

TOWNSHIP of SUMMIT

Crawford County, Pennsylvania

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February 18, 2020

The regular monthly meeting of the Summit Township Board of Supervisors was held February 18, 2020 at 10956 Plum Street, Harmonsburg PA. Those present were Supervisors William Agnew, Jerauld Smith and Ludwig Zarembinski. Also in attendance were Interim Secretary/Treasurer Brenda Braden, Solicitor William Walker, Ashley Porter (PCE), Richard Swihart (Code Enforcement Officer), Randy Fyock (Zoning Officer), Roseanne Staab (CN), David Schaefer (CN) and seventeen citizens. The meeting was called to order at 7:00 pm by Chairman Bill Agnew with the Pledge to the Flag.

Motion by Lud Zarembinski to approve the minutes of the January 6, 2020 Organizational and Regular meetings as presented, second by Bill Agnew. Motion carried.

VISITOR RECOGNITION/PUBLIC COMMENT

Extensive public comment about the Short Term Rental Ordinance with most of it favorable. There was a brief discussion about the proposed township building with costs concerns versus the need for new equipment.

ORDINANCES OR RESOLUTIONS PREPARED FOR REVIEW OR ADOPTION

Motion by Bill Agnew to adopt the Zoning Ordinance Amendment 2020-1, second by Lud Zarembinski. Motion carried.

NEW BUSINESS

Gibson Park Pavilion has bookings beginning in June. Ashley Porter noted that an organized volunteer effort would be needed to determine when the pavilion will be ready for use and would like to see a definitive schedule of volunteers at the next meeting. Ashley Porter said the grant for the restroom replacement is planned for late fall/early winter so it will not interfere with summer rentals.

Motion by Lud Zarembinski to obtain a credit card with a total limit of \$5,000 from ErieBank for the township employees' use for business related purchases, two cards will be issued one to the Roadmaster and one to the Secretary. Second by Jerry Smith, motion carried.

Motion by Jerry Smith to sign the Memorandum of Understanding (MOU) between Crawford County and Summit Township for the overseas container that is stocked with emergency management supplies, second by Lud Zarembinski. Motion carried.

Summit Township opts not to participate in the CoStars Road Salt contract.

The costs associated with installing red flashing lights and larger stop signs as requested by Summit Twp VFD Peter Albaugh were discussed. The matter was tabled while the options are looked into.

Motion by Lud Zarembinski to adopt the Joint Seal Coat Bid Resolution 2020-2 and to appoint Jerauld Smith as the delegate and Lud Zarembinski as the alternate, second by Jerry Smith. Motion carried.

Motion by Bill Agnew to adopt the Restatement of Qualified Retirement Plan Resolution 2020-3, second by Jerry Smith. Motion carried.

The Land Use notification letter from Olsen Craft Association regarding a new boat dock as part of the Lakeside HOA land development along Conneaut Lake does not specify a location. The Secretary will get a location prior to signing.

The Crawford County Conservation 2020 Annual Dinner meeting is February 27th. All four Road Crew employees will attend at a cost of \$20 per employee.

HOUSING CODE REPORT

Richard Swihart reported of the seven ongoing issues, one problem has been resolved and one house is to be condemned. There are seven new issues.

ZONING REPORT

Randy Fyock reported he received five zoning permit requests including pole buildings, sheds and a home.

COMMUNICATIONS

Various communications were noted with no action required. Road bond for Range Resources on various roads totaling \$230,875.00, and Summit Financial PA Municipal Pension Trust Statement value of \$85,491.87.

ROADMASTER REPORT

Roads were plowed and sanded 19 times. New signs were installed on various roads. Potholes were filled on all tar and chip roads and various other roads in the Township.

General maintenance was done on the 2019 and 2011 F550, and the 2003 and 2012 JCB backhoes. Repairs and general maintenance to the 1998 and 1999 Internationals.

The Seal Kote meeting at Sadsbury Township was attended.

ENGINEER

Ashley Porter noted the Dollar General bond cannot be released yet. The lighting issue has been addressed but there are still other ongoing issues. The Township is not able to address the indoor air quality.

The bids for the Inlet Road project were reviewed and Ashley Porter recommended to award the project to McLallen Construction. Motion by Bill Agnew, second by Lud Zarembinski. Motion carried.

The proposed Township building was discussed in length with Ashley Porter recommending to advertise for bids as the projected costs are now approximately 1.5 million but cautioned against advertising if the project wasn't going to move forward at this time. Motion by Bill Agnew to table until March, second by Jerry Smith. Motion carried.

SOLICITOR

William Walker reviewed the Short Term Rental Ordinance in detail with discussion from residents and visitors in attendance. Some changes were made to the ordinance and were well received by the residents and visitors. A hearing to review and consider adoption will be held on April 7, at 6:00 pm prior to the monthly supervisors meeting.

SUBDIVISION REVIEW

Jerry Smith motioned to approve the Lipps/Wright Subdivision with a recommendation by Solicitor Walker that after it is recorded and signed by County Planning that the Township receives a copy and a receipt. Motion second by Lud Zarembinski, motion carried.

Bill Agnew called an executive session at 9:38 pm. Bill Agnew called the meeting back to order at 10:04 pm.

Motion by Bill Agnew to pay Zoning Officer Randy Fyock \$2,000 per year (\$500 per quarter), second by Jerry Smith. Motion carried.

Motion by Bill Agnew to appoint Brenda Braden as temporary Secretary/Treasurer at a rate of \$15 per hour retroactive to January 8, 2020. Second by Lud Zarembinski, motion carried.

Motion by Bill Agnew to consolidate the state accounts at First National Bank for better interest rates. Motion second by Lud Zarembinski, motion carried.

Motion by Bill Agnew to pay the bills as presented, second by Jerry Smith. Motion carried.

With no other business to be brought before the Board; Lud Zarembinski made a motion to adjourn, motion second by Jerauld Smith. Motion carried. Meeting adjourned at 10:24 PM.

Minutes submitted by:

Brenda Braden, Interim Secretary/Treasurer

Secretary Signature: _____