

**RYE TOWNSHIP  
SUPERVISORS' MEETING  
April 25, 2016**

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**PRESENT:** Chairman Ken Quigley, Vice-Chairman Jim Sabo, Daisy Lightner, Secretary/Treasurer, Susan and Herb Berger, Dave Magee, Bob and Judy Hart, EMC Jim Cassidy, Sean and Peggy Fedder, Jean Snyder, Curt Whitmer, Gene Rebert, Craig Witmer, CPA of SEK Inc., and P. Daniel Altland, Esquire.

**EXCUSED:** Supervisor John Stahl

**FORMER SUPERVISOR PRESENT:** Ronald L. Cree

The meeting was held at the municipal building and called to order at 7:00 PM. Chairman Quigley convened the meeting with the pledge of allegiance to the flag. The meeting was recorded to aid with the preparation of minutes.

**CITIZEN PARTICIPATION:** Chairman Quigley welcomed everyone and asked if there was any citizen participation at this time. Curt Whitmer asked about a letter sent to the Board regarding replacement of a non-conforming use residence on a rental property he owns addressed as 3521 Valley Road, Marysville. Chairman Quigley offered that this would be addressed during legal business.

**APPROVAL OF THE MINUTES:** Supervisor Sabo made a motion and Chairman Quigley seconded to approve the minutes of the March 15, 2016 supervisors' meeting as submitted. Motion carried.

**OPEN/AWARD THE ROAD BIDS:** The bid request for road resurfacing was advertised in the Duncannon Record on April 7 and April 14 and proof of publication is on file for the Pine Hill Road Resurfacing Project. Four sealed bids were opened by the Secretary/Treasurer and read by Chairman Quigley as follows:

<b><u>BIDDER</u></b>	<b><u>TOTAL BID</u></b>
Wilson Paving, Inc.	\$ 199,671.25
Pennsy Supply, Inc.	\$ 196,105.00
Glenn O. Hawbaker, Inc.	\$ 189,228.50
Jay Fulkroad & Sons, Inc.	\$ 174,899.40

Upon due consideration, Chairman Quigley made a motion with a second from Supervisor Sabo to accept the lowest bid and award the road resurfacing contract to Jay Fulkroad & Sons, Inc. in the amount of \$174,899.40 conditional upon review of contract documents by the Township Solicitor. Motion carried unanimously. The Secretary/Treasurer will notify the bidders and acquire necessary contract paperwork and signatures following the legal review.

Gene Rebert requested that no excess pavement be dumped in the gravel parking area. Chairman Quigley said he will make Road Foreman Brad Sloop aware of this concern. Fulkroad was instructed about this same concern last year.

**LEGAL BUSINESS:** Solicitor Altland offered that newly appointed ZHB Attorney Fenicle is waiting to receive files for the 149 Fleisher Road property from the former ZHB Attorney Barbara Wevadou.

Solicitor Altland reported the receipt of a copy of a letter dated April 14, 2016 from Attorney Robert Radebach for Curt and Cindy Whitmer seeking guidance to replace an existing non-conforming mobile home with a 28' X 44' structure at the property addressed as 3521 Valley Road. The Solicitor offered that the Zoning Officer is on vacation this week. He will provide a response after he is able to speak with the Zoning Officer. Whitmer offered that the proposed structure, although larger in size, will not increase the septic effluent discharged into the existing septic system.

**PERSONS TO BE HEARD:** Craig Witmer, CPA of Smith, Elliott, Kearns, & Co, LLC was present to provide a brief synopsis of the 2015 Financial Audit report for Rye Township. CPA Witmer presented a power point program to explain the 2015 audit report. He noted that the main influence on the Township's financials was the expenses incurred for the replacement of the Pine Hill Road Bridge, which was completed in 2015. SEK issued an unqualified, clean audit opinion, which is the best opinion that may be given indicating that SEK is confident that the financial statements are materially correct. There were no findings. The Management Discussion and Analysis was prepared by Township Secretary/Treasurer. A deficit resulted in the General Fund mainly due to the Pine Hill Bridge project and transfers to the Capital Reserve; with surpluses in the Highway Aid fund, the Solid Waste and Capital Reserve Funds. Overall a deficit of approximately \$43,400 was realized for all the funds combined. There again the Township was spending down the funds committed for the Pine Hill Bridge replacement.

