

## **Hartley Township Minutes Regular Meeting - Monday, January 4, 2021**

**Call to Order:** Brad Wagner called the meeting to order at 7:00 P.M.

### **Pledge Allegiance & Prayer**

**In attendance:** Chairman: Brad Wagner, Roadmaster: Rudy Lyons, Vice Chairman: Earl Bingaman, & Secretary: Susan Epley.

**Residents in attendance:** John Hoover

**Review of Minutes:** After a review of the regular minutes of December 9, 2020 Brad Wagner a motion to approve, Rudy Lyons 2nd the motion. All in favor, motion passed.

**Review of Bills:** Brad Wagner made a motion to pay the bills, Rudy Lyons 2nd the motion. All in favor, motion passed.

**Review of Agenda:** Brad Wagner made a motion to accept the Agenda, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Additions to Agenda:**

**Public Comment:**

**Communication:** Auditor's meeting - January 4, 2021 @ 7:00 p.m. (Brad Wagner will open the door to the Township Building)

**Reports:**

**West End Fire Company:** John Hoover gave the report to Susan Epley to read. 3 MVA's (1 no injury), brush fire, fall victim, traffic control, trouble breathing, & a flooded basement. The West End Fire Company will be offering a Kettle Cook on January 30, 2021 at the Fire Company.

**West End Ambulance:** Brad Wagner remarked: The meeting will be held on January 6, 2021, so there is no report as of yet.

**Rec Center Report:** None

**Zoning Report:** Susan Epley gave the report: 1 permit was issued for the month of December 2020 for a total of \$85.00 for Troy Harvey putting up a small barn.

**Road Master report** - Rudy Lyons gave the report: The Peterbuilt broke down during the first snow storm, which made plowing more difficult with one truck down. Rudy Lyons was able to fix a broken starter wire and very carefully get the truck back to the shop for more repairs. During the ice storm the Peterbuilt was pulled out of the Township building and had no brakes. So it was out of commission

once again. There was a concern about snow plowing from the Fire Co. & the Ambulance. The township was down 1 truck and got to it as soon as possible. It was stated that the Fire Co. & the Ambulance should please call our Roadmaster Rudy Lyons if they need the parking lot plowed.

**OLD BUSINESS:** Brad Wagner made a motion to appoint Pam Hackenburg to the Planning Board. Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**NEW BUSINESS: CPA appointment:** Rudy Lyons made a motion for a resolution to appoint Douglas Parker, CPA as our Accountant for the year 2021. Brad Wagner 2<sup>nd</sup> the motion. All in favor, motion passed. All three supervisors signed the Resolution along with the secretary and it was dated & sealed on January 4, 2021.

**Douglas & Jennifer Boop Stormwater Agreement:** Brad Wagner made a motion to approve the Stormwater Agreement. Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed. Brad Wagner, Chair & Susan Epley, Secretary signed the agreement, dated it, & sealed it on January 4, 2021.

**Harold Zimmerman-Board Member/Municipal Authority:** Brad Wagner made a motion for Harold Zimmerman to be appointed to continue with the Municipal Authority for a 5 year term. Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Larsen Design Group - Palman Road:** The bridge replacement was discussed and Rudy Lyons will meet with the Engineer at the location of the bridge on Palman Road to answer his questions. This project will be starting in 2022.

**Re-Organizational Meeting:** Was called to order at 7:20 p.m. All motions were made and 2<sup>nd</sup>. All in favor, motions passed. The Re-Organizational Meeting was adjourned at 7:45 p.m.

**Executive Session:** Employee matters were discussed and approved.

Brad Wagner made a motion to adjourn, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. The meeting was adjourned at 8:10 P.M.

Susan Epley, Secretary

## **Hartley Township Minutes Regular Meeting - Wednesday, March 10, 2021**

**Call to Order:** Brad Wagner called the meeting to order at 7:00 P.M.

### **Pledge Allegiance & Prayer**

**In attendance:** Chairman: Brad Wagner, Roadmaster: Rudy Lyons, Vice Chairman: Earl Bingaman, Secretary: Susan Epley & Solicitor: Mr. R. Dlugé

**Residents in attendance:** John Hoover & Kris Diehl

**Review of Minutes:** After a review of the regular minutes of February 10, 2021 Rudy Lyons a motion to approve, Earl Bingaman 2nd the motion. All in favor, motion passed.

**Review of Bills:** Rudy Lyons made a motion to pay the bills, Earl Bingaman 2nd the motion. All in favor, motion passed.

**Review of Agenda:** Brad Wagner made a motion to accept the Agenda, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Additions to Agenda:** Lawn Mowing

### **Public Comment:**

**Communication:** Susan Epley read thank you cards from the Girl Scouts & The Hospice Foundation.

### **Reports:**

**West End Fire Company:** John Hoover gave the report to Susan Epley to read. Two basements were pumped, 1 rescue assignment, 1 wire down, 1 woodpile fire & a chicken house fire. The West End Fire Company will have a Soup Fund Raiser on March 27, 2021 with two soups that they will be selling.

**West End Ambulance:** None

**Rec Center Report:** Kris Diehl gave the report: No Bingo for a year due to Covid. Rentals have also slowed down for the same reason. The Rec Center did participate in the West End Fair in August of 2020 and they are hoping to participate in the Fair (in August) & Christkindyl in December 2021. The Friday Night Kids group is still going on, but Kris didn't have the number of children that were attending. The Rec Center is hoping to start Bingo again in the fall of 2021 and have it 2X per month.

**Zoning Report:** Susan Epley gave the report: 1 permit was issued for the month of February 2021 to Douglas Boop for a chicken house \$1575.00.

