

## **Hartley Township Minutes Regular Meeting - Monday, January 3, 2022**

### **Pledge Allegiance & Prayer**

**Call to Order:** Brad Wagner called the **Re-Organizational meeting** to order at 7:00 P.M. Brad Wagner made a motion to Adjourn the Re Organizational meeting at 7:15 pm, Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Call to Order:** Brad Wagner called the regular meeting to order at 7:15 pm

**In attendance:** Chair: Brad Wagner, Vice Chair: Earl Bingaman, Roadmaster: Rudy Lyons, Zoning Officer: Martha Witmer, & Secretary: Susan Epley

**Residents in attendance:** John Hoover & Joe Schnure

**Review of Minutes:** After a review of the regular minutes of December 8, 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:** 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:** Property taxes (2 Years)

**Public Comment: Discussion:** A discussion took place about the property across from the Weikert Post Office & the new house up on the hill by Aimetti Lane. Martha Witmer took action and told the owner that the 2<sup>nd</sup> camper must be removed and he can only have a porta potty for occasional weekends, weeks, holiday weeks or for a week of hunting or fishing when another camper is permitted for that time. The new house owner purchased a permit from Martha Witmer last year, 2021. All the complaints that have taken place as of late have been taken care of by our Zoning Officer Martha Witmer. There was also some talk about short term rentals. (Cabin rentals are different than residential). The Planning Commission is working diligently on this subject "Short Term Rentals". There was also a discussion about Commercial Solar Farms & not wanting them at the present time until our Planning Commission comes up with a plan. Brad Wagner made a motion to have Mr. Dluge, our Solicitor, do a moratorium on Commercial Solar Farms. Earl

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

**Communication:** Auditor's meeting: January 4, 2022 @ 7:00 pm

**West End Fire Company:** John Hoover gave the report to Susan Epley to read: 3 EMS calls, 3 wires down, 1 tree on fire, 1 tree down, 1 accident with injury & 1 UTV accident.

**West End Ambulance:** None

**Rec Center Report:** None

**Zoning Report:** Martha Witmer gave the report: 3 permits were issued during the month of December 2021. Mark Oberheim: \$129.00 Solar Panel, Jeff Weber: \$1225.00 New home, & Mervin Zimmerman: \$315.00 Pole barn. Total fees for December 2021 were \$1669.00. Total fees for zoning in 2021 were: \$7486.00. Martha also sent a letter to the home owner out along St 45 to clean up his property and if he is recycling, he must recycle every week not let items accumulate.

**Road Master report:** Rudy Lyons gave the report: **(1)** Aikey Road: We need permits for the revamping of the pipes on Aikey Road. **(2)** There was a discussion about Joe Snyder's bridge & how to approach its deterioration. **(3)** Rudy Lyons would like to discuss the Bids for year 2022 road work at the February meeting. **(4)** The Supervisors & the Secretary are going to have a work session on January 22, 2022 to discuss a new employee policy and employee's pay scale.

**Treasurer's Report:** Susan Epley spoke to the Supervisors about Cyber Security Insurance. Susan has been working with The Sholley Agency & MePush about obtaining Cyber Security Insurance that won't break our bank. Susan Epley will have more information to present at the February meeting.

**OLD BUSINESS:** None

**NEW BUSINESS:** Appointment for Planning Commission & meeting dates for 2022: Steve Buttorff, Chairman emailed Susan Epley the meeting dates to be advertised in Snyder/Union County Times.

**Meeting dates for the Township:** The Township will proceed with the meeting dates to continue on the 2<sup>nd</sup> Wednesday of the month, or the following day if a holiday falls on the Wednesday. Brad Wagner made a motion to approve the

meeting dates. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. Susan Epley will advertise these date in the Snyder/Union County Times.

**Reappointment Municipal Authority (Norm Strickler):** Rudy Lyons made a motion to approve the reappointment of Norm Strickler for another 5 year term. Brad Wagner 2<sup>nd</sup> the motion. All in favor, motion passed.

**Resolution to appoint Douglas Parker, CPA as our Independent Auditor:** Brad Wagner made a motion to reappoint Douglas Parker, CPA to complete the 2021 audit. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Raise in pay for the Township Secretary:** Brad Wagner made a motion to raise Susan Epley's pay by \$.25. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Tax Collector/Property Taxes:** An agreement was signed & sealed by Brad Wagner & Susan Epley to appoint the County of Union to collect the Real Estate taxes for the period January 1, 2022 through December 31, 2023.

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

01/10/22

## **Hartley Township Minutes Regular Meeting - Wednesday, March 9, 2022**

**Call to Order:** Brad Wagner called the 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

**Residents in attendance:** John Hoover, Joe Schnure, Rich Wright, Tom Perrin, William Moore, Nancy Moore, & Andrey Kozlov

**Review of Minutes:** After a review of the regular minutes of January 3, 2022 Brad Wagner 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:** Executive meeting/Employee matter

**Communication:** W. E. Bible Fellowship Ice Skating Party 2/12/22, 5:00-8:00

**Public comment:** Mr. Moore expressed concerns about Waste Water Grants that are available to the Sewer Authority, zoning & permit inspections, rental property requirements, & on lot sewage treatment/perk tests. Solicitor Mr. Dluge explained to Mr. Moore that he should bring all this information to the proper entities as they may not know about the grants and any other issues that may be happening in the Township. Brad Wagner explained that the Planning Commission is making headway on the rental property requirements.

**West End Fire Company:** John Hoover gave the report to Susan Epley to read: Brush fire/Snyder Cty, pole fire, smoke odor, 2 medical assist, 1 MVA/Snyder Cty, building fire/Snyder Cty. John Hoover gave the 2020 audit for the Fire Company to Susan Epley.

**West End Ambulance:** Tom Perrin gave the report: 18 calls, 15 medical, 5 non-medical, 2 cancel, 1 fire standby. 94% approval

**Rec Center Report:** The rate for renting the Rec Center & the pavilion have been raised by \$10.00. They are still busy with rentals & ball team practice. Expect it to

pick up in March. They have an organization in the Rec Center every Tuesday called Clarity Prep. They help children & mentor them in some way. The Rec Center is looking for more members as soon as the Covid slows down.

**Zoning Report:** Susan Epley gave the report: 1 permit was issued during the month of January 2022. Leroy Hoover: \$195.00 pole barn. The clean-up on Route 45 continues. The camper on Weikert Road by the post office will be moved as soon as the snow & ice melt.

