

# GLENBURN TWP BOARD OF SUPERVISORS'

## MEETING MINUTES FEBRUARY 17, 2009

**Board Members in Attendance:** Bill Wicks and Mike Savitsky

**Board Guests in Attendance:** Code Enforcement Officer Tom Wicks, Solicitor Malcolm MacGregor and Secretary/Treasurer Joanne Benson

**Public in Attendance:** Attachment

-Supervisor Wicks called the meeting to order at 7:35 pm with the pledge to the flag.

**Road Bids for Waterford and Waverly Road Drainage Project:** Joanne opened the 26 road bids received for the Waterford and Waverly Road Drainage Project. The lowest bid was \$13,200 from Rock Bottom Construction, LLC and the highest bid was \$43,659.00 from B P Builders, Jermyn, PA. The bidder's list is attached with all bids listed. **A motion was made by Supervisor Wicks to hold off until the next meeting to award a contract so that the Township Engineer and Solicitor could review the results due to the volume of bids received and the spread in bid amounts. Mike Savitsky 2<sup>nd</sup>. All in Favor.** BP Builders, who was in attendance, asked if they could get their 10% check returned since they were high bidder and would obviously not be awarded the Contract. **Bill Wicks motioned to release BP Builders from the bidding process and to return their certified check by mutual consent of BP Builders and Glenburn Township. Mike Savitsky 2<sup>nd</sup>, All in Favor.**

**Minutes:**

**Bill Wicks motioned to waive the reading aloud of the minutes and to accept the minutes of the January 20, 2009 meeting. Mike Savitsky 2<sup>nd</sup>. All in favor.**

**Financial Report/Presentation of Bills**

-Joanne Benson reviewed the financial reports and account balances and presented the bills for payment. Several late bills were presented along with the bills list. These included 3 bills for Solicitor MacGregor totaling \$3,292.50, a bill for Laura Lee Lakes, Court Stenographer for the Amended Zoning Map Hearing, for \$225.80 and a bill for Northeast Signal for \$612.26. **Mo. by Wicks, 2<sup>nd</sup> by Savitsky to pay the bills as presented. All in Favor. Mo. by Wicks, 2<sup>nd</sup> by Savitsky to accept the financial reports as presented. All in Favor.**

**Committee Reports**

**Police:** No Report.

**Roads:** Joanne read David's report. Pothole and section repairs have been done as soon as possible. Ditches were cleared of ice as needed to help drainage. Several small routine maintenance items were done to the Township vehicles.

**Sewage Enforcement:** No Report

**Code Enforcement:** Tom Wicks had nothing to report.

**Planning:** Tom Wicks reported that the Planning Commission (PC) met on February 4<sup>th</sup> to discuss the Selige minor subdivision. The PC recommended several changes be made which included adding a deeded 40 foot right of way, showing the width of Gravel Pond Road on the map, a statement on the map indicating that the developer is responsible for obtaining all necessary permits and a Waiver letter for the creation of a flag lot. All of those conditions were met. The lot will perc and the perc sites are shown on the map. The subdivision still needs to be submitted to the Lackawanna County Regional Planning Commission (LCRPC) for their review and recommendations. **Bill Wicks motioned to approve the Selige subdivision contingent upon favorable review by the LCRPC. Mike Savitsky 2<sup>nd</sup>, All in Favor.** Tom Wicks also requested that any hearings or proceedings by the PC be advertised in the Scranton Times.

**Return to Roads:** Gregg Confer requested clarification on information he heard about a Road Master appointment for \$5000/year increasing the road crew to 3. Malcolm MacGregor explained that he was not available at the Reorganization Meeting where Bill Wicks appointed

himself Road Master for \$100 per week. Therefore, without legal council, Bill was not aware of proper protocol and did not realize that the auditors had to set the salary for the position and that he could not make the appointment himself. Malcolm said that the appointment would be null and void because of those requirements. Malcolm has discussed the appointment and the auditors concerns with Randy Campbell and the Supervisors and the auditors will be meeting tomorrow to discuss their concerns again. Gregg Confer stated that he felt a 3<sup>rd</sup> road crew member was not necessary based on his 10 years of experience as a Glenburn Township Supervisor. He felt that the Township could not afford a 3<sup>rd</sup> road crew member. Mike Williamson stated that economics was one issue but also that it could be viewed as a conflict of interest and that the appointment should be kept transparent and up front. Mike commended Bill for stepping up to the plate as a supervisor and for his work in that capacity to date.

