

**SUPERVISORS' ORGANIZATION MEETING MINUTES
JANUARY 6, 2020**

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PRESENT: Chairman James Sabo, Vice-Chairman John Stahl, Supervisor John Schulze, Daisy Lightner, Sec/Treasurer, and Sean Fedder.

FORMER SUPERVISORS PRESENT: Charles Kunkle and Robert Lightner

Notary Public Daisy Lightner administered the Oath of Office to re-elected Supervisor Sabo and newly elected Supervisor Schulze immediately before the start of the meeting. Proof of publication is on file for this meeting, which was held at the municipal building and called to order by Supervisor Sabo. Supervisor Sabo convened the meeting at 7:00 PM and explained that a temporary chairman and secretary are needed to begin the meeting.

APPOINTMENT OF TEMPORARY CHAIRMAN AND SECRETARY:

Supervisor Stahl made a motion with a second from Supervisor Schulze to appoint Supervisor Jim Sabo as the temporary Chairman and to appoint Daisy Lightner as the temporary Secretary; motion carried unanimously.

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

ORGANIZATION OF THE BOARD:

Supervisor Stahl made a motion to appoint **Supervisor Jim Sabo** as the **Chairman** of the Board. Supervisor Schulze seconded the motion. Motion carried unanimously.

Chairman Sabo made a motion to appoint **Supervisor John Stahl** as the **Vice-Chairman** of the Board. Supervisor Schulze seconded the motion. Motion carried unanimously.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to appoint the following:

Administrative Superintendent:

Jim Sabo

Public Safety Superintendent:

Jim Sabo

Motion carried unanimously.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to reappoint the following:

Co-Road Superintendents:

John Stahl

John Schulze

Motion carried unanimously.

Chairman Sabo made a motion with a second from Supervisor Schulze to reappoint the following:

Equipment Maintenance Superintendent:

John Stahl

Solid Waste Superintendent:

John Stahl

Motion carried unanimously.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to reappoint the following:

Building & Grounds Superintendent:
Motion carried unanimously.

Jim Sabo

Chairman Sabo made a motion to reappoint Robert Lightner as **Vacancy Board Chairman**; Vice-Chairman Stahl seconded the motion. Motion carried unanimously.

APPOINTMENT INDEPENDENT AUDITORS: Proof of publication is on file to appoint an independent auditing firm for the fiscal year 2019. Vice-Chairman Stahl made a motion to adopt **Resolution 20-01**, which appoints the firm of **Smith, Elliott, Kearns and Company, LLC with Craig Witmer, CPA** to perform an annual audit for the fiscal year beginning in January 2019 and ending in December 2019. Chairman Sabo seconded. Motion carried unanimously.

APPOINTMENT TO ELECTED AUDITOR BOARD: Chairman Sabo made a motion with a second from Vice-Chairman Stahl to appoint Vickie Broughton to fill the vacancy on the Board of Elected Auditors. Motion carried unanimously.

Chairman Sabo recognized the **elected auditors** as follows: **Catherine Sabo, Deborah Lucas, and Vickie Lee Broughton**. Supervisor Schulze made a motion with a second from Vice-Chairman Stahl to authorize the elected auditors to conduct an audit of the local elected tax collector, Rebecca Schulze, for the fiscal year 2019; and, as regulated by the Second Class Township Code, to establish the pay rate of supervisors working as employees of the Township for 2020. Motion carried unanimously.

Chairman Sabo made a motion to reappoint **Daisy Lightner** as **Secretary/ Treasurer to the Board** with a second from Vice-Chairman Stahl. Motion carried unanimously. Daisy expressed appreciation for the reappointment to continue to serve the Board and the Community in 2020.

Vice-Chairman Stahl made a motion to retain the **bond for the Treasurer** at \$265,000; Chairman Sabo seconded the motion. Motion carried unanimously. .

THE FOLLOWING APPOINTMENTS OR REAPPOINTMENTS WERE MADE:

Supervisor Schulze made a motion and Vice-Chairman Stahl seconded to re-appoint **Leonard Sizer** of Frederick Seibert Associates, (FSA) as **Sewage Enforcement Officer**. Motion carried unanimously.

Vice-Chairman Stahl made a motion with a second from Supervisor Schulze to re-appoint the following:

John Madden as the **Alternate Sewage Enforcement Officer** when SEO Sizer is not available with fees set by Resolution;

Brian Gilbert of Wilson Consulting Group as the **Zoning Officer and Code Enforcement Officer** for Rye Township;

Ken Quigley as the **Floodplain Administrator** and **Daisy Lightner** as the **Alternate Floodplain Administrator**;

Eric Simmons as the **Driveway Permit/Enforcement Officer** for Rye Township; and

Daisy Lightner as the **representative to the Perry County Council of Governments, (Perry Co COG)** and Vice-Chairman John Stahl as the alternate.

Motion carried unanimously.

Chairman Sabo made a motion and Vice-Chairman Stahl seconded to reappoint the following:

Rebecca Schulze as the **Collector of Act 511 and Per Capita taxes** at **4%** of the amount collected

Motion carried. The record notes Supervisor Schulze abstained due to a potential conflict of interest stating Rebecca Schulze is his spouse.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to appoint Capital Tax Collection Bureau as the **Collector of Earned Income tax** at **2.00%** of the amount collected. Motion carried unanimously.

Vice-Chairman Stahl made a motion with a second from Supervisor Schulze to re-appoint the following:

Keystone Collections Group as the **Collector of residential solid waste income** for the year 2020.

Daisy Lightner as the **Representative and** Nancy Sunday as the **Alternate to the Capital Area Tax Collection Bureau Board, the collector of Earned Income Tax;**

Daisy Lightner as the **Representative and** Nancy Sunday as the **Alternate to the Perry County Tax Collection Commission;**

James Cassidy as the Emergency Management Coordinator, EMC, and Michael Rugh as the Assistant Emergency Management Coordinator for Rye Township.

Motion carried unanimously.

Vice-Chairman Stahl made a motion with a second from Chairman Sabo to reappoint or retain the following:

P. Daniel Altland, Esquire as main **Legal Counsel;**

Wilson Consulting Group as the **Township engineer** for plan reviews;

Dan Vodzak and Sean Fedder to the **Planning Commission** for an additional four (4) year term through 12/31/2023.

Motion carried unanimously.

Vice-Chairman Stahl made a motion with a second from Chairman Sabo to reappoint Rebecca Schulze as the **Planning Commission Recording Secretary** and Daisy Lightner as the **Assistant Planning Commission Recording Secretary.** Motion carried.

The record notes Supervisor Schulze abstained from the motion due to a potential conflict of interest stating Rebecca Schulze is his spouse.

Supervisor Schulze made a motion with a second from Vice-Chairman Stahl to re-appoint the following:

Stephen Smith to the **Zoning Hearing Board for a five year term** until 12/31/24. The Zoning Hearing Board is meeting on January 14, 2020 at 6:30 PM to reorganize.

Darlene Campbell to the Park and Recreation Board for a five (5) year term expiring on 12/31/24. The Recreation Board is meeting to re-organize on Monday, January 13, 2020 at 7 PM.

Motion carried unanimously.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to approve a simple contract for mowing of the New Valley Road Park for \$180 per mowing with Roger Kumler of Kumler Lawn Care for the 2020 mowing season from May 1 to October 31, 2020. Motion carried unanimously. The Chairman of the Board signed the contract.

Vice-Chairman Stahl made a motion and Supervisor Schulze seconded to reappoint Daisy Lightner as **Chief Administrative Officer of the Pension Plans**. Motion carried unanimously.

Vice-Chairman Stahl made a motion with a second from Supervisor Schulze to adopt the following Resolutions to select the following as main depositories for Rye Township:

- **Resolution 20-02- Marysville Bank a Division of Riverview Bank**, formerly the First National Bank of Marysville
- **Resolution 20-03- Bank of Landisburg, Shermans Dale Branch**
- **Resolution 20-04- Pennian Bank, Shermans Dale**

Motion carried unanimously.

Chairman Sabo made a motion to certify Chairman Jim Sabo, Supervisor John Schulze, and Secretary/Treasurer Daisy Lightner as **delegates** to attend the 2020 PSATS Annual Convention to be held in Hershey on May 3-6 and to certify **John Schulze** as the **Voting Delegate**. Vice-Chairman Stahl seconded. Motion carried unanimously.

Chairman Sabo made a motion and Vice-Chairman Stahl seconded to authorize Chairman Sabo, Supervisor Schulze, Secretary/Treasurer, Daisy Lightner, and Tax Collector Rebecca Schulze, if available, to attend the annual **Perry County Association of Township Officials Convention on Saturday, February 29, 2020**. Motion carried unanimously.

ESTABLISHING OF 2020 MEETING DATES AND TIMES:

Vice-Chairman Stahl made a motion with a second from Supervisor Schulze to establish the following monthly meeting dates and times:

- A. The regular **meeting dates for supervisors' monthly meeting** will be on the **fourth Monday of each month at 7:00 PM**, except for the following when the meeting will be moved to the date established as follows:
 - May 25 – Memorial Day - rescheduled to Monday, **May 18, 2020**
 - November 26 – Thanksgiving - rescheduled to Monday, **November 16, 2020**
 - December 25 - Christmas - rescheduled to Monday, **December 14, 2020**
- B. Additional Supervisors' **special workshop meetings** on the second Tuesday morning of the month at **7:30 AM**, as deemed necessary by the Board of Supervisors, except for legal holidays.
- C. **2021 Budget workshops** on the following Thursdays, October 8 and October 22 and November 5, 2020, at **6:30 PM** at the Township building.
(Nov 5th workshop is only held if deemed necessary).
- D. **Bulk Clean-up dates are:** Friday, May 1 and Saturday, May 2, 2020

Motion carried unanimously.

ESTABLISHING PAYROLL POLICIES:

Chairman Sabo made a motion to continue the same policy to authorize the Secretary/ Treasurer to **prepare and disburse payroll** at 1:45 PM on Wednesday following the end of each two-week pay period. Supervisor Schulze seconded; motion carried unanimously.

AUTHORIZING INTERIM BILL PAYMENTS:

Supervisor Schulze made a motion with a second from Vice-Chairman Stahl to approve/authorize the Secretary/Treasurer to prepare and pay interim invoices received, the beginning of the month, especially those with time sensitive pay dates or those that will receive discounts if paid early with three signatures required as is the policy on all checks to include two board member's signatures plus the Treasurer's signature. Motion carried unanimously.

SET APPROVED RATE FOR REIMBURSEMENT OF PRIVATE VEHICLE

Supervisor Schulze made a motion and Vice-Chairman Stahl seconded to **reimburse an employee for private vehicle use** when on Township business in 2020 at the IRS approved rate of \$.575 cents per mile. Motion carried unanimously.

ESTABLISHING THE 2020 FEE SCHEDULE: Upon due consideration following a brief discussion, Chairman Sabo made a motion with a second from Supervisor Schulze to adopt **FEES SCHEDULE RESOLUTION 20-05**, which amends the established Schedule of Fees for the Township of Rye, Perry County effective for January 7, 2020 and each calendar year thereafter until amended by resolution. Motion carried unanimously.

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided two separate General Fund check registers: one for the final December expense checks for 2019 and one for January 2020 checks as follows:

2019 General fund checks #s 16542 -16550 in the amount of \$ 23,363.09.

2020 General Fund checks #s 16551-16554 in the amount of \$ 908.75. No checks were voided during processing.

2020 Payroll checks #s 7670-7674 in the amount of \$3,934.16. No payroll checks void.

Chairman Sabo made a motion and Vice-Chairman Stahl seconded to approve the 2019 and 2020 expense checks presented and pay the bills and to approve the first payroll of 2020, Payroll B01 with check numbers as listed above. Motion carried unanimously.

ANNOUNCEMENT: Chairman Sabo announced that the next regular business meeting of the Board is scheduled for Monday, **January 27, 2020** at 7:00 PM.

Former Supervisor Lightner thanked each supervisor for their willingness to serve.

ADJOURNMENT: There being no further business before the Board, Chairman Sabo adjourned the 2020 Organizational meeting at 7:34 PM.

Respectfully submitted,

Daisy Lightner
Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' MEETING
January 27, 2020**

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PRESENT: Chairman Jim Sabo, Vice-Chairman John Stahl, Supervisor John Schulze, Daisy Lightner, Secretary/ Treasurer, Michael R. Rugh, Assistant EMC, Marysville Fire Chief, Robert A. Richmond, III, Joshua Miller, Corinna Van Hine, and Luke Roman of the Duncannon Record.

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 Sabo convened the meeting with the pledge of allegiance to the flag. The meeting was recorded to aid with the accurate preparation of the minutes.

CITIZEN PARTICIPATION: Chairman Sabo asked if there was any citizen participation at this time. None was offered so the floor was closed for citizen participation.

APPROVAL OF THE MINUTES: Supervisor Schulze made a motion and Vice- Chairman Stahl seconded to approve the minutes of the December 16, 2019 supervisors' meeting as submitted. Motion carried unanimously.

Vice-Chairman Stahl made a motion and Supervisor Schulze seconded to approve the minutes of the January 6, 2020 Organization meeting as submitted; motion carried unanimously.

EXECUTIVE SESSION: Chairman Sabo announced that the Board held an Executive Session on Wednesday, January 15, 2020 to discuss personnel issues and concerns with the Road crew.

PERSONS TO BE HEARD: Marysville Fire Chief Rob Richmond, III approached the Board to discuss a proposed revision to the Fire Call Boxes for Rye Township. The current Call Box for Marysville Fire Company's service in Rye Township is 6-02. Chief Richmond is proposing to divide Call Box 6-02 by adding a dividing line between 1840 Valley Road and 1840 New Valley Road to create Call Box 6-04 to better facilitate dispatching with the new system at the County Communication Center. Chief Richmond explained that this proposed change does not affect the fire emergency response within the Township whatsoever. Chairman Sabo made a motion with a second from Vice-Chairman Stahl to accept the change proposed by Marysville Fire Company to divide Call Box 6-02 between 1840 Valley Road and 1840 New Valley Road creating Call Box 6-04. Motion carried unanimously. Chief Richmond will contact the County tomorrow to see if they need written verification from the Township. He will in turn then notify the Township Secretary.

MONTHLY MUNICIPAL REPORTS: The December and January Zoning Reports were submitted by Zoning Officer, Brian Gilbert, with twenty-five(25) activities listed, involving permitting, enforcement, and engineering reviews and inspections for a total due in fees of \$2,564.70. The reports were made available for public review.

No Sewage Enforcement Report was readily available, although SEO Sizer was involved in a meeting last week on Grier Point Road.

The Road Report was provided by Road Foreman Brad Sloop and read by Co-Road Superintendent John Stahl. Most of the work completed involved either winter maintenance with snow plowing or repair and service of equipment, pressure washing of equipment to clean off salt, chipping of brush, replacing reflective strips on delineators throughout the Township, and repairing a ballast in the shop light.

Robert Lightner of the Recreation Board Report was present and announced that the Recreation Board had their first meeting of the year in January. They set the date in May for the Fishing Derby. The Board anticipates holding a dedication for the time capsule one half hour before a regular board meeting, possibly in April. The date for the time capsule dedication will be confirmed at the February Recreation Board meeting.

Mike Rugh, Assistant EMC, reported that he is considering several training sessions that were forwarded to him from the Township office. He noted a concern with limbs, brush, and overgrown vegetation overhanging onto the public right of way on several roads in the Township. The limbs and brush need to be trimmed for easier and safer access for emergency apparatus. Marysville Fire Chief Rob Richmond also requested residents remember to trim trees in their private driveways so emergency vehicles have better access should an emergency situation arise. The Board directed the Secretary to add these concerns to the next newsletter.

The December Treasurer's Report was submitted and read by the Secretary/Treasurer and placed on the front table for review. The Secretary/Treasurer noted that the 2019 Financial Audit is scheduled for next week, February 4 through February 6.

RESOLUTIONS: Chairman Sabo made a motion with a second from Vice-Chairman Stahl to adopt **Resolution 20-06**, which adopts the Sewage Fee Schedule Resolution with minimal increases presented by Frederick Seibert Associates for 2020. Motion carried unanimously.

Vice-Chairman Stahl made a motion with a second from Chairman Sabo to adopt **Resolution 20-07**, which authorizes the Secretary/Treasurer to transfer \$11.57 from Members First Credit Union, which represents the monies earned annually with the 1% cash back program from the VISA credit card from payments made throughout the year 2019, to the General checking account at Marysville Bank. Motion carried unanimously.

NEW BUSINESS: Vice-Chairman Stahl made a motion with a second from Chairman Sabo to authorize the Secretary/Treasurer to prepare requests for proposal, (RFP) for the Spring Clean-up in May. Motion carried unanimously.

Chairman Sabo noted that in compliance with the Second Class Township Code, the Elected Auditors met and voted to establish compensation for 2020 for a supervisor who works as an employee of the Township. The rate will remain at \$12.00 per hour for all positions. Currently, no supervisor is a regular employee of the Township.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to accept the following certification of Real Estate and Per Capita Taxes for the 2020 tax duplicate received from Tax Collector, Rebecca Schulze:

<u>Real Estate</u>	<u>Per Capita</u>
\$168,853.95	\$9,270.00

Motion carried. Supervisor Schulze abstained due to a potential conflict of interest. Tax Collector, Rebecca Schulze is his spouse.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to re-appoint Daisy Lightner as the Zoning Administrative Secretary. Motion carried unanimously.

Supervisor Schulze made a motion with a second from Chairman Sabo to approve the 2019 Annual Planning Commission Report as submitted. Motion carried. Vice-Chairman Stahl abstained stating he did not have opportunity to read the report.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to accept the estimate of \$1,150.00 from Hench's Tree Service, LLC of Carlisle for removal of five, (5) trees located along Lambs Gap Road. Motion carried unanimously. Supervisor Schulze noted that Lambs Gap Road will be closed to traffic a portion of the day during the removal process. The

closure will begin after the morning rush hour traffic and the road will reopen again in early afternoon before the evening rush hour. The office will send an email notification to all residents and emergency personnel when the date for removal of the trees is scheduled.

Discussion ensued on the wage rate paid for part-time temporary seasonal snow plow drivers. Upon due consideration, Chairman Sabo made a motion with a second from Supervisor Schulze to designate a separate wage category for part-time non-CDL snow plow drivers to be paid at a rate of \$16.00 per hour effective beginning January 28, 2020. The wage rate for regular PT road/solid waste laborers will remain at \$14.00 per hour. The CDL plow driver rate will remain at \$20.00 per hour. Motion carried unanimously.

Supervisor Schulze requested an update of the culvert replacement project and the Department of Environmental Protection, (DEP), permit application assistance in process with Wilson Consulting Group for two pipes located under Pierce Road, (T-521). The Secretary offered that Wilson Consulting is progressing and was on-site to survey and conduct wetland studies. Costs paid to date for the permit are slightly under \$3,000. Supervisor Schulze offered that he has recommendations for the design of the culvert that could prevent going out of the Township right of way. The Board directed the Secretary to send an email to Wilson Consulting and request a scope of work and the projected total cost for this project.

Supervisor Schulze discussed the Mountain Road, (T-300)/Dean's Gap Road, (T-418) culvert replacement. Wilson Consulting is also in the process of completing two DEP permit applications for these pipe replacements. Supervisor Schulze discussed the need to acquire a small area of right of way and the installation of guide rail for this project. It was the consensus of the Board for Supervisor Schulze to contact the engineer at Wilson Consulting Group to discuss the Township's recommendations relating to the acquisition of right of way and guiderail design. Supervisor Schulze also offered to make contact with a right of way acquisition firm.

Chairman Sabo announced the following:

- ◆ Presidents' Day - February 17, 2020 –Office is closed with no change in trash collection.
- ◆ Spring Clean Up is scheduled for Friday, May 1 and Saturday, May 2, 2020.

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided a January 27, 2020 expense check register and submitted the following checks for approval and payment:

General Fund Check #s 16555-16577 in the amount of \$10,279.93. No checks void.

Payroll check #s 7675-7683 in the amount of \$4,631.70. No payroll checks void.

Payroll check #s 7684-7688 in the amount of \$4,613.22. No payroll checks void

With no further discussion on the bills presented, Chairman Sabo made a motion and Vice-Chairman Stahl seconded to approve and sign all checks presented for payment. Motion carried unanimously

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

ADJOURNMENT OF THE MEETING: There being no further discussion or business before the Board, Chairman Sabo thanked everyone for coming and adjourned the meeting at 7:46 pm.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' MEETING
February 24, 2020**

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PRESENT: Chairman Jim Sabo, Vice-Chairman John F. Stahl, Supervisor John C. Schulze, Daisy Lightner, Secretary/Treasurer, Driveway Officer, Eric Simmons, Sean Fedder, Jean Snyder, Nancy Sunday, Michael Rugh, Perry A. Stambaugh, Hadyn and Dana Cotton, Corporal Mark Fisher of the Pennsylvania State Police, Newport Barracks, Solicitor Dan Altland, and Luke Roman, reporter from the Duncannon Record.

FORMER SUPERVISORS PRESENT: Robert Lightner, Ken Quigley, and Charles Kunkle

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

CITIZEN PARTICIPATION: Chairman Sabo welcomed everyone and asked if there was any citizen participation at this time. None was offered.

EXECUTIVE SESSION: Chairman Sabo announced that the Board held an Executive Session at 5:00 PM tonight prior to this meeting to discuss personnel issues.

APPROVAL OF THE MINUTES: Supervisor Schulze made a motion and Vice-Chairman Stahl seconded to approve the minutes of the January 27, 2020 supervisors' meeting as submitted. Motion carried unanimously.

MONTHLY MUNICIPAL REPORTS: Brian Gilbert provided a **Zoning Report** for the month of February. Prepared a scope of work for Pierce Road pipe replacements, sent a notice of violation to 22 Bellview Road; re-inspect Highline Auto Parts salvage yard on New Valley Road; issued citation for 89 Cherry Drive, issued citation for 1176 New Valley Road, and reviewed stone information for stormwater at 830 New Valley Road and reviewed proposed updates to the Nuisance and Zoning Ordinances and provided a comment letter.

The Sewage Enforcement Report was submitted by **SEO Lenny Sizer** of Frederick Seibert Associates. Seven (7) activities: two possible sewage violations, percs and probes, pressure inspections, and calls and research on a system inspection that failed that was involved in a home sale; for a total due in fees of \$ 1,030.00.

The **Road Report** was provided by Road Foreman Brad Sloop and read by Co-Road Superintendent John Stahl. Cut dead trees on Millers Gap Road; cleaned various drains throughout the Township, chipped brush, pressure washed equipment and trucks; power washed and cleaned all trucks/plows/backhoes; completed curve study and sign inventory, serviced #10 tractor/mower, fixed water leak in garage toilet, and repaired the lower portion of Deans Gap Road with shale and millings.