**Road Master report:** Rudy Lyons gave the report: (1) Road crew fixed an oil leak on the International; \$1000.00 and ordered a new plow blade (2) They fixed the clutch on the Peterbuilt. (3) Rudy Lyons would like to look into a grant for the Palman Road Bridge; before the steel bridge gets replaced (4) two of the recycling bins need to be repaired. Susan Epley will contact Bob Huntington to find out if we own them. (5) Rudy Lyons will have Russell Standard come to look at the roads that need to be repaired. (6) Steve Buttorff has a spreader that we are interested in. Question: can we spend the ARP money on roads? Susan Epley will look into this.

**Treasurer's Report:** Susan Epley gave the report: 2020 Liquid Fuel audit was done by Vicki Baker & approved & the 2021 Liquid Fuel annual report was completed by Susan Epley & approved by Mike Weigel

**OLD BUSINESS: Cyber Insurance Proposal:** By changing the Township email we were able to lower the proposal for Cyber Insurance from \$15,000 to \$2868. Brad Wagner made a motion to accept the proposal. Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed. Susan Epley will notify The Sholley Agency of this new development.

**Resolution: U.C. Tax Collector:** Resolution 1-2022 that the Supervisors enter into an agreement with Union County, PA to act as the Tax Collector for all Municipal taxes levied by Hartley Township for the period of January 1, 2022-December 31, 2023. Signed & sealed

**NEW BUSINESS: Bids for 2022 road work:** Rudy Lyons is working on this & Susan Epley will place a Legal Ad in The Daily Item 2 times before the March 9<sup>th</sup> meeting.

**Acceptance Agreement for the Ambulance, Fire Company & the Township:**  
Resolution R-2-2019 & acceptance agreement was signed by Tom Perrin & Rich Wright as the primary providers of emergency services for Hartley Township.

**Resolution 2022-1:** That there shall exist in Hartley Township a moratorium on a construction or erection of Commercial Solar Farms for a period of one year hereafter unless sooner revoked by the Township. Signed & sealed

**Replacement for Patricia Camp:** Susan Epley will check with the election board

**Executive Session/Employee matter:** Brad Wagner made a motion to raise an employee's pay by \$1.00. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

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 8:00 P.M.

Susan Epley, Secretary

2/14/2022

## **Hartley Township Minutes Regular Meeting - Wednesday, April 13, 2022**

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

### **Pledge Allegiance & Prayer**

**Denise Maris for State Representative for the 76<sup>th</sup> District:** Denise introduced herself to the Supervisors & residents. Denise resides in Renovo, Clinton County & this is her 14<sup>th</sup> Township meeting to introduce herself and is hoping for our vote.

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

**Residents in attendance:** John Hoover, Joe Schnure, Rich Wright, Denise Maris, William Moore, & Nancy Moore,

**Review of Minutes:** After a review of the regular minutes of March 9, 2022 Brad Wagner 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:** 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

**Communication:** Primary Election's are May 17, 2022

**Public comment: Property's that need attention:** Brad Wagner opened a letter addressed to the Supervisors from a resident of Glen Iron Road (Martha Witmer told the resident to put it in writing) in reference to a neighbor improperly burning items that are not in the Property Maintenance Code. It not only stinks, but has been flying all over the neighborhood. Martha Witmer also looked into the property on Route 45 owned by a party that lives in California & is being rented. The issue is junk accumulation. Our Solicitor, Mr. Dluge recommended that Secretary, Susan Epley send these complaints to Jim Emery (CKCOG Officer) with their names & addresses. Brad Wagner made a motion for Susan Epley to do this, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**West End Fire Company:** John Hoover gave the report to Susan Epley to read. 2 MVA's & wires down. Rich Wright expressed that the Fire Fighters attended a fire fighter class to become Special Fire Police. At the May 11th Township meeting, they will be sworn in. Mr. Dluge will put together an "Oath of Special Fire Police" for this special occasion. Rich Wright stated that on August 9, 2022, PPL will put on a live demo at the Fire Company at 6:30 PM. Anyone can attend.

**West End Ambulance:** None

**Rec Center Report:** Brad Wagner said that the Rec Center needs receptacles on the outside of the building for the Spring Fling. Donnie Kauffman will do this. Jim Todero will put a new roof on the Rec Center shed.

**Zoning Report:** Martha Witmer gave the report: 6 permits were issued during the month of March 2022. John Stoltfus: \$103.00 roof mount solar panel, West End Library: \$35.00 2 new signs, Leon Ray Zimmerman: \$425.00 steer barn, Kevin Snyder: \$48.00 garage addition, Bob Miller: \$35.00 storage shed, & Joe Dougherty \$675.00 new home. Total permits: \$1321.00

**Road Master report:** Rudy Lyons gave the report. The road crew washed all the equipment. We will have to keep the Peterbuilt because it's the only truck that pulls the trailer. There is a Penn Dot sale in May and Rudy Lyons would like to purchase a truck. They would like something smaller than a CDL, but bigger than a 550 with a dump. Brad Wagner made a motion for Rudy Lyons to spend up to \$50,000 for this purchase. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. The Township also needs a new stone box spreader (price: \$6000). Brad Wagner made a motion to purchase the spreader. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Treasurer's Report:** Susan Epley gave the report: Susan Epley issued a Driveway Permit for \$35.00 with the approval of: Rudy Lyons (Roadmaster). The Township Audit was completed by Douglas Parker, CPA. Everything was in order & okay. Liquid Fuel money was received: Total: \$82,999.90

**OLD BUSINESS:** Patty Camps position as auditor. The Township will have to appoint someone by the end of 2022.

**DCNR Grant (Zoom meeting):** Susan Epley along with Paul Klauger (Road foreman) sat in on a zoom meeting with Wes Faringer of DCNR about obtaining a grant to make the park area behind the Township building ADA Compliant. Susan took notes



and presented them to the Supervisors at the meeting. The grant would have to be completed by April 2023. Rudy Lyons mentioned that he would like Wes Faringer to come here & show us what needs to be done. Brad Wagner expressed that we will take out any equipment that is damaged or too old to be repaired & will also repair the benches.

**NEW BUSINESS: Garage Doors:** Buffalo Valley Door Service took a look at the garage doors to see about adding chains in case of a power failure. Buffalo Valley Door said that is not worthwhile to do. Adding a washer with a bolt and something to pull it with would be the best solution.

**Escrow Account issues:** The Township received a letter from the Mifflinburg Bank in reference to the Ray/Best Escrow account stating that there has been no customer generated activity for a period of 2 years. Brad Wagner made a motion to put \$1.00 in the account to avoid a \$3.00 a month charge. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. The Township also received a letter from the Susquehanna Council of Boy Scouts stating that we owe them interest money back to 2005. Susan Epley will investigate this further and call Diane Schneider, CPA of the Boy Scouts.

**Resolution/Safe Digging Month:** Brad Wagner made a motion to sign & adopt the 811 Safe Digging Law resolution, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passes.