The presentation provided analysis of all the funds, notes to financial statements, the Management letter, a general communication letter, and graphical analysis of cash and investment trends, revenue versus expenses; revenue trends; expense trends; revenue allocation and expense allocation. The 2015 audit report was placed on the front table and available for review. The audit report is on file as a permanent record of the Township.

CPA Craig Witmer asked if there were any questions on the audit or presentation. Chairman Quigley asked if the analysis graph for the taxes also included boroughs in the County. CPA Witmer said it did include boroughs also. With no further discussion or questions on the audit, CPA Witmer thanked the Board and departed the meeting at this time. The Board thanked the auditor and also expressed appreciation to the Secretary/Treasurer for a job well done.

**RESOLUTION:** Supervisor Sabo made a motion with a second from Chairman Quigley to adopt Resolution 16-11, which designates Daisy Lightner as the applicant agent for the purpose of obtaining financial assistance from the Federal Emergency Management Agency (FEMA) for 75% of the expenses incurred for a 48 hour period during the 2016 Blizzard on January 23 and 24, 2106. Motion carried.

**NEW BUSINESS:** Chairman Quigley made a motion with a second from Supervisor Sabo to approve and sign an Agreement with PRINT to solicit for advertisements and produce 1,500 copies of a 250<sup>th</sup> Anniversary map publication at no cost to the Township following the August celebration event. The publication would include pictures from the event and a history of the Township. Motion carried. The Secretary suggested the Board consider planting a time capsule following the event and include the map/publication along with a copy of the History Book and other documents in the capsule.

Supervisor Sabo made a motion with a second from Chairman Quigley to authorize the advertisement of an Ordinance to temporarily close Grier Point Road for the Bethel United Methodist Church to hold its annual Strawberry Festival on June 4, 2016. Motion carried.

Chairman Quigley made a motion with a second from Supervisor Sabo to renew the health insurance plan through Pennsylvania Chamber Insurance remaining with Capital Blue Cross PPO Plan including RX effective June 1, 2016 to May 31, 2017. Motion carried. Chairman Quigley signed the agreement.

Discussion on the Zoning Officer position was tabled.

Chairman Quigley announced the following:

- ◆ Election Day; April 26 from 7 AM to 8 PM at the Township municipal building. The Library will have a table to sell baked goods and soup and sandwiches.
- ◆ Annual Spring Clean Up, Rain or Shine, Friday May 6 from 6 AM to 1:45 PM and Saturday, May 7 from 8 AM to 12 noon.
- ◆ The annual Fishing Derby is scheduled for May 21 from 9:00 AM to 10:30 AM at the Marysville Sportsmen's Association in Marysville Borough.
- ◆ The office will be closed for Memorial Day on May 30, 2016 with trash collection rescheduled to Wednesday, June 1.

Solicitor Altland departed the meeting at this time.

**MONTHLY MUNICIPAL REPORTS:** Chairman Ken Quigley read the summary of the April Zoning Report provided by Zoning Officer, **Janet Hardman** as follows:

Eight	(8) Zoning Permits
Zero	(0) Inspections
One	(1) Letter
Six	(6) Phone calls
Total due in wages of \$225.00	

The report was placed on the front table for public review.

The Sewage Enforcement Report was submitted by **SEO Lenny Sizer** of Madden Engineering. Chairman Quigley read the report: Ten (10) activities: application and permit issuance for 20 Ridge Road, 54 Lone Oak Drive and 211 Evergreen Drive; percs and probes on 211 Evergreen Drive, a pressure and cover inspections for Lahr on Timber Ridge Road for a total due in fees of \$730.00.