Recreation Board member Nancy Sunday reported that the Board met in February to continue to plan and organize events for the year. She announced the following upcoming dates for events and encouraged all to attend:

April 27	Time Capsule Dedication, 6:30 PM, prior to the April Board meeting
May 16	Fishing Derby; 9-10:30 AM; Marysville Sportsmen's Association
June 7	Strawberry Festival; 6:00-7:00 PM
July 12	Sundaes in the Park; 6:30 to 7:30 PM

Michael Rugh, Assistant Emergency Management coordinator was in attendance. With the warmer temperatures, he reported the Fire Company was called for several local brush fires. He urged residents to exercise caution when burning brush and debris on their properties.

Corporal Mark Fisher of the Pennsylvania State Police introduced himself and provided a summary report of activities involving Rye Township from August of 2019 to February 2020. There were no major incidents in Rye Township. He reported that PSP provided traffic control thirty-eight separate times at the intersection of Lambs Gap Road and Sites Circle in response to complaints received. Ten citations were issued and one warning. Troopers also conducted routine patrol and handled other incidents in Rye Township. Corporal Fisher reported that during the time period from August 2019 to February 2020, PSP responded to 103 incidents in Rye Township, which is the least amount of incidents in the County. Corporal Fisher fielded a few questions from residents relating to speed issues on SR 850 and traffic violations and concerns at the intersection of Lambs Gap Road and Sites Circle. The Board expressed appreciation to the Corporal for the service provided to the Community by the PA State Police.

The January Treasurer's Report was submitted for review and read by the Secretary/Treasurer. The report was placed on the front table for public review. The report is submitted and approved pending the 2020 Financial Audit. The Secretary/Treasurer reported that auditors from SEK & Co. completed the on-site portion of the 2019 audit on February 5 and 6. They plan to attend and provide a report at either the March or April board meeting.

RESOLUTIONS: Vice-Chairman Stahl made a motion with a second from Chairman Sabo to adopt **Resolution 20-08**, which authorizes the use of the Members First VISA credit card for payment of the following online purchases: the annual USTIF (underground storage tank indemnification) Capacity Fee for the Township's two underground storage tanks in the amount of \$125.40; and Petroleum Service Company for the purchase of 55 gallons of Rotella Oil for use in the Township trucks in the amount of \$681.95. Motion carried unanimously.

Chairman Sabo made a motion with a second from Supervisor Schulze to adopt **Resolution 20-09**, which authorizes the Secretary/Treasurer to transfer the 2020 Liquid Fuels Allocation when received electronically in March at the Bank of Landisburg Highway Aid Money Market account and transfer the funds into an easy access Highway Aid CD at the Bank of Landisburg at 1.35% for a better rate of investment return until utilized for payment of 2021 road work projects. The estimated amount of funds to be received and deposited into the CD is \$129,508.00. Motion carried unanimously.

Vice-Chairman John Stahl made a motion with a second from Supervisor Schulze to adopt **Resolution 2020-10**, which replaces Fee Schedule Resolution No. 2020-05 and amends the established schedule of Fees for the Township of Rye, Perry County, effective February 25, 2020 and each calendar year thereafter until amended by resolution. Motion carried unanimously.

NEW BUSINESS: Chairman Sabo made a motion with a second from Vice-Chairman Stahl to participate in the State CoStars (Piggyback) Bulk Salt contract and to authorize the Secretary/Treasurer to complete the application online for 120 tons of salt, which obligates the Township to purchase at least 60% of the contract, or 72 tons. Motion carried unanimously.

Supervisor Schulze made a motion with a second from Vice-Chairman Stahl to approve and sign a two year lease to permit the Perry County Board of Elections to rent the Township facility as a polling place for the years 2020 and 2021. The terms include rent payments for 2020 of \$150.00 per election. The rent for the year 2021 will be increased to \$175.00 per election. Motion carried unanimously.

The Township sent out eight (8) requests for proposal to various vendors for the Spring Clean-Up. Only one proposal for the Spring Bulk Clean-up in May was received from Tiger Trash of York. Total haul cost per roll off quoted from Tiger Trash is \$235.00. Dumpsters for scrap will be provided free of charge. Chairman Sabo made a motion with a second from Vice-Chairman Stahl to accept the Bulk Clean-Up proposal received from Tiger Trash conditional upon the receipt of proof of compliance with CDL testing. Motion carried unanimously.

Upon due consideration, Supervisor Schulze made a motion with a second from Chairman Sabo to approve the February 3, 2020 time extension request for approval of the Jared R. and Natasha E. Frey Land Development Plan to the May Supervisors' meeting, which is scheduled for May 18, 2020, to allow for additional time to work out details for stormwater calculations and resulting plan revisions. Motion carried unanimously.

Co-Road Superintendent John Schulze discussed implementing a multi-year Road Project Improvement Plan. He cited tentative projects on various roadways involving full depth reclamation, (FDR), of the pavement, which mills and recycles the existing pavement, then additives or cement is added, and installed back on the roadway to provide a more stable base with a thin layer of asphalt over the top, microsurfacing treatments and widening of roadways and shoulders. The average daily traffic, (ADT), which is the daily volume of traffic on any given road, would determine which pavement repair is applicable. Planning ahead would also provide for better expense forecasting of the more costly projects in preparation of the budget. The Secretary/ Treasurer offered that Tri County Planning Commission has traffic counters and provides the use of them as a free service to local communities in the area.

Former Supervisor Ken Quigley offered that looking ahead to anticipate planning for larger road projects is a good idea. In his experience at PennDot and the Township, microsurfacing was best used on lower traffic roads such as in residential developments that show visible signs of cracking. He offered that FDR is best on roads with a higher ADT.

Chairman Sabo announced the following upcoming events:

- ◆ March 8 Daylight savings time; turn your clocks ahead
- ◆ April 10 Good Friday, Office Closed with no change in weekly trash collection
- ◆ April 27 6:30 PM; Time Capsule Dedication; prior to the April meeting.
- ◆ May 1 & May 2 - Annual Spring Bulk Clean-up

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided a February expense check register and submitted the following checks for approval and payment:

General Fund Check's #s 16578-16602 in the amount of \$31,666.54. No checks void.

Payroll checks #s 7689-7695 in the amount of \$4,124.84. No payroll checks void.

Payroll checks #s 7696-7701 in the amount of \$4,460.98. No payroll checks void.

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

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

Eric Simmons, who retired from PPL Electric, discussed his concern with numerous power outages occurring within the Township, the last one being on Thanksgiving Day 2019. He has been in contact with a reliability engineer at PPL to express his concern on behalf of the Township. The engineer understood his concern and encouraged him to also seek the support of neighboring Marysville Borough and together request that PPL take steps to provide an alternative electric service to the area. Eric wanted the Board's approval to continue to pursue this concern

on behalf of the Board for the residents of Rye Township. It was the consensus of the Board to gladly approve of Eric talking with PPL to seek a resolve to provide an alternate source of power in the area when power outages occur. Eric plans to attend Marysville Borough Council's meeting in the near future to seek their support in addressing this concern. Supervisor Schulze offered to accompany him to the Borough Council meeting, which is scheduled for the second Monday of the month at 7:00 PM.

Perry Stambaugh stood and introduced himself as a candidate running to fill the position currently held by GOP State Representative Mark Keller, since Representative Keller announced that he will not seek re-election at the end of 2020. Perry is the sixth generation to grow up on his family's 200 acre farm in Green Park, Tyrone Township, Perry County. He graduated from West Perry High School and then Penn State University, where he began a career in journalism. Perry worked for the *Pennsylvania Farmer* magazine and was managing editor of the Duncannon Record for a time. He was a member and former chairman of the Perry County Republican Committee for many years. Perry said he is just trying to get around to various communities to meet and greet the people. If anyone has any questions or would like more information, you can check out his website at www.perryforperry.com or www.voteperrystambaugh.com. He appreciated the time the Board provided for him to introduce himself.

Chairman Sabo thanked Perry Stambaugh for taking time to attend the Supervisors' meeting.

Referring to check number 16587 issued to Barrack Tires in the amount of \$750.00, former Supervisor Charlie Kunkle asked if other quotes were acquired. The Secretary/Treasurer offered that Dice's Tire provided a quote, but Barrack Tire provided the lowest quote. The tires referred to in this question were the front tires on the tractor/mower #10.

Chairman Sabo announced that the Board will not be adjourning this meeting, but recessing until Monday, March 16, 2020 at 7:00 PM to meet with the Solicitor to discuss proposed revisions and updates to the Township's Vector and Nuisance Ordinances, and any other pertinent business that might come before the Board at that time.

RECESS THE MEETING: With no further discussion, Chairman Sabo recessed the meeting at approximately 7:52 PM to reconvene again at 7:00 PM on Monday, March 16, 2020.

RECONVENE THE MEETING: Chairman Sabo reconvened the meeting telephonically at 7:03 PM with the other members of the Board of Supervisors. Due to the Corona Virus pandemic the Board chose not to meet on-site at the Township building. They spoke briefly to address one item of business.

Upon due consideration and discussion, Supervisor Schulze made a motion with a second from Chairman Sabo to approve the March 10, 2020 time extension request for approval of the Revised Final Minor Subdivision Plan for Dr. Robert P. Matsko, Sr. to the May Supervisors' meeting, which is scheduled for May 18, 2020, to allow for additional time to establish the 100-year flood elevation on the subject lot with Township officials, and to address the various requirements requested by the Planning Commission at their March 3, 2020 meeting, and the coordination involved with the project. Motion carried unanimously.

ADJOURN THE MEETING: With no further essential business or discussion before the Board, Chairman Sabo adjourned the meeting at 7:08 PM.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' ONLINE EMERGENCY MEETING
April 7, 2020**

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STAFF PRESENT REMOTELY: Chairman Jim Sabo, Supervisor John C. Schulze, Daisy Lightner, Secretary/Treasurer, Emergency Management Coordinator, Jim Cassidy, Assistant Emergency Management Coordinator, Michael Rugh, and Solicitor Dan Altland.

PRESENT VIA REMOTE OR DIAL IN PARTICIPATION: Camille Otto, Corinna Van Hine, John Fitzsimmons, Ruthann, Tom P., Gene Rebert, Jared Frey, Jen, Barb and Bill Holley, John-Thomas Graupensperger, Denise Glenn, Alane Balchunas, Henry Hoffman, and Larry Hale.

FORMER SUPERVISOR REMOTE PARTICIPATION: Charles Kunkle

EMC Cassidy set up the meeting for the Board and read a list of all that were logged into the meeting remotely at 7 PM. Others were dialing in telephonically as the meeting progressed, which demonstrates that the dial in number was working. The agenda was displayed on the screen.

The meeting was not held at a physical location, but was held remotely due to public health concerns with the COVID-19 outbreak and the Governor's "Stay at Home" order. Chairman Jim Sabo called the meeting to order at 7:00 PM. The meeting was recorded to aid with the accurate preparation of minutes. A quorum of the Board was established.

CITIZEN PARTICIPATION: Chairman Sabo welcomed everyone and opened the floor for any public comment. None was offered at this time.

Chairman Sabo explained the main purpose of this emergency meeting was to adopt a Declaration of a State of Emergency. He read the Declaration in its entirety. The Resolution was displayed on the screen for those logged in online. Per the Solicitor's recommendation, it was revised to change the date from to remain in effect through May 1 to: remain in effect "*until further notice.*"

RESOLUTION: With no further discussion, Chairman Sabo made a motion with a second from Supervisor Schulze to adopt **Resolution 20-11**, which declares a **State of Emergency** in Rye Township, Perry County due to the COVID-19 pandemic. Motion carried.

PERSONS TO BE HEARD: Chairman Sabo introduced Rye Township's Emergency Management Coordinator Jim Cassidy and asked him and Deputy Assistant EMC Michael Rugh to provide a brief summary of their background and experience with emergency management.

EMC Jim Cassidy offered that he has been in the emergency management business professionally for over 40 years. He previously worked for PEMA, Pennsylvania Emergency Management Agency, during 1979 and was involved with the Three Mile Island Nuclear incident. Subsequent to that he became involved with emergency response planning for nuclear sites around the Country, and worked as a consultant in creating emergency plans involving chemical accidents and spills. EMC Cassidy also worked as a consultant with the United States Army and United States Navy in their chemical emergency response programs involving

transportation of chemical weapons and highly toxic rocket fuels. The last twenty years he designed software for utility companies to manage operations in their command centers during emergencies such as power outages to provide situation reports and assign tasks. He has been involved in many facets of emergency management and has enjoyed working with dedicated Township staff over the past 12+ years at the Township's local EMC.

Deputy Assistant Emergency Management Coordinator Michael Rugh introduced himself as a retired State trooper. He offered that he recently moved into Rye Township about two (2) years ago and resides on Dicken Drive. Assistant EMC Rugh offered that he has 38 years in fire and EMS services. He is currently the captain in the Marysville Fire Company and a part-time career fire fighter in Carlisle. Assistant EMC Rugh offered that most of his experience is with snow emergencies, tornadoes, and floods. He has never been involved in a pandemic, but is willing to assist and provide his services wherever he is needed.

Chairman Sabo thanked both EMC Cassidy and Assistant EMC Rugh. He expressed gratitude that Rye Township has these qualified men who willingly volunteer their service to their local community here in Rye Township.

Chairman Sabo read the Board's Response to COVID-19 Virus in its entirety while a copy was displayed on the screen for those viewing the meeting online. A copy is inserted here and made part of the minutes of this Emergency meeting.

RESPONSE TO COVID 19 VIRUS

The Township BOS is holding this emergency meeting at 7:00 pm today, Tuesday, April 7, 2020 to discuss topics as listed below. In that this is an Emergency meeting, there is no requirement to advertise publicly. The Township will make a best faith effort to notify residents of this meeting and to provide dial-in access so residents are able to actively participate and provide comments. The required attendees are both Road Crew members, Township Secretary, Emergency Management Coordinator, Deputy Emergency Management Coordinator (requested to attend if possible), the three Supervisors, and Solicitor Dan Altland, if available.

Emergency Declaration:

Rye is one of two remaining Perry County municipalities yet to officially declare an emergency. The BOS had felt it could be premature to declare and possibly unnecessarily increase the workload on those at County. County Emergency Management Coordinator, Richard Fultz has indicated Rye's declaring the Emergency will create very minimal increase in County workload; and he reiterated his suggestion that Rye declare.

This feedback from County, combined with BOS's desire to alter the working environment and conditions to protect Township employees and the general public, has led the BOS to lean now toward signing an official declaration.

Tax Collector:

Discussion has been had with the Township's Tax Collector regarding her and her family's personal safety and risk due to contact with the public at her residence. At this time she considers risk of exposure minimal since the office hours for County/Township taxes are

complete; and therefore no action by Township is necessary other than recommending residents send in payment by mail to minimize exposure by all.

Township Bulk Clean-Up scheduled for May:

We likely need to postpone to a future date. Will discuss and make decision at Emergency meeting. VP Jeremy Knaub of Tiger Trash was contacted and is able to conduct a clean-up in mid-June at the same cost.

Permit Activity:

Zoning, building, driveway permit activities are on hold. Permit applications may be completed and dropped off at the Township's yellow drop off box outside the office doors. But will not be processed. Blank permit forms are available at the Township website at www.ryetwp.com. No building permits will be issued by Building Inspection Underwriters, BIU, until the Governor's order banning all construction activities is lifted.

Altered Work Schedules (beginning Wednesday, 8 April 2020):

Road Crew will alternate weeks at the Township building. The Road Crewman who is working at the Township building for the week is to perform functions only within the building's grounds, unless requested by a Supervisor to address an emergency such as downed tree, clogged drain with water ponding on the roadway, damaged STOP sign, etc. Otherwise the spirit of this alternate working schedule is to minimize exposure of the employee to the public. All decisions on whether to "go out" should be weighed with that in mind. The Road Crewman can also drive around the Township to check on things, but should minimize his exposure to and from residents by staying within the vehicle. A daily list should be maintained showing what was checked and on which roads.

Should an emergency occur or a task arises wherein it would be safer to have two people present, the working Road Crewman will call in the on-call Road Crewman for the duration of completing the task. Such tasks should be avoided though until a later date, if possible. The on-call employee shall participate in online training sessions during the "off" week. Supervisor Schulze will provide additional information regarding this online training and offer assistance if needed relating to online registration and participation.

Secretary /Treasurer will work from home Monday through Friday during her normal working hours. The **PT Clerk** is on call, if needed, to fill in for the Secretary should she not be available.

Access to the Township building to obtain files and other necessary information is at the Secretary's discretion. The expectation is to avoid face-to-face interaction with residents as much as possible. The spirit of this alternate working schedule is to minimize employee exposure to the public and so all decisions on how best to interact with and serve the residents should be weighed with that in mind.

Secretary /Treasurer will set voicemail at Twp. office indicating her limited access and how to contact her. She will also post front door of Township building with methods to contact her while she is working from home during this emergency.

EMPLOYEE COMPENSATION WILL CONTINUE AS-IS AND WILL NOT BE AFFECTED BY THESE ALTERNATE WORKING ARRANGEMENTS.

THE BOS APPRECIATES THE TOWNSHIP EMPLOYEES' WILLINGNESS TO BE FLEXIBLE WITH THIS EMERGENCY SITUATION, AND WILL CONTINUE THESE ALTERNATE WORKING ARRANGEMENTS UNTIL THEY ARE JUDGED BY THE BOS TO NO LONGER BE NECESSARY, OR ARE IN NEED OF MODIFICATION.

Improved Communication System:

The Township recognizes a need for improved communication methods. A “phone-blast” system was suggested for any future occurrences of similar emergencies to more quickly and more thoroughly communicate information to the residents of Rye. EMC Jim Cassidy volunteered to research several options through the County, PEMA and local churches.

Weekly conference call between BOS and EMC:

Considering scheduling a weekly “touch base” call relating to this health emergency. Tentative scheduling is 7:00 pm each Monday until further notice. This is not to be a complex or lengthy meeting, and not a business meeting – simply an opportunity for EMC and BOS to tie off so we’re all on the same page relating to the current emergency. Township Secretary will also dial in to record minutes for public record.

Supervisor John Schulze made a motion with a second from Chairman Sabo to adopt the above directives listed in the **RESPONSE TO COVID 19 VIRUS** document. Motion carried.

EMC Cassidy reviewed and displayed the Department of Health’s website. He reviewed a map and focused in on Perry County with 9 cases and 1 death. Currently, there are 14,059 cases in Pennsylvania. Just a reminder to stay at home and not visit neighboring Counties. EMC Cassidy reviewed the Governor’s Stay at Home order. He recommended limiting your contact with the general public. If you must go out for groceries or essential services, keep socially distant of at least six (6) feet. It is advised to wear a face mask when you do go out. These measures hopefully will slow the spread of the virus, keep you safe and limit the amount of overall deaths.

Referring to searching for an improved Communication System, Solicitor Dan Altland recommended checking into a company called Nixle. His home Township of Fairview utilizes their services. They provide texts via telephone, email or zip code. EMC Cassidy thanked the Solicitor and indicated he would look into that option.

CITIZEN PARTICIPATION: Chairman Sabo asked if there were any other comments from participants who either dialed in or were watching remotely online.

Denise Glenn expressed concern for sinus and allergy sufferers with many residents at home working in yards and burning leaves and brush. She suggested a temporary burn ban to prevent additional respiratory distress.

Assistant EMC Mike Rugh addressed her concern. He offered that the Marysville Fire Chief recently received notice that the Perry County Commissioners adopted a Resolution recommending a County-wide burn ban until June 1, 2020. Rugh offered that this action was just taken last evening and is not yet common knowledge with the general public.

Alane Balchunus asked for clarification on the bulk Spring Clean-up event. Chairman Sabo responded that the bulk Spring Clean-up scheduled for May 1 and May 2 is postponed with a date to be determined by the Board depending on how the current situation unfolds and the state and national mandates.

John Fitzsimmons suggested the Board clarify the notice posted on the Township door to include no visitation to the Secretary or the Tax Collector at their home. The Secretary will add an additional notice to clarify that no one is to visit any employee or elected official at their residence.

John-Thomas Graupensperger suggested the Board consider creating its own Facebook page to disseminate information. EMC Cassidy offered that he could work at creating a page if this is the direction the Township wants to go. Solicitor Dan Altland cautioned the Board to be careful when creating a Facebook account, because it opens the Township up to public comments, posts, and things can get ugly. Communication with the public is great, but there are those that can use it wrongly as a forum to attack individuals. Solicitor Altland said you can limit all public comment, but you cannot block one particular individual. The Solicitor offered that he is not prohibiting this method of communication through social media, only advising caution in setting up this type of communication involving the general public.

Supervisor Schulze noted that he had looked into a Facebook web page previously and they do have a “how-to” instruction page. He offered to provide that information to EMC Cassidy.

Jared Frey offered that his wife has experience creating Facebook pages and would be willing to provide EMC Cassidy assistance. However, he quickly looked up Nixle online, the forum recommended by Solicitor Altland, and suggested that may be the way to go for governments if it is cost effective, since the resident has to sign up and it goes directly to their phone via text or email account and not to the general public. Nixle would prevent some of the concerns expressed by the Solicitor. Chairman Sabo asked the Secretary to provide EMC Cassidy Mr. Frey’s contact information. The Secretary indicated she would provide EMC Cassidy Jared Frey’s email address.

Chairman Sabo asked Supervisor Schulze to speak with the Road Crew about the change in working schedules. Chairman Sabo will be responsible to take the Emergency Declaration, Resolution 20-11, around to each supervisor and the EMC for signatures. The Secretary will forward an executed copy to the County Emergency Management Agency.

Chairman Sabo offered if anyone has any questions or concerns to contact the Township office, or check the website at www.ryetwp.com for further updates.

Hearing no comments or further discussion from participants, Chairman Sabo adjourned the emergency meeting at approximately 7:50 PM.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' REMOTE MEETING
April 27, 2020**

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STAFF PRESENT REMOTELY: Chairman Jim Sabo, Vice-Chairman John F. Stahl, Supervisor John C. Schulze, Daisy Lightner, Secretary/Treasurer, Emergency Management Coordinator, Jim Cassidy, Assistant Emergency Management Coordinator, Michael Rugh, and Solicitor Dan Altland.

PRESENT VIA REMOTE OR DIAL IN PARTICIPATION: John Fitzsimmons, Jared Frey, Barb and Bill Holley, John-Thomas Graupensperger, and Luke Roman of the Duncannon Record.

EMC Cassidy set up and hosted the remote meeting for the Board. Remote meetings are now authorized with the adoption of Act 15 of 2020 as long as the COVID-19 emergency declaration is in effect. The GoToMeeting site showed 11 participants. A few of those dialed in telephonically as the meeting progressed, which demonstrates that the dial in number was working. The meeting was not held at a physical location, but was held remotely due to public health concerns with the COVID-19 outbreak and the Governor's "Stay at Home" order. Chairman Jim Sabo called the meeting to order at 7:00 PM. A quorum of the Board was established. The agenda was displayed on the screen as Chairman Sabo welcomed everyone.

CITIZEN PARTICIPATION: Chairman Sabo opened the floor for any public comment. None was offered at this time.

APPROVAL OF THE MINTUES: Supervisor Schulze made a motion and Chairman Sabo seconded to approve the minutes of the February 24, 2020 supervisors' meeting as submitted. Motion carried unanimously.

Supervisor Schulze made a motion and Chairman Sabo seconded to approve the minutes of the April 7, 2020 Remote Emergency Meeting as submitted. Motion carried unanimously.

The record notes the March Board meeting was cancelled due to the COVID-19 pandemic and the Governor's "Stay at Home" Order.

MONTHLY MUNICIPAL REPORTS: Brian Gilbert provided a **Zoning Report** from February 22 to March 15: Issued several certificates of use; site visits for several violations, plan and storm water reviews; prepared enforcement letters.

The March and April Sewage Enforcement Reports were submitted by SEO Lenny Sizer of FSA Engineering. The March report lists six (6) activities involving system repairs, cover inspections, and perc tests. The April report lists (2) activities involving a repair and permit issuance for a combined total due in fees for two months of \$845.00.

The **Road Report** for March/April was provided by Road Foreman Brad Sloop and read by Co-Road Superintendent John Schulze as follows: chipped brush, installed a new pressure switch on well pump; completed a curve study per Supervisor Schulze; cold patch potholes throughout the Township; delivered #4 for State inspection; cleaned drain pipes on Pine Hill Road; repaired tamper, washed and waxed trucks; mowed grass at the Township; cut up downed tree on Idle Road; cleaned up limbs throughout the Township from high winds; participated in virtual training sessions with LTAP.

Since the **Recreation Board** cancelled their March meeting, no report was presented.

EMC Cassidy provided a report of the COVID-19 situation and reviewed and displayed the Department of Health's website. He reviewed a map and focused in on Perry County with 27 cases and 1 death. Currently, there are 42,052 cases in Pennsylvania and 1,597 deaths reported. He explained the three phases, Red phase, Yellow phase, and Green phase that Governor Wolf is proposing as he begins to gradually open up the State again.

EMC Cassidy said he has not heard back from the County regarding the Nixle notification alert system, but indicated he would follow-up. Natasha Frey agreed to assist with setting up a Facebook page if that is the direction the Board wants to go. Concerns were discussed with this form of social media. It was the consensus of the Board that if a Facebook page is established, it would not accept any comments.

The March Treasurer's Report was on display on the screen as the Secretary/Treasurer read the report for all to hear. The report is submitted and approved pending the 2020 Financial Audit. The Secretary/Treasurer reported that the auditors from SEK & Co. submitted the audit report to DCED; however, they are awaiting details from the Pennsylvania Municipal Retirement System, PMRS, to complete the report. They plan to attend or participate in the May board meeting to provide the 2019 financial audit report.

RESOLUTIONS: Chairman Sabo made a motion with a second from Supervisor Schulze to adopt **Resolution 20-12**, which authorized the transfer at the Bank of Landisburg, Shermans Dale of a matured General Savings Cd to a 12 month CD. Motion carried unanimously.

Vice-Chairman Stahl made a motion with a second from Supervisor Schulze to adopt **Resolution 20-13**, which authorizes the transfer of a matured General Fund Cd at the First National Bank, formerly Metro Bank, of Enola to an easy access CD at Pennian Bank, Shermans Dale. Motion carried unanimously.

Supervisor Schulze requested the Secretary/Treasurer provide him a list of all of the Township's certificates of deposits.

NEW BUSINESS: Chairman Sabo made a motion with a second from Supervisor Schulze to accept the resignation of Ken Quigley from the position of Floodplain Administrator. Motion carried unanimously.

Vice-Chairman Stahl made a motion with a second from Supervisor Schulze to appoint Gordon Warren to fill the position of Floodplain Administrator for Rye Township. Motion carried unanimously.

The Board is under a court order to provide maintenance for Oak Grove Cemetery. Supervisor Schulze suggested the advertisement of the mowing contract. Discussion ensued. Solicitor Altland offered that formal advertisement of the contract for \$1,440 is not required. If the Board wanted to gain comparison quotes for next year, they could acquire telephone quotes from local companies, or place an ad on the Blue Ridge cable channel. Chairman Sabo directed the Secretary to acquire an estimate for next year for comparison purposes from the company that currently mows the Park. Upon due consideration and discussion, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to award and sign the annual mowing contract with Gregory Sloop to mow Oak Grove Cemetery at \$120.00 per mowing for 12 mowings. Motion carried. Supervisor Schulze opposed.

Upon due consideration, Supervisor Schulze made a motion with a second from Vice-Chairman Stahl to approve the April 20, 2020 time extension request for approval of the Jared R. and Natasha E. Frey Land Development Plan to the July Supervisors' meeting, which is

scheduled for July 27, 2020, to allow for additional time to work out details with his new engineer on issues or comments that might arise from the May Planning Commission review and resulting stormwater and plan revisions, and in case of possible delays resulting from the COVID-19 situation. Motion carried unanimously.

The "Wood and Brush Chipping Guidelines" were displayed on the screen as Chairman Sabo read them for all to hear. The Township's wood chipping program is offered to assist residents with disposing of tree limbs and branches from their own residential lots. It is not for a commercial contractor's use in removal of a tree or trees on residential or vacant lots. The Board directed the Secretary post the guidelines on the website on the recycling page, to send them on the email notification listing, and to include them in the upcoming Summer Newsletter.

Chairman Sabo announced the following events and cancellations:

- ◆ Annual Spring Bulk Clean-up Postponed, Date to be Determined
- ◆ Gardening Day, May 2, Cancelled
- ◆ Annual Fishing Derby, May 16, Cancelled
- ◆ May Board of Supervisors' Meeting, May 18, changed due to the Memorial Day Holiday
- ◆ Primary Election Day, June 2, 7 AM to 8 PM; Mail in ballots are permissible
- ◆ Memorial Day Holiday, Office Closed, May 25, trash collection, Wednesday, May 27

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided a March and April expense check register and submitted the following checks for approval and payment:

March General Fund Check's #s 16603-16626 in the amount of \$28,927.99. No checks void.

April General Fund Check's #s 16627-16643 in the amount of \$ 6,441.23. No checks void.

Payroll checks #s 7702-7709 in the amount of \$4,540.77. No payroll checks void.

Payroll checks #s 7710-7714 in the amount of \$5,980.95. No payroll checks void.

Payroll checks #s 7715-7718 in the amount of \$5,744.19. No payroll checks void.

Payroll checks #s 7719-7724 in the amount of \$8,452.70. No payroll checks void.

With no discussion on the bills presented, Chairman Sabo made a motion and Supervisor Schulze seconded to approve all the checks submitted for payment. Motion carried unanimously.

CITIZEN PARTICIPATION: Chairman Sabo asked if there were any other comments from participants who either dialed in or were watching remotely online.

JT Graupensperger asked the status of zoning and building permit activity. The Township is currently accepting applications, but they are held and not being processed. All residential construction activity is on hold and BIU is closed per the Governor's Stay at Home Order.

Chairman Sabo asked the Secretary to contact Wilson Consulting Group to check on their status, if they are still closed, and to see how the Zoning Officer might like to handle permitting when residential construction can once again proceed.

Reporter Luke Roman asked for clarification on the amount of the certificate of deposit and the spelling of names.

Chairman Sabo thanked EMC Jim Cassidy for setting up and hosting the remote meeting.

Hearing no comments or further discussion from participants, Chairman Sabo adjourned the remote meeting at approximately 7:55 PM.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' REMOTE MEETING
May 18, 2020**

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STAFF PRESENT REMOTELY: Chairman Jim Sabo, Vice-Chairman John F. Stahl, Supervisor John C. Schulze, Daisy Lightner, Secretary/Treasurer, Emergency Management Coordinator, Jim Cassidy, Assistant Emergency Management Coordinator, Michael Rugh, and Solicitor Dan Altland.

PRESENT VIA REMOTE OR DIAL IN PARTICIPATION: Craig Witmer, CPA and Auditor, Karen Mahoney of Smith, Elliot, Kearns & Co., Ben Landrum, Gregory R. Schwartz, Project Manager of Williams Site Civil, LLC, Jared Frey, Chris Hinkle of Burget & Associates, Inc., and Brandon Fritz.

EMC Cassidy set up and hosted the remote meeting for the Board. Remote meetings are now authorized with the adoption of Act 15 of 2020 as long as the COVID-19 emergency declaration is in effect. The GoToMeeting site showed 11 participants. A few of those dialed in telephonically as the meeting progressed, which demonstrates that the dial in number was working. The meeting was not held at a physical location, but was held remotely due to public health concerns with the COVID-19 outbreak and the Governor's "Stay at Home" order. Chairman Jim Sabo called the meeting to order at 7:00 PM. A quorum of the Board was established. The agenda was displayed on the screen as Chairman Sabo welcomed everyone.

EXECUTIVE SESSION: Chairman Sabo announced that the Board held an Executive Session on Sunday, May 10 to discuss personnel issues.

CITIZEN PARTICIPATION: Chairman Sabo opened the floor for any public comment. None was offered at this time.

APPROVAL OF THE MINUTES: Vice-Chairman Stahl made a motion and Supervisor Schulze seconded to approve the minutes of the April 27, 2020 Remote supervisors' meeting as submitted. Motion carried unanimously.

PERSONS TO BE HEARD: Craig Witmer, CPA of Smith, Elliott, Kearns, & Co, LLC was present along with Auditor, Karen Mahoney to provide a brief synopsis of the **2019 Financial Audit report** for Rye Township. CPA Witmer explained that the final audit reports were not finished as they were awaiting additional information from PMRS, which information was recently received. Craig Witmer displayed a power point program on the screen to explain the 2019 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 deficit resulted in the General Fund and Highway Aid fund with a surplus in the Solid Waste and Capital Reserve Funds. The deficit in the General Fund resulted from a transfer of monies into the Capital Reserve Fund designated for future anticipated road projects. Overall, a surplus was realized for all the funds combined. The presentation provided comments on the 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

COVID-19 pandemic was noted as a significant event that may adversely affect revenues and expenses and impact the Township's budget going forward.

CPA Craig Witmer asked if there were any questions on the audit or presentation. No response received. He expressed appreciation to the Board for retaining SEK to complete the 2019 Financial Audit for Rye Township. On behalf of the Board, Chairman Sabo expressed appreciation to Craig Witmer and Karen Mahoney for conducting the audit for Rye Township.

The Secretary/Treasurer thanked SEK for their assistance involving extra time with phone calls to clarify the application of pension plan documents with the Pennsylvania Municipal Retirement System, (PMRS). Their insight and discussions with PMRS representatives resolved the concern and resulted in saving the Township additional costs going forward. The auditors left the online meeting at this time.

Benjamin J. Landrum, a resident and a Life Scout with Troop 56, approached the Board to request approval for a proposed project on his journey to achieve the rank of an **Eagle Scout**. He is proposing to upgrade an old trail behind the Township building near Fishing Creek to better support community fishing and recreation. He plans to widen and mulch the trail, place a rock border, possibly install a small foot bridge, and connect it to the Rye Township recreational trail. Ben does not anticipate the need for funding from the Township at this time. He indicated he would provide a full plan for the next Supervisors' meeting.

Upon due consideration, Chairman Sabo made a motion with a second from Vice-Chairman John Stahl to approve Ben Landrum's preliminary proposal for his **Eagle Scout project** to upgrade the recreational trail behind the Township municipal building. Motion carried unanimously.

SUBDIVISION/LAND DEVELOPMENT PLANS: Chris Hinkle of Burget and Associates, Inc. approached the Board to request final approval for the **Final Minor Subdivision Plan for John W. and Mary M. Smith**. The purpose of the plan is to reconfigure two (2) parcels of common ownership, (Ex. Lots 1 & 4) and two (2) prior approved un-conveyed lots (ex. Lots 2 & 3) within those parcels to follow existing use areas. Four pages of the subject plan were displayed on the screen as Chris Hinkle provided a history of existing lots and an overall summary of what is proposed to reconfigure the lots. He noted that the subject plan proposes an additional dedicated area for a proposed turnaround at the northern end of Cove Road. Perry County Planning Commission comments were received and addressed. Sheet number 4 was added to clearly show the private right of way. The security and escrow deposits were received. The Plan was recommended for conditional approval at the May 5, 2020 Planning Commission meeting. The Board reviewed and discussed the outstanding conditions.

Upon due consideration and discussion, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to approve the following alterations of requirements from the Subdivision Land Development Ordinance for the **Final Minor Subdivision Plan for John W. and Mary M. Smith:**

1. Section 320-21 (Preliminary Plan Submission)

Due to the fact that the plan is reconfiguring lots of common ownership to follow existing use areas and is not proposing any earth disturbances, we ask for relief to submit the plan as a final plan.

2. Section 320-22.1 (Over-All Property Scale)

To create a clear and legible plan we ask for relief from using the requested scale of 1"= 400'.

Motion carried unanimously.

Upon due consideration and discussion, Supervisor Schulze made a motion with a second from Chairman Sabo to approve the **Final Minor Subdivision Plan for John W. and Mary M. Smith** contingent upon the following conditions:

- Certification of the plan by the Owner
- Certification of the plan by the Surveyor
- Obtain payment in full of all fees due
- Add an area on the Cover Sheet to note the Perry County recording information for the Easement and Road Maintenance Agreement for future reference

Motion carried unanimously.

Chris Hinkle thanked the Board and left the online meeting at this time.

Gregory Schwartz of Williams Site Civil, LLC approached the Board to request final approval of the **Land Development Plan for Jared R. and Natasha E. Frey.** The purpose of the plan is to modify an existing stormwater facility, (as previously approved and recorded in Plan Book 69, Page 46), to accommodate some additional driveway improvements. Mr. Schwartz introduced himself and explained that Mr. Frey recently contracted with him to complete the subject plan. He provided a brief history of the submissions of the plan from inception. The subject plan was displayed on the screen during the presentation and discussion. Perry County Planning Commission comments were received and addressed. The Township engineer's April 27, 2020 comments were received and addressed. Security and escrow deposits were received. The Plan was recommended for conditional approval at the May 5, 2020 Planning Commission meeting. The Board reviewed and discussed the outstanding conditions.

Upon due consideration and discussion, Supervisor Schulze made a motion with a second from Vice-Chairman Stahl to approve the following alterations of requirements for the **Land Development Plan for Jared R. and Natasha E. Frey:**

1. Section 320-21 (Preliminary Plan Submission)

Due to the small size of the project and simplicity of the Land Development Plan, the plan is requested to be a final plan

2. Section 320-22.1 (Over-All Property Scale)

The plan uses a scale of 1" = 20' to create a clear and legible plan. The scale requirement is 1" = 400'.

Motion carried unanimously.

Upon due consideration and discussion, Supervisor Schulze made a motion with a second from Vice-Chairman Stahl to approve the **Land Development Plan for Jared R. and Natasha E. Frey** contingent upon the following conditions:

- Certification of the plan by the Owner
- Certification of the plan by the Surveyor
- Obtain payment in full of all fees due
- Confirm the receipt of a letter acknowledging that the Township Engineer reviewed the Stormwater Plan
- Add a note to the plan that the Township engineer will be contacted to conduct an "As Built" plan review
- Add the infiltration rate to the plan
- Add a note to the plan to contact the Township engineer to verify, as a component of the "As Built" plan review, that the infiltration rate meets the required minimum rate per the stormwater management plan

- No other permits will be considered until all the improvements shown on this plan are constructed in compliance with the plan and a certificate of use issued by the Zoning Officer.

Motion carried unanimously.

Greg Schwartz understood and accepted the conditions , thanked the Board, and left the online meeting at this time.

MONTHLY MUNICIPAL REPORTS: No Zoning Report was presented due to minimal activity with the Governor's "Stay at Home" order.

No **May Sewage Enforcement Report** was submitted due to minimal activity with the Covid-19 restrictions in place.

The **Road Report** for May was provided by Road Foreman Brad Sloop and read by Co-Road Superintendent John Stahl as follows: chipped brush, repaired exhaust leak on #4 dump truck; cleaned drainage ditch on Fleisher Road; Cut up downed trees on Mountain Road and Millers Gap Road; took snow equipment off #3 dump truck; worked with contractor to fell several trees on Lambs Gap Road, assisted with underground tank inspection and participated in virtual training sessions with LTAP.

Since the May **Recreation Board** meeting was cancelled, no report was presented. All May and June Recreation Board events are cancelled due to the Covid-19 restrictions.

EMC Cassidy provided an Emergency Management Report. Perry County EMC Rich Fultz provided him information on the alert system utilized by the County. They use EverRidge, which is the Nixle system that provides for phone, text and email alert notifications. However, local municipalities are currently not eligible to share the County's system. The cost for an annual subscription is \$3,300, plus an initial set up fee of several hundred dollars. If EverRidge additionally provides a phone database for Rye Township at the time of installation, the cost is ~\$5,000. EMC Cassidy offered this may not be cost effective for smaller municipalities.

Discussion ensued. EMC Cassidy offered to continue to research options as follows:

- Contact Fairview Township to discuss the Nixle system since they subscribe to it
- Contact Susquenita School District to inquire about their alert notification system
- Contact PEMA to inquire about alternatives, options, more cost effective alert notifications systems for smaller municipalities
- Advertise the existing email notification list in the upcoming Summer Newsletter to encourage more residents to register.

Assistant EMC Mike Rugh reported that the Governor anticipates Perry County will move into the "yellow" phase this Friday, May 22, 2020. This phase eases some restrictions on work and social interaction.

The **April Treasurer's Report** was read by the Secretary/Treasurer for all to hear. The report is on file in the Township office and approved pending the 2020 Financial Audit.

RESOLUTIONS: Chairman Sabo made a motion with a second from Vice-Chairman Stahl to adopt **Resolution 20-14**, which rescinds Resolution 20-13 and authorizes the transfer of a matured General Fund Cd at the First National Bank, formerly Metro Bank, of Enola to a five (5) year CD at Marysville Bank, a division of Riverview Bank. Motion carried unanimously.

Chairman Sabo made a motion with a second from Supervisor Schulze to adopt **Resolution 20-15**, which authorized a transfer at the Bank of Landisburg, Shermans Dale of a matured Capital Improvement Cd to an easy access CD at Pennian Bank, Shermans Dale. Motion carried unanimously.

Vice-Chairman Stahl made a motion with a second from Supervisor Schulze to adopt **Resolution 20-16**, which authorizes the transfer of a matured short term General Fund CD at the Bank of Landisburg, Shermans Dale to an easy access municipal Cd at Pennian Bank, Shermans Dale. Motion carried unanimously.

Vice-Chairman Stahl made a motion with a second from Supervisor Schulze to adopt **Resolution 20-17**, which authorizes the transfer of a matured General Checking Investment CD to a five (5) year CD at Marysville Bank, a division of Riverview Bank. Motion carried unanimously.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to adopt **Resolution 20-18**, which authorizes the Secretary/Treasurer to purchase personal protective equipment, (PPE) for the Township online with the VISA card. This Resolution specifically documents a \$139.70 purchase at United Face Masks for 100 disposable masks and 100 gloves. Motion carried unanimously.

NEW BUSINESS: Upon due consideration, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to approve the May 18, 2020 time extension request for approval of the **Revised Final Minor Subdivision Plan for Dr. Robert P. Matsko, Sr. to the July 27, 2020 Supervisors' meeting**, to allow for additional time to review the hydraulic study needed to establish the 100 year flood elevation on the subject lot with Township Officials; to address the various requirements requested by the Planning Commission at their March 2020 meeting, and the coordination involved with the project. Motion carried unanimously.

Randy Barlup contacted the Township office to request the release of fees remaining for his plan and his construction escrow. The Barlup plan is recorded. The private drive is complete.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to release the remaining Barlup escrow plan deposit in the amount of \$398.50 held by the Township to ensure payment of all engineering and legal review fees. Motion carried unanimously.

Upon due consideration, Supervisor Schulze made a motion with a second from Vice-Chairman Stahl to release the remaining construction escrow in the amount of \$761.10 contingent upon the confirmation of the receipt of the final inspection report from the Township engineer. Motion carried unanimously.

The Solicitor advised processing two separate checks when returning the escrow.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to accept the resignation of Rebecca Schulze, Rye Township Planning Commission Secretary effective immediately. Motion carried unanimously. Chairman Sabo expressed appreciation to Rebecca for her years of service preparing detailed minutes and providing administrative assistance to the Planning Commission.

Chairman Sabo announced the vacancy and noted the need to find someone for the position of recording secretary for the Planning Commission. The Assistant Secretary will fill the position until a replacement is hired. Chairman Sabo made a motion with a second from Vice-Chairman Stahl to advertise the vacancy with the requirement that the individual reside within Rye Township. Motion carried unanimously.

Supervisor Schulze requested the Planning Commission page on the Township's website clearly list the time frame for submission and acceptance of plans for official review by the Planning Commission, which is at a minimum of fifteen (15) days prior to the Planning Commission meeting. The Secretary/Treasurer indicated she would add this requirement to the website. She also recommended sending a brief reminder memo to local surveyors and engineers that frequent the Commission. The Board agreed.

The Board of Supervisors discussed rescheduling of the annual bulk clean-up, which was postponed from May 1 and May 2, 2020. It was the consensus to reschedule the Bulk Clean-up the first weekend in October -- **Friday, October 2 and Saturday, October 3**. The Board directed the Secretary to check with Tiger Trash to see if they are available that weekend, and if they might agree to postpone to October and keep the same costs. Residents will be notified of the new date via email, the website, and the upcoming summer and fall newsletters.

The refuse collection contract with Penn Waste expires the end of this year, 12/31/2020. Supervisor Schulze recommended the Board begin to gather information now to prepare detailed Request for Proposals. He suggested the Board consider the collection by the hauler of one bulk item per week as part of the proposal to possibly eliminate the annual bulk clean-up event.

Supervisor Schulze discussed subscribing to online conferencing software such as GoToMeeting or Microsoft Team and offered to research the options and provide an analysis to the Board. Although the Board greatly appreciates EMC Cassidy's generosity in hosting the past several meetings for the Board and the Planning Commission, it was the consensus of the Board that the Township explore the various options and purchase their own subscription.

Chairman Sabo announced the following events and cancellations:

- ◆ Memorial Day Holiday, Office Closed, May 25, trash collection - Wednesday, May 27
- ◆ Primary Election Day, June 2, 7 AM to 8 PM at the Municipal building; social distancing and the use of masks are recommended. Mail-in ballots are permissible.
- ◆ Strawberries in the Park, June 7, CANCELLED

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided a May expense check register and submitted the following checks for approval and payment:

May General Fund Check's #s 16644-16658 in the amount of \$14,273.20. No checks void.

Payroll checks #s 7725-7730 in the amount of \$5,992.47. No payroll checks void.

Payroll checks #s 7731-7735 in the amount of \$4,020.75. No payroll checks void.

With no discussion on the bills presented, Chairman Sabo made a motion and Vice-Chairman Stahl seconded to approve all the expense and payroll checks submitted for payment. Motion carried unanimously.