**ASTRA Insurance recommendations:** Susan Epley/Secretary read the recommendations to the Supervisors. Motor Vehicle checks, citizen complaint recording system, & the building & playground inspections. The Township has to reply about how they will comply with these recommendations by May 25, 2022.

**Proposed Ordinance for Short Term Rentals:** Susan Epley handed the Proposed Ordinance to all citizens at the meeting. Comments are needed in writing by the May 11<sup>th</sup> meeting. There may be a "possible adoption" at the June 8<sup>th</sup> meeting.

**Executive Meeting:** Employee matter was resolved.

Brad Wagner made a motion to adjourn, Earl Bingaman 2<sup>nd</sup> the motion. The meeting was adjourned at 8:15 P.M.

Susan Epley, Secretary 04/20/2022



**Hartley Township Minutes Regular Meeting - Wednesday, May 11, 2022  
(DRAFT)**

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

**Pledge Allegiance & Prayer**

**OATH OF SPECIAL FIRE POLICE:** The following Firemen received the Oath of Special Fire Police: Mike Buoy, Rich Wright, Glenn Kuhns, Jim Boop, Randall Troup, Roger Martin, Joseph Richard, Rich Meese, Randy Musser, & Robert Ortlip. Each Oath was signed by each Firemen & Brad Wagner, Chairman/Hartley Township. Sealed & dated by Martha Witmer (Zoning Officer) filling in for Secretary, Susan Epley.

**In attendance:** Chair: Brad Wagner, Vice Chair: Earl Bingaman, Roadmaster: Rudy Lyons, Zoning Officer: Martha Witmer, & Solicitor: Mr. Dluge

**Residents in attendance:** John Hoover, Joe Schnure, Rich Wright, Margaret Merlino, William Moore, Nancy Moore, Rich Meese, Jeanne Trego, Joe Richard, Glenn Kuhns, James Boop, Randy Musser, Roger Martin, Mike Buoy, Luken Buoy, Katie Pederson, Ken Pederson, David Hackman, Evan Radcliffe, Robert Ortlip, & Randy Troup

**Review of Minutes:** After a review of the regular minutes of April 13, 2022 Brad Wagner 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

**Communication:** Primary Elections are May 17, 2022

**Public comment: Property's that need attention:** Bill Moore made mention that a property on Route 235 needs attention. Someone is to call Earl Hoover about Joe White's junk on his property.

**West End Fire Company:** #98 KM Truck was refurbished & waiting on a generator. Would the Supervisors fix pot holes in front of the Fire Company &

then tar & chip? Brad Wagner made a motion to fix the pot holes, then tar & chip. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. **Fire Chief's Report for April 2022:** Commercial fire alarm, brush fire, tree down, cardiac arrest, wires down, hazmat, & 2<sup>nd</sup> call hazmat.

**West End Ambulance:** Martha Witmer gave the report that was emailed to the Secretary from Tom Perrin, President/EMT: 23 calls, 21 responses with a 91% response rate. There were: 21 medical, 1 hazmat & 1 fire.

**Rec Center Report:** None

**Zoning Report:** Martha Witmer gave the report: 4 permits were issued during the month of April 2022. Corey Eberhart: \$569.00 new home, Chris Zimmerman: \$40.00 pole barn, Andrew Murray: \$35.00 fence, & Stan Pfirman: \$40.00 garage. Martha Witmer sold one copy of the Zoning Ordinance for \$10.00.

Total zoning fees collected for April 2022: \$694.00

**Road Master report:** Rudy Lyons gave the report. The Road Crew will finish Aikey Road with a Grant of \$150,000 from the Union County Conservation District. We will need to add in the remainder of \$20,000. Mulch will be put on the Township & Rec Center playgrounds the week of May 16<sup>th</sup>. Rudy Lyons requested a grant from the County/American Rescue Plan for \$450,000 for the new bridge on Palmen Road. Chip Schlegel quoted \$2,000 per plate. Fourteen are needed, but will be divided into sections. Brad Wagner made a motion to start the project, Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. There is a Municipal Sale on Muncibid 5/17/22-5/31/22. Brad Wagner made a motion for Rudy Lyons to spend up to \$25,000 for a grader. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Treasurer's Report:** None

**OLD BUSINESS: Short Term Rentals:** Received taxpayers input & comments before the May 11<sup>th</sup> meeting. All comments will be turned over to the Planning Commission for review.

**Susquehanna Council of Boy Scouts Escrow Account:** Interest to be paid? Hold off until the June 8<sup>th</sup> meeting. Need to find records.

**NEW BUSINESS:** PPL raising their rate from: 9.675 to 11.695 as of June 1, 2022. Businesses should be aware that their bill will go up to at least \$20.00 per month.

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 8:00 P.M.

Minutes recorded by Martha Witmer/Zoning Officer 5/11/2022

Typed minutes by Susan Epley, Secretary 05/16/2022

## **Hartley Township Minutes Regular Meeting - Wednesday, June 8, 2022**

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

### **Pledge Allegiance & Prayer**

**In attendance:** Chair: Brad Wagner, Vice Chair: Earl Bingaman, Roadmaster: Rudy Lyons, Zoning Officer: Martha Witmer, & Solicitor: Mr. Dluge

**Residents in attendance:** John Hoover, Joe Schnure, Rich Wright, William Moore, Nancy Moore, Rich Meese, Jeanne Trego, Robert Ortlip, Janet Bowersox, & Mike Fullam.

**Review of Minutes:** After a review of the regular minutes of May 11, 2022 Brad Wagner made 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, 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:** Executive session

**Communication:** C-Pace: Commercial Property Assist Commercial Energy encourages Commercial Operations to use better or new sources of energy available.

**Public comment:** 1. Pickle Ball requested for Tennis Court by Jeanne Trego. Call Jeanne to set up lines for the Pickle Ball Court.

2. Complaint: Property of Gary Leech, 125 Laurel Lane, Millmont, PA needs to be cleaned up. Secretary, Susan Epley will send a letter to Mr. Leech giving 30 days to clean up.

**West End Fire Company:** Martha Witmer gave the report: 1 land search (50 Sportsman's Club Lane, tree on wires (west of Hickory Nell Springs, & land search (7300 Creek Road). Rich Wright talked to Chad Aufer from Central 911 about bad communications for the West End. It's hard to hear messages.

**West End Ambulance:** Martha Witmer gave the May report that was emailed to the Secretary from Tom Perrin, President/EMT: 27 calls/3 scratches = 89% - 2 cancellations, 2 medical calls, 11 dayshift, 2 land searches, 1 fire, 3 second due area

& 0 Covid.

**Rec Center Report:** Martha Witmer gave the report which was emailed from Linda Buttorff. The rentals are steady & going well. We had our 1<sup>st</sup> Spring Fling Community Event & it went well. We need to have more activities and vendors. The Rec Center will be gearing up for the West End Fair soon. We would like to thank the Township for the playground mulch; it is very much appreciated & makes the playground look nice. We will decide on a color for the steps and let the Township know ASAP.

