

**RYE TOWNSHIP
SUPERVISORS' MEETING
October 28, 2013**

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MEMBERS PRESENT: Robert Lightner, Chairman, Vice-Chairman Ken Quigley, Supervisor Ron Cree, Daisy Lightner, Secretary/Treasurer, James Hawk, Zoning Officer, Pete Fitting, Linda Ekelman, John M. Fitzsimmons PE, James and Cathy Sabo, Scott Musser, Donald Wood, Jean Snyder, Sean Fedder, Luke Roman of the Duncannon Record, Elwood Brubeck, Jr., and P. Richard Wagner, Esq.

The meeting was held at the municipal building and called to order at 7:00 PM. Chairman Lightner convened the meeting with the pledge of allegiance to the flag. The meeting was audio recorded to aid with the preparation of minutes. Linda Ekelman notified the Board that she would also be recording the meeting.

CITIZEN PARTICIPATION: Chairman Lightner asked if there was any citizen participation at this time. None was offered.

APPROVAL OF THE MINUTES: Supervisor Quigley made a motion and Supervisor Cree seconded to approve the minutes of the September 23, 2013 meeting as submitted. Motion carried unanimously.

Supervisor Quigley made a motion and Chairman Lightner seconded to approve the minutes of the October 3, 2013 Budget meeting as submitted. Motion carried. Supervisor Cree abstained since he was not in attendance.

Supervisor Cree made a motion and Supervisor Quigley seconded to approve the minutes of the October 23, 2013 Budget meeting as submitted. Motion carried unanimously.

MONTHLY MUNICIPAL REPORTS: The October Zoning Report was submitted and read by Zoning Officer, James Hawk and available for review. Hawk read the report as follows:

Issued (6) six zoning permits, (Some are issued conditional upon approval from BIU)

1)	Z-13-38	Shed	10/5	1155 Mimosa Lane	\$ 45.00
2)	Z-13-39	Shed	10/10	1031 Flowers Lane	<u>\$ 45.00</u>
					<u>\$ 90.00</u>

The Zoning Officer reported that the in ground pool at the 2001 Elm Street was drained and the yard cleaned and mowed.

Chairman Lightner read the September Sewage Enforcement Report submitted by Lenny Sizer of Madden Engineering listing two (2) activities: permit renewal and inspection of a system for Edward Zampelli for a new home for a total due in fees of \$150.00.

Supervisor Quigley read the October Road Report submitted by road foreman, Brad Sloop. Highlights from the report were: preparation and work at Fall Clean Up; move light in shop in anticipation of installation of new garage door; haul anti-skid from Pennsy for stock pile remove old carpet in office and meeting room; assemble new meeting room chairs. The report was placed on the front table for review. The Secretary expressed appreciation and thanked the Road crew for their assistance with moving the furniture and computers out of the office to facilitate the installation of the new carpet.

Recreation Board member, Tammy Matter reported a successful "Halloween in the Park" with approximately sixty (60) people in attendance. She noted that the Board will be discussing events for 2014 over the next several meetings and would welcome any suggestions.

A vacancy currently exists on the Board and Tammy encouraged anyone interested in filling the position to contact a member of the Recreation Board or the office.

No Emergency Management Report was presented for October. James Cassidy will be meeting with other local Emergency Management Coordinators and County EMC Tom Bell on November 20, 2013 in New Bloomfield. Chairman Lightner requested the Secretary also provide Assistant EMC Pete Fitting with the meeting information should he also wish to attend.

The September Treasurer's Report and Fund Balance Reports were submitted for review and read by the Secretary/ Treasurer. With no discussion, the reports were accepted as read pending the independent auditor's approval.

LEGAL BUSINESS: Solicitor Wagner advised that the 2001 Elm Street concern was discussed during the Zoning Officer's report and appears to have been resolved.

OLD BUSINESS: Chairman Lightner reported that Perry Petroleum was on-site to drain and close the underground gasoline tank. Paperwork was submitted to DEP to change the status of the tank from active to closed. As soon as the paperwork is processed by DEP the tank will no longer be subject to annual registration fees.

The results of an inspection conducted of the premises of Michael's Salvage Yard on Cove Hill Road were satisfactory. Upon due consideration and with the license fee paid in full, Supervisor Quigley made a motion with a second from Supervisor Cree to approve the application with the modifications requested and grant the annual license to Ryan W. Michael for Michael's Salvage Yard. Motion carried unanimously.

The results of an inspection conducted of the premises of Woody's Salvage Yard on New Valley Road were satisfactory. Upon due consideration and with the license fee paid in full, Supervisor Cree made a motion with a second from Supervisor Quigley to approve the application with the modifications requested and grant the annual license to Donald M. Wood for Woody's Salvage Yard. Motion carried unanimously.

NEW BUSINESS: Supervisor Cree acquired three (3) quotes for an insulated commercial garage door with electric eye and remote opener delivered and installed on-site as follows:

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| 1. Hershey Door Service | \$3,054.00 |
| 2. D & D of Milroy | \$3,290.00 |
| 3. Overhead Door Co. | \$3,044.00 |

Upon due consideration, Chairman Lightner made a motion with a second from Supervisor Quigley to accept the quote from Overhead Door in the amount of \$3,044.00 contingent upon research into a quote from a company named Coldwell Doors recommended by Donald Wood. Motion carried unanimously.