Supervisor Schulze asked if check number 16657 issued to Wilson Consulting Group in the amount of \$8,331.50 included engineering for permits for pipes on Pierce Road and Mountain Road. The Secretary/Treasurer explained that there are costs included in the check for engineering for both pipe permits. However, she did not have any recent updates on the status. The Pierce Road application was complete and submitted earlier this year to the Department of Environmental Protection, DEP, but is most likely delayed with the COVID-19 situation.

CITIZEN PARTICIPATION: Chairman Sabo asked if there were any other comments from participants who either dialed in or were watching remotely online. No response heard.

Chairman Sabo expressed appreciation to EMC Cassidy for once again hosting the online meeting, and thanked everyone that participated. Hearing no comments or further discussion from participants, he adjourned the remote meeting at approximately 9:12 PM.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' MEETING
June 22, 2020**

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PRESENT: Chairman Jim M. Sabo, Vice-Chairman John F. Stahl, Supervisor John C. Schulze, Daisy Lightner, Secretary/Treasurer, Emergency Management Coordinator, Jim Cassidy, Assistant Emergency Management Coordinator, Michael Rugh, Jean Snyder, Camille Otto, Denise Glenn, Nancy Sunday, Sean Fedder, Kimberly Woodrow-DeWitt, and Solicitor Dan Altland.

FORMER SUPERVISOR PRESENT: Robert Lightner

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

CITIZEN PARTICIPATION: Chairman Sabo opened the floor for any public comment. None was offered at this time.

EXECUTIVE SESSION: Chairman Sabo announced that an Executive Session was held at 6 PM on June 11, 2020 to discuss personnel work policies with the Road Department. The Board continued the Executive Session with the Solicitor at 7 PM to discuss updates to Ordinances.

APPROVAL OF THE MINUTES: Vice-Chairman Stahl made a motion and Supervisor Schulze seconded to approve the minutes of the May 18, 2020 remote supervisors' meeting as submitted. Motion carried unanimously

MONTHLY MUNICIPAL REPORTS: A **Zoning Report** was presented by Zoning Officer Brian Gilbert of Wilson Consulting Group listing activities from March 16, 2020 to June 15, 2020. Chairman Sabo placed the report on the front table for public review.

A **June Sewage Enforcement Report** was submitted by SEO Lenny Sizer of FSA Engineering and read by Chairman Sabo as follows: Two (2) activities: chisel and pressure inspections for a new home construction on New Valley Road for a total due in fees of \$175.00.

The **Road Report** for June was provided by Road Foreman Brad Sloop and read by Co-Road Superintendent John Stahl as follows: chipped brush, cut dead trees on New Valley Road, cleaned ditches on Deans Gap and Millers Gap Roads; cleaned up extra cinders accumulated on Rattling Rock Road; installed 2A Mod stone along Idle Road shoulder; installed 2A Mod stone in pot holes on Community Park driveway, set up and take down tables and chairs for elections on June 2.

Resident Jean Snyder reported that the gutters across the road from her residence on New Valley Road are clogged and in need of cleaning. Vice-Chairman Stahl offered that the Road Department was made aware of this concern and was sure they would get to it before long. He indicated he would remind them.

Recreation Board member Nancy Sunday was present and explained that due to the stay-at-home orders in place and large gatherings prohibited, two of the Township's major events have gone on hiatus for 2020. The annual "Fishing Derby" held in May and the annual "Strawberries in the

Park” held in June were cancelled. She reported that the following events are tentatively scheduled as follows:

- July 12 – Sundaes in the Park, 6:30-7:30 PM, eat in or bring containers to take out
- August 9 - Music in the Park, 6:00 PM – 8:00 PM, local talent Mike Foltz will perform
- September 27 – Hot dog Roast and Bon Fire; 6-7:30 PM; hot dogs and s’mores
- October – TBD; Halloween in the Park

EMC Cassidy provided an **Emergency Management Report** and presented the Board with brochures for two notification systems: Nixle, also known as EverRidge, and BlackBoard Connect. The alert notification systems would better notify residents during times of emergency. The system could also be used to notify residents of non-emergency items such as community events or road closures etc.

EMC Cassidy offered the following:

- Reviewed the Nixle system with related costs at approximately \$3,500 the first year and approximately \$3,300 each year following.
- Reviewed BlackBoard Connect, the system utilized by the Susquenita School District, at a cost of approximately \$2,600 per year.
- Researched Dial My Calls, the system utilized by a local church. Costs differ depending on the level chosen and the size of contact lists. The cost paid by the local church is approximately \$750.00 per year.
- All three systems noted above provide for phone, text, and email alert notifications
- All three systems are set up by requesting residents to sign up on the website or by contacting the Township office to sign up.

EMC Cassidy noted that a trial offer is available for Dial My Calls and recommended the Board consider taking advantage of the trial offer to actually experience firsthand the ease of use and exactly what the system offers. He offered that this may be a more cost effective system for a smaller municipality.

Chairman Sabo expressed appreciation to EMC Cassidy for taking his time to research the options available.

The **May Treasurer’s Report** was read by the Secretary/Treasurer. The report is on file in the Township office and approved pending the 2020 Financial Audit. She noted that the 2nd quarter tax distribution payments to the local fire companies, ambulance, and library are on the agenda tonight for approval and payment.

RESOLUTIONS: Upon due discussion and consideration, Chairman Sabo made a motion with a second from Supervisor Schulze to adopt the following resolutions:

1. **Resolution 20-19**, which authorized the transfer of two matured Capital Reserve Fund CDs at Pennian Bank to two separate Easy Access Municipal CDs at Pennian Bank, Shermans Dale as follows: a Park/Rec Cd for \$1,276.50 and a Road Project CD for \$52,735.29; and
2. **Resolution 20-20**, which authorizes a transfer of \$175,000 from the General Checking at Marysville Bank, a division of Riverview Bank, to an Easy Access Municipal Cd at Pennian Bank, Shermans Dale for a slightly better rate of investment return.

Motion carried unanimously.

The Secretary/Treasurer noted that unfortunately CD interest rates are very, very low at all financial institutions.

NEW BUSINESS: With working papers received and a parental acknowledgement form on file, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to hire Ty Zimmerman as part-time summer help at the Park at \$8.00 per hour for approximately 50 hours. Motion carried unanimously.

Vice-Chairman Stahl made a motion with a second from Supervisor Schulze to appoint Natasha Frey to fill the vacancy on the Recreation Board with Susan Vodzak declining reappointment when her term expired the end of 2019. Motion carried unanimously. Recreation Board terms are five (5) years. The record notes that Natasha's term will end 12/31/2024. Chairman Sabo expressed appreciation to Susan Vodzak for her many years of faithful service on the Recreation Board.

Supervisor Schulze proposed adding zoning permit information to the website listing specifically the name, address, date approved, and a brief description of all permits issued throughout the year. He offered that this may decrease calls to the office.

Chairman Sabo asked the Solicitor if the information listing a resident's home address is public information. The Solicitor advised that whatever is on the permit application is public information. The Board directed the Secretary to check with the web host regarding how this additional information could be incorporated on the website.

Sean Fedder of Valley Road commented that the Township needs less micromanaging. He further stated that what he does on his property is his business, and not the whole Township. If his neighbor has a problem and needs to know, they can speak to him.

Former Supervisor Robert Lightner asked how many calls the office receives inquiring if a permit was issued. The Secretary/Treasurer responded approximately 2-3 calls per year. Typically there are not many calls about the issuance of permits.

Discussion continued relating to local zoning permits and follow-up inspections for smaller accessory structures. Supervisor Schulze commented that all permits should be followed up to assure the structure is located within the set back lines. The Solicitor clarified that the Zoning regulations allow accessory structures to be located within the set back lines. They must be ten (10) feet from the property line and can be located within the side and rear yards of the lot. However, larger structures such as attached or detached garages or carports must be within the established building set back lines for the specific zoning district. The consensus was that the cost incurred to conduct a follow-up inspection on a 100' square foot shed would not be cost effective. Supervisor Schulze offered that he still believes all permits should be followed up to ensure that the improvement permitted was built according to all the zoning requirements.

Former Supervisor Robert Lightner offered that in principal he agrees that follow up is important. But he expressed concern with the additional fees that would be charged to residents. For example, if a follow-up inspection fee for smaller structures such as a small 10' X 12' shed was added, the permit fee would be \$187.50.

Discussion ensued. The Board directed the Secretary to provide them the number of smaller shed permits issued in Rye Township for 2019 and 2020. The Board did not take any official action on the permit info agenda item at this time.

Vice-Chairman Stahl suggested requests for proposal, RFPs, be prepared to schedule the replacement of old guide rail located in the 1600 Block of New Valley Road for completion later this year. The Secretary/Treasurer noted that funds were approved in the 2020 Budget for this guide rail project. Three written or telephonic quotes are required when the contract cost is estimated to be between \$11,300 and \$21,000. However, formal advertising is not required at this level. Supervisor Schulze suggested that the RFP specify that the contractor must be Penn

DOT qualified. He indicated that he would send a list of PennDOT certified contractors to the office.

Former Supervisor Lightner expressed concern again about the rising costs to complete every infrastructure repair to Penn DOT standards. He suggested perhaps there are other alternatives that could be considered and along with some common sense could reduce the overall cost.

Supervisor Schulze said that contractor certification for certain types of work are done by PennDOT. As no other certification for these types of work are available, this is the only type of certification available to ensure the guide rail is being installed correctly. In addition, PennDOT and Federal Highway Administration (FHWA) are the only guide rail design standards available.

Vice-Chairman Stahl said he agrees with Former Supervisor Lightner. The consensus of the Board was to prepare the RFP's and send them out to the various vendors, including those on the PennDOT list. The Board will review the proposals received and then make a decision accordingly.

The refuse collection contract with Penn Waste expires the end of this year, 12/31/2020. Supervisor Schulze provided fellow Board members a copy of a draft bid proposal with mark ups reworked from the 2018 refuse bid proposal. He explained page 11 contains three separate options for bidding:

- 1) Weekly Refuse Collection
- 2) Weekly Refuse collection including a curbside bulk item one per week
- 3) Weekly Refuse collection with bulk curbside item, including biweekly recycling

Upon due discussion, Chairman Sabo made a motion with a second from Supervisor Schulze to prepare, review, and get ready to go out for bid for Refuse/Recycling Collection. Motion carried unanimously.

The Board discussed a tentative time schedule for advertising, review, and award of the Refuse/Recycling Bid as follows:

Meeting -July 27, 2020 - Approve the bid package and authorize to advertise

Meeting -August 24, 2020 - Open and read the bids out loud at the meeting

September – Time for the Board to review the bids received

Meeting -September 28, 2020 – Award the bid

Supervisor Schulze indicated he would send the Secretary an electronic copy of the proposed bid package presented this evening for preparation of a draft proposal for final review by the Board.

Supervisor Schulze discussed the right of way for the pipe replacement project along Mountain Road. Currently, the right of way is 33 feet, which is 16.5 feet from the center line. The existing pipe currently extends slightly out of the right of way. The proposed replacement pipe is larger and extends even further out of the legal right of way. He asked the Solicitor's advice on how to proceed to work outside the existing right of way during the pipe replacement.

Sean Fedder mentioned that the western side of Mountain Road is located within Carroll Township. He was unsure how this would affect Rye Township acquiring right of way or easements that are located within another Township's legal right of way.

It was noted that previously the Township completed maintenance work outside of the right of way under the Ditch and Drainage Act. The Solicitor indicated he would check into this matter and advise the Board accordingly.

Chairman Sabo announced the following:

- ◆ 4th of July Holiday Observed, Office Closed, Friday, July 3, No change in trash collection

- ◆ July 12 – Sundaes in the Park, 6:30-7:30 PM, eat outside or bring your own containers for take-out. Wear a mask to enter the Park and to go through the food service line. Obviously, masks may be removed when you sit down to eat.
- ◆ Help Wanted -Planning Commission Recording Secretary; one meeting per month
The Board directed the Secretary to post the help wanted ad to fill this part-time position on the website on the Public Notice page.
- ◆ A draft of the meeting agenda is posted on the website at www.ryetwp.com on the supervisors' meeting minute page the Friday before the meeting.

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided a June expense check register and submitted the following checks for approval and payment:

June General Fund Check's #s 16663-16689 in the amount of \$26,991.75. No checks void.
Payroll checks #s 7736-7741 in the amount of \$4,007.31. No payroll checks void.
Payroll checks #s 7742-7746 in the amount of \$4,078.43. No payroll checks void.

With no discussion on the bills presented, Chairman Sabo made a motion and Vice-Chairman Stahl seconded to approve all the expense and payroll checks submitted for payment. Motion carried unanimously.

CITIZEN PARTICIPATION: Chairman Sabo asked if there was any other participation.

Kimberly Woodrow-DeWitt of Austel Drive discussed a recent courtesy Notice of Violation letter she received relating to a complaint the Township received regarding her dogs barking for hours disturbing the peace and quiet in the neighborhood. Ms. Woodrow-DeWitt denied that her dogs bark for hours and wanted the Board to hear her side of the story. She discussed her frustration with the situation and felt she was being harassed over the years by a particular neighbor's constant complaints and calls to the Township office.

The Solicitor advised this is a private matter between neighbors. However, he would review the recent complaints and provide any guidance or recommendations to the Board. The Secretary indicated she would email the Request for Action received for this complaint to the Solicitor.

Chairman Sabo thanked Ms. Woodrow-DeWitt for coming to discuss her concern.

ADJOURNMENT: Chairman Sabo thanked everyone for coming to attend the first public meeting held since February because of the COVID 19 pandemic. With no further discussion or business before the Board, Chairman Sabo adjourned the meeting at approximately 8:53 PM.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' MEETING
July 27, 2020**

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PRESENT: Chairman Jim M. Sabo, Vice-Chairman John F. Stahl, Supervisor John C. Schulze, Daisy Lightner, Secretary/Treasurer, Terry Kline, PE on behalf of Craig Raisner, Attorney William Dissinger, legal counsel for J. Craig Raisner, John-Thomas Graupensperger, John Hoppenjans, Alane Balchunus, Matthew Balchunus, Corinna Van Hine, Mark and Anna Wenger, Sherri Cloward-McGreary, Jean Snyder, Camille Otto, Nancy Sunday, Sean Fedder, and Gordon Warren.

FORMER SUPERVISORS PRESENT: Robert Lightner and Charley Kunkle

The meeting was held at the municipal building and called to order at 7:00 PM. Masks were worn by all in attendance and social distancing was practiced. Hand sanitizer was available for use. Chairman Sabo convened the meeting with the pledge of allegiance to the flag. The meeting was recorded to aid with the accurate preparation of minutes.

CITIZEN PARTICIPATION: Chairman Sabo opened the floor for any public comment. None was offered at this time.

EXECUTIVE SESSION: Chairman Sabo announced that an Executive Session was held at 6 PM on July 23, 2020 to discuss personnel issues and Road Department policies.

APPROVAL OF THE MINUTES: Vice-Chairman Stahl made a motion and Supervisor Schulze seconded to approve the minutes of the June 22, 2020 supervisors' meeting as submitted. Motion carried unanimously.

PERSONS TO BE HEARD: Alane Balchunus of Lee Wood Village introduced herself and read a statement regarding her concern with the discharge of fireworks. Alane referred to an incident over the 4th of July weekend when larger fireworks were discharged that rattled the windows of her house until after 10:30 PM. She requested the Board consider adopting an ordinance to curb the indiscriminate discharge of fireworks within the Township, especially in woody areas like Lee Wood Village where their discharge may potentially create a fire hazard especially restricting the use of such displays during dry spells.

Chairman Sabo requested Alane send a copy of her statement to the Township office. He would then discuss this concern with the Solicitor for his input.

Sherri Cloward-McGreary approached the Board to address a July 20, 2020 Enforcement Notice from Zoning Officer, Brian Gilbert for 3512 Grier Point Road. John-Thomas Graupensperger, a resident and friend of the family, and chairman of the Rye Township Zoning Hearing Board, was present to assist Sherri with presenting her concerns. John-Thomas Graupensperger provided a packet of information which included the March 3, 2020 Enforcement Notice, a March 30, 2020 response and submittal package to the Zoning Officer, the July 20, 2020 Enforcement Notice; site photographs, the original real estate listing; and Residential Village District Zoning Information. John-Thomas, (JT), Graupensperger discussed and reviewed the information with the Board.

The following information was obtained from JT Graupensperger during his presentation:

- Sherri Cloward-McGreary and her husband Robert McGreary purchased the 3512 Grier Point Road property in September 2014. The property was vacant and in need of renovation at the time of purchase. The McGreary's cleaned up and improved the property and structures.
- Sherri Cloward-McGreary operates an in-home business bakery and catering business on the property out of a detached accessory structure.
- The owners of the bakery are licensed by the State.
- They produce their product on-site and sell at the local farmer's market. Donations are given to community food banks.
- The parcel is located within the Residential Village (RV) District.
- The Zoning Officer determined that the bakery at 3512 Grier Point Road does not meet the zoning requirements for the RV District and a variance must be obtained or the business operation terminated. They disagree with this determination and feel a variance is not required for this retail use within the RV District.
- No plans were submitted to the Township for conversion of the second single family dwelling unit because the original accessory structure footprint was not changed. Renovations were completed to make the structure livable so her parents, including Sherri's father, who has Alzheimer's, could live there. They stated that the previous owner used the garage area as an apartment. Therefore the use should be grandfathered. The Township bills for two separate trash collection bills for this address. Therefore, they felt the Zoning Officer's determination was incorrect and the use of a second dwelling on one lot was grandfathered.

Chairman Sabo questioned what evidence there was that the use of the garage as an apartment by the previous owner was approved by the Township.

- JT Graupensperger explained that the sewage for the second apartment dwelling utilizes the same existing system as the main dwelling. Inquiries to SEO Lenny Sizer and PA DEP led to their determination that the current 1,000 gallon septic tank is in compliance. The existing septic tank is regularly pumped with no current issues.
- JT Graupensperger countered the requirement by the Zoning Officer to manage storm water for all three structures on the lot since the total land disturbance is less than 5,000 square feet. Run off from their structures is captured in rain gardens, subsurface seepage pits, and a large rain barrel. Pictures of the rain gardens were provided. No stormwater leaves the property. There are no visible erosion issues. He cited an example of a permit recently issued by the Zoning Officer for a 1,500 square feet pole building where no stormwater management was required.
- A green house, garage, and hoop house were installed at 3512 Grier Point Road without zoning permits. Following notice from the Township, permit fees were paid for the three structures, but permits were not issued due to the outstanding, ongoing violations as determined by the Zoning Officer.
- The July 20, 2020 Enforcement Notice does not differ much from the March 3, 2020 Enforcement Notice. Therefore, the second notice of enforcement, in their opinion, did not address adequately Ms. Cloward-McGreary's March 30, 2020 response submission. They questioned if the Zoning Officer even reviewed the submission since there were few changes in the second Enforcement Notice to the responses offered.

Chairman Sabo offered that the Board of Supervisors must be cautious in their involvement with enforcement issues determined by the Zoning Officer. They cannot interfere with the Zoning Officer's determinations, decisions, or enforcement. He directed that decisions of the Zoning Officer can be appealed to the Zoning Hearing Board. Chairman Sabo recommended they contact and meet with the Zoning Officer to ask him to better explain and clarify the July 20, 2020 notice of enforcement and in relation to the March 30, 2020 response submission from Sherri Cloward-McGreary. Chairman Sabo also noted the Zoning Officer did not address the March 30, 2020 response submitted until July because of offices being closed with the COVID 19 situation.

It was noted that John-Thomas Graupensperger, who is also chairman of the Rye Township Zoning Hearing Board, could not participate in a zoning hearing for Ms. Cloward-McGreary in the future should this zoning concern at 3512 Grier Point Road come before the Zoning Hearing Board for an appeal.

SUBDIVISION/LAND DEVELOPMENT PLANS: Terry Kline, PE of Kline Engineering approached the Board on behalf of J. Craig Raisner along with Attorney William Dissinger to request final approval of the **Revised Final Minor Subdivision Plan for Dr. Robert P. Matsko, Sr.** The purpose of the plan is to satisfy the conditions of the non-building note set forth on the Subdivision recorded in Plan Book 57, page 151 creating Lot 6 as being a "Non-Building lot" so the parcel is more marketable. This "Non-Building Lot" note states that lot number 6 will be a non-building lot until such time that the Department of Environmental Resources, (now DEP) has approved a "Facilities Planning Module" for the construction of a sewage system for the said lot. On July 23, 2015 DEP had approved a planning module for the subject lot number 6, giving permission to install a small flow treatment facility, (SFTF) discharging into Trout Run on the western side of the property.

Lot #6 is addressed as 80 Lambs Gap Road and contains a total lot area of 9.371 gross area minus .742 acres Agricultural Easement leaving 8.628 acres of property area. On this subject parcel, there are approximately 4.2 acres of property located within the Agricultural District, (AG), and approximately 5.2 acres within the Residential Village, (RV), District. The subject Lot #6 contains an agricultural easement for the Marysville Sportsmen's Club to access and maintain the existing trout nursery contained thereon. Kline explained that the subject plan restricts any construction within the land located within the Agricultural District. The proposed home, access driveway, parking, well, and a SFTF sewage system will be constructed within the Residential Village, (RV) District portion of the parcel.

Perry County Planning Commission comments were received and addressed. The Revised Matsko Plan was approved conditionally at the July 7, 2020 Rye Township Planning Commission meeting. Kline provided a hard copy of the revised Matsko plan for review, which was revised in accordance with the conditions imposed at the July 7, 2020 Planning Commission meeting, and the July 9, 2020 and July 17, 2020 memos from Floodplain Administrator Gordon Warren, PE. Kline said the only condition that remains outstanding is:

1. Provide approval and approved modules Part I and Part II approved by DEP for the Small Flow Sewage Treatment Facility.

The Board of Supervisors and Floodplain Administrator Gordon Warren reviewed and discussed the subject plan and the conditions agreed upon at the July 7, 2020 Planning Commission meeting and detailed in the July 9, 2020 memo.

Upon due consideration and discussion, Supervisor Schulze made a motion with a second from Vice-Chairman Stahl to approve the following **alterations of requirement for the Revised Final Minor Subdivision Plan for Dr. Robert P. Matsko, Sr.:**

1. Section 320-21 (Preliminary Plan Submission)
The Plan is proposing to make a previously subdivided lot buildable.
2. Section 320-22 (Over-All Property Scale)
The Applicant is proposing a scale of 1"= 50' for this plan since one lot is being shown. The previous plan subdivided multiple lots requiring a larger scale.

Motion carried unanimously to approve the alternations of requirements.

Upon due consideration and discussion Chairman Sabo made a motion with a second from Supervisor Schulze to approve the **Revised Final Minor Subdivision Plan for Dr. Robert P. Matsko, Sr.** contingent upon the following:

1. Add the Benchmark along with the coordinates from the Floodplain Study Map to the Plan
2. Correct the spelling of NGVD to "NAVD"
3. Correct the spelling of PASPA to "PASDA"
4. Provide approval and approved modules Part I and Part II approved by DEP for the Small Flow Sewage Treatment Facility.
5. Payment in full of all fees due
6. Gain verification from the Township solicitor regarding the Floodplain line denoted as the building setback line, (B.S.L.) on the plan

Motion carried unanimously.

