

**RYE TOWNSHIP
SUPERVISORS' MEETING
April 23, 2018**

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PRESENT: Chairman Ken Quigley, Vice-Chairman Jim Sabo; Supervisor John F. Stahl, Daisy Lightner, Secretary/Treasurer, John Smith, John M. Fitzsimmons, Jessica Bacon, Joel Bacon and Cathy Queitzsch, Jean Snyder, Corinna Van Hine, Sean Fedder, Jim T Ryan, staff writer for the Duncannon Record, and Teena Curnow, auditor with Smith, Elliott, Kearns & Co.

FORMER SUPERVISOR PRESENT: Charlie Kunkle

The meeting was held at the municipal building and called to order at 7:02 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. Jessica Bacon of Valley View Road expressed concern with loud, obnoxious music in her neighborhood coming from a nearby residence in the later hours of the evening and inquired as to how to best handle this.

Chairman Quigley offered that it is best to contact the Newport State Police since the content of the music was highly offensive and obnoxious. He suggested recording the music the next time this occurs.

OPEN AND AWARD ROAD BIDS: The bid request for road resurfacing was advertised in the Duncannon Record on April 12 and April 19 and proof of publication is on file for resurfacing of a portion of Mountain Road and Rye Township's section of Dutch Cemetery Road; Five sealed bids were opened by the Secretary/Treasurer and read by Chairman Quigley as follows:

Bidder	Bid Amount
Penssy Supply, Inc.	\$160,757.20*
New Enterprise Stone & Lime Co.	\$172,282.00
Wilson Paving, Inc.	\$186,705.00
Glen Hawbaker & Sons, Inc.	\$172,165.00
Jay Fulkroad & Sons, Inc.	\$179,473.80

Upon due consideration and discussion and with all bid bonds in place, Chairman Quigley made a motion with a second from Supervisor Stahl to accept the lowest bid from Penssy Supply, Inc. in the amount of \$160,757.20* conditional upon receipt of CDL compliance, a 100% performance bond and any other additional contract documents requested, but not included with the initial bid submission; Motion carried unanimously. The Secretary/Treasurer will notify the bidders and acquire necessary contract paperwork. The Board signed the contract.

APPROVAL OF THE MINUTES: Supervisor Stahl made a motion and Supervisor Sabo seconded to approve the minutes of the March 26, 2018 supervisors' meeting as submitted. Motion carried unanimously.

PERSONS TO BE HEARD: Auditor, Teena Curnow of Smith, Elliott, and Kearns & Co., (SEK) was present to provide a condensed version of the 2017 Financial Audit report for Rye Township. Teena presented a power point program to explain the 2017 audit report. 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 management. A surplus resulted in the General Fund, Solid Waste, and Highway Aid Funds with a deficit in the Capital Reserve Funds. Overall the Township had a good year. She noted a significant increase in the Capital Assets with the purchase of a new 2018 dump truck and new computer and accounting and payroll software. However, the monies to purchase the software and truck were allocated from money saved for these future expenses the Capital Reserve Fund, which resulted in the deficit in this fund. Curnow noted that the Solid Waste Fund increased its revenue by 2% with the recent rate increase in 2016 and more determined pursuit of delinquent accounts by Keystone Collections in 2017.

The presentation provided analysis of all the funds, notes to financial statements, the Management letter, a general communication letter, and five year graphical analysis of cash and investment trends, revenue versus expenses; revenue trends; expense trends; revenue allocation and expense allocation. Teena noted that the highest revenue for the Township at over 50% is derived from taxes and the highest expense is Public Works or Highways, which is a typical allocation for a Township our size. The 2017 audit report was placed on the front table and available for public review. The audit report is on file as a permanent public record in the Township office.

Teena Curnow asked if there were any questions on the audit or presentation. No response received. She thanked the Board and departed the meeting at this time.

MONTHLY MUNICIPAL REPORTS: Zoning Officer Lenny Sizer provided an April Zoning Report as follows: Seven (7) items listed involving calls; letters; emails; site visit to 830 New Valley Road; 1350 Valley Road infiltration trench inspection for a total due fees of \$828.75.

A Sewage Enforcement Report was submitted by SEO Lenny Sizer of FSA Engineering listing three (3) activities from March 27 to April 16, 2018 including a site visit; SFTF module review for Whitmers; and a pressure inspection at 1350 Valley Road for a total due in fees of \$190.00.

The Road Report was provided by Road Foreman Brad Sloop and read by Road Superintendent Ken Quigley as follow: chipped brush, repair and patch pot holes on Lambs Gap and Mountain Road; install R4 stone on a portion of the shoulder of Lone Oak Drive, cut up trees from high wind storm, pick up drain box at Monarch for road project on Dutch Cemetery Road; clean drains; plow and cinder roads; pressure wash trucks from winter; and cut and clear trees on Dutch Cemetery Road in preparation for road widening project.

No Recreation Board report was presented. The next upcoming events are so noted in the minutes:

May 19 Annual Fishing Derby; 9 AM to 10:30 AM; Rain date of May 20; 1:00-2:30 PM
Held at the Sportsmen's Association on Kings Highway in Marysville Borough

June 3 Strawberry Festival; 6:00 PM; rain or shine

No Emergency Management report was presented.

The March Treasurer's Report was submitted for review by the Secretary/Treasurer & placed on the front table for anyone interested to review. The report is submitted and approved pending the 2018 Financial Audit.

NEW BUSINESS: Chairman Quigley made a motion with a second from Supervisor Sabo 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 Saturday, June 9, 2018 from approximately 9 AM to 8 PM. Motion carried unanimously.

Supervisor Sabo made a motion with a second from Supervisor Stahl to designate and authorize Daisy Lightner as the **Electronic Filing Administrator (EFA)** for the Pennsylvania Department of Environmental Protection to allow the user to make electronic submissions and payments on behalf of Rye Township as a storage tank owner. Motion carried unanimously.

Chairman Quigley announced the following upcoming events:

- ◆ May 4 and May 5; Spring Bulk Clean Up
Rye will only hold **one** bulk clean up this year in order to save funds since the Solid Waste Fund ended with a deficit last year. Proof of residency is required. If the last refuse payment receipt is not available, a current PA driver's license will also be accepted.
- ◆ May 15 – Primary Election Day; 7 AM to 8 PM
- ◆ May 19 – Fishing Derby; 9 AM to 10:30 AM; Rain Date of May 20 from 1-2:30 PM
At the Sportsmen's Association in Marysville Borough
- ◆ May 28 – Memorial Day Holiday; the office is closed. Trash will collected Wednesday, May 30.
- ◆ June 3 - Strawberries in the Park; 6-7:00 PM; held rain or shine.

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 15928-15950 the amount of \$10,613.43.

Payroll checks #s 7378-7386 in the amount of \$4,132.67. No payroll checks void.

Payroll checks #s 7387-7391 in the amount of \$6,879.73. No payroll checks void.

With no further discussion on the bills presented, Supervisor Sabo made a motion with a second from Supervisor Stahl to approve all the expense and payroll checks submitted for payment and to pay the bills. Motion carried unanimously.

CITIZEN PARTICIPATION: Corinna Van Hine of New Valley Road expressed appreciation for the pot hole patching completed on Mountain Road. Chairman Quigley offered that temporary patching had to be completed prior to the permanent base repair scheduled for completion with the road resurfacing project scheduled for later this summer.

ADJOURNMENT OF THE MEETING: There being no further discussion or business before the Board, Chairman Quigley made a motion with a second from Supervisor Stahl to adjourn the meeting at 7:58 pm.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer