

**RYE TOWNSHIP
SUPERVISORS' MEETING
February 17, 2026**

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PRESENT: Chairman Jim M. Sabo, Vice-Chairman Sean M. Fedder, Supervisor Charlie Kunkle, Secretary/Treasurer, Tanuya Matter, Mike Rohler, Ed Lingle, and Township Solicitor R. Bruce Crelin.

FORMER SUPERVISOR PRESENT: John Schulze

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

MOMENT OF SILENCE: Chairman Sabo observed a moment of silence.

CITIZEN PARTICIPATION: Chairman Sabo welcomed everyone and asked if there was anyone who would like to offer comments at this time on any items listed on the agenda. There were no comments at this time.

APPROVAL OF THE MINUTES: Vice-Chairman Fedder made a motion with a second from Supervisor Kunkle to approve the minutes of the January 27, 2026 supervisors' meeting as submitted. Motion carried unanimously.

PERSONS TO BE HEARD: There were no persons to be heard.

MONTHLY MUNICIPAL REPORTS:

The Zoning Report was submitted. There was 1 Zoning Permit Application for additional living space. A Zoning Permit was issued for the change of use to a pole barn and shed, 1 Permit denial for an accessory structure and a Notice of Violation for chickens. Supervisor Kunkle made a motion with a second from Vice-Chairman Fedder to pay an invoice in the amount of \$1,317.62 for Zoning matters. Motion carried unanimously. Chairman Sabo made a motion with a second from Supervisor Kunkle to approve payment of the JHA invoice in the amount of \$5,645.00 for the Heisley Road Culvert replacement engineering work. Motion carried unanimously.

The Sewage Enforcement Report – there was no activity to report. Vice-Chairman Fedder made a motion with a second from Supervisor Kunkle to pay the invoice to FSA in the amount of \$100.00. Motion carried unanimously.

The Road Report was provided by Road Foreman, John Ritter and read by Supervisor Kunkle. Activities included: plowing and cindering, salt and cinder mixing, install of new cylinder on Plow #3, complete service on the wood chipper, reworked notches on Plow #2, remodel of the kitchen and office, and viewed roads with Rick Levan from PennDOT to prepare the bid package for this year.

Emergency Management Report – No members were present.

The January Treasurer's Report was submitted for review and read by the Secretary/Treasurer, Tanuya Matter. The report is submitted and approved pending the 2026 Financial Audit.

The Secretary's Report was added to give updates on previous agenda items and upcoming projects. The Secretary gave an update on the delinquent trash account collections. In December, 38 delinquent notices were sent. On January 16 delinquent resident account lien letters were sent. To

date, 7 accounts have payment arrangements, 7 accounts are either paid in full or paid down to a reasonable amount, and 19 accounts have liens applied. There are 9 accounts that have the trash service being billed to someone other than the owner. Those accounts will have letters sent to the owners prior to liens being placed. Since December, \$13,897.44 in delinquencies have been collected.

The Secretary reported that the conference room is now complete with the exception of fluorescent exit signs and covers for the cords. The kitchen is almost complete as well as the office area. Total cost spent to date is \$1,801.52.

The Secretary presented the board with a PCard Policies and Procedures manual that she drafted and had reviewed and updated by the Solicitor. She requested that the Supervisors set the spending limits for the cards so that she could get the PCards ordered.

The Secretary is proposing moving the trash billing from PAMS to "in-house" billing. The Township is currently paying .65 cents for each mailed bill and .40 cents for each electronic bill not including the additional cost of postage. The total billing for the 1st quarter bills was \$1,125.44. Residents have notified the office staff that there are additional fees from PAMS when paying their bills including .40 cents for an ACH electronic payment fee and a \$6.00 fee for using a Credit or Debit card. It was also reported that if a payment is received a day after the due date of the bill, PAMS is returning the payment to the resident and adding late fees to the account. The current accounting software, AccuFund, has a portal for utility billing. The cost is a one-time fee of \$3,125 plus \$781 for SM&E. There would also be some additional IT work that would be invoiced at setup. The budget for Trash Billing per year is \$7,200 a year. The Secretary will be doing a demo of the utility billing portal and will report back to the Supervisors.

The Secretary presented the Supervisors with a copy of Resolution #10-13 for the Purchase Order Policy from 2010. She is requesting that the Purchase Order Policy Resolution be updated to match the PCard spending limits.

Additionally, the Secretary and Chairman Sabo met with an IT person known to Chairman Sabo. The IT person made several suggestions for updates for the Township to upgrade security of the building, computers, internet and email. Recommendations and fees will be brought to the board when available.

OLD BUSINESS: The appointment to the Driveway Permit Officer position was tabled at the January Reorg. Meeting. A motion was made by Chairman Sabo and second by Supervisor Kunkle to appoint Max Stoner, PE as the temporary Driveway Permit Officer for Rye Township. Motion carried unanimously.

NEW BUSINESS: The RFP's for the Spring Cleanup are due on Friday, February 20th and will be acted upon at the March meeting.

Vice-Chairman Fedder made a motion with a second from Chairman Sabo to authorize Supervisor Kunkle to advise the Secretary how much salt to order on the COSTARS Bulk Sale Contract that is due on March 15th. Motion carried unanimously.

Chairman Sabo made a motion with a second from Vice-Chairman Fedder to approve the UST Testing proposals in the amount of \$2,839 with Keystone Petroleum Equipment for the 3 year DEP testing requirements for the Underground Storage Tanks. Motion carried unanimously.

An invitation from the Perry County America 250 Celebration was received. The event is to be held on Sunday, April 19th at 2 pm. A copy of the invitation is to be put in the Supervisor's mail boxes.

ANNOUNCEMENTS:

Chairman Sabo announced the following upcoming events:

- March 3, 2026 – Planning Commission Meeting at 7:30 pm
- March 8, 2026 – Daylight Savings time begins – Spring forward
- April 3, 2026 – Good Friday, Office Closed; No change in trash collection
- May 1 & 2, 2026 – Spring 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 18561-18584 in the amount of \$35,213.31. No checks void.

Payroll check #s 8635-8642 in the amount of \$6,436.16. No payroll checks void.

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

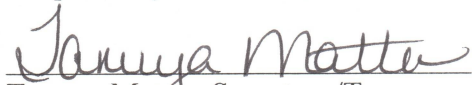
CITIZEN PARTICIPATION: Chairman Sabo checked the comment participation sheet for additional citizen participation.

Mike Rohler expressed concern about the potential Data Center by Western Hospitality Partners that is proposed in Carrol Township. Mr. Rohler prepared a handout of his research and asked that the Township support Carrol Township to keep Data Centers from our area.

Former Supervisor John Schulze thanked the Township Employees for their work to update the Township Building and potentially doing "in-house" billing for the trash.

ADJOURN THE MEETING: With no further business or discussion before the Board, Chairman Sabo thanked everyone for coming and made a motion with a second from Supervisor Kunkle to adjourn the meeting at approximately 7:40 PM. Motion carried unanimously.

Respectfully submitted,


Tanuya Matter, Secretary/Treasurer