The Secretary asked Mr. Kline if he understood the conditions imposed. He answered in the affirmative. Mr. Kline & Attorney Dissinger thanked the Board & left the meeting at this time.

MONTHLY MUNICIPAL REPORTS: A **Zoning Report** was presented by Zoning Officer Brian Gilbert of Wilson Consulting Group listing activities from June 16, 2020 to July13, 2020. Chairman Sabo read the report with twelve (12) activities including two NOV letters, reviewed owner submitted materials for 3512 Grier Point Road, sent denial letter for 200 Rattling Rock Road and 1121 Valley Road, and issued several other zoning permits. The report was placed on the front table for public review.

A **July Sewage Enforcement Report** was submitted by SEO Lenny Sizer of FSA Engineering and read by Chairman Sabo as follows:. Three (3) activities: percs and probes for 1769 New Valley Road for a system repair; cover inspection for 1330 New Valley Road for a new home construction for a total due in fees of \$575.00.

The **Road Report** for July was provided by Road Foreman Brad Sloop and read by Co-Road Superintendent John Stahl as follows: chipped brush, clean downed trees on Lambs Gap Road; cleaned ditches and pipes on Tower Road; installed new stop sign at intersection of Mountain Road and SR 850; repaired exit end of drain pipe in Lee Wood Village; installed new school bus sign on SR 850 near Lee Wood Village, cold patch on Fleisher and New Valley Road, and changed oil and serviced Truck #4.

Recreation Board member Nancy Sunday was present and reported a successful "Sundaes in the Park" event with 62 participants. She announced the following events as follows:

- August 9 -- **Music in the Park**, 6:00 PM – 8:00 PM, local talent Mike Foltz will perform; There will be ice cream and toppings, snacks, and beverages served.
- September 27 – **Hot Dog Roast and Bon Fire**; 6-7:30 PM; hot dogs and s'mores

Nancy requested that the Board budget additional funds for the Recreation Board in 2021 to assist with costs anticipated for the purchase and installation of new playground mulch at the Neil Stager Memorial Playground at the New Valley Road Park. She noted that previously the PA Department of Corrections would provide labor to install the mulch. However, they notified the Township this year that unfortunately, they are no longer permitted to provide assistance to the Township with the work release program.

Corinna Van Hine suggested that Perry County Probation and Parole may know of persons looking to complete community service that could assist with the mulch installation.

Since several recreation events were cancelled this year due to the COVID virus, the Secretary/Treasurer recommended the Board transfer funds remaining from the 2020 Budget for the Recreation/Park expenses into the Capital Reserve and designate it for expenses for the 2021 Playground Mulch project.

Supervisor Schulze suggested also increasing the hours for the part-time summer help to assist with installing the wood carpet.

No **Emergency Management Report** was presented.

The **June Treasurer's Report** was read by the Secretary/Treasurer. The report is on file in the Township office and approved pending the 2020 Financial Audit.

RESOLUTIONS: Upon due consideration and discussion, Vice-Chairman Stahl made a motion with a second from Supervisor Schulze to adopt the following resolution:

Resolution 20-21, which authorizes the Secretary/Treasurer to use the Members First VISA credit card for two online purchases: 1) a United States Flag at \$34.10 and; 2) payment for a GoToMeeting subscription for an annual subscription of \$192.00, when/if needed in the future. Motion carried unanimously.

Discussion ensued on a draft of **Resolution 20-22, the Subdivision Fee Schedule**. In addition to the proposed minimal increases of \$5-\$10.00 to cover increasing costs, the Board agreed to amend certain fee amounts relating to escrow deposits as follows:

- 1) Items #2, #3 and #4 - Increase the escrow deposit to \$600.00
- 2) Item #4 - Increase the additional escrow deposit required when the account falls below \$300.00

Upon due consideration and as discussed and amended with the above-listed amounts, Vice-Chairman Stahl made a motion with a second from Chairman Sabo to adopt **Resolution 20-22**, which amends the **Subdivision Fee Schedule** and replaces Resolution No. 18-19. Motion carried unanimously.

NEW BUSINESS: The Board discussed the **Requests for Proposal** for the **replacement of guide rail** located in the 1600 Block of **New Valley Road**. Supervisor Schulze explained that the existing guide rail is substandard and outdated, which is why this section was looked at for replacement. The design for the proposed guide rail replacement is determined by the volume and speed of the roadway and what needs to be protected, which is the drop off to Fishing Creek. Following a recent field visit to the site, he offered that the suggested length of the new guide rail needs to be increased an additional 350 feet along with removal of trees to allow for a clear zone behind the guide rail.

Former Supervisor Charley Kunkle asked about the increase in cost for the project. Supervisor Schulze offered that \$21,000 was budgeted. However, the cost of the project would be increased due to the additional length of the guide rail and additional tree removal.

Former Supervisor Lightner asked about the removal of the trees. He offered that if the trees are removed along this section, the bank would eventually erode into Fishing Creek. He does not want sediment washing down and affecting this cold water trout stream. His opinion was to not replace the current guide rail.

Jean Snyder of New Valley Road offered that the existing trees are a natural guide rail that keeps a vehicle from traveling down the steep embankment should they veer off the road.

Chairman Sabo expressed appreciation to those who provided their comments. The Board plans to conduct a field view onsite to further investigate and discuss the various options.

The weekly **Refuse Collection Contract** with Penn Waste expires the end of this year, 12/31/2020. The Secretary/Treasurer provided a revised draft of the Refuse/Recycling proposal. Supervisor Schulze provided the Secretary with a few minor revisions. The Secretary indicated she would revise the proposal and provide the Board with a final copy of the proposal. The Board directed the Secretary to check on what types of paper are marketable and add that item to the list of recyclables collected. The consensus of the Board was to keep the voluntary drop off cardboard recycling "as is." It was noted that according to the PA Recycling and Waste Reduction Act 101, Rye Township is a small municipality and is not mandated to provide a recycling program for its residents.

Upon due consideration and discussion, Chairman Sabo made a motion with a second from Supervisor Schulze to authorize the Secretary/Treasurer **to advertise a three year Refuse/Recycling Proposal** for opening on August 24, 2020 Supervisors' meeting with tentative adoption at the September 28, 2020 meeting. Motion carried unanimously.

Supervisor Schulze asked for an update on the Township website.

The Secretary offered that SEDA COG provided information this week that the Township's website is scheduled for migration later this year. The COVID 19 situation has delayed this major update that was anticipated to have been completed by now.

The Board discussed the updates in progress on the Township website in relation to the timing for placement of Ordinances and zoning permit information on the website. The Secretary noted that the Ordinances are still in the process of being updated. The Board offered that the Nuisance, Vector, and Junkyard Ordinances are very close to completion and would soon be ready for adoption. The Nuisance, Vector, and Junkyard Ordinances, once updated, could be added to the website on the Ordinance and Regulation page. Chairman Sabo indicated he would check with Solicitor Altland on the status of these three Ordinances. It was the consensus of the Board to table any action on this agenda item until the next meeting to allow for the adoption of the three revised ordinances.

Supervisor Schulze made a motion with a second from Chairman Sabo to provide the Secretary with the final revised Nuisance, Vector and Junkyard Ordinances and authorize her to advertise the adoption of them tentatively for the August 24, 2020 meeting. Motion carried. Vice-Chairman Stahl opposed the motion stating he thought the Board should not rush the process and should wait until the Ordinances were complete and in final form.

Supervisor Schulze provided an update on the right of way for the pipe replacement project along Mountain Road. Currently, the right of way is 33 feet, which is 16.5 feet from the center line. The existing pipe currently extends slightly out of the right of way. The proposed replacement pipe is larger and extends even further out of the legal right of way. Solicitor Dan Altland advised in an email that the Ditch and Drainage Act referred to at the June meeting is part of the State Highway Law and provides authority to enter upon land to cut, open, maintain, and repair drains and ditches. A similar provision is listed in the Second Class Township Code. Both require just compensation for any damages to affected property owners. Accordingly, if the

drainage work takes place outside of the legal Township R-O-W, easements would need to be obtained from the affected property owner(s).

Gordon Warren suggested the Board speak to the affected property owners and ask if they object to signing a waiver for the Township to access and use the property to complete the work.

Since this involves legal issues, Chairman Sabo recommended the decision on how to proceed with the right of way for the pipe replacement be tabled until the Solicitor is in attendance. The Board agreed and tabled this item.

Supervisor Schulze discussed a concern expressed by the Road Department with truck traffic on some of the narrower, curvy roads such as Lambs Gap Road, Mountain Road, and Pine Hill Road. The concern on Pine Hill Road involves the double "S" curve located within Wheatfield Township, and the curve area in Carroll Township near the Rye/Carroll boundary. The concern on Mountain Road is the curve near the Dean's Gap Road area. The concern on Lambs Gap Road is the curve near the top of the mountain near the Idle Road intersection.

Supervisor Schulze used engineering software to determine that a truck over thirty(30) feet could not navigate the curves safely. He suggested restricting the truck traffic to trucks over thirty (30) feet or less. Supervisor Schulze offered to attend a Wheatfield Township meeting and a Carroll Township meeting to discuss the concern with their respective boards and to draft the necessary ordinances. This restriction must also be approved by PennDOT since the roads carry traffic between two state roads. The neighboring municipalities are also required to pass an Ordinance to restrict the truck traffic.

Former Supervisor Charley Kunkle and resident Sean Fedder offered that the Township could put as many signs as they wanted and it will not stop the larger trucks from using Mountain Road, Pine Hill Road and Lambs Gap Road. These are collector roads between Townships and Counties and truck drivers are looking for the closest route. They noted that agricultural vehicles, which includes logging operations, along with trucks providing local deliveries are exempt anyway.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to authorize Supervisor Schulze to attend Carroll and Wheatfield Township meetings to speak to their Boards about the truck restriction and the signage; and if they agree to the restriction to authorize Rye Township to purchase the initial signage for them. Motion carried unanimously.

Chairman Sabo explained the revised mowing operations policy. The Road Department will no longer mow along SR 850. If concerns are received, Road Foreman Brad Sloop will contact maintenance at PennDOT New Bloomfield. The Secretary is checking into purchasing additional signage denoting mowing ahead with a camera in use. The Road Foreman will be looking into the purchase of flashing strobe lights for the tractor. Lambs Gap Road, Pine Hill Road, Mountain Road and New Valley Road will be closed during mowing operations.

Chairman Sabo announced the following:

- ◆ From Rebecca Schulze, Local Tax Collector. Taxpayer Flexibility: Senate Bill 1125, providing property tax payment relief, has passed. For the **SCHOOL REAL ESTATE TAX BILLS**, taxpayers will now have the discount extended 30 days to **September 30th** and face period from October 1, 2020 to December 31, 2020. There is NO change to SCHOOL INSTALLMENT dates or amounts. This ruling comes after the district's tax distribution deadline and therefore the language was not included in the tax bills. I will have additional office hours on September 29th and 30th from 3 PM to 7 PM to accommodate taxpayers. My August office hours remain unchanged.

All PERRY COUNTY/RYE TOWNSHIP REAL ESTATE and PERSONAL TAX BILL dates and amounts remain unchanged. These bills are now in the penalty period. All residents of Township who are 18 years of age or older should have received a Personal Tax Bill dated February 1, 2020. Most Personal Tax Bills are included in the same envelope as your County/Township Real Estate Tax Bill to save on postage.

These Personal Tax Bills are NOT paid by your mortgage company and must be paid by the resident. Please pay these bills before they go to J.P. Harris for collection at the end of the year. If you have any questions, please contact Rebecca A. Schulze, Tax Collector at **717-836-5692**.

- ◆ August 9, Music in the Park, 6-8 PM, local vocal talent, Mike Foltz
- ◆ September 7, Office Closed for Labor Day Holiday. Trash collection Wednesday, September 9.
- ◆ September 27, Bon Fire Night, 6-7:30 PM; Hot dog roast and s'mores.

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided a June 25, 2020 and a July expense check register and submitted the following checks for approval and payment:

June 25th General Fund Check's #s 16690-16691 in the amount of \$175,237.03. No checks void.

July General Fund Check's #s 16692-16718 in the amount of \$18,925.25. No checks void.

Payroll checks #s 7747-7752 in the amount of \$3,919.06. No payroll checks void.

Payroll checks #s 7753-7757 in the amount of \$3,863.02. No payroll checks void.

Payroll checks #s 7758-7762 in the amount of \$3,987.34. No payroll checks void.

With no discussion on the bills presented, Chairman Sabo made a motion and Vice-Chairman Stahl seconded to approve all the expense and payroll checks submitted for payment. Motion carried unanimously.

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

Former Supervisor Charles Kunkle approached the Board on behalf of his brother Wayne Kunkle, who is out of town with his job, to discuss the completion and final inspection of the driveway to his new home located at 3410 Valley Road. His brother received a notice that the driveway permit for 3410 Valley Road expired on July 22, 2020. Charley asked if millings could be used as the final "paving" material to stabilize the access driveway since this access is also utilized by larger farm equipment several times a year. Kunkle reviewed the Subdivision Land Development Ordinance and could not find any specific regulations.

Supervisor Schulze offered that the driveway is steeper than the maximum grade allowed for gravel driveways and paving is required even in an Agricultural zoned location for the residence. He added that the millings probably would not hold well even if rolled and compacted. Perhaps if the millings were topped with a coating of asphalt that may bind the millings together. The Board directed Charley to contact Driveway Officer, Eric Simmons for his recommendation. The Driveway Officer is the one that conducts the final inspection and determines if the driveway is installed and approved in accordance with Township regulations and plans. The Secretary provided Charley Kunkle with Eric Simmons's contact information.

ADJOURNMENT: With no further discussion or business before the Board, Chairman Sabo adjourned the meeting at approximately 9:50 PM.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' MEETING
August 24, 2020**

PRESENT: Chairman Jim M. Sabo, Vice-Chairman John F. Stahl, Supervisor John C. Schulze, Daisy Lightner, Secretary/Treasurer, Eric Simmons, Driveway Enforcement Officer, Alane Balchunus, Jean Snyder, Camille Otto, Nancy Sunday, Michael Rugh, Sean Fedder, Joel Washok of Penn Waste, Inc., and Dan Altland, Solicitor.

FORMER SUPERVISORS PRESENT: Robert Lightner and Charley Kunkle

The meeting was held at the municipal building and called to order at 7:00 PM. Masks were worn by all in attendance and social distancing was practiced. Hand sanitizer was available for use. Chairman Sabo convened the meeting with the pledge of allegiance to the flag. The meeting was recorded to aid with the accurate preparation of minutes.

CITIZEN PARTICIPATION: Chairman Sabo opened the floor for any public comment. None was offered at this time.

OPEN & READ REFUSE/RECYCLING BIDS: The bid request for weekly refuse and biweekly recycling was advertised in the Duncannon Record on August 6 and August 13 and proof of publication is on file. One, (1) sealed bid from Penn Waste, Inc. was received and opened by the Secretary/Treasurer and read by Chairman Sabo as follows:

Bid Item No. 1 - Current Service-weekly refuse collection; 4 bags or two cans

Three Year Period	Monthly Amount	Total Annual Amount
January 1, 2021 – December 31, 2021	\$14,896.00	\$178,752.00
January 1, 2022 – December 31, 2022	\$15,501.15	\$186,013.80
January 1, 2023 – December 31, 2023	\$16,106.30	\$193,275.60
	Total Bid Item No. 1 =	\$558,041.40

Bid Item No. 2 – weekly refuse collection, four bags and two cans and one bulk item.

No Bid

Bid Item No. 3 – weekly refuse collection, four bags and two cans; with bi-weekly curbside recycling and one large/bulk item.

No Bid

Bid Item No. 4 – weekly refuse collection, four bags & two cans & one large/bulk item.

No Bid

Bid Item No. 5 – One large/bulk item collection. Separate collection added to Bid Item No. 1 and Bid Item No. 4. Resident is responsible for payment of all fees. Contractor arranges pickup.

Three Year Period		Cost Charged for Large Bulk Item Pick Up
January 1, 2021 – December 31, 2021		\$ 50.00 per item
January 1, 2022 – December 31, 2022		\$ 60.00 per item
January 1, 2023 – December 31, 2023		\$ 70.00 per item

Joel Washok of Penn Waste fielded questions from several in attendance and the Board. He explained that the higher increase in collection costs resulted from concerns with labor in acquiring and keeping employees to collect the trash, especially in light of the COVID 19 situation, plus normal increases with insurances and higher equipment costs with the steel tariffs. Penn Waste chose not to bid for collection of the recycling mainly because of the costs involved to send another truck 45 minutes from York to pick up the recyclables; and then the costs to process the recyclables. The Recycling market is still not good. Little profit is realized for most of the acceptable items. They actually have to pay to recycle glass.

Vice-Chairman Stahl asked Joel Washok if Penn Waste might consider allowing individuals to arrange with them directly for recycling. Mr. Washok offered that this would not be feasible for the same reasons they chose not to bid on curbside recycling for the municipality.

Chairman Sabo asked where Penn Waste disposes of the weekly trash collected within Rye Township. Joel Washok explained that all trash is taken to the incinerator in Harrisburg and during that incineration process renewable energy is generated. Penn Waste does not take any trash collected to a landfill. They are considered a "green" company.

Upon due consideration and discussion, with the required bid bond in place, and with only one (1) bid package received, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to award the bid tonight and accept the three, (3) year bid proposal received from Penn Waste, Inc. for Bid Item No. 1 and Bid Item No. 5. Motion carried unanimously. Contract paperwork would be completed and executed in the near future.

Joel Washok thanked the Board and left the meeting at this time.

Chairman Sabo noted that Fall Bulk Clean-up is scheduled for October 2 and October 3, 2020. More details will follow in the upcoming fall newsletter.

APPROVAL OF THE MINUTES: Vice-Chairman Stahl made a motion and Chairman Sabo seconded to approve the minutes of the July 27, 2020 supervisors' meeting as submitted. Motion carried unanimously.

MONTHLY MUNICIPAL REPORTS: A Zoning Report was presented by Zoning Officer Brian Gilbert of Wilson Consulting Group listing activities from July 14, 2020 to August 16, 2020. Chairman Sabo read the report with sixteen (16) activities including follow up to NOV, site visits to 830 New Valley Road; 285 Mountain Road; 89 Cherry Drive; 1176 New Valley Road; vacant Mountain Road property zoning determination for Brindle; 1121 Valley Road, and reviewed permit applications for 499 Mountain Road and a permit issued for 1880 Valley Road. The report was placed on the front table for public review.

An August Sewage Enforcement Report was submitted by SEO Lenny Sizer of FSA Engineering and read by Chairman Sabo as follows: Four (4) activities: percs and probes for 30 Brubeck Circle; chisel & pressure inspection for 152 Cove Hill Road for a total due in fees of \$855.00.

The Road Report for August was provided by Road Foreman Brad Sloop and read by Co-Road Superintendent John Stahl as follows: chipped brush, cleaned downed tree on Millers Gap Road; cleaned ditches and pipes on Idle Road; mowed the grass at the building; trimmed brush on Mountain and Deans Gap Roads; trimmed trees on Pierce Road, cut up dead trees in Weaver Park, and moved concrete barriers for an Eagle Scout project at the Park.

Recreation Board member Nancy Sunday was present and reported a successful "Music in the Park" event with 35-40 participants. She announced the upcoming events as follows:

September 27 – Hot Dog Roast and Bon Fire; 6-7:30 PM; hot dogs, s'mores and beverages
October 24 -- Halloween in the Park; no hayride because of social distancing.

Nancy asked if members of the Recreation Board might create a Facebook page to announce upcoming Recreation events. The Board had no objections to this request, but advised that the comment feature be turned off and the Facebook page be used for informational purposes only.

Assistant Emergency Management Coordinator, Mike Rugh offered that there is not much to report being that the COVID 19 situation continues with not many changes.

The **July Treasurer's Report** was read by the Secretary/Treasurer. The report is on file in the Township office and approved pending the 2020 Financial Audit.

RESOLUTIONS: Upon due consideration and discussion, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to adopt the following resolution:

Resolution 20-23, which documents a wrong ACH deposit to the Highway Aid Savings Money Market account on July 8, 2020 in the amount of \$281.50, and which further authorizes the Secretary/Treasurer to transfer the monies inadvertently transferred into this wrong account by the PA Department of Community and Economic Development, which monies represent reimbursement for expenses for Floodplain Ordinance updates, to the General Fund Checking account at the Marysville Bank, a Division of Riverview Bank. Motion carried unanimously.

Upon due consideration Chairman Sabo made a motion with a second from Supervisor Schulze to adopt **Resolution 20-24**, which adopts the Perry County Multi-jurisdictional Hazard Mitigation Plan as the official mitigation plan of the Township. Motion carried unanimously.

Upon due consideration Chairman Sabo made a motion with a second from Vice-Chairman Stahl to adopt **Resolution 20-25**, which extends the contract with Penn Waste, Inc. for on call cardboard recycling hauling for an additional two (2) year period as follows:

1/1/2020 - 12/31/2021	\$320.00 per haul
1/1/2022 – 12/31/2022	\$320.00 per haul

Motion carried unanimously.

NEW BUSINESS: Chairman Sabo made a motion and Vice-Chairman Stahl seconded to accept the **2021 Non-Uniform Pension Minimum Municipal Obligation, (MMO) at \$4,616.00, the 2021 Cash Balance Plan 2 at zero \$0.00, and the 2021 Uniform, (Police) Pension Minimum Municipal Obligation, (MMO) at zero \$0.00.** Motion carried unanimously.

Supervisor Schulze asked for an update of the status of the **Nuisance, Vector and Junkyard Ordinances**. Chairman Sabo offered that the Solicitor had reviewed them. Final revisions would be incorporated. The Ordinances would then be ready for advertisement.

Solicitor Altland provided follow up to the discussion at the July meeting relating to local regulations for the **discharge of consumer fireworks**. He offered that there are not many laws passed by the State of Pennsylvania that has angered and frustrated so many people as the recent fireworks' regulations. There are approximately four new bills sitting in Committee, which probably will not go anywhere because the sale of the fireworks generates a lot of tax revenue for the State. One of the bills proposes that municipalities can place some restrictions on the fireworks. However, the State says that local municipalities cannot regulate fireworks on two Holidays, New Year's Eve and the 4th of July when they can set off consumer fireworks until 1 AM. Local municipalities cannot further restrict consumer fireworks because the State law preempts any local laws.

Alane Balchunus of Lee Wood Village thanked the Board for the follow-up and reiterated her concern with the fire hazard from the discharge of the fireworks near her residence during periods of drought. Solicitor Altland offered that if her property is damaged, and she could establish who set off the fireworks, then they could be held responsible through a civil action. He further recommended she contact her local State Representative and Senator to voice her concerns and support of legislation to restrict the discharge of these types of consumer fireworks.

