

**MINUTES OF THE MEETING OF THE BOARD OF SUPERVISORS OF
TYRONE TOWNSHIP, ADAMS COUNTY, PA
December 17, 2014**

Members present: Chairman Russell Raub; Lee Roe, Vice Chair; James Lady, Supervisor; Stewart Graybill, Township Secretary. Individuals present: David Richwine, Chair, Planning Commission; Rosalie Dashoff, Chair, Citizens Committee; Jack Kump, Charity & Cory Gochenour.

CALL TO ORDER: The meeting was called to order at 7:05 PM by Chairman Raub with a pledge to the flag.

PUBLIC COMMENT ON THE BOARD OF SUPERVISORS Agenda: None

Roe made a motion to approve the meeting minutes of the Board of Supervisors' meeting for November 13, 2014, second by Lady. The motion passed by unanimous vote.

Review of Bills, a motion was made by Roe and seconded by Lady to approve the bills list. The motion passed by unanimous vote.

NEW BUSINESS:

Roe stated that over past weeks things have occurred that require change and he is making a motion appointing Supervisor/Roadmaster Lady to oversee the Public Works personnel, equipment, WWTP facilities, Pump Station and all related facilities. That from this date forward the Solicitor, Engineer and Professional consultants will coordinate all business and task through the Township Office and the Secretary shall distribute the information via email, land mail or phone to appropriate personnel, and all business or task must be authorized by Roe or the full Board of Supervisors. All Appointed Professionals and Consultants will provide detailed invoices for work performed and that no payment will be made for unauthorized work. All Appointed Professionals and Consultants will provide to the Township Secretary three (3) days prior to the Board of Supervisors meeting all information to be considered at the Board Meeting, and the Secretary will distribute the information. That all original documents shall be stored in the Township Office and the Office Cleaning Service is terminated immediately. The Secretary will obtain three (3) estimates for total payroll services (cradle to grave,) and three (3) estimates for the annual 2014 audit and report with a recommendation at the next Board of Supervisors meeting. Also, the Secretary will obtain three (3) quotes for a portable storage shed for use in storing records and make a recommendation at the next meeting and should use discretion in size motion seconded by Lady. The motion passed by unanimous vote.

Lady made a motion appointing Roe as Supervisor to provide oversight of the Administrative and Financial Operations of the Township to include Appointed and Consultants and that the aforementioned will report to Roe and answer to the full Board of Supervisors' and Roe may delegate responsibilities and task motion seconded by Roe. The motion passed by Unanimous vote.

Raub stated the Township Treasurer has resigned effective December 23, 2014 and Roe stated that she will withdraw the resignation depending on what happened here tonight and that he will speak with her later tonight.

Raub stated that PENNVEST has not released the funding request and the amortization schedule.

Raub asked for clarification of the time off policy in the employees Handbook. Roe made a motion that the time off shall be in accordance with the Employees Handbook seconded by Lady. The motion passed by unanimous vote.

Raub stated that the township has a cell phone and it has not been used do to spotty coverage. Roe made a motion to terminate the cell phone service seconded by Lady. The motion passed by unanimous vote.

LSC Design on behalf of M&G Realty requested a Ninety-Day (90) extension on their Minor Final Land Development Plan. Raub made a motion to grant the ninety-day extension seconded by Roe. The motion passed by unanimous vote.

Raub stated he communicated with PENNVEST and that PENNVEST would like a full Financial audit with Management Letter.

Raub stated that PSATS (Pennsylvania State Association of Township Supervisors') which the Township is part of requires the two ordinances to be advertise and pass Ordinance to be advertised and adopted are Unemployment Insurance Coverage and Pension trust. However, the Township may advertise along with other townships to lessen the cost, such as Cumberland Township. Roe made a motion to contact Cumberland Township and let the Cumberland Township Manager take lead on advertising seconded by lady. The motion passed by unanimous vote.

Charity Gochenour stated that she does not have the money to pay the tapping fees and connection cost at this time, she will have it in late February. She asked what she should do and that she does not want to be taken to court. Lady stated he wants to help, but did not have the information to make a motion. Lady made a motion that the Township should not proceed with legal action seconded by Roe. The motion passed by unanimous vote.

Raub announced that the Elected Auditors will have a reorganizational meeting January 6, 2015 at 9:00 AM at the Municipal Building.

Raub stated that the Financial Conditions of the Township must be filed by February 11, 2015 or the Township will not receive its 2015 Liquid Fuel Allocation On or about March 1, 2015.

OLD BUSINESS

The Graders were advertised on municibid and the highest bidder must be contacted and make payment with arrangements for pick up. Roe made a motion to accept the bids of \$537.99 for the 212 Caterpillar Grader and \$1,600.00 for the Austin Western seconded by Lady. The motion passed by unanimous vote.

Raub the Board of Supervisors' must adopt the 2015 budget as advertised on Township Website and as posted on Township Bulletin Board. David Richwine stated he did not see anything in budget about fire tax and that the salary for the Treasurer and Secretary is higher than last years. Lady made a motion to adopt the 2015 Budget seconded by Roe. The motion passed by unanimous vote.

Raub stated there needs to be decision if the Township wishes to participate with York Springs and Huntington Township in a Joint Regional Comprehensive Plan. Roe stated he saw no advantage for the Township to spend \$3,000.00 for nothing that will benefit the Township. Raub stated we are required to provide a place for every lawful activity.

Roe stated he would like a signed Agility Agreement with PENNDOT before purchasing the Salt Brine Distribution System. Lady made a motion to enter into an agreement with PENNDOT seconded by Roe. The motion passed by unanimous vote.

Roe gave the cost of \$8,000.00 for the Salt Brine Distribution System. Roe made a motion to purchase the system and call Tom at GVM to proceed seconded by Lady. The motion passed by unanimous vote.

Raub stated the monitoring equipment has been installed on December 9, 2014 at the Waste Water Treatment Plant and stated METED did not read the meters.

Special Counsel Neubam has asked for instruction and Raub stated that Board of Supervisors' could have an executive session if desired. Lady stated that the instructions are to wrap it up with what he needs to do and pay the 2013 auditors seconded by Roe. The motion passed by unanimous vote.

PUBLIC PARTICIPATION:

David Richwine asked if the Audit was official done, answer was yes. Charity Gochenour asked if at the next meeting payments will be discussed.

David Richwine discussed recycling and who is in charged.

Rosalie Dashoff asked if the audit is done outside of the elected auditors will the elected auditors be notified.

Stewart Graybill asked about a refrig for the office and Roe stated take money from petty cash and buy one.

MEETINGS AND PUBLIC EVENTS:

Chairman Raub read the current meetings.

AJOURNMENT

Roe made a motion adjourn at 8:25 PM seconded by Lady. The Motion passed by unanimous vote.

Respectfully submitted;

Stewart Graybill
Township secretary