**Road Master report** - Rudy Lyons gave the report: Rudy brought up the Tar & chipping bids. The Township is still waiting for a permit for the bridge on Aikey Road (over \$6000.00). There are also tiles that need to be addressed on this road as soon as possible. Pardee Road needs to be complete & then double chipped. When the state replaces the larger bridge on Palman Road, we need to replace the smaller bridge. The Larsen Group (engineer) quoted a price of \$70000.00 for a box for this smaller bridge. Rudy Lyons will talk to PennDot & SedaCog for assistance. Also, there is a TIP Program that may be able to help that could possibly give us back 80% of the \$70000.00. Rudy Lyons stated that he will need \$120,000.00 to fix the roads that need immediate attention for 2021.

**OLD BUSINESS: Rate of Compensation for a Tax Collector:** Brad Wagner made a motion to compensate an elected Tax Collector 3% of all tax bills for the year 2002. Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed. Brad Wagner also made a motion to pass **Resolution #R-3-2021** to compensate a Township Tax collector for year 2022, 3% of the amount actually received, whether such taxes are paid during the discount period, the flat rate period, or the penalty period. Due to clerical error this resolution was overlooked at the February 10, 2021 meeting. The adopted Resolution was effective February 10, 2021. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**NEW BUSINESS: Zoning Fees for Hearings:** Brad Wagner made a motion to approve the increase for Zoning Hearings.

Special Exception Hearing	\$600
Variance Hearing	600
Interpretation Hearing	600
Conditional Use Hearing	500
Continuance of any Hearing	300
Curative Amendment	1200

Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Kris Diehl reelection/Treasurer 5 year term - Rec Center:** Brad Wagner made a motion to reelect Kris Diehl to another 5 year term as the Treasurer of the Rec Center. Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Rec Center current issues:** Diesel fuel spill from Generator needs to be cleaned up & reseeded. The Railroad Ties near the building need to be anchored down; the Food Trailer needs to be moved (possibly to the concrete pad by the cemetery). Kris Diehl will check with the Rec Center Board. Fan covers need to be removed. Rudy Lyons will have the Road Crew take care of these issues

**Bids for April Meeting (Stone, Tar & chipping):** Brad Wagner made a motion to have Rudy Lyons with the help of Brian Haight, to set up a bidding package to be advertised in the paper 2X before the April 14<sup>th</sup> meeting. Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Bid: Backhoe up for bid:** Brad Wagner made a motion for Rudy Lyons to put the backhoe up for bid in the local newspaper as an: as is sale with a reserve. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. Brad Wagner also made a motion for Rudy Lyons to purchase a roller up to \$16000.00. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Lawn & Cemetery mowing:** Brad Wagner suggested hiring Kirby Bringer to mow the Rec Center, Ballfield and the Township Building. Also, Brad Wagner would like to keep Scott Hackenberg mowing the cemeteries for the same amount as 2020. Brad Wagner will okay this with Scott. Scott will also look into a Cemetery Clean-up Workshop to repair and reset the tombstones at the three cemeteries that the Township owns. We could also contact Bucknell, Susquehanna Universities & PennTech about doing an Archeology project concerning the cemeteries.

Earl Bingaman made a motion to adjourn, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed. The meeting was adjourned at 7:55 P.M.

Susan Epley, Secretary

## **Hartley Township Minutes Regular Meeting - Wednesday, April 14, 2021**

**Call to Order:** Brad Wagner called the meeting to order at 7:05 P.M.

### **Pledge Allegiance & Prayer**

**In attendance:** Chairman: Brad Wagner, Roadmaster: Rudy Lyons, Vice Chairman: Earl Bingaman, Secretary: Susan Epley, Zoning Officer: Martha Witmer & Solicitor: Mr. R. Dluge

**Residents in attendance:** John Hoover, Rich Wright & Shonny Walter

**Review of Minutes:** After a review of the regular minutes of March 10, 2021 Brad Wagner a motion to approve, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Bills:** Brad Wagner made a motion to pay the bills, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Agenda:** Brad Wagner made a motion to accept the Agenda, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Additions to Agenda:** Tax Claim Bureau Petition & Rec Center

**Public Comment:** Shonny Walter expressed concern over a neighbor problem. Making drum noises and acting in a threatening way towards her. The township cannot get involved in neighbor disputes, so our Solicitor (Mr. Dluge) advised Shonny to speak with either the District Attorney or the local Magistrate and file a Criminal Complaint.

**Fire Department:** Rich Wright (Fire Chief) asked Brad Wagner, Earl Bingaman & Rudy Lyons to sign copies of the new Box Alarms/Fire Alarms (Box Area 7) agreement for the Dispatching Center. Brad Wagner made a motion to sign the agreement, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. We have 2 copies.

**Communication:** Primary elections on May 18, 2021 at the Rec Center

### **Reports:**

**West End Fire Company:** John Hoover gave the report to Susan Epley to read. Service call (vehicle stuck), porch fire, another vehicle stuck, automatic fire alarm, tree on wires & an auto accident

**West End Ambulance:** None

**Rec Center Report:** None

**Zoning Report:** Martha Witmer gave the report: 3 permits were issued for the month of March 2021, total \$799.00. Steve T. Buttorff \$699.00 - New home, Leon Ray Zimmerman \$65.00 - Equipment shed, & Duane Camp \$35.00 - Storage shed.

**Road Master report** - Rudy Lyons gave the report: **(1)** the tennis court needs to be resurfaced plus adding new lines. Using a crack seal & possibly the tar buggy to do this was mentioned. Rudy will speak to Chip Schlegel about this. **(2)** Playground: getting mulch was discussed & possibly air rating the soil/mulch that is there already. The tire mulch is \$387.00 a ton. The township will probably not use this type of mulch. **(3)** Orchard Hill has had our Road Mower for 9 months. Rich Wright said he will speak to the owner to get things moving along. **(4)** The township received a phone call from Joe Snyder: the bridge between his 2 farms is rising. Rudy Lyons will look into a steel grate to replace it.

