

WEST FINLEY TOWNSHIP

Board of Supervisors Monthly Meeting

March 11, 2024

The Board of Supervisors of West Finley Township held their monthly meeting on Monday, March 11, 2024, at 6:00 pm in the Township Office Building. All Supervisors were in attendance.

Township residents present at the meeting were Deb Swart, William & Rachelle Tompkins, Steve & Cathy Emery, Tracey & Bobbi Shaulis, Edie Minch, Melinda Duncan, Brandon Gray, Ed Ritsko, Brenda & Jerry Seibel, Kristen Collins, Ian & Heather Martin, David Minch, Don Sisul, Rhonda Zozola, Tim & Becky Collins, and Tim Sloane. A representative from Midland Asphalt Materials, BJ Hudson, was also present for the meeting.

CALL TO ORDER

The call to order was made by Chairman Martin at 6:00 pm.

READING OF PRIOR MEETING MINUTES

The Secretary read the minutes from the February monthly meeting. *The motion to approve the minutes was made by Vice Chairman Pritt and seconded by Supervisor Collins. All in favor, Ayes: 3, motion carried.*

PUBLIC COMMENT

Steve Emery reported that the brush truck was repaired, but doesn't have the official cost yet. He also might have to have the dumpster for clean up days put in a different location. There will be slip work starting on West Finley Road and dirt will be dumped out at the fire hall, causing the dumpster to be relocated.

OPENING OF BIDS

The Supervisors opened all sealed bids for materials. The following bids were received:

- Acrosa Aggregates - #57 stone @ \$31.50/ton and #67 stone @ \$31.50/ton
- Greer Limestone Company - #57 stone @ \$27.85/ton and #67 stone @ \$27.85/ton
- Heidleberg Materials - #57 stone @ \$37.06/ton and #67 stone @ \$38.60/ton
- Amerikohl Aggregates - #57 stone @ \$34.00/ton and #67 stone @ \$34.00/ton
- Stuck Enterprises (Jacob's Petroleum) - 7,000 gallons of No. 2 low sulfur diesel @ \$2.68/gallon
- Midland Asphalt Materials – E3 asphalt road oil @ \$2.589/gallon
- Russell Standard – E3 asphalt road oil @ \$2.69/gallon

The motion to accept the bids from Greer Limestone Company for #57 and #67 stone @ \$27.85 per ton, from Stuck Enterprises for 7,000 gallons of No. 2 low sulfur diesel @ \$2.68 per gallon, and from Midland Asphalt for E3 asphalt oil @ \$2.589 per gallon was made by Chairman Martin and seconded by Vice Chairman Pritt. All in favor, Ayes: 3, motion carried.

OLD BUSINESS

The Board of Supervisors have concluded interviews for the position of Road Crew Foreman. Chairman Martin called an Executive Session at 6:20 pm, so that the Board could discuss this personnel issue.

At 6:50 pm, the Board returned from the Executive Session. *Chairman Martin stated that he will abstain from voting due to a conflict of interest. Vice Chairman Pritt motioned to promote Ian Martin to Road Crew Foreman. Motion was seconded by Supervisor Collins. All in favor, Ayes: 2 (Pritt/Collins), Nays: 0, Abstention: 1 (Martin)*

Work on the West Finley Township employee procedure and policy handbook continues. On Tuesday, March 19, 2024 at 5:00 pm, Supervisors will meet to have a workshop to discuss and review details associated with the book. The Secretary will advertise this workshop in accordance with the Sunshine Act laws. *Motion made by Chairman Martin and seconded by Supervisor Collins. All in favor, Ayes: 3, motion carried.*

Costs for dumpsters for clean-up days are still being discussed. The cost for last year's fire hall dumpsters per ton was higher than previous year's. The township could potentially save a third of the cost by going with a different supplier, however, not all the same services may be provided. We could also possibly contact a service to collect tires during clean up days with the money saved from changing suppliers. Chad Newman is willing to provide dumpsters for clean-up days that include thirty (30) yard roll off dumpsters, that would only be located at the Township Building, being monitored by employees on Friday and Saturday. *Motion made by Supervisor Collins and seconded by Vice Chairman Pritt. All in favor, Ayes: 3, motion carried.*