Supervisor Schulze reported that he attended Carroll and Wheatfield Township's monthly board meetings to present the proposed truck restriction for Pine Hill Road and Mountain Road as authorized. Wheatfield understood the concern; however they did not want to restrict the road traffic for their residents. The Carroll Township Board of Supervisors opposed the truck restriction.

Supervisor Schulze checked with LTAP regarding Rye Township restricting the truck traffic over thirty, (30), feet without the approval of neighboring municipalities. They recommended the placement of a sign at the Dellville bridge in Wheatfield Township and another sign at the intersection of SR 850 on Pine Hill Road, which would state that trucks over thirty (30') feet in length would be restricted at the Rye Township boundary. Carroll Township and Rye Township share the maintenance on Mountain Road. Carroll Township is located on the northern side of Mountain Road with Rye Township on the southern side of Mountain Road. The Secretary indicated she would check the files for an intermunicipal maintenance agreement, although she did not recall one except for winter maintenance. When that information is received, the paperwork is ready for submission to PennDOT for review of the proposed restriction on these roadways since they connect two State roads. It was the consensus of the Board for Supervisor Schulze to proceed to gather the additional information and send the paperwork to PennDOT for their review.

Chairman Sabo discussed a recent virtual demonstration by PennBid that he and Supervisor Schulze attended. Chairman Sabo requested the Secretary/Treasurer and Vice-Chairman Stahl also review what PennBid has to offer and provide their recommendations. There is no fee to advertise a bid through them. However, the vendor that is awarded the contract has to pay a percentage of the awarded contract to PennBid. The Solicitor advised the cost to use PennBid would be considered by vendors when preparing their cost estimate for the bid.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to table the guide rail project in the 1600 Block of New Valley Road at this time. Motion carried. Supervisor Schulze voted "no" and opposed. Referring to a previous concern with the removal of trees, Supervisor Schulze said PennDOT looks at trees as hazards. He said PennDOT does not consider removal of trees as a reason to table a project. Chairman Sabo offered that he observed other areas in the Township that may need attention and might be more of a priority. Vice-Chairman Stahl offered that more time is needed for him to evaluate the project and the additional costs involved.

Discussion ensued on guide rail installation, replacement and liability. Supervisor Schulze mentioned several areas with low shoulders along New Valley Road that should be addressed. The Board agreed. Vice-Chairman John Stahl offered to speak with the road crew to direct them to install stone as needed along the shoulder areas in the 1600 block of New Valley Road.

To assist with the expense associated with guide rail repairs and replacement, the Board directed the Secretary/Treasurer to draft a resolution for consideration at the September meeting to transfer the funds budgeted for the 2020 guide rail project into the Capital Reserve Fund earmarked for future "Guide rail projects".

Chairman Sabo made a motion with a second from Supervisor Schulze to approve a written Mowing Operations Policy contingent upon the review and comment of Vice-Chairman John Stahl. Motion carried unanimously. The Secretary indicated she would prepare the document and provide a copy to Vice-Chairman Stahl. Vice-Chairman John Stahl will also speak with the road crew to clarify which roads are to be closed to safely accomplish the mowing.

Supervisor Schulze asked how the Board would like to handle the right of way acquisition for the pipe replacement project along Mountain Road. Currently, the right of way is 33 feet, which is 16.5 feet from the center line. The existing pipe currently extends slightly out of the right of way. The proposed replacement pipe is larger and extends even further out of the legal right of way.

Solicitor Dan Altland advised if the drainage work takes place outside of the legal Township R-O-W, easements would need to be obtained from the affected property owner(s) and an Agreement drawn up with a survey including a metes and bounds description. The Agreement would then be recorded in the Perry County Recorder of Deeds office. The Board is awaiting the approval from PA DEP for the permits for the Mountain Road and Pierce Road pipe replacement projects.

The Board discussed the purchase of a projector or a television to aid with display of information during public meetings. Chairman Stahl was not in favor of purchasing equipment to display information in the meeting room.

The Secretary noted that with the COVID 19 pandemic, meetings are being held remotely. She mentioned that the office is in need of a new printer that will scan to a pdf file format. Funds were placed in the budget to purchase the new printer, but the expense to purchase meeting display aides was not budgeted. Chairman Sabo suggested possibly a transfer from the road equipment budget line item since the mini excavator will not be purchased as previously anticipated.

Chairman Sabo offered to check into the details for a television and accessories, hook up, installation and mounting etc.

Chairman Sabo announced the following:

- ◆ From Rebecca Schulze, Local Tax Collector. Taxpayer Flexibility: Senate Bill 1125, providing property tax payment relief, has passed. For the **SCHOOL REAL ESTATE TAX BILLS**, taxpayers will now have the discount extended 30 days to **September 30th** and face period from October 1, 2020 to December 31, 2020. There is NO change to SCHOOL INSTALLMENT dates or amounts. This ruling comes after the district's tax distribution deadline and therefore the language was not included in the tax bills. I will have additional office hours on September 29th and 30th from 3 PM to 7 PM to accommodate taxpayers. My August office hours remain unchanged.

All PERRY COUNTY/RYE TOWNSHIP REAL ESTATE and PERSONAL TAX BILL dates and amounts remain unchanged. These bills are now in the penalty period. All residents of Township who are 18 years of age or older should have received a Personal Tax Bill dated February 1, 2020. Most Personal Tax Bills are included in the same envelope as your County/Township Real Estate Tax Bill to save on postage. These Personal Tax Bills are NOT paid by your mortgage company and must be paid by the resident. Please pay these bills before they go to J.P. Harris for collection at the end of the year. If you have any questions, please contact Rebecca A. Schulze, Tax Collector at **717-836-5692**.

- ◆ September 7, Office Closed for Labor Day Holiday. Trash collection Wednesday, September 9.
- ◆ September 27, Bon Fire Night, 6-7:30 PM; Hot dog roast and s'mores.

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided an August expense check register and submitted the following checks for approval and payment:

August General Fund Check's #s 16692-16749 in the amount of \$24,168.78. No checks void.

Payroll checks #s 7763-7769 in the amount of \$3,987.67. No payroll checks void.

Payroll checks #s 7770-7775 in the amount of \$4,047.25. No payroll checks void.

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

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

Sean Fedder asked about check number 16720 issued to the Carroll Township Board of Supervisors in the amount of \$1,555.94 and check number 16748 in the amount of \$3,507.38 issued to Marysville Borough.

The Secretary/Treasurer explained that the checks to the two municipalities represent the annual payment for Rye Township's share of the expense for workers compensation insurance for Shermans Dale Fire Company and Marysville Fire Company.

Supervisor Schulze asked what H.A.R.I.E. represents on check number 16723. The Secretary/Treasurer explained that this expense check is payment for annual workers compensation insurance through the **Housing And Redevelopment Insurance Exchange**, (H.A.R.I.E.)

ADJOURNMENT: With no further discussion or business before the Board, Chairman Sabo adjourned the meeting at approximately 9:10 PM.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' MEETING
September 28, 2020**

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PRESENT: Chairman Jim M. Sabo, Vice-Chairman John F. Stahl, Supervisor John C. Schulze, Daisy Lightner, Secretary/Treasurer, Eric Simmons, Driveway Enforcement Officer, Nancy Sunday, Michael Rugh, Assistant Emergency Management Coordinator, Jean Snyder, Sean Fedder, Barbara Holley, Luke Roman, reporter from the Duncannon Record, and Dan Altland, Solicitor.

FORMER SUPERVISOR PRESENT: Charley Kunkle

The meeting was held at the municipal building and called to order at 7:00 PM. Masks were worn by all in attendance and social distancing was practiced. Hand sanitizer was available for use. Chairman Sabo convened the meeting with the pledge of allegiance to the flag. The meeting was recorded to aid with the accurate preparation of minutes.

CITIZEN PARTICIPATION: Chairman Sabo opened the floor for any public comment. None was offered at this time.

APPROVAL OF THE MINUTES: Supervisor Schulze requested an amendment to page 4, under the paragraph setting forth the motion to table the guide rail project in the 1600 Block of New Valley Road. The motion to table the project was not unanimous. Supervisor Schulze said he voted “no” and opposed the motion. Supervisor Schulze made a motion and Vice-Chairman Stahl seconded to approve the minutes of the August 24, 2020 supervisors’ meeting as amended. Motion carried unanimously.

MONTHLY MUNICIPAL REPORTS: A Zoning Report was presented by Zoning Officer Brian Gilbert of Wilson Consulting Group listing activities from August 17, 2020 to September 18, 2020. Chairman Sabo read the report with eighteen (18) activities including follow up to COU for 285 Mountain Road, 830 New Valley Road, and 650 Pine Hill Road, site visits to 45 Cove Hill Road and 1880 Valley Road; provide itemized invoice for 3512 Grier Point Road; sent letter relating to permit application for 499 Mountain Road and a permit review for 3055 Valley Road. The report was placed on the front table for public review.

No Sewage Enforcement Report was submitted for September by SEO Lenny Sizer of FSA Engineering.

The Road Report for September was provided by Road Foreman Brad Sloop and read by Co-Road Superintendent John Stahl as follows: chipped brush, mowed along various Township road ways; install a new stop sign on Pine Hill Road; clean ditches along Idle Road; mowed the grass at the building; trimmed brush on Flowers Lane; sharpened chain saws and pole saws; serviced backhoes and cinder spreader on #2 truck, and installed new blades on # 10 mower.

Recreation Board member Nancy Sunday was present and reported a successful “Bon Fire and Hot Dog Roast” event with approximately 49 participants. She announced the final event of the year as follows:

October 24 -- Halloween in the Park; 6-7:30 PM. No hayride because of social distancing. Costume judging, pumpkin decorating and a haunted trail. All ages welcome. Rain date of October 25; 5-6:30 PM.

Nancy thanked Chairman Sabo for attending the Bon Fire and Hot Dog Roast. Chairman Sabo expressed appreciation to the volunteers on the Recreation Board who helped to put together the Bon Fire and Hot Dog Roast.

No Emergency Management Report was presented.

The August **Treasurer's Report** was read by the Secretary/Treasurer. The report is on file in the Township office and approved pending the 2020 Financial Audit. The Secretary/Treasurer noted that the third quarter tax distribution checks are on the agenda for approval and payment along with the Foreign Fire Relief Distribution checks.

RESOLUTIONS: Chairman Sabo made a motion with a second from Vice-Chairman Stahl to adopt **Resolution 20-25-01**, which authorizes the Secretary/Treasurer to transfer \$12,000 from the General Fund to a matured Bridge CD from the Bank of Landisburg and transfer the total amount to an 11 month CD at Pennian Bank at .55% pursuant to the 2020 Budget. Motion carried unanimously.

Upon due consideration and discussion, Supervisor Schulze made a motion with a second from Vice-Chairman Stahl to adopt **Resolution 20-26**, which authorizes the Secretary/Treasurer to make budgetary transfers to the 2020 budget, General Fund, in the amount of \$51,650.00. Motion carried unanimously. Referring to the transfer to CEO Contracted Services, Chairman Sabo requested the Secretary request Zoning Officer Brian Gilbert of Wilson Consulting provide better detailed itemized invoices to explain the time charged for various projects and reviews.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to adopt **Resolution 20-27**, which authorizes the Secretary/Treasurer to process two separate checks to Pennian Bank to transfer \$25,500.00 from the General Fund into the Capital Reserve Fund and designated as follows: \$4,000.00 for Playground Expenditures and \$21,500.00 for Future Guide Rail Projects; and deposit them into Certificates of Deposit at Pennian Bank currently at .55% interest for 11 months. Motion carried unanimously.

NEW BUSINESS: Chairman Sabo made a motion with a second from Supervisor Schulze to approve the annual Salvage Yard Licenses for the **Ryan Michael Salvage Yard** and the David Bair -**Highline Auto Salvage Yard** for October 1, 2020 to September 30, 2021 contingent upon an on-site inspection revealing no outstanding violations, and a satisfactory report and recommendation from the Zoning Officer. Motion carried unanimously.

Upon due consideration and discussion, Vice-Chairman Stahl made a motion with a second from Supervisor Schulze to purchase eight (8) new Firestone backhoe tires for the two backhoes from Dice's Tire at a cost of \$4,320.00. Motion carried unanimously.

Chairman Sabo discussed the expense to purchase a new John Deere tractor/mower at an approximate cost of \$140,000 versus the refurbishing of the currently owned tractor since the boom mower is working well. Chairman Sabo observed that the inside of the tractor cab is damaged and in need of repair. Following due consideration and discussion, Chairman Sabo made a motion for the Road Department to acquire a quote to repair/refurbish the tractor with a second from Supervisor Schulze. Motion carried unanimously.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to designate Trick or Treat for Thursday, October 29, 2020 from 6 to 8:00 PM. Rain or shine. Motion carried unanimously.

The Board discussed the status of the Nuisance, Vector and Junkyard Ordinances. The Solicitor offered that he reviewed them. Final formatting was needed to incorporate a few minor revisions. The Board directed the Secretary advertise the proposed Ordinances for adoption at the October 26, 2020 Supervisors' meeting.

Supervisor Schulze provided an update of the truck restriction proposed for Mountain and Pine Hill Road. At their last meeting Wheatfield Township decided not to restrict the truck traffic on Pine Hill Road. Carroll Township previously opposed the restriction. Supervisor Schulze explained that Rye could still move forward to restrict truck traffic on a portion of Pine Hill and Mountain Road. The proposal was submitted to PennDOT. If approval is received from PennDOT, signage on Pine Hill Road could be installed in the R-O-W at the intersection of Pine Hill Road and Dellville Road and at the intersection of SR 850 and Pine Hill Road. Signage for Mountain Road would be installed at the intersection of SR 850 and Mountain Road and near the Sterretts Gap Roundabout at the intersection of SR 34 and Mountain Road.

Discussion ensued on the proposed truck restriction. If this recommendation is approved and adopted, the Pennsylvania State Police would enforce the truck restriction. Eric Simmons, Driveway Permit Officer, expressed concern with creating bad will with adjoining municipalities who did not agree to the restriction on their portion of the same public roadways.

The Secretary offered that the public has commented that there are concerns with larger trucks such as tractor trailers. However, the concern was limiting travel on these roads for pick-up trucks with trailers or recreational vehicles would also be affected as they are over thirty (30) feet in length.

Vice-Chairman Stahl reported that he did discuss the Mowing Operations Policy with the Road Crew and provided a one page draft of the final mowing policy. He explained that the references to the shadow vehicle were removed since the Road Crew will now contact New Bloomfield PennDOT to handle vegetation concerns along SR 850. Chairman Sabo made a motion with a second from Supervisor Schulze to approve the revised written Mowing Operations Policy presented by Vice-Chairman Stahl to include necessary pictures. Motion carried unanimously.

There were no updates to the visual meeting aides. Vice-Chairman Stahl asked that the record reflect that he is not in favor of the purchase of the visual meeting aides.

The Board discussed an Emergency Notification System. Assistant EMC Mike Rugh noted that Marysville Borough recently contracted for three years with CodeRed for \$1,700.00 per year. Mike will speak with EMC Jim Cassidy about CodeRed and discuss the various options for alert systems that have been discussed over the last several months. The Secretary indicated she would speak with the Borough office to get their thoughts on this new system.

Discussion on the R-O-W and Easements for pipe replacements was tabled until the budget workshop.

Supervisor Schulze discussed the deficiency letters received from the Pennsylvania Department of Environmental Protection for the pipe replacement permits for projects on Pierce Road and Mountain Road. Costs paid to date for the projects were discussed. The Secretary was not sure of the total costs to date for each project, but offered that no recent bills were received. However, cost spread sheets are kept on each project as requested by the auditors. Supervisor Schulze offered that if the cost exceeds the scope of work provided, then the Township should not pay for any additional invoices until Wilson Consulting justifies the additional costs incurred for the project. Chairman Sabo requested the Secretary provide the Board payment details for the two pipe projects on Pierce Road and Mountain Road.

Supervisor Schulze provided the Board with curve warning sign reports for review for New Valley Road, Lambs Gap Road, Mountain Road and Pine Hill Road and a cost estimate for approximately 76 signs. He estimated a cost of approximately \$2,800 for signs plus posts and accessory nuts and bolts. The consensus of the Board was to table any action on the purchase of additional curve warning signs until the budget workshops. The first Budget workshop is scheduled for Thursday, October 8, 2020 at 6:30 PM at the Township building.

Chairman Sabo announced the following events:

- October 2, Fall Bulk Clean Up, 6 AM to 1:45 PM and October 3, 8 AM to 12 noon.
- October 12, Columbus Day Holiday; Office Closed; No change in trash collection.
- October 24, Halloween in the Park, 6 PM; Rain Date of Sunday, October 25 at 5 PM

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided a September expense check register and submitted the following checks for approval and payment:

September General Fund Check's #s 16750-16784 in the amount of \$38,544.06. Void check #16751 issued to the Bank of Landisburg. The check was reissued to Pennian Bank to acquire a better rate of interest return on the Bridge CD.

Payroll checks #s 7776-7781 in the amount of \$4,062.61. No payroll checks void.

Payroll checks #s 7782-7786 in the amount of \$3,821.25. No payroll checks void.

With no discussion on the bills presented, Chairman Sabo made a motion and Vice-Chairman Stahl seconded to approve all the expense and payroll checks submitted for payment. Motion carried unanimously.

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

Corinna Van Hine of New Valley Road asked who provides the containers for weekly collection under the new refuse collection contract. Chairman Sabo responded that the homeowner or occupant is responsible to provide their own container.

Supervisor Schulze asked for clarification if Trick or Treat is held rain or shine. The consensus was that this event is held rain or shine. Participation is at the discretion of the parent or guardian.

Sean Fedder of Valley Road mentioned that the Rye Township dump truck was seen on Hanover Street in Carlisle this afternoon and asked the reason for the trip to Carlisle. The Secretary/Treasurer offered that the Road crew broke a socket while in the midst of a repair of the backhoe bucket and travelled to Tractor Supply in Carlisle to purchase a new one to complete the repair. The backhoe repair could not wait since this piece of equipment is used heavily during this weekend's bulk clean up event.

ADJOURNMENT: With no further discussion or business before the Board, Chairman Sabo adjourned the meeting at approximately 8:06 PM.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' BUDGET WORKSHOP
October 8, 2020**

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PRESENT: Chairman Jim Sabo, Vice-Chairman John Stahl, Supervisor John Schulze, Daisy Lightner, Secretary/ Treasurer, and former Supervisor Charley Kunkle.

This special meeting of the Board of Supervisors was held at the municipal building and proof of publication is on file. Chairman Jim Sabo called the meeting to order at 6:38 PM. He noted that he had to leave the meeting at approximately 9:00 PM to participate in a conference call relating to his job.

CITIZEN PARTICIPATION: None was offered.

OTHER BUSINESS: The Secretary had several items of other business to discuss with the Board before the budget discussion.

Chairman Sabo made a motion with a second from Vice-Chairman Stahl to approve interim General Fund expense checks #16785 to #16791 in the amount of \$10,112.79. Motion carried unanimously. The Board signed the checks.

The Road Crew discovered after the Clean Up Saturday that the 2001 backhoe equipment #16 needs kingpins. This will be an expensive repair. This backhoe is used mainly to load salt and stone in the rear yard. There are no grease fittings at the kingpins, which attributed to the damage. A lengthy discussion ensued on whether to repair the backhoe or purchase a used backhoe in this budget year. The Secretary noted that there is a Road Equipment CD that is coming due in November for approximately \$23,000 that could assist in providing the funds to purchase a used backhoe. The Board recommended the Road Department contact Plasterer Equipment in Lewisberry and Land Pro in Halifax to acquire comparative estimates for repair of the backhoe at the same time they acquire an estimate for repair of the tractor on the tractor/mower. The Secretary indicated she would relay the information to them.

Tax Collector Rebecca Schulze asked if the Board wanted her to send out reminder notices for delinquent per capita taxes. Discussion ensued. The consensus of the Board was to have the Tax Collector check with Perry County. If the County is sending out notices, then the Township should also send out reminder notices for delinquent per capita taxes prior to year-end. Either way, the Secretary will add a reminder to the December Refuse Newsletter.

The Secretary prepared a legal notice to update the Nuisance, Vector, and Junkyard Ordinances. She spoke with Solicitor Dan Altland who recommended since there are three Ordinances that are being updated with many revisions and additions that the Board hold a public hearing prior to the regular October Board meeting to accept any comments. Chairman Sabo made a motion with a second from Supervisor Schulze to hold a public hearing at 6:30 PM prior to the regular October 26, 2020 Board meeting to accept public comment on the updates to the Nuisance, Vector, and Junkyard Ordinances. Motion carried unanimously. Chairman Jim Sabo will provide a summary of the Ordinances at the hearing prior to opening the floor for public comments. The Secretary indicated she would revise the ad to include the hearing and post the notice and a draft of the proposed ordinances on the website following publication.

BUDGET WORKSHOP:

The Secretary/Treasurer previously provided the Board with a budget preparation schedule to follow to assure the 2021 budget is adopted by the last regular meeting of the year 2020, which is rescheduled for the second Monday, December 14, 2020 due to the Holidays.

The Secretary/Treasurer also provided the Board with a budget worksheet for the General and Solid Waste Funds including information from the prior year budget for each line item account and anticipated or projected total to the end of the year.

As directed at last year's budget workshops, she provided a legend that explained the following:

- 01 General Fund
- 09 Solid Waste Fund
- 35 Highway Aid Fund (Liquid Fuels)
- 300 Accounts are revenues
- 400 Accounts are expenses

The Board began their budget discussion with the review of the **Solid Waste Fund**. The Secretary discussed the **revenue accounts** and asked the Board if they anticipated any increase in the quarterly trash collection fees for 2021 with the increase in the new trash hauling contract. The Board agreed to no increase in any trash fees this year. This would be revisited next year as the increase in the costs of the contract with Penn Waste was substantial. The Board decided to balance the Solid Waste Fund with reserves and evaluate the fund balance for next budget year 2022. The Secretary explained that the main sources of revenue generated by the Fund are a small amount of interest and the collection fees paid by residents for residential & commercial trash fees. The Secretary/Treasurer noted that Keystone Collections Group has not pursued any delinquent accounts to the District Justice level due to the COVID situation and hardships some people are experiencing. They do however, pursue past due accounts.

The Board reviewed the **expense accounts in the Solid Waste Fund** beginning with account # 09.403.320 to & including # 09.492.300 as follows:

1. Costs for recycling expenses are \$320.00 per pull for cardboard recycling only. This is an "On Call", "As Needed" service. Twelve pulls were budgeted.
2. A new contract with Penn Waste was signed. Effective January 1, 2021 the fee increases from \$12,000 per month to \$14,896 per month X 12 = \$ 178,752.00 per year for weekly residential trash collection. The contract expires December 31, 2023.
3. Supervisor Schulze asked how salaries are charged to the SW Salary Account. Salary expenses includes all labor for the bulk clean-up, all wages to take tires for recycling; administration/accounting for the fund, which includes monthly bank recs and audits, filing, emails relating to missed collections, delinquent accounts, & phone calls, updates and changes to billing, articles in the newsletter, preparation, mailing of low income and commercial trash bills, preparation of proposals for the annual clean up, preparation of contract documents and annual updates to CDL testing and bonding, budget work for the Fund, preparation of advertisements including trash or recycling information, portions of the minutes involving the SW Fund etc.
4. The Board agreed to budget for one Spring clean- up. The date to be established at the Organization Meeting in January.
5. Overtime includes labor worked on Saturday Clean-Up by full time employees.
6. The Solid Waste Fund will be balanced with reserves to prevent a fee increase.

