

# **GLENBURN TOWNSHIP BOARD OF SUPERVISORS**

## **MONTHLY MEETING MINUTES**

### **DECEMBER 21, 2022**

**Board Members in Attendance:** Jim Davis, Bill Wicks, Matt Keisling

**Board Guests in Attendance:** Grace Hillebrand

**Public in Attendance :** Lea Ruger

Supervisor Davis called the meeting to order at 7:01 PM with the pledge to the flag.

**Public Comment Period:** None

#### **Minutes**

- Motion made by Supervisor Davis to waive reading of the minutes aloud and to accept the minutes of the November 16, 2022 Township Meeting. Seconded by Supervisor Keisling. All in Favor

#### **Financial Report/Presentation of Bills**

- Secretary Treasurer Menendez provided the financial reports and bills for December 2022. Supervisor Davis read portions of the financial reports aloud and asked if anyone had questions or comments. Motion made by Supervisor Davis to pay the bills and accept the financial reports as presented by Secretary Treasurer Menendez. The motion was seconded by Supervisor Wicks. All in Favor.
- The 2023 budget was discussed and conserved. Motion by Supervisor Wicks to approve the Budget for 2023 and have it advertised in newspaper. Seconded by Supervisor Keisling. All in favor.

#### **Committee Reports**

- **Police:** The Monthly report was NOT provided by Waverly Police.
- **Roads:** Portions of the monthly report from Road Master Mark Hopkins were read aloud. Supervisor Davis motioned to accept the road report. The motion was seconded by Supervisor Wicks. All in favor.

#### **Unfinished Business**

- The change order from Wayco was accepted by Engineer Zack Smith. The final Payment to Wayco for the road work was approved and placed into our accounts payable. Supervisors Wicks noted that the final cost was \$26,000 lower than the final approved budget estimate. Supervisor Wicks made a motion to approve the payment. The motion was seconded by Supervisors Wicks. All in favor.
- A letter to Township residents who reside on Waterford Road will be sent by the end of the year, and the letter will also be posted on the website. This letter will inform residents that they will not be permitted to park vehicles in the township parking lot overnight, from 5:00 pm – 8:00 am. This restriction is for liability reasons as well as weather-related maintenance of Township parking lot.
- A parking ordinance will be considered at the January meeting that will restrict on street parking from November 15<sup>th</sup> – April 15<sup>th</sup>. This parking restriction will allow our road crews to maintain the roads better (easier and safer) during weather events.

#### **New Business**

- The Board reviewed the 3 year agreement (2023-2025) presented to the Township by the Dalton Fire Company. Supervisor Davis motioned to accept the agreement with the Dalton Fire Company. Supervisor Wicks seconded the motion. All in Favor.
- The Board discussed the new rates proposed by Building Inspection Underwriters (BIU). There was a discussion by the Board whether or not the new rates needed to be approved/ accepted by the Township. The Supervisors also discussed the rates charged by the Township, as they relate to the total amount (BIU base fee plus Two percentage/fee). Supervisor Davis motioned to accept the new rate increase from BIU and any related change to the overall rate charged to residents. The motion was seconded by Supervisor Keisling. All in Favor.
- Township resident Lea Ruger asked the Board if there were any options available for the issues on the private road (off of Park Blvd) leading up to her new home. Supervisors Wicks explained the limited options that the Township has to help remedy the situation, which also creates ongoing maintenance issues for our road crew. Lea said a property owner at the bottom of the road might be willing to allow a catch basin to be put on their property, which would help with runoff debris. Ms. Ruger was going to check on a few things and get back to the Township and Supervisor Wicks.

Supervisor Davis motioned to adjourn at 7: 48 PM, and seconded by Supervisor Keisling. All in Favor. The meeting is adjourned.

**Respectfully Submitted**

**Bernadette Menendez**  
**Secretary Treasurer**