**Zoning Report:** Martha Witmer gave the report: 7 permits were issued during the month of May 2022 for a total of \$895.00. Reuben Zimmerman: \$85.00 rebuild kennel, Tyler Snook: \$125.00 addition, Barry Swank: \$45.00 mobile home, Pam Hunselman: \$35.00 add to garage, Tim Malloy: \$525.00 new home, Schlegel Excavating: \$35.00 sign, & Rodney Kline, Jr: \$45.00 carport. **Fire 6** - Permit, but waived fee since the containers were given to them at no cost. Brad Wagner made a motion to accept this decision. Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Road Master report:** Rudy Lyons gave the report. (1) Have to make 24' width for Fire Equipment on Aikey Road for Accessibility, (2) Mower fixed, Hydraulic pump, (3) Loader fixed, belt tore, (4) Replace pipe on Chapel Road, (5) We need undelivered stone ASAP. Didn't deliver on time & it's holding up work.

**Treasurer's Report: None**

**OLD BUSINESS: Boy Scouts Escrow Account:** Boy Scouts not paid any interest since 2008. Brad Wagner made a motion to pay the Boy Scouts \$136.00 interest money. Rudy Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**NEW BUSINESS: Savings Account:** Brad Wagner made a motion to move \$50,000 from the General Fund to the Savings Account at Service 1<sup>st</sup>. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Executive Session:**

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 8:00 P.M.

Minutes recorded by Martha Witmer/Zoning Officer 6/8/2022 - Typed by: Susan Epley 6/10/2022

## **Hartley Township Minutes Regular Meeting - Wednesday, July 13, 2022**

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

### **Pledge Allegiance & Prayer**

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

**Residents in attendance:** John Hoover, Joe Schnure, Rich Meese, William Moore, Nancy Moore, & Robert Ortlip.

**Review of Minutes:** After a review of the regular minutes of June 8, 2022 Chairman Wagner made a motion to approve, Vice Chairman Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

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

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

**Additions to Agenda:** Mr. Dluge (Boy Scouts)

### **Communication:**

**Public comment:** Concern about the Municipal Authority

**West End Fire Company:** Secretary Epley gave the report: 1 medical assist, 1 motorcycle accident, MVA, 1 house fire, & 1 vehicle fire.

**West End Ambulance:** Secretary Epley gave the June report that was emailed to from Tom Perrin, President/EMT: 32call/0 scratches+100%. 2 cancellations, 2 fires, 2 MVC, 26 medical calls, 2 QRS responses, 7 dayshift, 1 mass casualty, 2 events covered & 1 life flight.

**Rec Center Report:** Chairman Wagner asked the Twp. Supervisors to split the cost of the Shed Roof between the Rec Center & the Township. Each half would be \$550.00. Chairman Wagner made a motion to pay the \$550.00, Vice Chairman Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Zoning Report:** Secretary Epley gave the report: Union County West End Fire Co. - Modular Containers (Fee waived). Total zoning fees collected for June 2022 = 0.

**Road Master report:** Roadmaster Lyons gave the report. Sixteen pipes have been replaced with thirteen more needed. Palman Road estimate: \$300,000. Road



mower is at Nelsen's, the T-Tag needs to be fixed, the Grader steering pump is bad, & we need a new Tar Buggy. The Pickle Ball Court lines need to be painted. The Township road crew needs more workers. Still need the rest of the stone from Iddings. Roadmaster Lyons applied for \$150,000 from Dirt & Gravel. Dirt & Gravel will also pay for a twin pipe on Polly Pine Road & then we will concrete it. Tar& Chip tomorrow 7/14/22: Chapel Road, Long Road, some of Paddy Mt. Road & White Mt. Road. There have been complaints about Pardee Road, Barnett Road & Cherry Run. They need to be repaired. DEP said to get a GP11 (permit) to cover everything for the next 5 years. We need an emergency permit for Aikey Road.

**Treasurer's Report:** Escrow accounts

**OLD BUSINESS: Boy Scouts Escrow Account: (1)** as per Mr. Dluge's request: Chairman Wagner made a motion to pay the Susquehanna Council, Boy Scouts of America the \$1000.00 out of the Escrow account that we were holding for them, plus interest. Total: \$1136.00. Vice Chairman Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

(2) A letter was received from a concerned citizen to Solicitor Dluge in reference to the Ruckles property. Chairman Wagner responded: Refer to Martha Witmer to look into.

**NEW BUSINESS:** Citizens complaints were brought up about the Sewer Authority Plant problems. Chairman Wagner made a motion for Secretary Epley to write a letter to the Sewer Authority requesting a Representative to be present at the August 10, 2022 meeting about repairs that need to be addressed and to report to the Township periodically. Supervisor Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Jeffrey Rittenhouse (Alternative Septic Waiver):** Mr. & Mrs. Rittenhouse were not present and we did not have all the paperwork concerning this waiver. Chairman Wagner's response: refer to Russ Goodling.

**JJ Powell contract:** Needs to be signed, sealed & notarized: Sealed at meeting. Chairman Wagner will sign in the presence of a notary & have the yearly contract notarized.

Chairman Wagner made a motion to adjourn, Supervisor Lyons 2<sup>nd</sup> the motion. All in favor, motion passed. The meeting was adjourned at 7:45 P.M.



## Hartley Township Minutes Regular Meeting - Wednesday, August 10, 2022

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

### **Pledge Allegiance & Prayer**

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

**Residents in attendance:** Marci Rittenhouse, Joe Schnure, Bob Wagner, William Moore, Nancy Moore, Robert Ortlip, Norman Strickler, Rodney Kline & Paul Klauger.

**Review of Minutes:** After a review of the regular minutes of July 13, 2022 Chairman Wagner made a motion to approve, Vice Chairman Bingaman 2nd the motion. All in favor, motion passed.

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

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

**Additions to Agenda:** None

**Communication:** Lincoln Chapel/Rental pavilion, August 14, 2022

Middlesworth/Rental pavilion, August 28, 2022

G402 Incident Command System (ICS) Overview at the U.C Government Center on August 30, 2022

**Public comment: Question:** Why didn't the Planning Commission have their meeting on July 28, 2022? They also did not post it on the door of the meeting room, so the public would know. Secretary Epley will contact Steve Buttorff & rectify this situation.

