

**RYE TOWNSHIP
SUPERVISORS' MEETING
November 25, 2013**

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PRESENT: Robert Lightner, Chairman, Vice-Chairman Ken Quigley, Supervisor Ron Cree, Nancy Sunday, Recorder, Daisy Lightner, Secretary/Treasurer, James Hawk, Zoning Officer, John Fitzsimmons, PE, Luke Roman of the Duncannon Record, Linda Ekelman, Elwood Brubeck, Jr., Peggy Fedder, Adam Klein, Esq., J. Craig Raisner, Jim Cassidy, Emergency Management Coordinator, and Jean Snyder.

The meeting was held at the municipal building and called to order at 7:00 p.m. 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 audio 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 Cree made a motion and Supervisor Quigley seconded to approve the minutes of the October 28, 2013 meeting as submitted. Motion carried unanimously.

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

Issued (3) three zoning permits and (1) one demolition permit.

| | | | |
|------------|------------|----------------------|-----------------|
| 1) Z-13-40 | Home | 1465 New Valley Road | \$130.00 |
| 2) Z-13-41 | Pole Bldg. | 150 Mountain Road | \$ 70.00 |
| 3) Z-13-42 | Shed | 11 Reed Drive | <u>\$ 30.00</u> |
| | | | \$230.00 |

The Zoning Officer reported that a Demolition permit was issued for 1465 New Valley Road to remove the old home when the new home was built, completed and occupied.

The Zoning Officer also reported that the property at 2001 Elm Street has been checked on and there are still some concerns, although some effort has been made to clean up the property. This subject was further discussed under legal business at the end of the meeting.

SEO Report: No Activity for November.

Road Report: Supervisor Quigley read the November Road report submitted by Road Foreman, Brad Sloop. Highlights from the report were: install plows/spreaders, set up and tear down for Election Day, take tires to Liverpool from Fall Clean Up, mow Fleisher Road, clean and repair drain on Reed Drive. The report was placed on the front table for review. Jean Snyder reported that a road sign was down on the ground near the corner by her property. Sec./Treasurer Daisy Lightner has already notified the Road Foreman of this concern.

Recreation Board: Chairman Lightner asked that a check be prepared at the December meeting for the Scouts and Joel Heisley as donations for their help with Halloween in the Park event. Chairman Lightner asked if anyone had any ideas for use of the ballfield for next year to provide this information to either Kassie Quigley, Parks & Rec. Board Chairperson or to Chairman Lightner or any other member of the Recreation Board.

Emergency Management Report: Jim Cassidy attended the County Emergency Management Meeting last week for orientation concerning his duties and responsibilities. He was supplied with a list of required courses. Jim noted that he has already had some of the courses so he will only need to take the test. These courses are available on-line and there is no fee for the courses. Jim indicated that he intends to get certified in all courses. Jim reported that every Township needs to have an Emergency Operations Plan. There is a template available on-line to help with preparing an Emergency Operations Plan. He reported that the Rye Township Emergency Manuel was current. He will also check with Glenvale Church to make sure the generator is operational. Chairman Lightner stated that the church had some problems with the generator but these problems have been addressed. Supervisor Cree brought up the fact that the Township recently purchased new radios for better communication. Daisy Lightner reported that all county government; police, and fire police frequencies are on the base radio. Supervisor Cree inquired about re-establishing a local Crime or Neighborhood Watch. Jim stated that he would want to be involved with this program.

The October 2013 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.

OLD BUSINESS: None.

NEW BUSINESS: The annual plowing agreement with adjacent Carroll Township is up for renewal. The rate for each round trip will be \$60.00. Supervisor Quigley made a motion with a second from Supervisor Cree to approve this agreement at the rate of \$60.00 per round trip. Motion carried unanimously.

Proof of publication is on file for the **2014 proposed budget**, which was available for public inspection for over twenty (20) days. Chairman Lightner noted that the 2014 proposed budget is balanced without a tax increase. Upon due consideration, Supervisor Quigley made a motion with a second from Supervisor Cree to adopt **Resolution 13-21**, adopting the **2014 Budget**; Motion carried with all members voting in favor.

Upon due consideration, Supervisor Cree made a motion to adopt **Resolution 13-22**, which sets the tax levy for 2014 without an increase in millage as follows:

| | |
|-----------------------|-----------|
| General Township..... | •59 mills |
| Fire companies | •16 mills |
| Ambulance | •01 mills |
| Library | •01 mills |
| Road Equipment | •13 mills |
| | •90 mills |

Supervisor Quigley seconded; motion carried unanimously.

Component 3 Status Report – Small Flow Treatment Facility –Raisner/Matsko, Lambs Gap Road: Secretary/Treasurer Daisy Lightner reported that no response was received from Terry Kline, P.E. to the comments mailed to Mr. Kline received as a result of the Public Notification in the newspaper for the proposed SFTF installation. Component 4 is now completed and Daisy has the Township cover letter & Component 4 ready to be mailed certified tomorrow to Terry Kline, P.E., engineer for Craig Raisner. Component 4 also contains comments from the County and the Rye Township Planning Commission.

