

TOWNSHIP of SUMMIT

Crawford County, Pennsylvania

Cynthia R. McCoy, Secretary
P. O. Box 231
Harmonsburg, PA 16422
Office (814) 382-8208
Fax (814) 382-5058
harmonsburg@zoominternet.net

SUPERVISORS
William B. Agnew
Jerauld L. Smith
Ludwig J. Zarembinski
Garage (814) 382-7140

June 4, 2019

The regular monthly meeting of the Summit Township Board of Supervisors was held June 4, 2018, 10956 Plum Street, Harmonsburg, PA. The meeting was called to order at 7:02PM by Chairman Bill Agnew with the Pledge to the Flag. Those present were: Robert G. Agnew, Ashley Porter, PCE; Travis Crytzer, Dale Nolf, Jerry Smith, Bill Agnew, Lud Zarembinski, William Walker and Cindy McCoy. Bill made a motion to approve the minutes of the May meeting, seconded by Lud, so moved.

UNFINISHED BUSINESS

Banking Services:

Marquette Savings Bank, no monthly fees, minimal balance of \$10,000, limit of 600 transactions per month, interest rates vary with the account balance and currently .55% for savings and .11% for checking.

First National Bank, Laurrie Nottingham ensured continuation of providing the excellent service and structure, matching interest bearing public fund accounts with PLGIT (currently 2%), no monthly fees, no fees for cashier's checks, money orders, etc.

ErieBank requested current bank statements and due to availability we have not received a written response.

Discussion: When the building project is reconsidered updated proposals will be required by DCED. Attorney Walker stated that banks will be aggressive when proposing a 'project' and individual cases can be treated differently. FDIC \$250,000 limit and is currently covered by FNB because of the collateral letter and suggested that having accounts in different facilities could be considered.

Lud suggested waiting to see all three bank proposals and delay moving accounts to maybe the first of the year. Bill made a motion to switch an open active account to ErieBank, Jerry felt an account could be moved to split money to ensure protection of the funds, up to the \$250,000 adding that ErieBank was the most impressive the last time and if they receive funds now this may entice them. Jerry seconded the motion to move some of the funds, so if/when the building issue is revisited some of the funds will already be activated. Lud opposed, Bill and Jerry voting yea, motion carried. Directives were given to move assets to ErieBank. Legal advice from Attorney Walker was given to stick with the \$250,000 limit when transferring funds.

Chairman Agnew requested a breakdown of expenses incurred by Secretary McCoy's attendance at the State Conference. An itemized expense report provided included receipts for: Registration \$160/Zoning Forum \$125/ Room charge \$883.56 – equally shared with the County Association who utilized the room to host lunch both days (\$441.78).

Chairman Agnew was provided the audit reports for 2017 & 2018 and a copy of the latest bank statements per his request. He has been speaking with a representative from McGill, Power & Bell who requested the information and offered a recommendation to use the on-line version of Quickbooks at \$30 per month. They are to provide additional information to Bill. Cindy reported the township uses a bookkeeping system from ABS which provides a variety of reports. Attendees at the State Conventions were informed that the on-line version of Quickbooks is not compatible with municipal entities.

INLET ROAD D&G PROJECT

Ashley reported the bid package for the Inlet Road D&G project will be advertised and available for distribution this week with a pre-bid meeting scheduled for June 13. Proposals will be opened July 1 to allow

PCE to review qualifying documents and present the recommendations during the July 9 meeting. The bid documents include alternates/deductions for the root wads and guiderail installation.

LEGAL – Attorney Walker

With plans to revise the zoning ordinance, Attorney Walker noted receipt of a new development has been submitted by Drew Russ. The proposal suggests a common area with a condominium agreement between available open space and construction of cottage-type structures and designating the large northern lot as a ‘common area’ with access to the Lake. The area is the former parking lot along Reed Avenue. Bill Walker thought the definition of a PRD would be the best fit; however the ordinance requires 3 acres, limiting compliance with this proposal. He provided a recommendation to change the ‘area requirement’ when doing the updates.

Attorney Walker, Ashley, Cindy and Rick will meet with the developers June 19 to obtain additional information, review the proposed plan and redefine the zoning process. Ashley noted that clarification for the ultimate plan will be needed as it relates to the stormwater management because the common plan of lots includes the area known as the Flynn property.

HOUSING CODE REPORT

Rick Swihart’s report included the issuance of several violation letters for dilapidated structures and Bubna’s high grass.

ZONING REPORT

Miles Realty has provided the following required forms for stormwater management compliance.

- 1) Review Fee Reimbursement Agreement with \$800 – requires acceptance and signature of BOS
- 2) The O&M Agreement – requires acceptance and signature of BOS and gets recorded with CC Register and Records office.
- 3) Agreement to provide the SW facility with developers Bond of \$17,490 certified check will be held.

Lud made a motion to recognize compliance and meeting the issues involved in the project for the Board to sign the Reimbursement, O&M, and Bond Agreement, seconded by Jerry, so moved.