**Question:** When is Penn Dot going to mow their roads that they are responsible for? They have been called at least 3 times by the Roadmaster. Not enough workers and the machinery has broken down

**West End Fire Company:** Secretary Epley gave the report: 3 EMS, 1 MVA, 2 building fires, & 3 brush fires.

**West End Ambulance:** Secretary Epley gave the July report that was emailed from Tom Perrin, President/EMT: Number of calls: 22. Number of responses: 22 --

-100% Response rate. Medical: 17 - 2 MVA - 3 Fire stand-by

**Rec Center Report:** Linda Buttorff reported to Secretary Epley that the food stand at the fair did very well, but they didn't have the actual count yet.

**Zoning Report:** Zoning Officer Witmer gave the report: 4 permits were issued in July 2022 for a total of \$232.00. Dave Aucker: Str. Shed \$35.00, Ian Kapelan: Fence \$35.00, Jamie Heimbach: Roof mount solar panels \$127.00, & Dylan Maneval: Fence \$35.00. Also, 1 Zoning Ordinance Book was sold for \$10.00. Report on the Ruckle property: the grandson will move his camper to a campground or some other place where it is legal.

**Road Master report:** Roadmaster Lyons gave the report: The Road crew is finishing up Aikey Road. There is no DSA to be found at this time. The Conservation District will hold the money for the year 2023. We are still waiting for the T-tag to be repaired, so the patching of holes can be done. The Covid money (ARPA) in the amount of \$450,000 that Roadmaster Lyon requested has not been approved yet. Polly Pine Road will cost \$200,000 & will be done in 2023. The Township needs an Engineer for all projects.

**Treasurer's Report:** West End Fire Relief Money Audit has been completed for years 2020 & 2021.

**OLD BUSINESS: Mr. & Mrs. Jeffrey Rittenhouse:** Requested: Well Exemption-permit application #Z257554. This is an ELJEN "GSF" Timed Dosed Sand Bed. Mrs. Rittenhouse & Secretary Epley will contact Russ Goodling about how to proceed. Chairman Wagner made a motion to accept the Well Exemption request. Supervisor Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Property Maintenance/Leech:** Zoning Officer Witmer said she contacted the Leech's about cleaning up their property. Not enough has been done so far. Zoning Officer Witmer will reach out to the Leech's to see what the holdup is.

Joe White also needs to clean up where he is staying. The Township will follow up on this problem.

**Hartley Township Municipal Authority:** Mr. Wagner & Mr. Strickler were here to report about complaints having to do with the Sewer Authority. They have been doing smoke testing. Penn Dot paved over 18 manholes & now Schlegel Excavating is working on repairing them. Also, DCNR has leaks where they want to put up Solar

Panels. The Sewer Authority is doing everything they can possibly do to maintain the sewage plant & homes in Laurelton. They will keep us informed periodically.

**NEW BUSINESS: unPaved of the Susquehanna River Valley 2022 Bicycle Event Use Permission:** Sunday, October 9, 2022. Solicitor Dluge suggested a waiver to be signed by the coordinators of the event. Secretary Epley will type up a waiver that Solicitor Dluge will email her to have unPaved sign.

**JJ Powell Easy Pay Plan:** The monthly plan jumped from \$118.00 per month to \$371.00. Chairman Wagner made a motion for Secretary Epley to call Affordable Fuels & Beck & Platt for a better price on our heating oil, also to seek prices on Off-road diesel. Vice-Chairman Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**MePush vs. Computation:** Secretary Epley stated that MePush was sold to Airiam that is based out of Miami, Florida & have raised their rates to \$39.99 per month instead of the \$25.00 per month that we were paying. Chairman Wagner made a motion to contact Computation & Siegrist Computers to get quotes about service for Secretary Susan's office computer. Vice Chairman Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**Executive Session:** CDL Clearinghouse question resolved. Resident problem resolved.

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

Susan Epley, Secretary 8/10/22

## **Hartley Township Minutes Regular Meeting - Wednesday, September 14, 2022**

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

### **Pledge Allegiance & Prayer**

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

**Residents in attendance:** Joe Schnure, William Moore, John Hoover, Terry Smith, Rodney Kline, & Brandon Straub.

**Review of Minutes:** After a review of the regular minutes of August 10, 2022 Chairman Wagner made a motion to approve, Vice Chairman Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

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

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

**Additions to Agenda:** None

**Communication:** None

**Public comment:** None

**West End Fire Company:** Secretary Epley gave the report: 1 EMS, 1 MVA, 2 building fires (1 controlled burn), & a land search.

**West End Ambulance:** Secretary Epley gave the August report that was emailed from Tom Perrin, President: Number of calls: 13. 100% Response rate, medical: 12 & 1 Fire stand-by

**Rec Center Report:** Linda Buttorff reported to Secretary Epley: Things are going well with rentals. They had a successful Fair with 2 extremely busy nights. The next event is Oct. 29, 2022; a Trunk or Treat at the Rec Center. The Rec Center Board thanked the Supervisors for their help with keeping the Community Rec Center looking nice.

**Zoning Report:** Secretary Epley gave the report: 5 permits were issued in August 2022 for a total of \$294.00. Chase Hart: Pole Barn \$85.00, Jeff Apfelbaum: 2 Storage sheds \$85.00, Cherry Run Prop. Management: Raise the Roof \$40.00, Kathy Funk: Above Ground Pool \$35.00 & Donald Rowe: Addition \$49.00.

**Road Master report:** Roadmaster Lyons gave the report: Aikey Rd will be done by 09/23/22 (DSA). Tar & chipping Polly Pine Road; working on Glover Rd. & replacing 2 pipes at the bottom of the hill; Roadmaster Lyons would like Chairman Wagner & Vice Chairman Bingaman to check out Paddy Mt. & Barnett Roads & give their opinion on what should be done (tar & chip not holding). The Township is receiving a Grant in 2023 from DR&G to replace double pipe on Polly Pine Road. The road crew will begin getting ready for winter. The Township received the second installment of ARPA money for replacing pipes. Would like to keep going & have all pipes replaced with this money & help pay for GP 11 permits for 3 projects (can use for up to 5 years), & help pay for engineering fees. We need to replace the Pick-up & could use another T-tag & tow trailer. Oil pan needs to be replaced on T-tag. Roadmaster Lyons would also like to purchase a new Tack Oil Sprayer (sell old one on Municibid). The roof is leaking above the garage door & we need to enclose the 1<sup>st</sup> bay on the storage shed. The birds are making a mess in there. Roadmaster Lyons has not heard from Union County for Grant money to replace bridge on Palman Road.

**Treasurer's Report:** 1. Ray Best (Escrow Acct) sent a check for \$200 to deposit for years 2020 & 2021 2. Escrow research: On January 7, 2008 it was stated in the minutes that any Alternative Septic System would require a \$2000 or 10% minimum of the cost to be placed in an Escrow Account. 3. A letter was sent to Russ Goodling & the Rittenhouse's stating that the Supervisors approved their request for the Eljen "GSF" Timed Dosed Sand Bed & the well isolation distance exemption.

