

**RYE TOWNSHIP
SUPERVISORS' MEETING
December 17, 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, Sean Fedder, Linda Ekelman, Jean Snyder, 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 November 25, 2013 meeting as submitted. Motion carried unanimously.

LEGAL BUSINESS: Solicitor Wagner began by wishing everyone a "*Merry Christmas and a Blessed New Year*". He reviewed several Notice of Judgments dated December 10, 2013 received from the District Justice for delinquent trash collection accounts. The judgments found in favor of the Township. Solicitor Wagner advised the parties have a thirty (30) day time period or by January 9, 2014 to file a right to appeal to the Prothonotary. If no appeals are filed, then Capital Tax Collection must have the judgments certified and signed by the District Justice. Once certified, a judgment can be filed with the County Prothonotary's office. Any time thereafter a Writ of Execution can be filed and the Sheriff's Department will attach personal or real property to collect the monies. The Secretary/Treasurer offered that Capital Tax Collection Bureau files the judgments and Rye Township pays for the collection costs up front. However all costs are then paid by the defendant when the judgment is satisfied. At this time Solicitor Wagner advised that no further action can be taken.

Solicitor Wagner discussed the status of the proposed **Small Flow Treatment Facility Module package** received from Kline Engineering on behalf of Craig Raisner for Lot 6 located off Lambs Gap Road. The primary issue is lack of moving forward with this application. Comments were generated from a public notice and with Component 4 with no response. The Solicitor requested and received a time line of the progress of the Raisner module since its receipt in September 2013. Upon review of the documents received, and in light of the Township's Ordinance, Solicitor Wagner suggested the Board send the transmittal letter and the incomplete module package to DEP including copies of all comments received indicating on the transmittal by a check mark in the appropriate box that the module is not in compliance with Township regulations and check the box for other reasons such as no fee was received with the module submission.

Upon due consideration, Supervisor Cree made a motion with a second from Supervisor Quigley to disapprove the sewage module application for a **Small Flow Treatment Facility** for Lot #6 located off Lambs Gap Road for **Raisner/Matsko** and directed the Secretary to send copies of the comments received, the Township Ordinance and any other supporting documentation along with the Transmittal letter and the incomplete module package to the

Department of Environmental Protection via certified mail indicating the disapproval and listing the various other reasons in a separate letter. Motion carried unanimously.

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

Issued one (1) zoning permit:

1) Z-13-43 garage 12/16 Valley View Drive \$ 45.00

No Sewage Enforcement Report was presented.

Supervisor Quigley read the December Road Report submitted by road foreman, Brad Sloop. Highlights from the report were: salt and cinder roads, chip brush, clean up downed trees on Mountain and Pine Hill Roads.

No Recreation Board Report was presented. The Recreation Board does not meet in December.

No Emergency Management Report was presented for December.

The November 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. She reported that the auditors from Smith, Elliott and Kearns were in last Friday for preliminary work to prepare for the 2013 financial audit scheduled to begin February 10, 2014.

OLD BUSINESS: The Secretary/Treasurer reported that the editorial analysis for the Ordinance Codification was completed recently and returned to General Code for final revisions. With so many revisions and additions to the document, a final review was requested before final publication. General Code agreed to a final review of an electronic pdf file at no additional charge. However, they requested the Board approve a change order for the request.

Upon due consideration, Supervisor Quigley made a motion to approve the change order from General Code for a final review at no additional cost. Chairman Lightner seconded. Motion carried unanimously.

NEW BUSINESS: Supervisor Cree made a motion with a second from Supervisor Quigley to authorize joint bid participation for 2014-2015 in the categories of bulk road materials, chemicals, construction materials, line painting, signage and playground/infield mix with the Capital Region Council of Governments. Motion carried unanimously.

The Board discussed and noted that the Township is over budget in the General Fund expense line item for winter snow maintenance with the early snow events and the additional purchase of anti-skid and salt.

With regret Chairman Lightner accepted the resignation of Ron Cree from the Rye Township Planning Commission; seconded with regret by Supervisor Quigley. Motion carried unanimously. Chairman Lightner thanked Ron for his years of service.

Chairman Lightner made a motion with a second from Supervisor Quigley to appoint **Robert Williams** to the **Planning Commission** to fulfill the unexpired term left vacant with the resignation of Ron Cree. Motion carried unanimously. Robert William's partial four (4) year term will expire on 12/31/2016.

RESOLUTIONS: Supervisor Cree made a motion with a second from Supervisor Quigley to adopt Resolution 13-28 which authorized the electronic withdrawal for payment of monthly health/RX insurance from the General Checking account at the Marysville Bank. Motion carried unanimously.