McHugh-demolition / Hardwood Estates / Nordstrom-porch / Lucot-Comstock testing / CLP-Ferris wheel ride / several inquires for storage buildings and zoning designation

MISCELLANEOUS COMMITTEE REPORTS

Gibson Park: Homecoming Picnic Sunday, June 30; 1PM. Women’s Club will sponsor the raffle with proceeds going to the Summit Township Food Pantry.

Tax Collected: \$113,748.17

ROAD DEPARTMENT

ROADMASTER REPORT & COMMENTS

Grade Inlet, Robison, Agnew, Thompson Roads
Mowing on Brown, Sportsman, Putnam, Gibson, Beagle, Agnew, Porter Roads
Pipes were replaced on Porter, Pachuk, Sherretts Roads
Cleaned Building #2 for Election Day
Mowed lawns at both buildings, pit and behind school
Cleared downed trees, repaired washouts and leaf dams after storms,

EQUIPMENT MAINTENANCE:

2011 & 2019 Truck: washed
1999 International (blue): washed, greased, replaced headlight and worked on tail lights.
ALAMO (F1995): work on lights, installed new strobe light
1980 5600 Ford Tiger Tractor: replaced battery and alternator
2003 JCB Backhoe: greased, washed
2012 JCB Backhoe: new left side window, greased, washed
1991 Dresser Road Grader: replaced air filters

MEETINGS/TRAININGS/OTHER:

Clean up day –very well attended, filled all dumpsters. The township had a reserve pile that included 3 wheelbarrows, plastic sheeting, and scrap steel that was being repurposed – items mysteriously were removed/stolen from premises including the batteries that were collected. (Due to hazardous nature the batteries were handled by Township personnel and revenue was going to be submitted to the Scouts)

Duane reported his is collecting quotes for tire replacement; Bill made a motion to replace the tires on the grader and 5600 tractor with the best deal received; seconded Lud, so moved.

Bill made a motion to sell the used John Deere mower to the highest bidder at 12:00 noon on Friday, June 7, 'as is' with radiator and seal issues and over 10,000 hours. Seconded by Jerry, motion carried.

MISCELLANEOUS

Jerry inquired about 'moving forward' with development of the lot for the proposed location of the township building – Ashley advised 'only if you are adding or doing something with our own if we need for another issue'. Drilling a water well requires electric to run the pump. Depending on the threshold, estimates could be obtained for directional drilling for connection to sewage disposal. The Township is still required to obtain at least three quotes for each project. The guidelines for the utility locations are already in the plans. Jerry made a motion to move forward with obtaining quotes for the installation of a water well and electric service and connection to the sanitary system at the pit location, seconded by Bill, so moved.

ADMINISTRATIVE REPORT

Activity and Communications included: issuance of Road Bond on Inlet, Gibson Park communications/reservations, Russ Subdivision, Miles Building and Stormwater Project, information requests from area banks, Contact with Insurance Agencies for annual reviews, Purchase extended warranty on 2019 F550, Insurance information from French Creek Council, Seal Coat Project communications, Cleanup Day co-ordinations and scheduling, Attended County sponsored CDED "PA Municipalities Planning Code" seminar, various zoning inquiries and complaints.

COMMUNICATIONS

FNB – Collateral letter / PSATS Bulletin April-May Issue

Announcement from PSATS for youth organizations to win a \$500 prize while completing a community service project that benefits a Pennsylvania Township and entering the project in the PSATS Youth Awards.

Receipt of Annual Report for operations of small flow treatment system from Robert Bayuk, Sherretts Road.

Lindy Paving has acquired ownership of Russell Standard Corporations Union City and two asphalt plants in Waterford and Erie.

Mike Rinkevich, SEO has requested consideration be granted to be switched from a 1099 provider to a W2 employee. Discussion included concern about ramifications of employee status versus a contracted service, (payroll tax match, liability and workers comp insurance). Bill made to motion to continue as a 1099 employee, seconded by Jerry, motion carried.

Publications:

Pennlines, Penndot Connects

Workshops:

*Improvised Explosive Device (IED) Search Procedures Course; June 5; 8-4:30 Pittsburgh

*Active Shooter Preparedness & Response for Houses of Worship; June 19; 2-4

*Emergency Streambank Stabilization and Erosion Mitigation; June 25; 10-12 or 6:30-8:30

County Department of Public Safety. Registration Required

FEMA opens National Engagement Period for National Incident Management System (NIMS) Program.

Bill made a motion to pay bills as presented, seconded by Lud; so moved. General Fund \$98,429.94
State Fund \$20,762.66

Lud noted that due to another commitment he may be unable to attend the Homecoming Picnic and suggest someone else offer their assistance for cleanup. Jerry will not be available, Bill will attempt to attend; Travis Crytzer offered assistance.

Chairman Agnew announced the next meeting will be July 9 and with no other business to come before the Board, made a motion to adjourn, seconded by Jerry, so moved. Meeting adjourned at 8:14 PM.

--Cynthia R. McCoy, Secretary

DRAFT