Resolutions: Chairman Lightner explained **Resolution 13-23**, - 2013 Budgetary Transfers. Upon due consideration, Supervisor Lightner made a motion with a second from Supervisor Cree to approve Resolution 13-23. Motion carried unanimously.

Resolution 13-24, R-O-W Appraisals – Bridge. Chairman Lightner explained that the State was requiring appraisals on the ROW land needed for the Pine Hill Road bridge replacement. The State will not give us the 80% reimbursement on this project unless we advertise and obtain appraisals. Supervisor Quigley made a motion with a second from Supervisor Cree to adopt Resolution 13-24. Motion carried unanimously. Supervisor Quigley explain that Penn Dot decided that in order for us to get 80% reimbursement we must follow Federal criteria and get certified appraisals.

Upon due consideration, Supervisor Quigley made a motion with a second from Supervisor Cree to adopt **Resolution 13-25** – Advertising Electronically. Motion carried unanimously.

Upon due consideration, Supervisor Cree made a motion with a second from Supervisor Quigley to adopt **Resolution 13-26** – RTK – allow commercial fee. Motion carried unanimously.

Upon due consideration, Supervisor Quigley made a motion with a second from Supervisor Cree to adopt **Resolution 13-27** – HR 100, review RTK Law to decrease financial burden and administrative costs. Motion carried unanimously.

Daisy explained that the final three Resolutions came through Capital Region Council of Governments, (COG) and are in support of pending State legislation. Chairman Lightner explained that Resolutions 13-25, 13-26, and 13-27 will be forwarded to Capital Region COG, PSATS, Senator Cornman and Representative Keller.

ANNOUNCEMENTS: Chairman Lightner announced the following:

The Township office will be closed for the Thanksgiving Holiday on November 28-29 and also on December 2, 2013, the first day of deer season.

Chairman Lightner announced that the December Supervisors, Meeting will be held on Tuesday, December 17, 2013, at 7:00 p.m. This change is necessary due to the Christmas Holidays.

Chairman Lightner also announced that Santa will be visiting the Rye Township Office on Thursday, December 19, 2013, from 6:00 – 7:00 p.m. Fingerprinting will also be available.

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided a November check register and submitted the following checks for approval and payment. General Fund checks #s 14165-14198 in the amount of \$32,860.73. No expense checks void.

Payroll checks #s 6545-6552 in the amount of \$3,719.61. No checks void.

Payroll checks #s 6553-6562 in the amount of \$3,852.67. No checks void.

Chairman Lightner questioned Expense Check #14188 in the amount of \$491.43 payable to H J Towing. Daisy explained that was for necessary brake repairs for truck #3.

Chairman Lightner made a motion with a second from Supervisor Cree to approve all expense checks #s 14165-14198, except for check #14169 issued to Daisy Lightner for mileage. Motion carried unanimously.

Supervisor Cree made a motion with a second from Supervisor Quigley to approve Check #14169 issued to Daisy Lightner for mileage. Motion carried. Chairman Lightner abstained stating a conflict of interest. Daisy is his spouse.

LEGAL BUSINESS: Solicitor Wagner was not in attendance due to a conflict with a funeral service. **2001 Elm Street:** Zoning Officer James Hawk reported that the property had been somewhat cleaned up and definitely looks better. Supervisor Quigley stated that he had received a complaint that a gate to the pool was left open. The Zoning Officer, who recently visited the property, offered that the gate is now closed. Supervisor Cree suggested that the condition of this property be re-inspected in the spring.

CITIZEN PARTICIPATION: Linda Ekelman of Weaver Drive questioned the furlough of the Zoning Officer. Chairman Lightner reported that Mr. Hawk was reinstated at the last meeting to handle additional work that was received. Ekelman raised additional discussion concerning whether or not Mr. Hawk worked during the furlough period and if he did, was he paid. Supervisor Cree stated that this is a personnel issue and was being reviewed by the Board. If there are any payroll issues, they will be resolved. The date of Mr. Hawk's furlough was clearly stated in the September 13, 2013 meeting minutes. Supervisor Cree reported that Mr. Hawk had been notified by him that he would be furloughed effective 10/12/13.

Linda Ekelman asked Mr. Hawk directly as to whether or not he worked during his period of furlough and if he felt he was being treated unfairly. He replied "no" to both questions. Mr. Hawk also stated that he has no bad feelings towards the Township and felt that what was discussed here was all a misunderstanding.

ADJOURNMENT OF THE MEETING: With no further business or discussion before the Board, Vice-Chairman Quigley made a motion with a second from Supervisor Cree to adjourn the meeting at 7:45 p.m. Motion carried unanimously.

Respectfully submitted,

Nancy Sunday, Recorder