

**RYE TOWNSHIP
SUPERVISORS' MEETING
June 26, 2017**

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PRESENT: Chairman Ken Quigley, Vice-Chairman Jim Sabo, Supervisor John F. Stahl, Daisy Lightner, Secretary/ Treasurer, Robert Hartman, Zoning Officer, John Schulze, Driveway Officer, Mary Kocher, Janice and Douglas Shorter, Nancy Sunday, Sean Fedder, John W. Smith, Jean Snyder, Joe Burget of Burget and Associates and Solicitor P. Daniel Altland.

FORMER SUPERVISORS PRESENT: Charles Kunkle and Robert Lightner

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. No response was received.

OPEN AND AWARD ROAD BIDS: The bid request for Cove Hill Road resurfacing was advertised in the Duncannon Record on June 8 and June 15 and proof of publication is on file. Two sealed bids were opened by the Secretary/Treasurer and read by Chairman Quigley as follows:

<u>BIDDER</u>	<u>TOTAL BID</u>
McNaughton Services, Inc.	\$ 70,140.00
Jay Fulkroad & Sons, Inc.	\$ 58,560.46

Upon due consideration and with a bid bond in place, Chairman Quigley made a motion with a second from Supervisor Sabo to accept the lowest bid received and award the road resurfacing contract to Jay Fulkroad & Sons, Inc. in the amount of \$58,560.46 conditional upon receipt of a performance bond and proof of PADOT certification for all materials utilized in the project per the signed contract. Motion carried unanimously. The Secretary/Treasurer will notify the bidders and acquire necessary contract paperwork and signatures.

Chairman Quigley said to contact the Township office if interested in picking up clean fill from the pipe and drainage replacements on Cove Hill Road.

APPROVAL OF THE MINUTES: Supervisor Stahl made a motion and Supervisor Sabo seconded to approve the minutes of the May 22, 2017 supervisors' meeting as submitted. Motion carried.

PERSONS TO BE HEARD: Joe Burget of Burget and Associates was in attendance on behalf of Mary Kocher to discuss a small vacant .41 acre unimproved lot addressed as 1350 Valley Road and previously a combined tax parcel of the Glen Cree property at 1342 Valley Road. Ms. Kocher plans to build a small new home on this vacant lot. Burget said recommendations were received from the June 6, 2017 Planning Commission, (PC) meeting. He provided a plot plan for the Board to review. Burget referred to the plot plan as he explained that Ms. Kocher plans to extend the existing eleven feet (11') macadam driveway to include a hammerhead turnaround to accommodate emergency vehicles as requested. Burget also noted there are inconsistent widths along this drive.

Discussion continued. Upon review of the plan, June 6, 2017 PC meeting minutes, and in consultation with the Solicitor, Chairman Quigley recommended the following:

1. A formal land development plan is not required pursuant to the SALDO. However an informal plan addressing the Planning Commission's concerns must be prepared and revisited with the Planning Commission.
2. The R-O-W is established as sixteen, (16') feet. The paving portion of the extension of the R-O-W need only to be eleven (11) feet since the current paving is only eleven (11) feet. The design criteria are found in the SALDO Section 320-44.
3. The turn-around should be provided due to the length of the R-O-W and the fact that backing out of the access onto SR 850 is a safety hazard.
4. An Easement and Maintenance Agreement for the shared R-O-W is important and necessary. This protects the existing pavement should it be damaged during construction with heavy trucks or equipment and provides for the cost for ongoing routine maintenance, repair etc. to be shared equally by the current and future owners served by the R-O-W. The final draft will be submitted to the Solicitor for review and approval.
5. The resolution of the access issues must be included as conditions in the driveway permit with Ms. Kocher understanding she is responsible to agree with the conditions.
6. A formal complete application for a zoning permit must be submitted with all documentation, which will address the stormwater issues including the roof run off infiltration trenches.

Burget said that Ms. Kocher is willing to submit an informal plan to the Planning Commission for review at the July meeting. Ms. Kocher indicated her agreement to sign an Easement and Maintenance Agreement and will contact the other involved property owners.

Burget also discussed the development of an existing vacant lot addressed as 285 Mountain Road. This lot was part of the Richard Strayer Subdivision Plan and approved in December of 1985. He provided a sketch plan showing an existing driveway, the proposed new dwelling site and the proposed driveway, which crosses over prohibitive, steep slopes. A new owner, Alex Morrison, recently purchased this lot and wants to build a single family dwelling. Burget referred to a June 23, 2017 letter sent to SEO Leonard Sizer from the Township, which states if the proposed house site or driveway crosses prohibitive or steep slopes, floodplains, wetlands riparian zones, then additional site planning will be required in order to obtain zoning approval.

Solicitor Altland advised a land development plan is required due to the steep slopes and resulting stormwater issues.

Burget said he will bring a sketch of this lot to the July Planning Commission meeting for their review and recommendation and proceed with a land development plan. Burget thanked the Board and left the meeting at this time along with Mary Kocher.

MONTHLY MUNICIPAL REPORTS: Zoning Officer Bob Hart was in attendance and read his Zoning Report as follows: Two (2) Permits Issued; eight (8) site visits regarding enforcement and inspections, various brief phone calls and emails, and research for 3521 Valley Road; travelled 246 miles for a total due in fees of \$514.86. The report was placed on the front table for public review.

No Sewage Enforcement Report was submitted by **SEO Lenny Sizer** of Madden Engineering. The SEO has been busy and will make sure a two month report is received for the next meeting.