The Road Report was provided by Road Foreman, Brad Sloop and read by Road Superintendent Ken Quigley. The road crew has been busy patching potholes throughout the Township, installing a new street sign on Tower Road, cleaning bridge decks, cleaning drains on Lambs Gap Road and Lee Wood Village; installing new batteries in #2 truck; pressure washing trucks and mowing brush on both sides of the dirt section of Idle Road.

Recreation Board member, Gene Rebert was present and provided a Recreation Report. Gene reported that the Department of Corrections plans to send a crew to work in the park from May 16 to May 20 weather permitting to assist with placement of new mulch for the playground.

Gene announced the following dates for upcoming events:

- May 21 9-10:30 AM; Annual Fishing Derby at the Marysville Sportsmen's Association in Marysville
- June 12 6:00 PM Strawberry Festival
- July 10 6:30 PM Sundaes in the Park
- August 13 11:00 AM 250 Year Anniversary Event Opening Ceremony

Gene provided the Board with a tentative schedule of events for the day, which includes an opening ceremony; musical groups throughout the day; clowns, a train ride, food and fun for all.

Gene requested that the road crew assist with dismantling and clean-up of the one dug out roof that fell down several years ago during a wind storm. Chairman Quigley offered to speak to the road crew and have them look at it and dispose of any unusable debris at the upcoming Clean-up.

Emergency Management Coordinator James Cassidy was in attendance to provide an Emergency Management Report. With the upcoming closure of SR 11 & 15 south of Marysville from May 1 to July 31, 2016, EMC Cassidy has attended several meetings to discuss emergency response during the closure. Penn Dot will have an incident commander on duty 24/7 to handle emergencies and barrier gates have been installed on SR 22/322. Increased traffic is anticipated on Lambs Gap and Millers Gap Road and perimeter roads of Pine Hill and Mountain Roads and SR 34 over Sterretts Gap. East Pennsboro Ambulance plans to stage an ambulance during rush hours in Summerdale to provide better response time. They also plan to utilize Lambs Gap Road for any emergencies. Local fire companies and the State Police are aware to provide better traffic control.

Supervisor Sabo expressed concern with safe passage of trailers and larger vehicles through the subway with the sharp turn onto Main Street. Councilman Dave Magee was present and offered to discuss this concern at the Marysville Borough council meeting next Monday evening.

Chairman Quigley offered that he is coordinating with Hampden Township. He plans to purchase and install new “no truck” signage on Lambs Gap Road.

The March Treasurer’s Report & General & Solid Waste Fund Balance Reports were submitted for review by the Secretary/Treasurer & placed on the front table for anyone to review. The reports are submitted and approved by the Board pending the 2016 Financial Audit.

**APPROVAL AND PAYMENT OF THE BILLS:** The Secretary/Treasurer provided an April expense check register and submitted the following checks for approval and payment: General Fund Check’s #s 15134-15173 in the amount of \$30,557.15. No checks void.

Payroll checks #s 7010-7017 in the amount of \$5,680.88. No payroll checks void.

Payroll checks #s 7018-7022 in the amount of \$5,750.07. No payroll checks void.

Payroll checks #s 7023-7028 in the amount of \$3,923.19. No payroll checks void.

With no further discussion on the bills presented, Chairman Quigley made a motion and Supervisor Sabo seconded to approve all the expense checks and payroll checks presented for payment. Motion carried.

**CITIZEN PARTICIPATION:** Chairman Quigley asked if there was any citizen participation at this time.

Chairman Quigley expressed sincere appreciation to everyone for their thoughts, prayers, and cards during the illness and recent passing of his wife, Denby.

The Secretary/Treasurer noted that a \$200.00 donation will be sent to the Marysville/Rye Library in memory of Denby Quigley.

**ADJOURNMENT OF THE MEETING:** With no further discussion or business before the Board, Chairman Quigley adjourned the meeting at 8:15 PM.

Respectfully submitted,

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Daisy Lightner, Secretary/Treasurer