**NEW BUSINESS: BIDS:** Stone, Seal Coat, Box Culvert & 1992 John Deere Backhoe Bids: **(See attached)**

**Stormwater Management Facilities Maintenance Agreement - Leon Ray**

**Zimmerman:** Brad Wagner made a motion to accept the Stormwater Agreement, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. This will be signed by the Chairman, Vice Chairman, & Secretary, notarized and turned over to Mr. Zimmerman.

**Covid Relief Package funds:** Table until the May meeting or when we know more about this package.

**Boy/Girl Scout project:** Susan Epley mentioned having the Scouts plant flowers under the Recreational Complex Sign. We would supply the weed control material, dirt & flowers. The Supervisors gave Susan the ok to contact them. Also, Rich Wright will speak to the Boy Scouts.

**Tax Claim Bureau Petition:** Susan Epley read the amounts the Township would be receiving from the repository sale of unsold property for delinquent taxes. **Total: \$34.54**

**Fire Insurance Escrow Act 93 of 1994:** The letter we received from CKCOG in reference to a Fire Insurance Escrow Ordinance will be looked into by our

Solicitor, Mr. Duge & Susan Epley. This will be tabled until the meeting on May 12, 2021

Brad Wagner made a motion to adjourn, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed. The meeting was adjourned at 8:25 P.M.

Susan Epley, Secretary



## **Hartley Township Minutes Regular Meeting - Wednesday, May 12, 2021**

**Call to Order:** Brad Wagner called the meeting to order at 7:05 P.M.

### **Pledge Allegiance & Prayer**

**In attendance:** Chairman: Brad Wagner, Roadmaster: Rudy Lyons, Vice Chairman: Earl Bingaman, Secretary: Susan Epley, Zoning Officer: Martha Witmer & Solicitor: Mr. R. Dlugé

**Residents in attendance:** John Hoover & Paul Klauger

**Review of Minutes:** After a review of the regular minutes of April 14, 2021 Brad Wagner a motion to approve, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Bills:** Rudy Lyons made a motion to pay the bills, Brad Wagner 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Agenda:** Brad Wagner made a motion to accept the Agenda, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

### **Additions to Agenda:**

#### **Public Comment:**

**Communication:** Election Committee needs a chair at the Rec Center on May 17, 2021 @ 1:00 P.M.

#### **Reports:**

**West End Fire Company:** John Hoover gave the report to Susan Epley to read. Log truck brakes smoking, EMS kayak overturned, & a brush fire

**West End Ambulance:** 16 calls - 14 medical, & 2 fire calls - 100% response rate

**Rec Center Report:** None

**Zoning Report:** Martha Witmer gave the report: 1 permit was issued for the month of April 2021, total \$155.00. Steve Moyer - Equipment shed. Martha Witmer informed the Supervisors that the new owners of the Laurelton Center are having old deed problems. They asked to be on the June 9, 2021 agenda.

**Road Master report** - Rudy Lyons gave the report: **(1)** Rudy Lyons purchased a 2021 trailer for hauling equipment (\$6900). Rudy is also bidding on a 1999 Bueth Roller (starting bid: \$3500) & a 1980 Belt Loader **(2)** Iddings Quarry didn't think Hartley Township awarded their company the bid for #2A Stone. Susan Epley (secretary) will email them a copy of the awarded letter **(3)** Received the beam for

the bridge on Paddy Mt. Road. **(4)** Brian Haight suggested contacting PennDot for the bridge on Joe Snyder's road. They suggested Staiman's in Williamsport. They don't have the piece we need. **(5)** Midland gave us a price on grindings for Pardee & Glover Roads. Too expensive!!!

**OLD BUSINESS: Fire Insurance Escrow Act 93 (Ordinance):** Susan Epley (secretary) was advised by our Solicitor (Mr. R. Dluge) to make copies of this Ordinance for all three Supervisors and table the decision until the 6/9/21 meeting.

**March 10, 2021 minutes correction:** Rate of Compensation for a Tax Collector for year 2022 not 2002. Correction will be made by Susan Epley (secretary).

**Covid Relief Package (funds):** Susan Epley (secretary) will be attending a webinar on Friday, May 14, 2021 through PSATS concerning these funds. Susan will report her findings at the June 9, 2021 meeting.

**Rec Center business:** At the request of the Board of Supervisors, Susan Epley (secretary) will compose a letter and include Ordinance No. 2017-05 to the Recreation Center stating that their cooperation with this ordinance/agreement is sincerely appreciated.

**NEW BUSINESS: EMS week proclamation:** The Proclamation was read by Brad Wagner. Rudy Lyons made a motion to support EMS Week, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Leon Z. Martin Land Development:** Martha Witmer read over the agreement before any action took place. Brad Wagner made a motion to accept the Land Development agreement, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Lunch Trailer insurance:** The Township owns the trailer, so we will keep the insurance.

**Executive session: (new hire):** New employee will continue to mow and make repairs at Rec Center & Pavilion as needed at the rate of pay he started with.

Brad Wagner made a motion to adjourn, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. The meeting was adjourned at 8:00 P.M.