The Road Report was provided by Road Foreman, Brad Sloop and read by Road Superintendent Ken Quigley. The road crew was busy repairing gutters and installing new pipes on Cove Hill Road; mowing along Township roads, mowing at the municipal building; removing a downed tree along New Valley Road; and fabricated a pipe clean out tool, which worked to clean out sixty (60) feet of pipe and painted the poles and lids at the underground storage tank island.

Nancy Sunday of the Recreation Board was present and reported a successful “Strawberries in the Park” with approximately 80 participants in attendance. Their next event is “Sundaes in the Park” scheduled for August 6 from 6:30 PM to 7:30 PM with no rain date. Later this fall, Halloween in the Park is scheduled for October 21 at 6:00 PM, with a rain date of October 22 at 5:00 PM.

No Emergency Management Report was presented. The Board directed the Secretary to contact EMC Jim Cassidy to see if he might attend a meeting in the near future.

The May Treasurer’s Report & General & Solid Waste Fund Balance Reports were submitted for review by the Secretary/Treasurer & placed on the front table for review. The reports are submitted and approved by the Board pending the 2017 Financial Audit. The Secretary/Treasurer noted that the 2nd quarter tax distribution checks are on the register for approval; and the installation of the new accounting/payroll software is scheduled for mid-July.

NEW BUSINESS: The Secretary/Treasurer reported that the Facility Operations Inspection was conducted by Charles Hursh of Oxon Investment Group, LLC on Rye’s underground tanks, administrative paperwork and certifications. All were found to be in order and in compliance. Mr. Hursch will send the report to the Department of Environmental Protection, (DEP).

While conducting the facility inspection, Mr. Hursh noted an observation well and recommended the Township properly seal and abandon it. He provided a proposal to abandon the well and seal it with bentonite. Chairman Quigley made a motion with a second from Supervisor Sabo to accept the proposal from Charles E. Hursh, Chief Operating Manager of Oxon Investment Group, LLC of Hummelstown to properly abandon the observation well at a cost of \$150.00. Motion carried unanimously.

Supervisor Sabo made a motion with a second from Chairman Quigley to approve the Request for Proposal received from Jeremy Fuller of Fuller’s Handyman Service to repair the fascia, fabricate and install aluminum fascia, and reinstall aluminum gutter on the rear of the municipal building for a cost of \$650.00. Motion carried unanimously. The soffit was damaged from an antenna that was incorrectly attached to the building. The antenna is no longer needed and has been removed.

The Board discussed an additional request for proposal from Fuller’s Handyman Service to install heavy duty metal now and ice guards (90 on each side) of the front and rear building for a cost of \$2,300.00. Most of the existing guards are missing and were not installed properly. It was the consensus of the Board to acquire additional comparable quotes for this project. The project will tentatively be completed later this fall before the winter season.

Chairman Quigley announced the following:

- ◆ The office will be closed for the 4th of July Holiday with trash collection rescheduled to Wednesday, July 5.
- ◆ July 31- August 11 – Lambs Gap Road will be closed for resurfacing and repairs in Hampden Township and Rye Township. The road will be marked at the extremities.
- ◆ August 6 – Sundaes in the Park; 6:30-7:30 PM at the New Valley Road Park; rain or shine. Free event. Lots of ice cream and toppings.

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided a June expense check register and submitted the following checks for approval and payment: General Fund Check’s #s 15606-15647 in the amount of \$58,182.62.

Payroll checks #s 7234--7239 in the amount of \$3,705.78. No payroll checks void.

Payroll checks #s 7240-7245 in the amount of \$4,018.10. 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 unanimously.

CITIZEN PARTICIPATION: Chairman Quigley asked if there was any citizen participation.

John Smith of Cove Road complained that the amount of stone placed on Cove Road was inadequate. Chairman Quigley offered that the road crew determined that only the lower portion of the road needed stones. There are only two homes on this gravel roadway. Smith requested a meeting on-site with Chairman Quigley. Quigley said he would check his schedule for some time after the upcoming Holiday.

Jean Snyder of New Valley Road commented about the repair of Lambs Gap Road and the closure of this busy roadway.

Former Supervisor Robert Lightner asked about follow up to code enforcement issues in several areas in the Township and expressed concern that not much was done since the previous meeting. The Zoning Officer said he has been on-site and is working to gain compliance in all of the situations. He made contact with the owner and gave them thirty (30) days to clean up and remove the mattress and debris. If nothing is done to abate the violation, a citation will be issued.

Lightner noted that the pipe and ditch at the western end of the Park is clogged with silt. The water was running over the roadway and what did flow down the ditch was overflowing into the grassy area of the park. Chairman Quigley said he would talk to the road crew to clean the pipe and ditch at the Park. Lightner said because of past issues, the road crew will not do anything with the ditch cleaning until they are authorized.

Doug Shorter of Dutch Cemetery Road expressed concern with the stormwater runoff from the new home construction along Dutch Cemetery Road and the resulting damage to this road.

The Board is aware of this concern and the damage caused by the excavator in placing the homes on several lots. The Township has been in contact with Carroll Township's Zoning Officer, the County Conservation District, and Mr. Wessel, the developer, and will continue to monitor this situation.

Quigley expressed appreciation to Mr. Shorter for assisting with snow removal on Dutch Cemetery Road until this road is repaired. Quigley said the road would not be repaired until next year when the all the new home construction is complete.

ADJOURNMENT OF THE MEETING: With no further discussion or business before the Board, Chairman Quigley made a motion with a second from Supervisor Stahl to adjourn the meeting at 8:07 PM. Motion carried unanimously.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer