Connie Vaughn requested all trees and branches be removed from his property. Township agrees to remove trees and branches before winter sets in.

2017 Road Work Update: Grosser Excavating to return and cover pipes on South Sheets Road. Road Master Shoop will provide load of fours to complete job. Grosser Excavating estimate was reviewed for culvert work. Jim Shoop motions to approve estimate and second by Glenn Miller. Approved 3-0

Bill Hoffman Pipe Concern: Two pipes at Bill Hoffman's and one in Waynesville to be submitted to DEP for permit by Ed Fisher.

Brandon Enders 1108 Matamoras Rd: Motion to get millings by Jim Shoop and second by Glenn Miller. Approved 3-0

Baker Barn in Waynesville: Owner will resume dismantling of barn in the fall when snakes and bees leave.

Backhoe: Motion to advertise bid for purchase of backhoe by Jim Shoop and second by Jay Romig. Approved 3-0

Gypsy Moth Suppression Program: Motion to approve program for 2018 by Jim Shoop and second by Glenn Miller. Approved 3-0

Municipal Winter Traffic Service Agreement: Signed by Glenn Miller, mailed 7/28/17 and copy viewed by Supervisors at public meeting.

SEO Price Comparison: Motion to accept Brian McFeater as Co-SEO for Township by Jay Romig and second by Jim Shoop. Approved 3-0

Municipal Budgeting Class: Available in Dauphin County on September 26th for Treasurer Donna Miller to attend. Motioned by Jim Shoop and second by Jay. Approved 3-0

Wayne Township Website: Quote from Cloud 5 Solutions motioned for approval by Jim Shoop and Second by Jay Romig. Approved 3-0

Houtz / Stimmel Subdivision: Tony Troast needs approval contingent on Ed Fishers review and approval. Motion to approve on contingencies by Jay Romig and second by Jim Shoop. Approved 3-0

Approved all expenses motioned by Jim Shoop Second by Glenn Miller. Approved 3-0

There being no further business to be brought to the board a motion was made to adjourn by Jay Romig Second by Jim Shoop. Approved 3-0 Time 8:10 PM

Respectfully Submitted,

Donna Miller