## **Hartley Township Minutes Regular Meeting - Wednesday, June 9, 2021**

**Call to Order:** Brad Wagner called the meeting to order at 7:00 P.M.

### **Pledge Allegiance & Prayer**

**In attendance:** Chairman: Brad Wagner, Roadmaster: Rudy Lyons, Vice Chairman: Earl Bingaman, Secretary: Susan Epley, Zoning Officer: Martha Witmer & Solicitor: Mr. R. Dlugie

**Residents in attendance:** John Hoover, Paul Klauger, Bill Moore & Nancy Moore

**Review of Minutes:** After a review of the regular minutes of May 12, 2021 Brad Wagner a motion to approve, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Bills:** Brad Wagner made a motion to pay the bills, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Agenda:** Brad Wagner made a motion to accept the Agenda, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Additions to Agenda:** Executive session: Employee/Supervisor concerns

**Public Comment:** Mr. Bill Moore expressed concern about the Woodruff property that was sold on Buick Blvd. The new owners are filling in wetlands & digging in the creek. Mr. Moore saw no permits allowing for this to happen. Martha Witmer received a phone message just before our meeting from the Conservation District concerning this issue. It will be looked into on Thursday, May 13, 2021.

### **Communication: Reports:**

**West End Fire Company:** John Hoover gave the report to Susan Epley to read. Two lift assists, skid steer accident, mountain fire, basement pumping, traffic control at the Four Bell Church, & a lawn mower fire.

**West End Ambulance:** None

**Rec Center Report:** None

**Zoning Report:** Martha Witmer gave the report: 4 permits were issued for the month of May 2021, total \$262.00. Ted Dauler-add carport \$35.00, Jr Rod & Hunting Club-ratio roof \$35.00, John Hoover-Equipment shed \$95.00, & Barry Hosterman-solar panel \$97.00.

**Road Master report - Executive session - Roads are being worked on**

**OLD BUSINESS: Fire Insurance Escrow Act 93 (Ordinance):** Susan Epley

(secretary) advised the Supervisors that an Ordinance has to be advertised before the next meeting on July 14, 2021. Changes made to Section 3: The Insuring Agent shall transfer from the insurance proceeds to the designated officer of the Township in the aggregate of \$500.00 for each \$15,000.00 of a claim and for each fraction of that amount of a claim, this section to be applied such that if the claim is \$15,000.00 or less, the amount transferred to the Township shall be \$500.00. Brad Wagner made a motion to advertise Act 93 of 1994 in the newspaper before the July 14, 2021 meeting. Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Covid Relief Package (funds):** Susan Epley (secretary) attended a webinar on Friday, May 14, 2021 through PSATS concerning these funds. A discussion ensued about the application and what the funds can or cannot be spent on. Possible storm water maintenance and non-profits would be something to look into. We must open a separate account for these funds and keep records to be reported in October 2021 & October 2022. These monies must be spent by December 2024. Brad Wagner made a motion to apply for this American Rescue Plan Act 2021. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Recreation Complex-Boy Scout project:** Susan Epley (secretary) will set a date for the following week with David Showalter for this Boy Scout project of planting flowers underneath the Recreation Complex sign.

**NEW BUSINESS: Jay Fulkroad/Laurelton Center:** No show

**Street Light Services Agreement/Resolution:** PPL Electric Utilities will convert the street lights to LED's with no charge to the Township. The Supervisors passed Resolution #R-06-2021 on June 9, 2021 for the change of lighting in our Township, signed by Brad Wagner & Susan Epley and sealed.

**Section 902 Grant application for Recycle:** Eligible items include: recycling roll off bins, paving, fences, & security cameras. Brad Wagner made a motion to have Susan Epley (secretary) apply for this grant. The supervisors discussed possible paving and signage for bins. We can also have the grant pay 90% off past repairs that we haven't applied for in 2020. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

Brad Wagner made a motion to adjourn, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. The meeting was adjourned at 8:25 P.M.

Susan Epley, Secretary

*Susan Epley 7/12/21*

## **Hartley Township Minutes Regular Meeting - Wednesday, July 14, 2021**

**Call to Order:** Brad Wagner called the meeting to order at 7:00 P.M.

### **Pledge Allegiance & Prayer**

**In attendance:** Chairman: Brad Wagner, Roadmaster: Rudy Lyons, Vice Chairman: Earl Bingaman, Secretary: Susan Epley, Zoning Officer: Martha Witmer & Solicitor: Mr. R. Dlugé

**Residents in attendance:** John Hoover, Paul Klauger, Gerald Fulkroad, Gerald Fulkroad, Jr., Ed Koebke, Joe Schnure, Rodd Troutman, Leon Martin, & Donald Kauffman

**Review of Minutes:** After a review of the regular minutes of June 9, 2021 Brad Wagner a motion to approve, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Bills:** Brad Wagner made a motion to pay the bills, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Agenda:** Brad Wagner made a motion to accept the Agenda, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Additions to Agenda:** Solicitor report & Michelle Cronin's property

**Edward Koebke/Keystone Insurance:** Ed asked permission to quote an Insurance Package for our Township for 2022. Questions were asked about the different buildings we own and what we want insured that may have not been insured previously. Ed also advised the supervisors to add new drivers as we need them, even if they only drive once in awhile. Ed will put a quote together for our September 8<sup>th</sup> meeting.

**Public Comment:**

**Communication:**

**West End Fire Company:** John Hoover gave the report to Susan Epley to read: Wires down with fire, rescue assignment, car into pond, basement pumping, kitchen fire & an ATV accident.

**West End Ambulance:** None - Susan forgot to bring it to the meeting. She will have it for the August meeting.

**Rec Center Report:** None

**Zoning Report:** Martha Witmer gave the report: 2 permits were issued for the month of June 2021, total \$196.00. Tim Klose - garage \$65.00, & Rich Parsons - garage \$131.00.

**Road Master report** - The road crew is working on Aikey Road. DSA will set box on July 28, 2021 (Aikey Road). The end of August the roads will be tarred & chipped. Pardee Road is 99% complete. The road crew will also replace the bridge by Donald Kauffman's.

**OLD BUSINESS: Leon Martin/Stormwater Management Agreement:** Both Martha Witmer & Mr. Dluge looked this over before a motion was set to take place. Brad Wagner made a motion to approve the Stormwater Management Agreement for Leon Martin. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. This agreement has to be signed by all parties and notarized.