NEW BUSINESS

There is a slip on Blockhouse Run Road, which has resulted in the closure of the road. The slip is towards the lower end of the road, approximately three tenths of a mile from Robison Run Road, in the same area where a slip was addressed several years ago. The Township received an estimated minimum of \$20,000.00 to fix the slip, as it will need to be excavated at least ten to twelve feet (10-12) to find solid ground. The power company will also have to be notified since there is a power pole leaning due to the damage. This is a priority for the Township and will need to be fixed as soon as possible.

Postcards have been created to notify residents of the new website and other important information. It is possible to make them in house or have them made via a printing company, VistaPrint. Both options cost around \$700.00. *Vice Chairman Pritt motioned to have the postcards made and mailed through VistaPrint. The motion was seconded by Supervisor Collins. All in favor, Ayes: 3, motion carried.*

The West Finley Township Tax Collector has requested mileage reimbursement. The current rate is .67 cents/mile. This reimbursement is not required, but can be implemented by the Board. The commission rate for the tax collector was increased from five (5) to ten (10) percent of collected taxes when the current collector took office in 2022. No action was taken by the Board at this time.

Several residents have inquired about the Township Emergency Plan. No plan has been found on file at the building at this time. The county will be contacted for specific information regarding updating this plan. The Board may discuss appointing a new EMC (Emergency Management Coordinator), as Chief Emery will be handling other responsibilities in the event of an emergency.

CNX has submitted new Heavy Road Use permit applications for six roads, including Beryl Ave, Jackson Road, Miller Creek Road, Red Barn Lane, Stollar Road, and Templeton Run Road. These are the same roads that were permitted last year for work on the pipeline project. Those permits have expired, and new ones need to be issued. After reviewing the details of the permit applications, the Board of Supervisors approved all six (6) Heavy Road Use permits for CNX. *The motion to approve was made by Chairman Martin and seconded by Vice Chairman Pritt. All in favor, Ayes: 3, motion carried.*

ROAD CREW REPORT

Quotes for the skid steer have been received. New tracks, front idlers, and a new bucket are needed. The approximate cost is around \$8-10,000.00. *The motion to approve the expenditures was made by Chairman Martin and seconded by Vice Chairman Pritt. All in favor, Ayes: 3, motion carried.*

The Road Crew is requesting to purchase new road name signs and hardware. The Board also suggests purchasing some new “Road Closed” signs. *The motion to approve the purchase of the signs and hardware was made by Vice Chairman Pritt and seconded by Chairman Martin. All in favor, Ayes: 3, motion carried.*

The Supervisors will meet this Thursday, March 14, 2024 at 5:00 pm to look at the culverts on Blockhouse, Hutchinson, and Dogwood.

Chairman Martin will investigate blackout hours with the energy companies traveling along Beham Ridge Road.

ADMINISTRATIVE ITEMS

The *financial reports* for all accounts were presented. The previous month’s bank statements with balances and QuickBooks reconciliation reports were reviewed. *The motion to accept the financial reports was made by Vice Chairman Pritt and seconded by Supervisor Collins. All in favor, Ayes: 3, motion carried.*

An itemized list of *current bills* was also brought before the Board. Specifics of the bills were discussed. Chief Emery requested the \$12,500.00 lease payment check be released a few months early. He is trying to close out a grant and needs to pay the lease to do so. *The motion to approve payment of the bills, plus the lease payment, was made by Chairman Martin and seconded by Vice Chairman Pritt. All in favor, Ayes: 3, motion carried.*

SECRETARY’S REPORT

Lt. Steven Dowlin sent the PA State police report for our area for the month of February 2024.

The final audit date has been moved up to Saturday, March 23, 2024 at 8:00 am due to the Easter holiday weekend.

ADJOURNMENT OF MEETING

Chairman Martin adjourned the meeting at 7:45 pm.