Supervisor Quigley made a motion with a second from Supervisor Cree to adopt **Resolution 13-29**, which authorizes the Secretary/Treasurer to transfer \$9,078.79 from the Bank of Landisburg, General Savings MMA; line item for bridge monies 01.106.03 to reimburse the General Fund checking 01.101 the 20% of costs paid in 2012 for the bridge replacement design and engineering on Pine Hill Road to Wilson Consulting Group.

Supervisor Cree made a motion to adopt **Resolution 13-30**, which authorizes the Secretary/Treasurer to transfer \$23,846.89 the total amount of tax revenue levied and received for road equipment in 2013 from the General Fund Checking at the Marysville Bank to the General Savings MMA account at the Bank of Landisburg. Supervisor Quigley seconded. Motion carried unanimously.

Supervisor Cree made a motion with a second from Supervisor Quigley to adopt **Resolution 13-31**, which authorizes the Secretary/Treasurer to transfer funds in the amount of \$64,000 designated for Road Equipment in the General Savings Money Market Account at the Bank of Landisburg to a short term three (3) month CD at the Bank of Landisburg for the purchase of a new 2014 dump truck with plow package per the 2014 Budget. Motion carried unanimously. The delivery of the new truck is anticipated on approximately April 1, 2014.

Supervisor Quigley made a motion with a second from Supervisor Cree to adopt **Resolution 13-32**, which authorizes the Secretary/Treasurer to transfer from the General Fund Checking Account at the Marysville Bank in the amount of \$14,000 to a short term 11 month CD at Members First Credit Union to assist with supplementing costs for 2014 road paving projects. Motion carried unanimously.

Supervisor Cree made a motion with a second from Supervisor Quigley to adopt **Resolution 13-33**, which authorizes the Secretary/Treasurer to transfer \$117,000 from the General Savings line item designated for bridge expenses at the Bank of Landisburg Money Market Account to an 11 month certificate of deposit at Members First Credit Union, Enola in the Capital Reserve Fund. Motion carried unanimously. These monies are transferred per the 2014 Budget in anticipation of expenses associated with the final engineering and construction of a new bridge on Pine Hill Road in June/July of 2014.

ANNOUNCEMENTS: Chairman Lightner announced the following upcoming events:

- ◆ Visit with Santa at the Township building; Thursday, December 19th from 6:00 PM to 7:00 PM; fingerprinting will also be provided for the children by New York Life
- ◆ The office will be closed for the Christmas Holiday on December 25th
- ◆ January 6, 2014 Organization Meeting, 7:00 PM
- ◆ January 7, 2014, Planning Commission Meeting; 7:30 PM
- ◆ The office will be closed for the New Year's Holiday on January 1, 2014
- ◆ No change in trash collection for Christmas and New Year's Holidays

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided a December check register and submitted the following checks for approval and payment. General Fund checks #s 14199-14238 in the amount of \$50,344.75. Void check # 13870, 14219, 14220, 14221, 14228. 14229. The Secretary explained the reason for the voiding of each check. Check 13870 issued to the Perry County Sheriff was not utilized because the delinquent trash accounts were collected outside of Perry County. Check numbers 14219 through 14221, 14228, and 14229 were voided because of an error in calculation of the 4th quarter tax distribution amounts.

Payroll checks #s 6563-6567 in the amount of \$3,711.33.

Payroll checks #s 6568-6575 in the amount of \$3,950.86

Payroll checks #s 6576-6578 in the amount of \$3,771.12. No payroll checks voided.

Chairman Lightner made a motion with a second from Supervisor Quigley to approve the checks and pay all the expense checks, except for check # 14201 issued to Daisy Lightner for mileage including all payroll checks. Motion carried unanimously.

Supervisor Cree made a motion with a second from Supervisor Quigley to approve check number 14201 issued to Daisy Lightner for mileage. Motion carried. Chairman Lightner abstained stating a conflict of interest. His wife is the Secretary/Treasurer.

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

EXECUTIVE SESSION: Chairman Lightner wished everyone a "*Merry Christmas!*" and recessed the Board to executive session at 7:31 PM to discuss personnel issues.

RECONVENE THE MEETING: Chairman Lightner reconvened the meeting at 7:50 PM and announced that several personnel issues were discussed.

ADJOURNMENT: There being no further business before the Board, Supervisor Cree made a motion and Supervisor Quigley seconded to adjourn the meeting at approximately 7:51 PM. Motion carried unanimously.

Respectfully Submitted,

Daisy Lightner
Secretary/Treasurer