**Fire Insurance Escrow Act 93 (Ordinance):** Changes made to Section 3: The Insuring Agent shall transfer from the insurance proceeds to the designated officer of the Township in the aggregate of \$500.00 for each \$15,000.00 of a claim and for each fraction of that amount of a claim, this section to be applied such that if the claim is \$15,000.00 or less, the amount transferred to the Township shall be \$500.00. This was discussed with the residents that attended the meeting. It was also pointed out that the township receives the money from the Insurance Co. which is put in an escrow account. When the resident gets everything cleaned up from a fire, they will receive their money from the Township. If it is not cleaned up in a timely matter, the Township keeps the money to cover the clean-up. Brad Wagner made a motion to pass Ordinance #O-7-2021. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Section 902 Grant/Recycle:** Susan Epley presented the Supervisors a quote from Schlegel Excavating for \$42,000.00 to pave our recycling center. Susan will also contact Potoeski Signs for a quote on new signage for the recycling bins. It will then be submitted to Bob Huntington for the Section 902 Grant.

**NEW BUSINESS: Jay Fulkroad/Laurelton Center:** Gerald Fulkroad & his son Gerald, Jr. are now the new owners of the Laurelton Center. They attended the meeting with questions about what they can & cannot do with the property. The Laurelton Center is now a Resort District. If they want to change it to a Business District they have to apply for a variance, with a formal process to follow. Brad



Wagner suggested the Fulkroad's have a discussion with Martha Witmer (zoning officer).

**American Rescue Plan/Rec'd Funds:** Hartley township received the first installment of Federal Funding: Total: \$95,091.98. Susan Epley requested that these funds be placed in a Money Market at Mifflinburg Bank & Trust. The Township will receive an interest rate of 0.25% on this Money Market. We can write 3 checks and make 6 withdrawals per month. Brad Wagner made a motion for Susan Epley (Treasurer) to place these funds in a Money Market, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Solicitor Report:** (1) Concerning the parade that will take place on August 7, 2021 from the Fire Company grounds to the Fair Grounds. (Solicitor) All you are doing is authorizing the parade to occur on any Township road, but nothing else. The Department itself would be the ones that would have the insurance and engage in an indemnity for this to take place. I really would not want the Municipality to engage in any type of an indemnity issue unless it absolutely becomes necessary. (2) When a citizen wants to discuss anything that is not on the Agenda, the Supervisors cannot act on it. It has to be put on next month's Agenda, unless it is an emergency. (3) From here forward the Agenda must be posted to the front door or in the outside enclosed case 24 hours before the monthly meeting. Susan Epley will also post the Agenda on our webpage: [hartleytownship.org](http://hartleytownship.org).

**Michelle Cronin's property:** There is a pile on junk on the property and it is an eyesore. This issue will be looked into.

Brad Wagner made a motion to adjourn, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed. The meeting was adjourned at 8:30 P.M.

Susan Epley, Secretary

7/21/21

## **Hartley Township Minutes Regular Meeting - Wednesday, August 11, 2021**

**Call to Order:** Earl Bingaman called the meeting to order at 7:00 P.M.

### **Pledge Allegiance & Prayer**

**In attendance:** Roadmaster: Rudy Lyons, Vice Chairman: Earl Bingaman, Secretary: Susan Epley, & Solicitor: Mr. R. Dlugé

**Residents in attendance:** John Hoover, Joe Schnure, Nancy Moore, Bill Moore, Margaret Merlino & John Merlino

**Review of Minutes:** After a review of the regular minutes of July 14, 2021 Earl Bingaman a motion to approve, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Bills:** Earl Bingaman made a motion to pay the bills, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Agenda:** Earl Bingaman made a motion to accept the Agenda, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Additions to Agenda:** None

**Public Comment:** None

**Communication:** (1) Meeting with U.C. Commissioners/American Rescue Plan August 25<sup>th</sup> @6:30 at the Government Building

(2) Annual township Officials Convention 2021 (October 21, 2021)

(3) There is a rental of the pavilion in back of the township building on August 22, 2021 from 10:00-6:00 p.m. and will need to be mowed and trimmed. Also the bathroom doors need to be opened for the family. Brad Wagner will take care of this.

**West End Fire Company:** John Hoover gave the report to Susan Epley to read: Four trees down, one tree on wires, residential fire alarm, cabin fire & traffic control (Creek Rd. - Snyder County side)

**West End Ambulance:** JUNE 2021 - 19 calls, 18 medical & 1 fire call. JULY 2021 - 25 calls, with 24 responses. Call breakdown: 25 medical, 1 fire standby & 1 hazmat standby. Eight of the 25 calls were out of township mutual aide calls.

**Rec Center Report:** Emailed to Susan: No Bingo, rentals are still ongoing & the Rec Center did well at the Fair. Grinder pump needs repair. It was stated by the

supervisors that the Rec Center should pay for it.

**Zoning Report:** Susan Epley gave the report: 2 permits were issued for the month of July 2021, total \$111.00. Paul Hoopsick, Jr - garage addition \$71.00, & Wayne Snyder - pavilion \$40.00.

**Road Master report** - Aikey Road Bridge is set. The top section needs to be done. All tar & chipping of various roads are done. Three pieces of equipment are broken: Orange International (needs a new head), Red International (needs a new wheel & tire) & the lawn mower is being repaired. The Snyder Bridge needs to be dismantled & redone.

**OLD BUSINESS: Michelle Cronin's old property:** Mr. Dluge will find out who owns it and send them a letter to clean up the property.