The Board began their review and discussion of line items in the **General Fund-Revenues, Section 300 Taxes, account #s 01.301.10 to 01310.20**. The Secretary Treasurer provided a preliminary budget for the tax revenues totaling \$500,065.00. Upon review of the year to date tax figures and with the unstable economy, high unemployment rates, and COVID 19, the Secretary/Treasurer recommended no increase in the Real Property Tax values for 2021. There are 2 new homes that will be completed by the end of the year with the full value on the property taxed in 2021.

The Secretary/Treasurer continued to discuss the **General Fund - Revenues**.

The following items were noted:

1. 01.321.800 The franchise fee for Blue Ridge Cable increased to \$1,700 and a new agreement with Comcast provided additional revenue. The five year agreement with BRC renews in the year 2022. The Comcast Franchise Agreement's term is seven (7) years and renews in 2025.
2. 01.341.010- Interest rates are the lowest since 2008-2009. The secretary will complete this line item after estimating the possible amount of revenue that will be generated on the CDs that are currently held and will be paid in 2021. Renewal rates for CDs maturing in 2021 unfortunately will be terrible.
3. 01.360.400- The Budget allows for two (2) zoning hearings at \$1,500.00.
4. 01.391.100- Sale of Fixed Assets- The Board was not aware of any equipment that might be sold. The Road Department still utilizes the 1996 dump truck to haul rocks, shale, dirt, pipe etc. instead of using the newer trucks. The Board discussed the Stahle property the Township inherited, which is located within Marysville Borough. The subject property is located within the Floodplain along Fishing Creek near the Marysville Sportsmen's Association. The land was inherited and kept by previous Boards because it was thought to be a potential site for future public sewage facilities. The Secretary indicated she would check the file for further information on the parcel.
5. The Budget will be balanced without recognizing Prior Year Balances as a revenue.

With no further discussion on the General Fund revenues, Chairman Sabo moved the discussion to the **General Fund-Expenses**. The following items were noted:

1. 01.400.460- Funds are budgeted for one supervisor to attend the Hershey Convention next year and all three supervisors to attend the Perry County Convention in February.
2. 01.404.310- Legal expenses will remain at \$15,000.
3. 01.409.327-Radio Maintenance. Check with the Road Crew.
4. 01.409.383- Building Remodel and Improvements – Supervisor Schulze suggested a fire suppression system for the building. The Board considered this expense not cost effective with the informal estimate provided at approximately \$60,000.

The Board discussed document preservation and file management. Discussion ensued on document scanning and record retention. Chairman Sabo suggested perhaps a fireproof area could be constructed or additional fire proof fire cabinets purchased to protect the more important documents.

The Secretary noted that all minutes and ordinances books, which are permanent records of the Township, are in a fire proof cabinet and fire proof safe. The purchase of an additional printer is planned that will better scan documents to pdf files as approved in the 2020 budget.

The Board directed the Secretary to look into the cost involved for a company to come on-site to scan the documents and convert them to pdf files.

The Secretary noted that two original windows in the meeting room from 1982-83 are single pane and in need of replacement. The Board directed she acquire two cost estimates for the window replacements in this budget year.

5. 01.413.210- CEO Contracted Expenses are over budget for 2020. Discussion ensued. The Board discussed the fees charged for permits and certificates of use. Supervisor Schulze offered that he paid \$112.50 for a certificate of use for his retaining wall, but did not see how the time worked justified the fee charged especially if there is no on-site inspection. Supervisor Schulze suggested two separate fees for the Certificate of Use: one when an on-site inspection is required and one when an on-site inspection is not. The Secretary will talk with the Zoning Officer and request better itemized invoices.

Supervisor Schulze suggested a FAQ page on the website to address questions frequently asked. The Secretary offered that could be included when the website is migrated and updated, which is anticipated in early 2021.

6. 01.430.260- Minor Tools & Equipment. The same amount as 2020 appears adequate. The Road Department would like to purchase a piece of plate steel. The Board agreed to the purchase of one set of chains for the backhoe in this budget year to assist with better traction on icy, steep roadways.
7. 01.430.740- Road Equipment Capital Purchase – No large capital expenditures are anticipated.
8. 01.436.215-Storm Sewers and Drain Materials- Supervisor Schulze discussed the Woods Drive drainage concern. The Board discussed completion of the Pierce Road pipe replacements in 2021. Costs of material for this project could be included in this account.
9. 01.439.010- Road Construction – No major road paving projects were discussed.
10. 01.441.316- Discussion ensued regarding mowing of Oak Grove Cemetery. Vice-Chairman John Stahl recommended keeping the current contractor with the cost remaining the same at \$120.00 per mowing.
10. 01.457.156- Health insurance expense will be estimated at 105% of the current amount.
11. 01.486.351- Property and liability insurance expense will remain stable for 2021 per an insurance review with a representative from H. A. Thomson.

The Secretary/Treasurer indicated she would research a few items discussed. Drafts would be provided for review at the next budget meeting on Thursday, October 22, 2020 at 6:30 PM.

ADJOURNMENT OF THE MEETING: Chairman Sabo adjourned the budget workshop at 9:08 pm. Motion carried unanimously.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' BUDGET WORKSHOP MEETING
October 22, 2020**

PAGE 1 OF 3

PRESENT: Chairman Jim Sabo, Vice-Chairman John Stahl, Supervisor John Schulze, Daisy Lightner, Secretary/ Treasurer.

FORMER SUPERVISOR PRESENT: Charley Kunkle

The meeting was held at the municipal building and called to order at 6:37 PM by Chairman Jim Sabo. Masks were worn by everyone and social distancing was practiced.

CITIZEN PARTICIPATION: No citizen participation was offered.

BUDGET WORKSHOP:

The Secretary/Treasurer provided the Board with an updated, balanced budget worksheet for the General Fund and Solid Waste Fund for their review and discussion.

The Board began their review with the **Solid Waste Fund**. The Fund is balanced at \$222,900.00 with the transfer of funds from Capital Reserve. No increases are proposed for the residential or commercial trash rates for 2021. A Certificate of Deposit designated for Solid Waste Trash matures in 2021. Approximately \$31,000 will be transferred to the Solid Waste Fund to assist with expenses. The Secretary/Treasurer explained that the new trash collection contract with Penn Waste increased expenses in the amount of approximately \$35,000 in one year. With the COVID 19 pandemic, high unemployment, hardships that residents are experiencing, the Board decided to forego any increase in the trash rates this year. However, additional increases in the contract fees are scheduled the next three years. The Board anticipates an increase in trash collection fees in 2022 and the following year. The Secretary indicated she would explain the anticipated fee increase in the next several newsletters so residents are aware of the increase ahead of time and the reason the increase is necessary. The following items were noted and discussed:

1. 09.427.317- 2020 was the busiest Fall Clean up on record with 20 dumpsters plus 4 scrap dumpsters. The total costs from Tiger Trash were \$8,235.00 plus \$315.00 for disposal of tires collected for a grand total of \$8,550.00. Only one Bulk Clean-up is budgeted for 2021, anticipated for the Spring of the year. The date will be established at the Organization meeting in January 2021.

With no further discussion on the Solid Waste Fund, the Secretary/Treasurer moved the discussion to the **General Fund**. The General Fund is balanced at \$607,400.00, which is approximately a 4.79% decrease from the 2020 budget of \$638,000.00. Transfers from Capital Reserves in the amount of \$26,000 are budgeted to assist with payment of Park playground expenses, to include wood carpeting, and guide rail installation and/or replacement if deemed necessary. \$15,000 will be transferred to the Capital Reserve, \$10,000 to increase the Bridge CD and the \$5,000 to increase the Underground Storage Tank CD when they mature in 2021.

1. 01.405.740- \$2,500.00 The Secretary recommended the purchase of a new computer for the Township office. The Dell computer with Windows 8 Professional was purchased in 2012 and is beginning to slow down. The 2012 computer could be utilized by the Clerk. The funds for the purchase of a large screen TV for the meeting room would also be expended from this line item.

2. 01.409.373 & 01.409.383- The purchase of LED lights for the meeting room/office area was discussed. The costs for this purchase would be expended out of these two accounts.
3. 01.415.316- Funds are budgeted to consider the purchase of an Emergency Alert System.
4. 01.433.215- Curve Signage Studies were completed by Supervisor Schulze for New Valley Road, Lambs Gap Road, Pine Hill Road and Mountain Road. The studies propose the purchase of approximately 70 signs and posts. Upon due consideration and discussion, the consensus of the Board was to not purchase all the signs and only purchase signage that is in need of replacement due to disrepair, or missing, but not to add additional signage that is not already installed. Two signs were noted on Lambs Gap Road that need to be removed: A 1 ½ Mile Ahead Sign near the No Winter Maintenance sign at the intersection of Idle Road and Lambs Gap Road; and the “Dangerous Curve” sign that precedes the “S” turn on Lambs Gap Road. Supervisor Schulze voiced his opposition to not purchasing the signage per the analysis and stated that the Board should begin to install and replace curve signs on the four roads listed above.

On a similar note involving this same account, Supervisor Schulze discussed the “Truck Restriction” signage proposed for Mountain Road and Pine Hill Roads. Schulze noted that he addressed final comments recently. PennDOT’s review was almost complete. Chairman Sabo stated that upon further consideration and with the receipt of negative feedback for the restriction, he was no longer in favor of imposing the truck restriction on Pine Hill and Mountain Roads. Vice-Chairman Stahl agreed. Chairman Sabo said the small amount of benefit received from the restriction is not worth losing the good will Rye has always had with the neighboring Townships.

Supervisor Schulze requested that the minutes reflect his disapproval of the decision to not proceed with the truck restriction on Pine Hill and Mountain Roads.

Chairman Sabo directed the Secretary to add the curve signage and truck restriction items to the Monday, October 26, 2020 agenda.

Supervisor Schulze asked about line painting. Vice-Chairman Stahl offered that many of the roadways in Rye Township are not wide enough to install the double lines. He prefers the single lines due to the narrow cartways.

5. 01.437.450-The Board discussed costs to repair the Tractor on the Tractor Mower #10. They requested the Secretary have the road crew look at the Tractor Mower to see if there are any repairs they may be able to complete in-house. A quote for repairs from Plasterer is still necessary. This account was increased by \$1,000 to \$6,200 due to anticipated repairs with the tractor and any other unexpected equipment repairs. Account 01.438.215 Guiderail and Maintenance Materials was decreased by \$1,000.00.
6. 01.439.010- Funds to restore and pave the area of pavement disturbed with the anticipated pipe replacements on Pierce Road are included in this line item. Vice-Chairman Stahl discussed the following roadways under consideration for overlay:
 1. A portion of New Valley Road from a paving notch near Trout Lane west to the Township building.
 2. Two sections on Lambs Gap Road including some base repair or additional milling anticipated on the “S” turn.

Supervisor Schulze discussed paving concerns on Lambs Gap Road. He recommended a full depth reclamation instead of an overlay with base repairs for the southernmost area to the boundary line at the top. He explained that an engineering study would need to be

completed including core borings of the road at a cost of approximately \$60,000. He estimated the overall cost of the project at \$1,000,000.

Discussion ensued. The total cost of the full depth reclamation was a concern. Vice-Chairman Stahl offered to schedule a meeting with road employees, Brad and John to visit the areas proposed for paving. The Secretary will contact PennDOT District 8 Representative Rick Levan to request he look at and provide an estimate for the quantity of materials needed in order to gain an estimate for expenses for the proposed project. The majority of the costs for the overlay projects as suggested by Vice-Chairman Stahl would be expensed through the Liquid Fuels Fund.

7. 01.441.316 Mowing of the Oak Grove Cemetery was discussed. Greg Sloop offered to continue mowing at the same rate of \$120.00 per mowing. Supervisor Schulze recommended the Board acquire comparative quotes. The following were suggested: Roger Kumler, James Snyder, and Jubal Radabaugh. In addition, he recommended the placement of an ad in the next newsletter opening up the opportunity for others who might be interested to apply.
8. 01.457.540- The Recreation Board account increased approximately \$4,000 with a transfer of funds from the Capital Reserve to pay for the purchase of wood carpet for the two playground areas and the exercise area. Note: the wood carpeting has not been updated for several years. PA Department of Corrections is no longer permitted to provide labor to assist with installation through their work release program.
9. Wage Increases- The consensus of the Board was to provide a 3% wage increase to all regular full time and regular part time employees. This does not include an increase for snow plowing, which rate is set at \$20.00 per hour. The snow plowing rate remains the same. Supervisor Schulze suggested the Board complete employee evaluations. He further offered that salaries should be capped.
10. Supervisor Schulze asked for clarification for accounts 01.405.310 Ordinance Codification and 01.429.300- Ordinance Update.

It was the consensus of the Board to tentatively approve the proposed 2021 Budget and authorize advertisement for public review at the upcoming October 26th meeting. No tax increases are proposed. The Secretary/Treasurer indicated she would add this item to the Board agenda and prepare an advertisement for publication for the twenty (20) day review period.

ADJOURNMENT OF THE MEETING: Chairman Sabo made a motion with a second from Vice-Chairman Stahl to adjourn the budget meeting at approximately 9:09 pm. Motion carried unanimously.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' MEETING
October 26, 2020**

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PRESENT: Chairman Jim M. Sabo, Vice-Chairman John F. Stahl, Supervisor John C. Schulze, Daisy Lightner, Secretary/Treasurer, Eric Simmons, Driveway Enforcement Officer, Nancy Sunday, Jim Cassidy, Emergency Management Coordinator, Hayden and Dana Cotton, Corinna Van Hine, Frank Boyer, Jared Frey, Jean Snyder, Sean Fedder, and Dan Altland, Solicitor.

FORMER SUPERVISOR PRESENT: Charley Kunkle

The meeting was held at the municipal building and called to order at 7:03 PM. Masks were worn by all in attendance and social distancing was practiced. Hand sanitizer was available for use. Chairman Sabo convened the meeting with the pledge of allegiance to the flag. The meeting was recorded to aid with the accurate preparation of minutes.

Chairman Sabo announced that a public hearing was held prior to this meeting to accept public comments on the proposed Nuisance, Vector and Junkyard Ordinances. He expressed appreciation to the Planning Commission and former secretary Rebecca Schulze for their assistance with the revisions and compiling of the updates.

CITIZEN PARTICIPATION: Chairman Sabo opened the floor for citizen participation.

Jared Frey of Pine Hill Road discussed his concern with the Board relating to the amount of fees he paid the Township for on-site inspections for stormwater and plan reviews conducted by Brian Gilbert of Wilson Consulting Group to gain approval of the Jared and Natasha Frey Land Development Plan. Frey also expressed concern with the lack of detail on the invoices received from Wilson Consulting Group. He further expressed concern with unannounced, on-site visits by the Zoning Officer, the amount of time charged and the resulting high fees of \$600+ for one unannounced follow-up visit. Frey offered that he worked well with Brian Gilbert, but the charges for an inspection compared to the former Zoning Officer Lenny Sizer were in his opinion outrageous. He recommended the Board check into these concerns and possibly consider other options.

Solicitor Altland recommended a review of the charges on the invoices for the Frey property over the last year. The Board further directed the Secretary draft a memo to send to Mark Wilson, PE of Wilson Consulting Group with a copy to Brian Gilbert requesting review of hours charged and itemized invoices providing information on the invoices as required in the PA Municipal Planning Code. A sample of what is requested will be enclosed with the memo.

Former Supervisor Charley Kunkle offered that his brother recently built a new home in the Township and received bills that he also thought were high.

APPROVAL OF THE MINUTES: Supervisor Schulze made a motion to approve the minutes of the September 28, 2020 supervisors' meeting as amended. Vice-Chairman Stahl seconded; Motion carried unanimously.

Supervisor Schulze made a motion to approve the minutes of the October 8, 2020 budget meeting as amended. Vice-Chairman Stahl seconded; Motion carried unanimously.

Supervisor Schulze made a motion to approve the minutes of the October 22, 2020 budget meeting as amended. Chairman Sabo seconded; Motion carried. Vice-Chairman Stahl opposed.

Chairman Sabo expressed Kudos to the Road Crew for fabricating a tool and repairing the ball joints on the 2001 backhoe, which saved the Township thousands of dollars in repair fees. Brad Sloop and John Ritter, Jr. not only take care of the maintenance of the roads, but have special skills similar to tool and die makers. They are much appreciated.

PERSONS TO BE HEARD: Frank Boyer, a taxpayer who owns a large vacant wooded parcel at the southernmost end of Tower Road, was present to discuss the dirt portion of Tower Road. Boyer contracted with a logging company to harvest the trees on his parcel. The concern he has is that the area of Tower Road along Boyer's property needs graded so the loggers can access his property without cutting in a road through his property. Boyer does not want a roadway through his property destroying more trees. Boyer is asking the Board what they plan to do to improve this section of Tower Road so the loggers can better access his parcel to harvest the trees. He is requesting the Township finish grading Tower Road along the boundary of his property. Boyer did acknowledge that he and other property owners along Tower Rd requested the Township not maintain the roadway many years ago, which was done. Boyer noted that the Road Crew did clean out and open drainage pipes along Tower Road and provided several loads of stone to the logging company for placement on Tower Road. He further noted material was excavated from his property by the loggers and placed on the roadway.

Discussion ensued on the maintenance of the dirt portion of Tower Road. It was noted that Tower Road no longer connects to Cumberland County at the top of the mountain. The road at the top of the mountain, which is East Pennsboro Township, Cumberland County, is now a private road and no longer public.

Chairman Sabo thanked Mr. Boyer for bringing his concern to the Board. They will discuss this matter further and consult with the Solicitor.

MONTHLY MUNICIPAL REPORTS: A **Zoning Report** was presented by Zoning Officer Brian Gilbert of Wilson Consulting Group listing activities from September 19, 2020 to October 18, 2020. Chairman Sabo read the report with eleven (11) activities including work on follow up to Mountain Road and Pierce Road pipe replacement permit re-submissions, reviewed driveway officer comments for a new home at 499 Mountain Road property, reviewed sketch plan for 285 Mountain Road property, follow up to NOV for 200 Rattling Rock Road, issued clearance letter for 3512 Grier Point Road, and provided a monthly report to the Township office. The report was placed on the front table for public review.

The **Sewage Enforcement Report** was submitted by SEO Lenny Sizer of Frederick, Seibert & Associates, Inc. Chairman Sabo read the report: Five (5) activities: Chisel inspection for a new home at 499 Mountain Road, percs for Mitch Gaylor for a vacant lot off Mountain Road and for Bruce Reeher for a vacant lot off Brook Lane, and a site visit for a vacant lot at the Barlup subdivision in the 2700 Block of Valley Road for a total due in fees of \$1,365.00.

The **Road Report** for October was provided by Road Foreman Brad Sloop and read by Co-Road Superintendent John Stahl as follows: chipped brush, mowed along various Township road ways; installed a new curve sign on New Valley Road, cleaned downed tree on Lambs Gap Road; Fall Clean up; hauled tires to Liverpool for disposal, fabricate tool and repaired new ball joints on #16 the 2001 backhoe.

Recreation Board member Nancy Sunday was present and reported an attendance of 80 children plus adults at their last event Halloween in the Park on October 24, 2020. They ran out of food, goodie bags, beverages, and pumpkins. The majority of those in attendance were not from Rye Township, but from Shermans Dale, Duncannon, Newport, Enola, and Marysville Borough. They learned of the event through a Facebook posting on the Rye Township Community Association's Facebook page. RTCA is a private Community organization that does not host or sponsor the events at the Park. The Township pays a lease to the RTCA to hold events there. A local resident volunteered to set up and host the Rye Township Community Association Facebook page. She posted the Township's events on their Facebook page without consulting with the Recreation Board.

Nancy expressed concern that these events are for local residents and their families. There were not enough hot dogs left to feed the local scouts who worked from 5 PM to 10 PM setting up, presenting, and tearing down the haunted trail. She requested the Board request the RTCA webhost not to post the Recreation Board's activities on the RTCA Facebook page.

The Board recommended the Recreation Board set up their own Facebook page as discussed and approved at the September meeting to provide better control over what is disseminated and posted online. Nancy indicated she would discuss the Facebook page with members of the Recreation Board at their November meeting. Chairman Sabo offered to speak with the RTCA webhost to explain the concern and request that she not post the Recreation Board's events on the RTCA Facebook page.

EMC Jim Cassidy was present to provide an **Emergency Management Report**. He discussed several Email Alert Notification Systems that have been investigated over the last several months. EMC Cassidy suggested the Township set up a trial service with several of the companies under consideration. The Board agreed. EMC Cassidy indicated he would work with the Secretary to set up a trial service to try out several of the suggested systems.

The September **Treasurer's Report** was read by the Secretary/Treasurer. The report is on file in the Township office and approved pending the 2020 Financial Audit.

ORDINANCE: Proof of publication is on file for Ordinance 20-01. A public hearing to receive comments was conducted at 6:30 PM prior to this meeting. Upon due consideration and discussion, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to adopt **Ordinance 20-01**, adopting the amendments and restatements to Chapters 222, Junkyards; Chapter 243, Nuisances; Chapter 337 Vector and Pest Control of the Code of Rye Township, Perry County, Commonwealth of Pennsylvania. Motion carried. All Supervisors voting in favor.

NEW BUSINESS: The Secretary/Treasurer provided a summary of the proposed 2021 Budget. Chairman Sabo made a motion with a second from Vice-Chairman Stahl to tentatively approve the **2021 budget** and authorize the advertisement of the proposed 2021 budget for public review for the next twenty (20) days with tentative adoption at the November 16, 2020 supervisors' meeting; motion carried unanimously. The record notes the budget is balanced with no tax increases. The General Fund Budget at \$607,400 is approximately 4.79% less than the 2020 Budget and includes no capital equipment purchases. The 2021 proposed budget was placed on the front table and made available for public review. Chairman Sabo expressed appreciation to the Township Secretary/Treasurer for her work on the budget.

Supervisor Sabo made a motion to approve **Resolution 20-28**, the 2021 Schedule of Wages, which establishes the salaries for all full, part time & part time temporary employees effective for the first payroll in January 2021 with all full time and regular part time employees receiving a 3% wage increase. Supervisor Stahl seconded; motion carried. Supervisor Schulze

opposed stating he disagreed with the 3% wage increase and felt salaries should be capped with employees contributing more towards health insurance benefits.

Driveway Officer, Eric Simmons offered that he has worked with all three full time employees and feels they are very valuable. The Road crew takes good care of the equipment and all of the roads. Daisy is the Secretary and the Treasurer and takes care of the office. If you want to know something, you ask her. They are the ones that are here every day keeping the Township running.

