

Wayne Township
1652 Powells Valley Road
Board of Supervisor Monthly Meeting Minutes
July 13, 2017

CALL TO ORDER- Meeting called to order by Chairman Glenn Miller 7:15 PM

ROLL CALL- Supervisors Glenn Miller, Jim Shoop, and Jay Romig, Engineer Ed Fisher, Solicitor Linus Fenicle, Road Master Elias Shoop, Secretary / Treasurer Donna Miller, Emergency Management Coordinator Don Shutt are present. Shirley Radel, Tony Troast, Zene Farhat, Saheira Farhart, Brandon Enders and Jim Long Sr. are also present.

EXECUTIVE SESSION- Personnel issues July 13th prior to Supervisor meeting 6:00-7:10 PM

MINUTES FOR JUNE 2017- Motioned by Jim Shoop and seconded by Jay Romig, approved.

PUBLIC COMMENT - None

Secretary / Treasurer: Salary for Donna Miller. Glenn Miller refrained from vote. Jay Romig motioned for 2017 salary to remain as it was for Shirley Radel at \$800 per month and Jim Shoop seconded the motion, approved. Shirley Radel was offered \$15.00 per hour as a mentor to assist with secretarial functions. Shirley chose to work as a volunteer until September 30, 2017 and will review at that time.

Review QuickBooks: Donna Miller discussed the need to finish reviewing 2017 to ensure all five accounts are accurate. We will need to review 2016 to ensure accuracy as the accounting transition into 2017. The review will be done by Robert Morris and Company for 2016 at \$1750.00. The review for 2017 will be paid out at \$85.00 per hour. Jim Shoop motioned to sign the agreements and seconded by Glenn Miller, approved. Contracts were signed by all Supervisors.

Tree Cutting: Need to finish tree cutting project by removing pine tree at Wayne Township Office and a few remaining trees on township right of way.

2017 Road Work Update: Eli Shoop indicated that Donny Buffington has concerns about stones and water flooding property. Glenn Miller offered Grosser's to work on culvert boxes. Estimate is needed for project. Glenn will make contact for estimate.

Bill Hoffman Pipe Concern: Ed Fisher researched the situation and will submit to DEP within the next month.

Farhat Paving Progress: Zene Farhat will complete phase 1 and 2 with a deadline of July 31, 2018. Jim Shoop motioned and Jay Romig second, approved.

Pheasant Hills Bond: Jay Romig motioned to accept Performance Bond and release Letter of Credit to BB&T Bank and return \$8000 to Saheira Farhat. Second by Glenn Miller, approved.

UDITO, Upper Dauphin Income Tax Office: Linus Fenicle provided document for Wayne and surrounding Townships to sign in order to receive funds from Settlement Agreement and Mutual Release from BB&T Bank. Motion to approve by Jim Shoop and seconded by Jay Romig, approved. Document signed Glenn Miller.

Charles & Cynthia Houtz: Tony Troast wanted to show subdivision to Township. He will make adjustments to final subdivision plan.

Brandon Enders 1108 Matamoras Rd: Driveway / Drainage issue. Ed Fisher will look at issue to see if millings or large stone will correct the issue. We will contact Brandon once Township decides what to do.

John Cook: Run off issue will be looked at by Mark from Fish Commission and going to DCCD about concerns.

Pipe in Waynesville: Ed Fisher will check to decide what needs done to resolve the concern.

Wayne Township Website: Donna Miller will research price and how to it setup. Don Shutt indicated that org.sites.com will set up for free.

Baker Barn in Waynesville: Tabled until next month's meeting.

Department of Transportation Allocation Report:

Net Allocation = \$84,565.31 20% Allocation = \$16,913.06

2017 PSATS Adopted Resolution: Act 172 (tax credit for Volunteer first responders) Nothing being done at this time.

Emergency Management Coordinator Don Shutt, discussed getting ID cards for the Supervisors by sharing cost of card maker with surrounding townships to cut down the cost. FEMA has a compliance program coming out.

Supervisor Jim Shoop, indicated the backhoe needs replaced. The supervisors will research purchasing a backhoe.

Donna Miller, requested to be paid for time worked on Clean-Up Day and time worked while Shirley Radel was in the hospital. Time Sheets were shown. Glenn Miller declined to vote. Jim Shoop motioned to pay \$15.00 per hour and Jay Romig second. Motion approved.

Donna Miller, there are bugs in the office. Ok to call Hill Crest to return for further treatment.

Approved all expenses motioned by Jay Romig and second by Jim Shoop. All checks that were approved for expenses were signed and envelopes sealed for mailing at this time.

There being no further business to be brought to the board a motion was made by Jim Shoop and second by Jay Romig at 9:30 PM.

Respectfully Submitted,

Donna Miller