**NEW BUSINESS: Nancy Moore/John Merlino - proposed twp ordinances:** The Moore's & the Merlino's are concerned about the new people that have moved into the area. They are trying to turn a family cabin into an Air B&B. Two or three properties have been purchased with the possible intent of putting up rental cabins. Mr. Dluge suggested meeting with Martha Witmer about short-term rentals. It was also mentioned that Buick Blvd. is a private road, so that may change how things will progress.

**CoStars 2021-2022 Road Salt Contract:** The contract will be made available by the end of September 2021.

Earl Bingaman made a motion to adjourn, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed. The meeting was adjourned at 7:50 P.M.

Susan Epley, Secretary

8/30/21

## **Hartley Township Minutes Regular Meeting - Wednesday, September 8, 2021**

**Call to Order:** Brad Wagner called the meeting to order at 7:00 P.M.

### **Pledge Allegiance & Prayer**

**In attendance:** Chair: Brad Wagner, Roadmaster: Rudy Lyons, Secretary: Susan Epley, Zoning Officer: Martha Witmer & Solicitor: Mr. R. Dlugie

**Residents in attendance:** John Hoover, Joe Schnure, Terry Smith, Paul Klauger, Margaret Merlino, Leon Martin & Alan Wagner

**Review of Minutes:** After a review of the regular minutes of August 11, 2021 Brad Wagner made a motion to approve, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Bills:** Rudy Lyons made a motion to pay the bills, Brad Wagner 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Agenda:** Brad Wagner made a motion to accept the Agenda, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Additions to Agenda:** None

**Keystone Insurance Quote:** Edward Koebke could not attend the meeting, so he instructed his secretary to email Susan Epley the numbers for the quote on Insurance & Workers Comp (\$23,816.00). Susan Epley had the renewal quote from Astra Insurance on hand from The Sholley Agency (renewal is October 8, 2021) (\$23,569.00). After presenting the supervisors with both quotes Brad Wagner made a motion to stay with The Sholley Agency, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Public Comment:** Margaret Merlino from Buick Blvd spoke about AIRB&B's & short term rentals. Her concern is that Mr. Morrison purchased 5 properties in the area surrounding Buick Blvd with the intention of building cabins to be used as short term rentals. The Board of Supervisors, Shawn McLaughlin, Martha Witmer & the Planning Commission are going to have a workshop session September 21<sup>st</sup> to discuss short term rentals.

**Communication:** November 2, 2021 - Elections

**West End Fire Company:** John Hoover gave the report to Susan Epley to read: 3

EMS responses, 2 MVA's, 2 fire alarms, 2 building fires, & 1 barn fire.

**West End Ambulance:** Tom Perrin emailed his report to Susan Epley: August 2021

Total: 29 calls/0 scratches+100% 0 cancels, 26 medical calls, 1 QRS, 7 dayshift, 1 fire, 2 MVA, 1 2<sup>nd</sup> due area, 1 2<sup>nd</sup> due truck, Covid-4 possible

**Rec Center Report:** None

**Zoning Report:** Martha Witmer gave the report: 2 permits were issued for the month of August 2021, total \$80.00. John Albright - garage addition \$35.00, & Eugene Pursley - storage shed \$45.00. Martha Witmer also sold 3 copies of the Zoning Ordinances Books for \$20.00 each. Martha confessed it was a mistake. That they only sell for \$10.00 each. Brad Wagner made a motion to refund all three people \$10.00 each. Rudy Lyons 2<sup>nd</sup> the motion. Margret Merlino said she would take another book instead of the refund. Susan Epley will see that the other refunds are mailed to the rightful people.

**Road Master report** - To finish Aikey Road it would cost around \$8500.00. There are also 2 pipes that need to be replaced (possible use of ARP money can be used for that purpose). Another Pardee Road complaint! This road needs to be fixed. For now it will be tarred & chipped. The 2008 International needs to be repaired (the head went bad). Price that was quoted to Rudy was \$4500.00. Brad Wagner made a motion for Rudy Lyons to go ahead and fix the International. Rudy Lyons 2<sup>nd</sup> the motion. Also, the Pick-up truck needs to be replaced. Brad Wagner suggested talking to Sunbury Ford. Snyder's bridge still needs to be done.

**Palmen Road Bridge:** Larsen Engineering quoted a price of \$37,500.00. Price too high!

**OLD BUSINESS:** Michelle Cronin's old property is now owned by Jeffrey Delsite: Mr. Delsite cannot have a junkyard or do any kind of recycling on said property. This will be discussed at a later date

**Conditional Use Hearing/Leon Martin:** There will be a Conditional Use Hearing for Leon Martin (a poultry house) at the October 13, 2021 supervisors meeting at 6:30 p.m. This will be advertised in The Daily Item 2x's before the meeting. Martha Witmer will take care of the advertising and the Secretary (Susan Epley) is to tape the hearing. Brad Wagner made a motion to hold this hearing on October 13, 2021, Rudy Lyons 2<sup>nd</sup> the motion.

**NEW BUSINESS: Schedule workshop meeting/Laurelton Center/Short Term, Rentals:** There will be a Workshop meeting with the Supervisors, Shawn McLaughlin, Martha Witmer & the Planning Commission on September 21, 2021 at 7:00 p.m.

**unPaved Event permission papers to be signed:** Susan Epley explained what an unPaved Event is & Brad Wagner signed the permission paper to be faxed to them.

**Proposed property tax quote for 2022:** In case a Tax Collector doesn't get elected in November, Susan Epley acquired a quote from Berkheimer Tax Innovations of \$1.50 per bill, each additional tax type will be \$.50 per line & reminder notices (optional) will be \$1.25 per notice (plus postage).

**Wagner's Surveying/Bingaman/Klinger subdivision:** Alan Wagner of Wagner's Surveying is doing a subdivision of a tract of land that is in both Hartley & Lewis Townships (Shirk Road, south of Hartleton). The lot being subdivided is entirely in Lewis Township. Alan Wagner is required by DEP to have a letter of acknowledgement by Hartley Township that they are aware of the subdivision. Brad Wagner made a motion to sign the acknowledge letter, Rudy Lyons 2<sup>nd</sup> the motion.