Bill addressed the audience and stated that there was no attempt made to not have everything above board. He was unaware of some requirements due to Malcolm's absence at the reorganization meeting. The appointment was done at a public meeting and it was not an attempt to cash in on the position. Bill cited the fact that contracting out roadwork was expensive and the Township had to pay \$50,000 to a contractor to put in a few hundred feet of drainage pipe on Waterford Road last year. There is not enough money in the budget to keep the roads in good condition. Bill's goal was to try to do some projects in house that would have been bid out to contractors. He also intended to develop long range plans for making improvements and repairs to Township roads. He agreed with Gregg's statement that the current road crew does an excellent job but stated that they needed direction from the supervisors. Bill stated that someone needed to figure out how to address the roads. Some roads are currently in need of replacement. Bill's plan was to work closely with Township Engineer Jack Scheuer to figure out what is needed and how to get the most for the money. Bill wants to develop a solid detailed plan for the Township roads. Bill stated that in the past he has put in as much as 40 hours a week of his own time helping with different projects and has volunteered his time freely. He also felt that a road crew of 1 is limited in what can be accomplished when vacation and sick time rolls around.

Gregg Confer stated that the wage tax is a large portion of the Township income stream and in a down economy that would probably be diminished. Gregg stated that the supervisors need to be above board and do whatever has to be done. Mike Williamson made 2 suggestions. Since loans are at an all time low the time might be right now to get a loan to do some of the roadwork. He also stated that there is municipal loan money available and that Fords Pond Road would qualify for Community Development Block Grant Money. Bill stated that he wanted to get on top of things now and go into next year with a plan.

Randy Campbell stated that the auditors were struggling with the title of Road Master which has a certain connotation across municipalities. Since the new position would not be full time, Randy felt that a precedent might be set that perhaps would not benefit the Township in the future. Bill stated that he had no intention to do the Road Master job for more than 1 year. He also stated that 2<sup>nd</sup> Class Township Code allows a supervisor to also hold the position of Road Master. Randy made reference to the Employee Handbook and stated that the duties of the Road Master should be reflected there. Bill stated that PA Township Code should supersede the Employee Handbook. Bill stated that he was not interested in personal gain and that his proposed plan was not a reflection on the current road crew.

**Recreation:** Bill Wicks reported that there would be an AAJRB meeting this Thursday February 19<sup>th</sup> at 7pm.

**Old Business:**

**Precision National Plating (PNP) Update:** Bill Wicks stated that there wasn't much new since the last meeting. Malcolm stated that he read an article in the paper saying that Precision paid EPA 1 million dollars in costs. Malcolm has requested a copy of the agreement

between Precision and EPA. A Stakeholders meeting should be scheduled prior to the next Township Meeting.

**Glenburn Pond:** Bill Wicks said that there was nothing new to report.

**Fords Pond Road Issues:** Bill reported that on February 4<sup>th</sup> he and Cesare Forconi of Building Inspection Underwriters went to the former Power's residence and did a Dangerous Structures Inspection. The results showed that the residence was unsafe and the Township will be moving forward on both houses and all outbuildings. A copy of the report will be provided to Power's Council. Malcolm stated that the Billy Ray Gardner property is not free of liens and encumbrances and he would provide the full title search to the County and let them make recommendations. Liana Smith asked to be included in discussions with Billy Ray as he can get nervous and confused. Bill stated that he already had a long talk with Billy.

**911 Addressing:** PoconoGIS has completed its review of the Township addresses. Originally the project was started because folks with RR addresses asked for a change. PoconoGIS looked at the entire Township. The changes they recommended were more extensive than anticipated. There were issues with duplicate road names, etc. Bill stated that when PoconoGIS first reported back, every address in the Township was scheduled to change. Mike and Bill went through all the recommended changes with them and questioned every single change. The number has been reduced to about half the addresses in the Township. Bill stated that he would like to hold a public information session at 7pm prior to next months meeting to discuss the recommended changes. **Bill Wicks motioned to hold a public information session at 7pm immediately prior to the next Township Meeting. Mike Savitsky 2<sup>nd</sup>. All in Favor.** Someone from PoconoGIS should be available to answer questions. The main thrust of the project was public safety and the ability of emergency personnel to find residents. Tom Wicks asked about the required ordinance and Bill said that it would be done as part of the implementation. It will require a standard for address placement on each home or business in the Township.

**New Business:**

There was no new business.

**Public Input:**

There was no public input.

**Correspondence:** The supervisors reviewed the correspondence during executive session preceding the meeting. **Bill Wicks motioned to adjourn the meeting at 9:30 pm and Mike Savitsky 2<sup>nd</sup>. All in Favor.**

Respectfully Submitted,

Joanne Benson, Secretary / Treasurer