Chairman Sabo offered that he feels the Township has good employees and you get what you pay for.

Supervisor Schulze provided a summary of the history and updates for the truck restriction proposed for Pine Hill and Mountain Roads.

Jared Frey of Pine Hill Road had a few questions about proposed signs. He expressed concern that the Township boundary line is near his driveway and did not want trucks turning around in his driveway if a sign is installed that restricts them from travelling on Pine Hill Road within Rye Township.

Supervisor Schulze noted a sign would be installed at the intersection of Pine Hill Road and Dellville Road indicating the distance to the restriction.

Upon due consideration and discussion, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to **not pursue the truck restriction on Pine Hill and Mountain Roads**. Motion carried. Supervisor Schulze opposed. Chairman Sabo explained that although he initially supported the restriction, he now does not because of negative feedback received. The majority of the Board of Supervisors does not want to harm the good working relationship we have with neighboring Townships.

Supervisor Schulze asked if the pursuit of the truck restriction on Lambs Gap Road was also abandoned. Chairman Sabo directed that the Board would revisit the Lambs Gap Road truck restriction at a later date.

Supervisor Schulze provided a summary of the curve signage proposed for New Valley Road, Pine Hill Road, Lambs Gap Road and Mountain Road, which included the installation of 76 signs and 49 new posts. The cost estimate for the signs not including installation was slightly over \$5,000.00. Supervisor Schulze provided statistics of the crashes that occurred over a 5 year period on the subject roadways.

Upon due consideration and discussion, the consensus of the majority of the Board of Supervisors was to not install the 76 signs. Chairman Sabo offered that any in disrepair or in need of removal he would be in favor of replacement. Vice-Chairman Stahl agreed stating that more signs do not necessarily slow down vehicles.

Supervisor Schulze discussed an optional sign replacement plan and recommended the installation of approximately 15 posts. Chairman Sabo requested that he put the information in an electronic file and provide that information to Vice-Chairman Stahl. He in turn can check with the Road Department to see what signs or posts are already on order.

Chairman Sabo announced the following:

- ◆ October 29, 2020- Trick or Treat Night; 6-8:00 PM; rain or shine
- ◆ November 3, 2020; Election Day; polls open 7:00 AM to 8:00 PM
- ◆ November 10, 2020, 7:30 PM, Planning Commission meeting rescheduled due to Election Day
- ◆ November 11, 2020, Veterans' Day; Office Closed; no change in trash.

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided an October expense check register and submitted the following checks for approval and payment:

October General Fund Check's #s 16785-16807 in the amount of \$52,142.37. No checks void.
Payroll checks #s 7787-7795 in the amount of \$4,375.94. No payroll checks void.
Payroll checks #s 7796-7805 in the amount of \$4,489.67. No payroll checks void.

Supervisor Schulze asked about check number 16788 in the amount of \$ 42.84 issued to Daisy Lightner, check number 16790 in the amount of \$ 75.23 issued to Robert Lightner, and check number 16791 in the amount of \$ 43.12 issued to Nancy Sunday. The Secretary/Treasurer offered that these were the same checks previously questioned and approved by Supervisor Schulze at the Budget meeting.

Daisy Lightner's check is for mileage reimbursement; Robert Lightner and Nancy Sunday, members of the Recreation Board, bought supplies and food for the Bon Fire and Hot dog Roast. They do not charge mileage, but gather the supplies on their own time as volunteers. Receipts for all expenses are on file.

With no further discussion on the bills presented, Chairman Sabo made a motion and Vice-Chairman Stahl seconded to approve all the expense and payroll checks submitted for payment. Motion carried unanimously.

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

Frank Boyer answered a question that was asked earlier during the discussion relating to damage of Tower Road by the heavily loaded log trucks. He offered that normally loggers sign a bond or an agreement with the Township to guarantee that if the roadway is damaged during the transport of logs over the Township's roadway, they would be responsible to repair it to the state at which it was prior to commencement of the logging operation.

Supervisor Schulze asked about road line painting. Vice-Chairman Stahl offered that he was not in favor of the double lines due to the narrow cartways. Supervisor Schulze offered that he is against painting of single lines on public roadways.

Dana Cotton asked why fireworks were not included within the Noise section of the Nuisance Ordinance. She expressed concern with explosives set off near her home that vibrated the windows in her residence.

Sean Fedder offered that this explosive is tannerite, which is available for sale at any gun shop.

Solicitor Altland explained that local municipalities cannot further restrict consumer fireworks because the State law preempts any local laws. However, the PA State Police could be contacted when explosives are involved.

ADJOURNMENT: With no further discussion or business before the Board, Chairman Sabo adjourned the meeting at approximately 8:57 PM.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' MEETING
November 16, 2020**

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PRESENT: Chairman James Sabo, Vice-Chairman John Stahl, Supervisor John Schulze, Secretary/Treasurer, Daisy Lightner, Driveway Officer, Eric Simmons, Sean Fedder, Gene Rebert, Ashley Fleisher, Dana Cotton,(late arrival at 7:44 pm), and Roger Watson P.L.S. of NavTech, Inc.

The meeting was held at the municipal building and called to order at 7:00 p.m. Masks were worn by all in attendance and social distancing was practiced. Hand sanitizer was available for use. Chairman Sabo convened the meeting with the pledge of allegiance to the flag. The meeting was recorded to aid with the accurate preparation of minutes.

FORMER SUPERVISOR PRESENT: Tom Speck

CITIZEN PARTICIPATION: Chairman Sabo welcomed everyone and asked if there was any citizen participation at this time. None was offered at this time.

APPROVAL OF THE MINUTES: Vice-Chairman Stahl made a motion to approve the minutes of the October 26, 2020 public hearing as submitted. Supervisor Schulze seconded. Motion carried unanimously.

During the review of the minutes a brief discussion occurred relating to posting of the Recreation Board events on social media. Referring to this concern and the RTCA Facebook page posting of Recreation Board events, Ashley Fleisher of Elm Street offered that the Township newsletter did not indicate that Recreation Board events are strictly for Township residents.

Gene Rebert, President of the Rye Township Community Association, RTCA, apologized for the mix-up with the posting of Recreation Board events on the RTCA Facebook page. He assured the Board that the RTCA will no longer post the Recreation Board's events on social media. The Recreation Board will be creating their own Facebook page in the near future which will resolve this concern going forward.

Chairman Sabo said the concern was that the Recreation Board was overwhelmed and not prepared to serve over 100 people. There was not enough food or supplies for all those in attendance. It was not meant to offend anyone or cause any discord. The events sponsored by the Rec Board are mainly for Township's residents and their families and that can be emphasized and clarified in future newsletter articles.

Chairman Sabo made a motion to approve the minutes of the October 26, 2020 meeting as amended. Supervisor Schulze seconded. Motion carried unanimously. Supervisor Schulze noted, that in his opinion, he would like more detail in the minutes.

The Secretary offered that minutes are to be kept brief and record the Board's actions according to the Sunshine Law. They are not a transcript.

SUBDIVISION AND LAND DEVELOPMENT PLANS: Roger Watson of NavTech, Inc. approached the Board to gain final plan approval of the Final Subdivision Lot Addition Plan for the lands of Elwood H., Jr. & Patricia A. Brubeck. The purpose of the plan is to subdivide the existing lands of Brubeck parcel # 220,166.06-04.000 into two (2) lots, Residual Lot 1 and proposed Lot 1A. Proposed Lot 1A will then be added to the existing lands of Zina Speck parcel # 220,168.06-05.000. This Lot, which is a small pie-shaped piece of land of slightly over 5,000 square feet, was created when State Route 850 was relocated from its original location on June 17, 1955. All filing fees for submission are paid in full. A \$50 security deposit was received. The subject plan was submitted to the Perry County Planning Commission and comments were received and addressed. The Brubeck Plan was recommended for conditional approval at the November Rye

Township Planning Commission meeting. The Board reviewed and discussed the outstanding conditions listed in the November 10, 2020 Planning Commission minutes as follows:

- Label the Right of Ways and widths of New Valley Road and Old Mill Road on the plan.
- Identify a dedicated Right of Way of thirty (30) feet on New Valley Road, (T-307).
- Add the right of way width and centerline of SR 850.
- Update the bearings and distances on the Brubeck parcel.
- Add a note to the plan that Proposed Lot 1A is a lot addition to the existing lands of Speck and may not be retained or sold as a stand-alone lot.
- Acquire and certify the signatures of the owner(s)
- Acquire the signature of the surveyor to certify the accuracy of the survey

Chairman Sabo discussed and provided Roger Watson a copy of a recorded 2002 Easement Survey and Deed for United Telephone Company of Pennsylvania involving ingress and egress to maintain and operate their communication system on the Speck parcel. Mr. Watson agreed to add the recorded Easement Survey to Sheet 2.

Supervisor Schulze discussed PennDOT's slope easement located at the intersection of SR 850 and New Valley Road, the overlapping of the thirty (30') ft. dedicated right of way, and the number of signatures required within the signature block on the plan.

Upon due consideration and discussion, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to approve the following **alteration of requirements** from the Subdivision Land Development Ordinance for the **Final Subdivision Lot Addition Plan for the lands of Elwood H., Jr. & Patricia A. Brubeck:**

1. Section 320-21 (Preliminary Plan Submission)
2. Section 320-27.A.3 (Pennsylvania Department of Environmental Protection Planning Module)
3. Section 320-27B (2). (Stormwater and E & S Plan)
4. Section 320-21.1. (Property Outline Scale)

Motion carried unanimously.

Upon due consideration, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to approve the **Final Subdivision Lot Addition Plan for the lands of Elwood H., Jr. & Patricia A. Brubeck** conditional upon the following:

- Add the 2002 Recorded Utility Easement Survey for United Telephone Company of Pennsylvania to Sheet 2 of the plan.
- Label New Valley Road, (T-307), on Sheet 2.
- Add a note to the plan that the steep slope easement and the thirty, (30) feet dedicated right of way are overlapping.
- Certify the signatures of the Surveyor on the plan

Motion carried unanimously.

Roger Watson indicated he understood and accepted the outstanding conditions for approval of the above-referenced Brubeck plan. He thanked the Board, took the plan with him to complete revisions, and left the meeting at this time. Resident Tom Speck also left the meeting at this time.

MONTHLY MUNICIPAL REPORTS: No Zoning Report was submitted by Zoning Officer Brian Gilbert. No Sewage Enforcement Report was submitted by SEO Lenny Sizer.

Vice-Chairman Stahl read the November Road Report submitted by Road Foreman, Brad Sloop as follows: Set up/clean up for Election Day, chip brush, installed snow equipment on the trucks, cut up several downed trees from high winds, install chevron signs on Mountain Road; install new hydraulic hose on #4 dump truck spinner motor; install new spinner motor on #2 dump truck and repaired a hole in roof of the Township building, garage area.

A brief discussion on curve warning signage ensued. Differing opinions were expressed on what signs are optional and which are mandatory. Chairman Sabo offered that the concern is to avoid over signage, or sign clutter, to the point where there are too many signs with minimal impact.

Vice-Chairman Stahl commented that he witnessed minimal impact in speed since the Road Department recently installed new Chevron signs at the corner to the east of his property along New Valley Road.

Gene Rebert of the Recreation Board was present. He reported that the Rec Board held their final meeting of the year on November 9, 2020. They discussed the upcoming 2021 Fishing Derby to be held at the Marysville Sportsmen’s Association in May of 2021. There is no meeting in the month of December.

No Emergency Management Report was presented.

The October Treasurer’s Report was submitted for public review and read by the Secretary/Treasurer. A copy of the October Fund Balance report was also made available and placed on the front table for review. With no discussion, the reports were accepted as read pending the independent auditor’s approval.

RESOLUTIONS: Chairman Sabo made a motion with a second from Supervisor Schulze to adopt **Resolution 20-29**, which designates Penn State Health Life Lion, LLC as the primary Advance Life Support Provider for all residents and occupants in the areas of Rye Township effective for December 1, 2020. Motion carried unanimously. The record notes this does not affect service and is only a change in ownership since Penn State Health recently acquired West Shore Advance Life Support.

NEW BUSINESS: Proof of publication is on file for the **2021 proposed budget**, which was advertised available for public inspection for twenty (20) days. Chairman Sabo noted that the 2021 budget is balanced without a tax increase. Chairman Sabo made a motion with a second from Vice-Chairman Stahl to adopt **Resolution 20-30**, which sets the tax levy for 2021 without a change in the millage as follows:

General Township.....	.59 mills
Fire companies.....	.16 mills
Ambulance.....	.02 mills
Library.....	.01 mills
Road Equipment.....	.12 mills
TOTAL	.90 mills

Motion carried unanimously.

Vice-Chairman Stahl made a motion to adopt **Resolution 20-31** adopting the **2021 Budget**. Chairman Sabo seconded the motion. Motion carried. Supervisor Schulze opposed. The combined total budget for the General and Solid Waste Funds is \$830,300.00. The Highway Aid or Liquid Fuels Fund has a deficit budget with expenses projected at \$126,000. The deficit will be covered with reserves currently located in Certificates of Deposit.

Upon due discussion and consideration, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to renew the Intermunicipal Agreement between Carroll and Rye Townships for winter maintenance for the 2020-2021 season with the charge for Rye Township to provide winter maintenance as needed on Pine Hill Road and on Dutch Cemetery Road remaining at \$75.00 per round trip. Motion carried unanimously. The Secretary indicated she would send a letter to notify the Carroll Township Board of Supervisors of the renewal.

ANNOUNCEMENTS: Chairman Sabo announced the following upcoming events:

- The Township office will be closed on November 26, 27, & November 30, 2020 for the Thanksgiving Holiday/Deer Season; no change in trash collection.
- December 14 is the date of the December Supervisors' Meeting at 7:00 p.m., rescheduled due to the Christmas Holiday
- December 25 & January 1 – Township closed for Christmas and New Year's. No change in the trash collection schedule.
- January 4, 2021 – Organization Meeting at 7:00 p.m.

Due to the COVID pandemic, it was the consensus of the Board to cancel the annual Appreciation dinner.

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided a November check register and submitted the following checks for approval, signature and payment. General Fund checks #s 16808-16838 in the amount of \$11,884.67. No checks void.

Payroll checks #s 7806-7811 in the amount of \$4,174.74. No checks void.

Payroll checks #s 7812-7816 in the amount of \$3,905.51. No checks void.

With no further discussion on the bills presented, Vice-Chairman Stahl made a motion and Chairman Sabo seconded to approve and sign the checks presented and pay the bills. Motion carried unanimously.

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

Dana Cotton of Valley Road commented about signage and guide rail within the Township and holding of remote meetings during the pandemic.

Supervisor Schulze commented about scheduling a rain date next year for Trick or Treat.

Supervisor Schulze provided an update on the truck restriction. PennDOT was notified that Rye is not proceeding with the truck restriction on Pine Hill and Mountain Roads.

Supervisor Schulze asked the Board about pursuing the truck restriction on Lambs Gap Road. Upon due consideration and discussion, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to not pursue a truck restriction on Lambs Gap Road and to leave the existing signage as is. Motion carried. Supervisor Schulze opposed.

Supervisor Schulze commented and discussed a judicial sale held at Perry County Tax Claim Bureau and the Township's interest in providing a minimal bid to attempt to purchase a vacant property located at 186 Lambs Gap Road.

Chairman Sabo offered that the Township consulted with the Solicitor before considering this purchase. He reported that the Township was not the successful bidder at the judicial sale.

ADJOURNMENT OF THE MEETING: With no further business or discussion before the Board, Chairman Sabo thanked everyone for coming and adjourned the meeting at approximately 8:43 p.m.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer

**RYE TOWNSHIP
SUPERVISORS' MEETING
December 14, 2020**

PAGE 1 OF 3

PRESENT: Chairman James Sabo, Vice-Chairman John Stahl, Supervisor John Schulze, Daisy Lightner, Secretary/Treasurer, Sean Fedder, John Fitzsimmons, PE, Camille Otto, and James Pace.

The meeting was held at the municipal building and called to order at 7:01 p.m. Masks were worn by all in attendance and social distancing was practiced. Hand sanitizer was available for use. Chairman Sabo convened the meeting with the pledge of allegiance to the flag. The meeting was recorded to aid with the accurate preparation of the minutes.

EXECUTIVE SESSION: Chairman Sabo announced that the Board held an Executive Session at 6:00 PM immediately before this public meeting to discuss personnel issues relating to the proposed Employee Agreement.

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

Camille Otto of Reed Drive suggested that during the COVID pandemic the Board consider providing an additional method for residents to have access to the public meetings, such as dial in access similar to a conference telephone call.

APPROVAL OF THE MINUTES: Chairman Sabo made a motion to approve the minutes of the November 16, 2020 supervisors' meeting. Vice-Chairman Stahl seconded. Motion carried. Supervisor Schulze opposed.

PERSONS TO BE HEARD: Resident James Pace of Rattling Rock Road approached the Board to discuss his concern with the location of the right of way for Rattling Rock Road including the cul-de-sac at the northern end of Rattling Rock Road. The area of right of way in question borders his property. This discrepancy surfaced when Mr. Pace received a Notice of Violation letter from the Zoning Officer for placement of an accessory structure too close to the right of way and without proper permitting. Mr. Pace provided a brief history of Rattling Rock Road, which was adopted as a public road in 1969. He explained that the lot, where he currently resides, was created through a subdivision in 1991. At that time additional right of way was dedicated to the Township.

Chairman Sabo offered that the public road has been in this location for many years. The paved portion of the cul-de-sac is within the existing right of way. Chairman Sabo offered that the Solicitor reviewed this concern and corresponding documents. The consensus of the Board is that Rattling Rock Road will remain where it is. He offered Mr. Pace to attend the January 25, 2021 Board meeting to discuss any further questions or concerns with the Township Solicitor. Mr. Pace thanked the Board for their time and left the meeting.

RESOLUTIONS: Chairman Sabo made a motion with a second from Vice-Chairman Stahl to adopt **Resolution 20-32**, which authorizes the Secretary/Treasurer to transfer 2020 tax monies, which were levied and received for Road Equipment, from the General Fund Checking at the Marysville Bank in the amount of \$22,505.34 combine it with recently matured Road Equipment Cd monies currently held in the General Savings Money Market Account and deposit them into a 24 month Certificate of Deposit at .35% at the Bank of Landisburg. Motion carried unanimously.

Upon due consideration and discussion, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to adopt **Resolution 20-33**, which authorizes the Secretary/Treasurer to make final budgetary transfers to the 2020 Budget in the General Fund in the amount of \$3,725.00. Motion carried unanimously.

NEW BUSINESS: The Board received two quotes for replacement of two of the original slider windows in the meeting room as follows:

- | | |
|---|------------|
| 1) Fuller's Handyman Service | \$1,050.00 |
| 2) McAllister & Koser Construction, LLC | \$ 785.20 |

Upon due consideration, Chairman Sabo made a motion with a second from Vice-Chairman Stahl to accept the lowest quote received from McAllister & Koser Construction, LLC in the amount of \$785.20 to remove the old and install two new replacement slider windows in the meeting room. Motion carried unanimously.

Vice-Chairman Stahl made a motion with a second from Chairman Sabo to enter into the Cove Road Snow Plowing Agreement with Contactor Elwood Barrick of Shermans Dale at a fee of \$80.00 per call out. Motion carried unanimously. The record notes the Road Foreman, Chairman, or Vice-Chairman has the authority to call out the contractor during storm events.

Chairman Sabo tabled any action on the Employee Agreement to allow for more time for the Board to gather information and discuss details. The Board indicated they would meet again in Executive Session in the near future.

Camille Otto left the meeting at this time.

MONTHLY MUNICIPAL REPORTS: Two Zoning Reports were presented by Zoning Officer Brian Gilbert encompassing activities from October 1 to and including December 10, 2020. Chairman Sabo read a brief summary of the numerous activities involving review of applications for permits, reviewing of land development plans, work on pipe permits on Mountain Road, and enforcement issues.

The Sewage Enforcement Report was submitted by SEO Lenny Sizer of FSA Engineering. Chairman Sabo read the report: Four (4) activities: application and permit issuance for the Barlup subdivision, tank replacement for 1230 Valley Road and site visit to 110 Scenic Drive for a total due in fees of \$360.00.

Vice-Chairman Stahl read the December Road report submitted by Road Foreman, Brad Sloop as follows: Chip brush, install additional chevron signs and 15 mph curve warning signs on Pine Hill Road, Install 15 mph curve warning sign on Mountain Road, Install new batteries in #16 backhoe, Adjust air brakes and repair hydraulic leak on 1996 dump truck, clean drains on Cold Springs Road, repair stop sign on Pine Hill Road, and pick up trash dumped on Millers Gap Road and Lambs Gap Road.

No Recreation Board Report was submitted because they do not meet in December. Their first meeting of the New Year is scheduled for January 11, 2021 at 7:00 PM at the Township building to begin planning for events.

No Emergency Management Report was presented.

The November Treasurer's Report and Fund Balance Report were submitted for public review and read by the Secretary/Treasurer. With no discussion the reports were accepted as read pending the independent auditor's approval. The Secretary/Treasurer noted that the checks for the 4th quarter tax distributions are listed on the check register for approval. She reported that the Township is in the black for the year. The earned income tax line item, the Township's largest revenue, appears to not have been affected by the pandemic. In fact, the year to date, (YTD) amount of revenue received for the EIT is greater than what was budgeted.

ANNOUNCEMENTS: Chairman Sabo announced the following upcoming events:

- * December 25 & January 1 – Township closed for Christmas and New Year’s.
No change in the weekly trash collection schedule.
- * January 4, 2021 – Organization Meeting at 7:00 PM.
- * January 5, 2021 - Planning Commission Meeting at 7:30 PM.
- * January 12, 2021 - Elected Auditors Organization Meeting at 6:00 PM

APPROVAL AND PAYMENT OF THE BILLS: The Secretary/Treasurer provided a December check register and submitted the following checks for approval, signature and payment. General Fund checks #s 16839-16870 in the amount of \$54,425.16.

Payroll checks #s 7817-7823 in the amount of \$4,013.03. No checks void.

Payroll checks #s 7824-7826 in the amount of \$5,242.47. No checks void.

Payroll checks #s 7827-7832 in the amount of \$3,967.69. No checks void.

Supervisor Schulze asked a few questions about details of several of the bills and their corresponding checks. The Secretary/Treasurer explained each expense. Copies of invoices and supporting documentation for the expenses were available on the table for review.

With no further discussion on the checks presented, Chairman Sabo made a motion and Vice-Chairman Stahl seconded to approve and sign all the checks presented and pay the bills. Motion carried unanimously.

CITIZEN PARTICIPATION: Chairman Sabo asked if there was any citizen participation. None was offered.

ADJOURNMENT OF THE MEETING: With no further business or discussion before the Board, Chairman Sabo wished everyone a Merry Christmas and a Happy New Year 2021 and adjourned the meeting at 7:55 PM.

Respectfully submitted,

Daisy Lightner, Secretary/Treasurer