**Ballfield/Mowing/Trimming:** The Ballfield /Rec Center Committee can maintain the inside of the ball field's & the weed trimming. The Township will maintain the outside of the fields, around the Rec Center, & the playground/pavilion areas.

Brad Wagner made a motion to adjourn, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed. The meeting was adjourned at 8:15 P.M.

Susan Epley, Secretary

8/30/21

## **Hartley Township Minutes Regular Meeting - Wednesday, November 10, 2021**

**Call to Order:** Earl Bingaman called the regular meeting to order at 7:00 P.M.

### **Pledge Allegiance & Prayer**

**In attendance:** Chair: Brad Wagner (on the phone), Vice Chair: Earl Bingaman, Roadmaster: Rudy Lyons, Secretary: Susan Epley, Zoning Officer: Martha Witmer & Solicitor: Mr. R. Dlugie

**Residents in attendance:** John Hoover, Joe Schnure, Paul Klauger, Thomas L. Perrin, William & Nancy Moore, Kellie &, Kenneth Pederson, Michelle & Michael Morrison, Yakley & Robin Ulrich, Angel VonNeida, Cindy Cullison, John & Wendy Erdley, Harold Keister, Carl Oberheim, Greg Matusky, Andrey Kozlov, Cody Botts, Stephen Buttorff, Jim Emery, Sherry & Galen Harvey, Don & Heather Rowe, Patrick Woodling, & Frank.

**Review of Minutes:** After a review of the regular minutes of October 13, 2021 Rudy Lyons made a motion to approve, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Bills:** Brad Wagner made a motion to pay the bills, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Review of Agenda:** Earl Bingaman made a motion to accept the Agenda, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Additions to Agenda:** ADA Compliance @ the Park

**Public Comment:** Mr. Morrison spoke about how he & his family are not here to change anything; they just want to enjoy their cabin & pavilion. He also explained that he made a mistake with the vernal pool and has rectified the area in accordance to the DEP, the County Planning Commission & the Army Corp of Engineers. The Mr. Morrison explained that all other development in Weikert has been put on hold indefinitely. Several residents of Hartley Township stated that they wanted regulations on cabins & Air B&B's (weekly rentals) & some were against the regulations. Any new regulations or development must be in compliance with the local & county planning commission. The Supervisors will take their concerns under consideration by the Board.

**Communication:** 911 Emergencies; Susan Epley made everyone in attendance aware that you can now text to 911. When should you text to 911? Domestic violence

situations, home invasions, abductions, unable to speak or hear due to disabilities, or if a voice call puts you in a dangerous situation. Brochures are available in the Township Building.

**West End Fire Company:** John Hoover gave the report to Susan Epley to read: 2 Fire Alarms, 1 MVA, 1 Road Hazard, & 1 Smoke in House

**West End Ambulance:** Thomas L. Perrin gave the report to Susan Epley to read: October 2021; 19 calls/2 scratch= 89% 2 cancel, 17 medical calls, 1 MVA, 1 fire, 5 2<sup>nd</sup> due area calls, 7 dayshift, 2 events, COVID-3 possible. **Resolution for EMS**

**Coverage:** Old Shingle Road will now be covered by the W.E. Ambulance. Earl Bingaman made a motion to sign the new EMS Resolution; signed by Earl Bingaman & Rudy Lyons. We will receive a copy from the Ambulance after the Resolution is passed with all signatures. Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Rec Center Report:** Steve Buttorff gave the report: The Trunk or Treat that the Rec Center held on October 30<sup>th</sup> with the Fire Company was a huge success. They will be hosting it again 2022. The Rec Center needs better lighting. They will look into the cost of this.

**Zoning Report:** Martha Witmer gave the report: 2 permits were issued during the month of October 2021. Leon Martin \$1525.00 for 2-poultry barns, & Glen Weaver \$165.00 for an equipment shed. There was 1 copy of the Zoning Ordinance sold at \$10.00. Total fees collected were: \$1700.00. Martha researched 3 projects: (1) The Morrison issue has been remediated & has been approved by the DEP, the Army Corp of Engineers, the Fish & Game Commission & the Union County Conservation District. Mr. Morrison's future development has been put on hold. (2) Laurelton Center: The Township has had no response from Mr. Gerald Fulkroad regarding the Laurelton Center. (3) The Rowe property: The DEP reported that whether the Rowe's have a cabin or a B&B, they have a more than adequate septic system.

**Road Master report:** Getting ready for the winter months. Replaced head on the 2008 International & replaced the oil pan on the Peterbuilt. A pipe on Aikey Road needs to be replaced as soon as possible. Earl Bingaman made a motion to have Schlegel Excavating replace the pipe, if this is the solution. Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed. **Question:** Can the Union County Conservation District help pay for the repairs done by Schlegel Excavating?



**Treasurer's Report:** (1) The West End Fire Co. will use Wagner Dreese & Elsasser & Associates to do their Audit for 2021. (2) Susan Epley reached out to Diane Reigle in reference to property taxes for 2022. Diane is going to talk to the Commissioners about their plans for next year. (3) Susan Epley also reached out to The Sholley Agency in reference to Cyber Security Insurance. Susan is also waiting for some direction from MePush in this matter.

**OLD BUSINESS:** ADA Compliance in the Park: Susan Epley spoke to Wes Fahringer about which park he was referring to. The park in question is the one behind the Township Building. ADA parking must be paved & lined with signage. There must be a wheelchair accessible pathway to the pavilion & all playground equipment. Wes Fahringer would like the Township to provide digital photographs of the completed work & documentation when the work has been completed. A possible grant could help with this project. ARP funding is also possible.