Following this discussion Chairman Wagner made a motion to have the Rittenhouse's give the Township a \$1000 check to be deposited in an Escrow Account. Secretary Epley will send them a letter stating this. Vice Chairman Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

Chairman Wagner made a motion that as of 09/14/2022 the Escrow Amount required will be \$2000. Vice Chairman Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**OLD BUSINESS: Siegrist Computer:** Secretary Epley secured a price of \$114.00 per year for an Avast Business Ultimate package for both in house computers. Chairman Wagner made a motion for Secretary Epley to have Siegrist Computers

be our IT-Data Networking Services. Vice Chairman Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

**902 Grant Recycling Program:** The 902 Grant for the recycling center has been approved by the state. For paving: \$46,200 & for the bin signs: \$1041. After all the work has been complete & paid for, the Township will receive 90% of the cost back. Not knowing when we entered this Grant in 2021, we have to place a Bid Notice in the paper two times before the October 12th meeting. The Supervisors will speak to Schlegel Excavating & explain this procedure to them (as they were the company that originally gave the Township the Proposal). Secretary Epley & one of the Chairman Wagner will write up a Bid Notice to be placed in The Daily Item.

**NEW BUSINESS: Local Tax Collection Law:** Chairman Wagner made a motion to adopt Resolution #R-914 to Implement Act 57 of 2022 Property Tax Penalty Waiver Provisions which takes effect October 10, 2022. Act 57 requires all municipalities, school districts & counties that levy a real estate tax to adopt this Resolution. Signed by Chairman Wagner & Secretary Epley on September 14, 2022 & sealed. Vice Chairman Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed.

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

Susan Epley, Secretary 09/21/2022



## **Hartley Township Minutes Regular Meeting - Wednesday, October 12, 2022**

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

### **Pledge Allegiance & Prayer**

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

**Residents in attendance:** Joe Schnure, Candace McCoy, John Hoover, Curtis Libby, Rodney Kline, Marci Rittenhouse, Chip Schlegel, & Pam Hackenburg

**Review of Minutes:** After a review of the regular minutes of September 14, 2022 Chairman Wagner made a motion to approve, Roadmaster Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

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

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

**Additions to Agenda:** None

**BIDS for the paving of the Recycling Center:** Schlegel Excavating was our only bidder at \$53,976.00. Chairman Wagner made a motion to award the bid to Schlegel Excavating, Supervisor Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Communication:** Annual Twp Convention/Oct. 27, 2022

Election Day, November 8, 2022 @ the Rec Center

**Public comment:** Marci Rittenhouse questioned the Supervisors about the Escrow Account that we require for an Alternative Septic System. Mrs. Rittenhouse would be required to give the Township \$1000 to be placed in an Escrow Account. Mrs. Rittenhouse was told by the company that designed the system that there is no annual testing on an Elgin Sand Mound. There was a discussion about what was an alternative septic system. She then asked if we had a Resolution or an Ordinance in respect of Alternative Systems. Secretary Epley will look into this and respond to Mrs. Rittenhouse.

**West End Fire Company:** Secretary Epley gave the report: 2 Medical Assist, & 2 MVA's

**West End Ambulance:** Secretary Epley gave the August report that was emailed from Tom Perrin, President: Number of calls: 17, 15 responses, 3 MVA's & 12 Medicals.

**Rec Center Report:** Linda Buttorff reported to Secretary Epley: We are doing rentals, serving the Community with no charge events, such as Little League practices indoors, as well as softball, Girl Scout events & also Funerals. We will be having the Trunk or Treat event again on October 29, 2022 @ the Rec Center. If the Township knows of anyone who would like to participate with a trunk or would like to donate candy, prizes or money, we would be happy to receive that as well. Just contact a board member.

**Zoning Report:** Zoning Officer Witmer gave the report: 2 permits were issued in September 2022 for a total of \$260.00. Leon R Zimmerman: Add to shed \$135.00, & Douglas Denisen: Addition \$125.00. Annual total: \$5057.00

**Road Master report:** Roadmaster Lyons gave the report: (1) at the meeting with the U. C. Commissioners in reference to the \$450,000 Grant for the rebuilding of a bridge Roadmaster Lyons requested: we were turned down. This was ARPA money that the County could disperse to any applicants, but not all. (2) There is a "Proposed U. C. Local Bridge Bundle Multimodal Transportation Funding Program" that we may apply for. If the Township participates we would have to commit to approximately 10% of project costs as matching funds for the bridge on Chapel Road. The Grant application is due by November 14, 2022. PennDOT would likely issue an announcement on grant awards late next spring. Chairman Wagner made a motion to apply for this grant. Vice Chairman Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. (3) Roadmaster Lyons is also seeking a Grant with Dirt & Gravel for Polly Pine Road in the amount of \$300,000. We must have an Engineer on site all of the time. Chairman Wagner made a motion to seek this grant, Vice Chairman 2<sup>nd</sup> the motion. All in favor, motion passed. (4) Aikey Road is completed. Good job!! (5) The lower section of Polly Pine & the eastern side of Glover Road is done. (6) Roadmaster Lyons requested buying a Tar Buggy, new Mower, & a Tractor. Chairman Wagner made a motion to purchase these pieces of equipment, Vice Chairman Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. There was a request from a resident to check on Knechel Road: pot holes. Winter maintenance will begin on trucks & plows.

**Treasurer's Report:** U.C. is currently updating the 2009 comprehensive plan, *Cultivating Community: A Plan for Union County's Future* and wants to know your thoughts & opinions on the county's future. Please take the survey by December 31, 2022 at: [www.surveymonkey.com/r/UCPlan](http://www.surveymonkey.com/r/UCPlan):

**OLD BUSINESS:** Auditor to replace Patty Camp: Possible: a sign for the Rec Center on November 8, 2022. The Township has to appoint someone from the Township who is a registered voter.

**NEW BUSINESS: Budget Meeting:** Date set for November 1, 2022 at 6:00 pm. Advertise in local paper.

**Rec Center:** It was stated by a Pam Hackenburg that the Rec Center refused to let Pastor DeVett & Pam use the Rec Center for the local youth group on Friday nights. It was requested by the supervisors that Secretary Epley send the Rec Center a letter to find out why.

**Military Banners (Bob Wagner):** Mr. Wagner couldn't be here so Secretary Epley explained to the supervisors about hanging Military Banners on the PPL poles. Mr. Wagner has to get permission from PPL 1<sup>st</sup> and then have the banners made to honor our local Veterans. Any profit made on the banners will go to Hunt's for Healing. Chairman Wagner made a motion to have Mr. Bob Wagner move forward with this project, Supervisor Lyons 2<sup>nd</sup> the motion. All in favor, motion passed.