Upon due consideration, Supervisor Quigley made a motion and with a second from Supervisor Cree to tentatively approve the **2014 proposed budget** and authorize the advertisement of the proposed 2014 budget for public review for the next twenty (20) days with tentative adoption at the November 25, 2013 supervisors' meeting; motion carried unanimously. The record notes the budget is balanced with the use of reserves previously designated for bridge expenses, road equipment, and road projects. No tax increase is proposed for the year 2014.

The 2014 proposed budget was placed on the front table and made available for public review.

Chairman Robert Lightner announced that proposed **Resolution 13-20**, the 2014 Salary Schedule includes his spouse, Daisy Lightner. In particular, Resolution 13-20 lists the Administrative Department positions of the Secretary/Treasurer, the Code Enforcement/ Zoning Officer and the part-time Clerk, part-time temporary/seasonal road workers and full time road laborers. With no further discussion, Supervisor Cree made a motion to approve **Resolution 13-20**, the 2014 Salary Schedule, which establishes the salary increase for full time and part time employees effective for the first payroll in January 2014. Supervisor Quigley seconded; motion carried. The record notes that Chairman Lightner abstained, because of any perceived or potential conflict of interest with Daisy as his spouse.

The Board discussed quotes received from McCafferty Ford for a 2014 F550 truck and from MJR Equipment for the stainless steel body with a toolbox and plow through the CoStars approved contract at a total cost of \$76,955.00. Upon review of the specifications, Supervisor Cree made a motion with a second from Supervisor Quigley to accept the quotations received McCafferty Ford and MJR Equipment (formerly Industrial Motor Supply) and to order the new truck with payment on April 1st of 2014 as follows:

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| 1. Vermillion Red - F-550 4 X 4 Chassis Cab, 6.7l V8 Diesel
6 speed automatic; pay load upgrade 19,500#; | \$42,105.00 |
| 2. Henderson 9' stainless steel body with 18" sides
with fold down sides; All LED lights;
24" aluminum frame tool box; install customer supplied spreader,
Western 9' snow plow and quick hitch | \$34,850.00 |
| TOTAL | <u>\$76,955.00</u> |

Motion carried unanimously.

Supervisor Quigley noted that the 2000 F450 Ford dump truck with plow will be sold next spring upon delivery of the new truck.

It was the consensus of the Board to provide Jason Finnerty of the Perry County Planning Commission with a letter of support for inclusion with a grant application for monies to complete an update to the Perry County Comprehensive Plan.

Two technical and price proposals were received in response to an RFP for engineering services to replace the Millers Gap Road culvert as follows:

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| 1) FPE Consulting Engineers of Dillsburg | \$ 9,000 |
| 2) Wilson Consulting Group of Mechanicsburg | \$10,000 |

Upon review and consideration of the details of the proposals, Supervisor Cree made a motion with a second from Chairman Lightner to accept the proposal received from Wilson Consulting Group in the amount of \$10,000 for engineering services for the replacement of the Millers Gap Road culvert. Motion carried. Supervisor Quigley abstained due to a conflict of interest stating he works part time as a consultant for Wilson Consulting.

ANNOUNCEMENTS: Chairman Lightner announced the following upcoming events:

- ◆ October 31- Trick or Treat Night; 6-8:00 PM
- ◆ Election Day – November 5, 2013; polls open 7:00 AM to 8:00 PM
- ◆ Office Closed Monday, November 11, 2013, Veterans' Day; no change in trash.
- ◆ The office will be closed for the Thanksgiving Holiday on Thursday, November 28th and Friday, November 29th. And on Monday, December 2nd for deer season.
- ◆ December supervisors' meeting changed to: Tuesday, December 17, 2013 due to the Christmas Holiday

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided an October check register and submitted the following checks for approval and payment. General Fund checks #s 14131-14164 in the amount of \$22,910.73. No expense checks voided.

Payroll checks #s 6526-6533 in the amount of \$3,938.74.

Payroll checks #s 6534-6543 in the amount of \$4,333.50. No payroll checks voided.

Chairman Lightner made a motion with a second from Supervisor Quigley to approve the checks and pay all the expense check #s 14131 to 14164, except for check #14141 issued to Daisy Lightner and all payroll checks numbered 6526-6543. Motion carried unanimously.

Supervisor Cree made a motion with a second from Supervisor Quigley to approve check number 14141 issued to Daisy Lightner for mileage. Motion carried. Chairman Lightner abstained stating a conflict of interest. His wife is the Secretary/Treasurer.

CITIZEN PARTICIPATION: Linda Ekelman of Weaver Drive provided comment regarding a discussion held at the September 13, 2013 special meeting where the Board discussed the furlough of the Zoning Officer due to a decrease in zoning and permit activity.

EXECUTIVE SESSION: Chairman Lightner recessed the Board to executive session at 7:29 PM to discuss personnel issues.

RECONVENE THE MEETING: Chairman Lightner reconvened the meeting at 7:53 PM and announced that several personnel issues were discussed. Zoning Officer James Hawk will be reinstated as of November 4, 2013 to handle several recent permit inquiries and possible code enforcement issues that have arisen.

ADJOURNMENT: There being no further business before the Board, Supervisor Cree made a motion and Supervisor Quigley seconded to adjourn the meeting at approximately 7:55 PM. Motion carried unanimously.

Respectfully Submitted,

Daisy Lightner
Secretary/Treasurer