**NEW BUSINESS:** 2022 Proposed Budget; The Supervisors met on November 1<sup>st</sup> for a work session to prepare the budget for 2022. The proposed budget will be advertised in The Daily Item on November 18, 2021 and that it will be placed for viewing in the glass case on the front of the Township Building and also by appointment.

Earl Bingaman made a motion to adjourn, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed. The meeting was adjourned at 8:15 P.M.

Susan Epley, Secretary

11/15/21

## **Hartley Township Minutes Regular Meeting - Wednesday, December 8, 2021**

**Call to Order:** Brad Wagner called the regular meeting to order at 7:00 P.M.

### **Pledge Allegiance & Prayer**

**In attendance:** Chair: Brad Wagner, Vice Chair: Earl Bingaman, Roadmaster: Rudy Lyons, Secretary: Susan Epley, & Solicitor: Mr. R. Dluge

**Residents in attendance:** John Hoover, Joe Schnure, & William & Nancy Moore.

**Review of Minutes:** After a review of the regular minutes of November 10, 2021 Rudy Lyons made a motion to approve, Earl Bingaman 2nd the motion. All in favor, motion passed.

**Review of Bills:** Brad Wagner made a motion to pay the bills, Earl Bingaman 2nd the motion. All in favor, motion passed.

**Review of Agenda:** Brad Wagner made a motion to accept the Agenda, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Additions to Agenda:** None

**Public Comment:** None

**Communication:** Christmas Fellowship in the Park on 12/12/21 @ 7:00 pm

Re-organizational meeting 01/03/2022

Auditor's meeting 01/04/2022

**West End Fire Company:** John Hoover gave the report to Susan Epley to read: 1 building fire, EMS response (wrong location), wires down & fluids down (spill). The new Auditor for the W.E. Fire Co. is Dreese & Wagner. The audit is almost complete.

**West End Ambulance:** None

**Rec Center Report:** Susan Epley gave the report: The Rec Center is full speed ahead for the Christkindyl Market. They need a spot filled for Friday 2-6 pm, if anyone can help. The rentals are going strong as well.

**Zoning Report:** Susan Epley gave the report: 1 permit was issued during the month of November 2021. Pam Hackenburg, small pole shed for \$35.00

**Road Master report:** Rudy Lyons gave the report: **(1)** Aikey Road; we cannot use 4' concrete block to complete the job, it must be a 9' box or Dirt & Gravel will not pay for the completion of Aikey Road. Also, three pipes need to be replaced & the road

master expects Aikey Road to be complete in 2022. **(2)** Polly Pine Road: Cannot tar & chip. The road needs to be done from the ground up. It needs a base to start with. Russell Standard quoted Rudy Lyons a price of \$300,000 for something called FLEX. Too expensive for our Township! **(3)** Items that need to be sold on Municibid: Roller broom, drag box, red mower & a snow plow. The Township also has various items that we could advertise in the paper, either separately or in a bundle. The Supervisors & Susan will get a list together after the New Year.

**Treasurer's Report:** CPA Douglas Parker emailed Susan Epley a letter for the 2021 Audit to be signed & dated by the Chairman: Brad Wagner (done)

**OLD BUSINESS: Adopt 2022 Proposed Budget:** Because of the increase for the county to collect the property taxes of \$5100, there was an adjustment to the proposed budget for 2022. Revenue: \$540,475.00 Expenditures: \$540,475.00. After this was done and the Supervisors were satisfied, Brad Wagner made a motion to accept the 2022 Proposed Budget. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**ARPA Funds to repair pipes in Township:** **(1)** Rudy Lyons (roadmaster) explained that there are 16 pipes that need to be replaced for a total of \$85,000. We may need to hire some help for this project. **(2)** Snyder's Bridge still needs to be repaired. The footer is gone. We need to do these projects before we can help the Sewer Authority with their request.

**Bill Moore - Short Term Rentals:** **(1)** Mr. Moore expressed his concern about two campers, an electrical system & two porta potty's across from the Weikert post office; also, a house that appeared on the hill off of Aimetti Lane in Weikert. Mr. Moore was informed that the person that built the house only applied for an electrical upgrade permit & not a new house permit. The Supervisors will have our Zoning Officer look into both of these concerns. **(2)** Mr. Moore insists on a moratorium on all short terms rentals. Our Solicitor, Mr. Dlugie told Mr. Moore that a pending ordinance is being worked on by the Planning Commission.

After this discussion Brad Wagner read a positive letter from Greg Matusky commending the Township for their attentiveness & willingness to listen to the community at November's meeting concerning Air B&B's.

<b>NEW BUSINESS: Donations for 2021:</b>	Boy Scouts	\$200
	Girl Scouts	200
	K-9 Unit	300
	Hospice	300

**West End Fire Company:** End of year Fire Protection payment of \$34,000. Brad Wagner made a motion for Susan Epley to make this payment to the Fire Co. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**West End Ambulance:** 4th quarter payment to the Ambulance; \$2,507. Brad Wagner made a motion to make this payment to the Ambulance. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**End of Year Bills:** Brad Wagner made a motion for Susan Epley to pay any & all bills ordinary, necessary or emergency by the end of the year. Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Millage Rates:** Brad Wagner made a motion to keep the millage rates the same for the year 2022. Code 205: Township General - 1.27 mills, Code 205\_230 Fire Protection - 0.30 mills, for a total of 1.57 mills. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. Resolution R-12/2021 was signed by: Brad Wagner & Susan Epley, dated & stamped with the Twp Seal, as was the 2022 Real Estate Millage Rates.

Brad Wagner made a motion to adjourn, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed. The meeting was adjourned at 8:10 P.M.

Susan Epley, Secretary

11/15/21