**Route 45 & speeding vehicles:** Mr. Libby & his daughter Candis stated that from the State School to Boomerang's the speeding has been awful. There are way too many MVA's, including a fatality. What can be done? Roadmaster Lyons will contact PennDOT and Mr. Libby will call the State Police to investigate what can be done. The Township needs Police presence and more signage!

Our Solicitor, Mr. Dluge spoke briefly about emails that he sent to Secretary Epley for Solar Farms and Agritourism/Short Term Rentals.

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

Susan Epley, Secretary 10/19/2022

## **Hartley Township Minutes Regular Meeting - Wednesday, November 9, 2022**

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

**Pledge Allegiance & Prayer**

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

**Residents in attendance:** Joe Schnure, John Hoover, Marci Rittenhouse, Jen Hoy, & Joe Snyder

**Review of Minutes:** After a review of the regular minutes of October 12, 2022 Brad Wagner made a motion to approve, Earl Bingaman 2<sup>nd</sup> the motion. Motion carried.

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

**Review of Agenda:** Solicitor Dluge asked to have the Short Term Rental Ordinance pulled off the Agenda. The Ordinance needs to go back to The Planning Commission with recommended changes from our Solicitor. Brad Wagner made a motion to accept the Agenda, Earl Bingaman 2<sup>nd</sup> the motion. Motion carried.

**Additions to Agenda:** None

**Communication:**

**Public comment: Rec Center** - Mr. Snyder explained that the Youth Group received a grant in 2006 for the Rec Center to be used for the Youth. They did not refuse Mrs. Hackenburg or Pastor DeVett the use of the Rec Center for the Faith Based youth group. The Rec Center Board worked out a solution so the regular group meets every other Friday night 6:30-8:30 and the Faith Based group will meet every Friday night 4:30-6:30. When there is a request from a group to utilize the Rec Center, they need to attend a Board meeting with their request. Steps & railing need to be repaired.

**Emergency Coordinator needed:** Terry Smith resigned, so Brad Wagner will be the Emergency Coordinator until the Township finds someone. Supplies are needed at the Rec Center because it is the Township's Emergency Building. We will need a list of important items needed in case of an emergency. The Generator will be started every week to make sure it is in running condition.

## Hartley Township Minutes Regular Meeting - Wednesday, November 9, 2022

**West End Fire Company:** Susan Epley read the report that was given to her by John Hoover: 1 Medical Assist, a building fire (Snyder County), chimney fire, & smoke in a building.

**West End Ambulance:** Susan Epley read the August report that was emailed from Tom Perrin, President: Total of 29 dispatches, with 27 responses = 93% response rate. There were 3 fire standbys, 1 MVA, 25 medical calls with 1 cardiac arrest. Also, 1 event was covered for UnPaved Bicycle.

**Rec Center Report:** Linda Buttorff reported to Susan Epley: Great turnout for Trunk or Treat. It will be held in 2023 on October 28<sup>th</sup>. There is a leak in the roof, which is being taken care of. The rentals are doing well & it picks up around the holidays. The Rec Center is very thankful for our support and to the community as well.

**Zoning Report:** Martha Witmer read her report: 1 permit was issued in October 2022 for a total of \$35.00. Total fees for Zoning: \$5092.00

**Municipal Report:** Kris Diehl emailed the report to Susan Epley: The most recent meeting was October 17, 2022. There were no visitors. The Secretary & Treasurer reports were approved. Property owners were notified that smoke testing would begin on July 26, 2022. The property owners with issues were notified in writing of the suspected problems & have a deadline to correct them. HTMA also began the process of televising the main lines on November 1, 2022 & spent 2 full days of inspecting. More televising will occur on November 29<sup>th</sup> & 30<sup>th</sup>. HTMA applied for American Rescue Funds through the county. The Authority was recently notified that they were denied. There is another statewide grant program that HTMA will look into.

**Road Master report:** Aikey Road is done. Snowplows are put on the trucks & ready to roll. Anti-skid & salt are stockpiled for the winter. Still need new equipment!

**Treasurer's Report:** (1) The Sholley Agency renewed our Insurance policy with Astra Insurance & also sent the Township insurance cards for the vehicles. (2) Brad Wagner & Susan Epley opened an Escrow Account in the Rittenhouse's name. They also moved \$1003.00 from the main Sewage Account into an Escrow Account in Rowe's name. (3) The Tax Collector position will be on the ballot in 2023. The county would like the township to find someone that is qualified & loves to serve the public. The county will no longer collect taxes starting in 2024. (4) Susan Epley

## Hartley Township Minutes Regular Meeting - Wednesday, November 9, 2022

asked the Board of Supervisors if she can move \$45,000 from the General Fund into the Money Market (ARPA money) until we need it for next year's road work. Brad Wagner made a motion for Susan Epley to do this, Earl Bingaman 2<sup>nd</sup> the motion. Motion carried.

**OLD BUSINESS: 2 Auditor's need to be appointed:** Brad Wagner asked Joe Snyder if he would be interested and Susan Epley will ask Patti Book. Joe Snyder agreed to take the position of Auditor. Brad Wagner made a motion to accept this decision. Earl Bingaman 2<sup>nd</sup> the motion. Motion carried.

**Palman Road Bridge:** Brad Wagner made a motion to sign the agreement for the Multi Modale Grant with the Twp paying 10% of the cost. Earl Bingaman 2<sup>nd</sup> the motion. All in favor, motion passed. Susan Epley will scan & email this to Shawn McLaughlin.

**NEW BUSINESS: 2023 Proposed Budget:** The Supervisors & Secretary met on November 1, 2022 for a work session to prepare the budget for 2023. The Proposed Budget will be advertised in the Daily Item the week of November 18<sup>th</sup>, that it will be placed for viewing in the glass case on the front of the township building & also by appointment.

Susan Epley made changes to the budget adding \$1000.00 to the Revenue and \$1000.00 to the Expenses because the trash bill & electric bills are increasing in 2023. Brad Wagner made a motion to accept these changes to the budget, Earl Bingaman 2<sup>nd</sup> the motion. Motion carried.

**Recycle:** Brad Wagner read a letter from the Lycoming Recycling Center. The driver pulled Box #22 & #28 & noticed there was an over-abundance of items not accepted as in garbage, Styrofoam, plastic bags, etc. in both containers. Just a reminder, we only accept plastics #1 & #2, bottles & jugs. Also, for #28, he said he had a rough time pulling the divider loose to get the box empty. Would it be possible to have the divider removed from this box? A discussion took place about putting up cameras to see who is putting the wrong materials in the containers.

Brad Wagner made a motion to adjourn, Rudy Lyons 2<sup>nd</sup> the motion. Motion carried. The meeting was adjourned at 8:00 P.M.

Respectfully submitted, Susan Epley, Township Secretary

11/18/2022

**Hartley Township Minutes Regular Meeting - Wednesday, November 9, 2022**

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## **Hartley Township Minutes Regular Meeting – Wednesday, December 14, 2022**

**Call to order:** Chairman Wagner called the meeting to order at 7:00 PM

### **Pledge Allegiance & Prayer**

**In Attendance:** Chairman: Brad Wagner, Vice Chairman: Earl Bingaman, Supervisor: Rudy Lyons, Zoning Officer: Marty Witmer, Solicitor: Mr. Dlugie & Secretary: Susan Epley

**Residents in Attendance:** Jim Grose, Paul Klauger, Joseph Schnure, John Hoover, Bob Wagner, Alan Wrye, Damier Zimmerman & Jerry Fulkroad

**Review of Minutes:** After a review of the regular minutes of November 9, 2022 B. Wagner made a motion to approve, E. Bingaman 2<sup>nd</sup> the motion. Motion carried

**Review of bills:** B. Wagner made a motion to pay the bills, R. Lyons 2<sup>nd</sup> the motion. Motion carried

**Review of Agenda:** B. Wagner made a motion to accept the Agenda, R. Lyons 2<sup>nd</sup> the motion. Motion carried

**Additions to Agenda:** None

**Public Comment:** None

**Communication:** Reorganization Meeting – January 3, 2023 @ 7:00 PM

Hartley Twp Auditor's meeting – January 4, 2023 @ 7:00 PM (Brad will open door)

**West End Fire Company:** Brush fire, 2 Cardiac arrests, 3 Trees down, & a Chimney fire

**West End Ambulance:** For the month of November, we had 19 dispatches & 19 responses=100 % response. 19 medical calls, 1 cancelled, 1 error from dispatch, 2 second due trucks in use, 1 cardiac arrest, & 1 fire standby

**Rec Center:** None

**Zoning report:** M. Witmer gave the zoning report. 5 Zoning permits were issued for the month of November 2022 for a total of \$1477.00

**Roadmaster report:** It would cost \$8000 to repair the Pickup truck. Roadmaster R. Lyons is requesting that the Supervisors purchase a 2022 Ford F250 4x4 with a widen out plow & a cinder spreader for \$58,500.00. The other truck that is available is a Ford F250 with just a V-plow for \$52,350.00. B Wagner made a motion to purchase the pickup truck for \$58,500.00, E. Bingaman 2<sup>nd</sup> the motion. Motion carried. The Township has equipment to sell: a pickup truck, grader, mower & skid box. B Wagner made a motion for Roadmaster Lyons to sell these and any other pieces of equipment on Municibid, E. Bingaman 2<sup>nd</sup> the motion. Motion carried.



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**Hartley Township Minutes Regular Meeting – Wednesday, December 14, 2022**

**Treasurer's report:** (1.) The 2021 West End Fire Company Audit has been completed. (2.) The information that B. Wagner requested about a Township Tax Collector being on the 2023 Election Ballot was researched & read by Secretary Epley. (3.) Secretary Epley would like to check if there is a Garbage Disposal pick up that is less expensive than what we are paying Hometown Disposal. All 3 Supervisors agreed.

**OLD BUSINESS: Sunny Kahley for Auditor** – B. Wagner made a motion to accept Sunny Kahley as a third Auditor for the Township, E. Bingaman 2<sup>nd</sup> the motion. Motion carried

**Gerald Fulkroad – Zoning:** Mr. Fulkroad would like to know if the Township can change the Laurelton Center from Resort to Business & change the lot size. Gilson Snowboarding is possibly interested in two buildings. The Township would need a Conditional Use Proposal in writing with specifics. Question: when did it get changed back to resort? Research has to done.

**ARPA Funding:** R. Lyons had a list of all the entities that received ARPA funding from the County. We did not get on that list & neither did the Sewer Authority.

**NEW BUSINESS:** Jim Grose (sm. Water Mgt Sys.) for James Pick: Storm water control for driveway to go behind the house.

**Hartley Township Municipal Authority:** Alan Wrye presented the HTMA Sewage System to the Supervisors. The average daily flow has increased from 217,000 gpd. In 2020 to 300,000 gpd. In 2022. Investigations & inspections continue. Smoke testing & video inspections were completed in November & December 2022. Conclusions: HTMA needs to come up with a plan to make necessary repairs since the Authority is under a mandated DEP Corrective Action Plan. HTMA knows that all of the required work will need to be contracted out once the repair method is determined which will probably be a mix of either:

Complete manhole to manhole lining

Spot pipe lining repair

Or in may cases an open cut dig-up repair due to severe pipe offsets.

Our very preliminary cost estimate is around \$125,000. The Authority has applied for various infrastructure grants, but to date has been receive any unsuccessful. Did the Township receive any Covid related grants that could be directed to the Authority to help with Funding the needed repairs?

**Reappoint Julie Dauler to HTMA:** B. Wagner made a motion to reappoint Julie to the Municipal Authority, E. Bingaman 2<sup>nd</sup> the motion. Motion carried.

**Adopt 2023 Proposed Budget:** B. Wagner made a motion to adopt the 2023 budget, E. Bingaman 2<sup>nd</sup> the motion. Motion carried

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**Hartley Township Minutes Regular Meeting – Wednesday, December 14, 2022**

**CPA for 2022 Audit:** B Wagner made a motion to have Douglas Parker, CPA do our 2022 Audit, E. Bingaman 2<sup>nd</sup> the motion. Motion carried.

**2022 Donations:** B. Wagner made a motion to give \$250.00 to each of the following entities: Boy Scouts, Girl Scouts, The Hospice Foundation & the K-9 Unit. E. Bingaman 2<sup>nd</sup> the motion. Motion carried.

**W. E. Fire Company:** B. Wagner made a motion to issue the yearly payment to the Fire Co. , E. Bingaman 2<sup>nd</sup> the motion. Motion carried

**W.E. Ambulance:** B. Wagner made a motion to issue the 4<sup>th</sup> quarter payment (LST funds) to the Ambulance, E. Bingaman 2<sup>nd</sup> the motion. Motion carried.

**End of Year (pay bills):** B. Wagner made a motion to have Secretary/Treasurer Epley pay any bills that need to be paid by the end of 2022, R. Lyons 2<sup>nd</sup> the motion. Motion carried.

**Millage Rates:** The Millage Rates will stay the same as 2021. Township General: 1.27, Fire Protection: .30, Total Mills: 1.57

**Executive Session (personnel matter):** Employee issue resolved

B. Wagner made a motion to adjourn the meeting at 8:25 pm, R. Lyons 2<sup>nd</sup> the motion. Motion carried.

12/23/2022

Respectfully submitted, Susan Epley, Township Secretary