

**RYE TOWNSHIP
SUPERVISORS' WORKSHOP MEETING
February 11, 2014**

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PRESENT: Chairman Ken Quigley, Vice Chairman Ron Cree, Supervisor Jim Sabo, Daisy Lightner, Secretary/Treasurer, Mike Miller, Brad Sloop and James Hawk.

The Board met at the municipal building for a brief morning workshop and personnel meeting. Chairman Quigley called the meeting to order at 7:34 AM.

CITIZEN PARTICIPATION: None was offered.

NEW BUSINESS: Supervisor Cree made a motion with a second from Chairman Quigley to authorize the Secretary/Treasurer to prepare bulk spring clean-up proposals to include collection of electronics. Motion carried unanimously.

Chairman Quigley reviewed a list of **ROAD PROJECTS** anticipated for completion this year:

1. **Mountaindale Drive** - Road resurfacing of entire road including the cul-de-sac and drainage repair with the installation of a riser on the culvert near the entrance of Mountaindale Drive
The Road Crew will check on the size of riser needed.
2. **New Valley Road**- overlay of portion of roadway from the eastern side of the first bridge eastward past the intersection of Heisley Road to the western side of the second bridge.
3. **Sweeping of roadways** – Chairman Quigley will check on estimates of a rental versus a contractor. Stephenson's Equipment was mentioned as an option for sweeper rental.
4. **Reed Drive** – No additional repair to drainage necessary. Homeowner was placing grass clippings in the drainage ditch.
5. **Cove Road** – Chairman Quigley will be putting together proposals for the completion of a survey of the entire road to install a cul-de-sac at the end of this dirt road this year. Improvements will continue over a 2-3 year period on this dirt road.
6. **Millers Gap Road** – placement of 2RC stone instead of 2A Mod stone on the newly shaded portion dependent on the budget to determine the length completed and dependent on weather to determine the best time for placement. Chairman Quigley requested certifications on the stone when ordered.

With the numerous snow/ice storms, the Road Crew discussed the following concerns:

- Parking of vehicles in the following cul-de-sacs during winter storm events:
 1. Rattling Rock Road
 2. Fleisher Road cul-de-sac and a single vehicle parked near the private drive near Garry Gipe's residence. The private drive is icy and apparently the resident parks along Fleisher Road and walks up the hill to his residence.
 3. Scenic Drive
 4. End of Reed Drive – Dodge pick-up truck apparently abandoned. Owner not known.
 5. Bellview Road – one resident parks along the roadway near the bottom of the hill

It was the consensus of the Board to purchase "No Parking" signs for installation on the cul-de-sacs and pursue the adoption of an Ordinance to enforce the "No Parking".

- Freezing and clumping of uncovered anti-skid stored in rear lot
The Board discussed two options to resolve this concern: construction of an additional roof extension to cover the anti-skid; or the construction of an additional two bay storage unit on the eastern side of the rear lot which would better allow for direct sunlight to shine on the materials

The Board discussed the position of **Zoning/Code Enforcement Officer**. Upon due consideration Supervisor Cree made a motion with a second from Chairman Quigley to remove James Hawk from his position of Zoning/Code Enforcement/Driveway Permit Officer for Rye Township effective immediately Motion carried with all members voting in favor.

The Board reviewed the resume and checked references provided for Janet Hardman for Zoning Officer. Upon due consideration, Supervisor Cree made a motion with a second from Chairman Quigley to appoint Janet Hardman as **Zoning/Code Enforcement/Driveway Permit Officer** for Rye Township effective February 12, 2014 with compensation set at \$15.00 per permit and \$75 per attendance at meetings when deemed necessary or requested by the Board; The Board noted that Ms. Hardman also works part time for Marysville Borough and receives the same compensation. Motion carried unanimously.

The Board directed the Secretary/Treasurer to complete the necessary paperwork for a new hire, review and update the job description, provide copies of the Zoning and Subdivision Ordinances, and prepare the Oath of Office prior to completion of any work.

Chairman Quigley made a motion and Supervisor Sabo seconded to authorize Supervisor Cree to talk with Janet Hardman about the position and have her sign the updated job description and oath of office. Motion carried unanimously.

Road Foreman Brad Sloop discussed the following additional Road Department concerns:

- Plowing of Pine Hill Road on Carroll Township portion north to the “S” turn in Wheatfield Township. This is dangerous and there is nowhere to turn at the bottom of this roadway except in a resident’s private driveway.
The Board will discuss this concern later in the year. Currently the Board agreed to maintain this portion of Pine Hill Road for the year 2014.
- Lambs Gap Road plowing. Suggested closing this roadway during the winter season since Hampden Township does not maintain their portion. Discussion ensued. The Board will consult the Solicitor regarding this concern.
- Cell phone service – Question. Is the internet available for the road crew’s cell phones to retrieve weather information? The Secretary/Treasurer will check with ATT about this added feature and the costs. However the new phones just acquired are texting flip phones and this feature may not be available for this type of phone.

James Hawk left the meeting at this time to attend a deposition in New Bloomfield for 149 Fleisher Road.

The Board discussed the suggestion made at the January board meeting to purchase software to record and print the board meetings verbatim. The consensus of the Board was not to purchase this software. The Board offered that minutes are not transcripts, but brief summaries of the actions of the Board.

The Board reviewed Resolution 10-16, which establishes the policy for retention of audio and digital recordings of board meetings. Supervisor Cree made a motion to record the meetings for preparation of the minutes and retain the tapes/recordings for thirty (30) days following the approval of the minutes. This motion died for lack of a second.

The Board tabled any action to change the current resolution until they discuss this with Solicitor Wagner.

Chairman Quigley made a motion with a second from Supervisor Cree to authorize the Secretary/Treasurer to prepare and mail **Request for Proposals (RFP) for a Township solicitor**. Motion carried unanimously.

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided a February 11, 2014 expense check register and submitted the following checks for approval and payment: General Fund Check's #s 14274-14287 in the amount of \$7,230.65. No checks void.

With no further discussion on the bills presented, Chairman Quigley made a motion & Supervisor Cree seconded to approve all the expense checks for payment. Motion carried. The board signed the checks.

ADJOURNMENT OF THE MEETING: Auditors from Smith Elliott Kearns and Company were waiting to use the meeting room to complete day 2 of the 2013 Financial Audit.

There being no further discussion or business before the Board, Supervisor Cree made a motion and Supervisor Sabo seconded to adjourn the meeting at 9:06 am. Motion carried unanimously.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer