

MINUTES FOR MEETING OF DECEMBER 11, 2019

The meeting of the Pine Grove Township Supervisors was held on Wednesday, December 11, 2019 at 7:00 PM at the Town Hall. Supervisors present were Charles Morrison, Carmen Ferranto and Douglas Smith. Others present were Jeff Pedersen, Linda Farnsworth, William Lucas, Ken Porter and Julie Parmenter.

Charles Morrison opened the regular township meeting at 7:00 p.m.

The meeting opened with the pledge to the flag.

Charles Morrison read over the agenda and asked if there were any comments from visitors or residents.

Linda Farnsworth spoke on behalf of ROAR. She attended the meeting to request approval from the Supervisors to hold their Pine Grove Days scheduled for May 23, 2020. The Supervisors approved her request for the event. She also extended an invitation to the Supervisors to attend some of the ROAR meetings, their January meeting will be held on Monday the 13th. Linda advised that she would not be representing ROAR at any more Township meetings, due to the fact that after the first of the year she would be taking on her position as Supervisor. She will have someone else from the ROAR committee take over those duties.

Carmen Ferranto congratulated Linda on the 501(C)3 status getting approved for ROAR. There was some discussion on ways to start getting donations in from the community. Carmen suggested that they have their attorney file their tax returns for the first couple of years, at least, just to be sure everything is filed correctly and on time.

A motion was made by Carmen Ferranto to approve the minutes from the November 13, 2019, meeting and it was seconded by Douglas Smith. The vote was unanimous and the motion carried.

Carmen Ferranto made a motion to approve the Treasurer's Report dated December 11, 2019. Douglas Smith seconded the motion. The vote was unanimous and the motion carried.

Carmen inquired as to how things were going with transferring the sewer revenue account from PNC Bank to Northwest Bank. The secretary advised that the account has been set up with Northwest Bank and checks will be ordered. Once the checks arrive, the secretary will move approximately half of the funds out of PNC Bank and into Northwest. Once there is no activity in the PNC account, she will close it and move the remaining funds from that account into Northwest Bank.

The Supervisor's inquired about the payments that will have to be made to North Warren Municipal Authority for the upgrades made to the sewer plant. The secretary informed the Supervisor's that the amortization schedule is currently being drawn up by the attorney.

Douglas Smith made a motion to approve the payment of bills in the amount of \$33,385.06 for the general fund, \$14,681.35 for the sewer fund, \$6,701.62 for the sewer II fund, \$54,312.00 for the state fund and \$377.26 for the water fund. Also, approval for payment of any utilities that may come due before the next regular scheduled meeting. The motion was seconded by Carmen Ferranto. The vote was unanimous and the motion carried.

Next was the bid opening for the guide rail replacement/installation project. One bid was received from All in Highway Services LLC with a bid of \$14.40 per lineal foot. Carmen Ferranto made a motion to accept the bid from All in Highway Services LLC for \$14.40 per lineal foot to be paid out of the general fund. Douglas Smith seconded the motion. The vote was unanimous and the motion carried.

Ken Porter reported they have been doing a little plowing, still locating a few water lines, reviewed the guide rail replacement locations, and did some burning of the brush pile. Ken advised the Supervisor's that people are leaving garbage in this pile. The Supervisor's discussed the possibility of putting a gate there with a lock and if people want to take their brush to this location, they will have to get a key from the office. The Supervisor's will monitor this situation and revisit it in a few months.

Carmen Ferranto mentioned the condition of upper Egypt Hollow Road and asked Ken if there is anything that could be done to help alleviate the problem in this area of road for the residents that live there. Ken advised that they have been putting some cold patch up there over the last couple of days to help get through until spring.

There was some discussion on the progress of the salt/storage building. Ken advised that there were no plans to put plywood on the inside of the building but this would be beneficial. He advised this would be a very minimal cost and the contractor is willing to install the plywood if the Township purchases it. Carmen Ferranto made a motion to purchase the plywood at a cost of approximately \$520 and have the contractor install this on the inside of the building. Douglas Smith seconded the motion. The vote was unanimous and the motion carried.

Carmen Ferranto mentioned the purchase of a trailer. He inquired as to whether anything had been found yet. Jeff Pedersen advised that he is still looking for a good used trailer they can purchase but has not found one yet.

The 2020 Budget was the next item on the agenda. Carmen Ferranto made a motion to approve the 2020 Budget as presented with no tax increase and it was seconded by Douglas Smith. The vote was unanimous and the motion carried.

Insurance renewal costs were reviewed next. Liability insurance and workers compensation costs were presented. Carmen Ferranto made a motion to renew coverage with Great Lakes Insurance for liability coverage and AmTrust North America for workers compensation. Douglas Smith seconded the motion. The vote was unanimous and the motion carried.

Next was some discussion on blighted properties within the township. Carmen Ferranto noted that Zoning has not provided any assistance with some of the properties in question.

The Supervisor's requested a list of customers that are delinquent on their sewer charges. The accounts that are delinquent as of December 11, 2019, are as follows:

Jeff Wolf	484 Cottage Place, Russell, PA
Douglas Burge	6 Perkins Lane, Russell, PA
Sara Jordan	9 Perkins Lane, Russell, PA
Ron Engle	N. Main Street, Russell, PA
Robert Darts	210 East Street, Russell, PA
Dave Whitten	1330 & 1331 S. Main Street, Russell, PA

Sean Howard	106 Conewango, Russell, PA
Shaun Courtney	9 Conewango, Russell, PA
Doug Wood	255 S. Main Street, Russell, PA
Mark Lucas	1230 S. Main Street, Russell, PA
Lana Cunningham	106 Cottage Place, Russell, PA
John Porter	294 cottage Place, Russell, PA

The Supervisor's requested that the secretary, contact the solicitor about what options are available to the Township to collect these past due balances.

Next was the request for proposals from auditors that were received for the Supervisor's review. After reviewing the proposals, the Supervisor's decided to stay with Felix & Gloekler as their auditor. Carmen Ferranto made a motion to continue with the services provided by Felix & Gloekler. Douglas Smith seconded the motion. The vote was unanimous and the motion carried.

Carmen Ferranto wanted to take a minute to recognize Charlie Morrison for his 12 years of service to the Township and how nice it has been working with him. Douglas Smith reiterated the same sentiments.

Carmen Ferranto made a motion for adjournment at 7:52 PM. Douglas Smith seconded the motion. The vote was unanimous and the motion carried.

Sincerely,

Secretary