

## MADISON TOWNSHIP

Post Office Box 620 Millville, PA 17846

570-458-0224

E-mail: [madisontwp@pa.metrocast.net](mailto:madisontwp@pa.metrocast.net)

### MINUTES OF JUNE 9, 2014

The June 9, 2014 meeting of the Madison Township Supervisors was called to order by Claire Swartz at 7:00 PM. Attending were, Claire Swartz, Glenn Titman, Michelle Densberger, Nancy Welliver, Gary Williams, Mary & Bob McWilliams, Carl Hess, Deanne & Carl Stauffer, Joe Lyons, Richard Lyons, Connie Crawford, and Peggy Long.

#### RECOGNITION OF GUESTS

Richard Lyons will be the Chairman for the AG Security and Eric Johnson, and Ed Albeck will serve on the committee.

#### MINUTES

Peggy Long presented the minutes of May 12, 2014. *Glenn Titman made a motion to accept the minutes of May 12, 2014. Michelle Densberger seconded the motion. Motion carried.*

#### FINANCIAL REPORTS

The financial statements and bills were reviewed.

*Michelle Densberger made a motion to approve the financial reports and to pay bills as presented. Bills paid from General Fund were \$1,036.87. Bills paid from Liquid Fuel Fund were \$3,467.77. Bills paid during the month from the General Fund totaled \$288.91. Bills paid during the month from the Liquid Fuel Fund totaled \$14,886.46. Glenn Titman seconded the motion. Motion carried.*

#### MUNICIPAL AUTHORITY

No meeting this month. Secretary noted Ted Oman questioned the availability for the Derr subdivision to have sewer. Nancy Welliver said it would have to go before the Board at the July 14, 2014 meeting.

#### PLANNING COMMISSION

Michelle Densberger reviewed the Derr subdivision and noted the County had approved the subdivision pending the receipt of a letter of intent from the Municipal Authority to have sewer. Nancy Welliver suggested Oman or Derr contact Mr. Adams to see if he would sell an EDU to Derr. Tabled until next month meeting.

#### TRANSFER TAX REPORT

(0)

#### SEO REPORT

(1)

#### PERMIT OFFICER REPORT

(2)

## **ORDINANCE ENFORCEMENT OFFICER**

Copies of an ordinance, for rubbish, from Steve Bilski, were discussed. Michelle Densberger felt there was a lot of information that would not be pertinent to the Township. It can be enforced by the police of Chris Bower. Another complaint was received on the Black Run property. She also noted the ordinance would affect all residence, putting rules and regulations in. You are adopting quality of life. Deanne Stauffer asked if the Supervisors were not going to do anything. Michelle feels we have to be pair it down. There was discussion on enforcing the fine and concern the Township might have to clean or clear a property at the Townships expense Carl Stauffer asked who you would fine. The person living there or the violator would be responsible. Claire Swartz said they should review the proposed ordinance and make any changes before further consideration.

## **ROAD MASTER REPORT**

Report given.

## **OLD BUSINESS**

Claire Swartz noted we have a copy of the letter the solicitor sent to Ted Stout. Michelle noted there has not been any response yet from Stout.

Glenn Titman noted there was an article in the paper that criticized the Supervisors for not doing anything. Glenn noted we have been contacting a lot of different agencies for information, long before the article. Claire noted we have been advised on different actions. Bob McWilliams asked if the letter was sent certified. Michelle will ask the solicitor.

Claire Swartz spoke to Jay Brown concerning the EMA training, and it is not the one the Supervisors need. Michelle spoke to Tina and she will let us know when they have the ones we need.

Glenn Titman said the "Hidden Driveway" sign did come and they will be erecting it. Secretary noted when it is up we must sign and return a form. Michelle found shirts, instead of vest, that could have the township name on, for way less than the vest. They would be about \$9.00 each. There will also be one vest in each piece of equipment for anyone who doesn't have a shirt. Michelle said all workers need to wear hard hats.

## **NEW BUSINESS**

Claire Swartz reported they have looked over the applications and with the work we will be doing we are going to need more workers. Michelle has people that will be willing to work week end shifts. Claire noted we do know most of the applicants. Michelle noted with the grant money for the two roads in the amount of \$35,000.00, we need to get the work done and not drag it out for weeks. We have a crew with a lot of road experience that are willing to work Saturday and maybe Sunday. Glenn Titman is not in favor of working Sundays. Michelle said if you have your back up against the wall and the workers don't mind, she doesn't see a problem. Glenn does not want work on Sunday, it can wait until Monday. Grant money has been awarded for Crawford Road and Cross Road. Swartz Road is also being looked at for later. Claire said what they are looking for is water problems. Deanne Stauffer asked about Camp Road. Glenn Titman said that will be taken care of in the next couple of days. Glenn said when there is a problem they should call the shed to let them know. Michelle has been doing road surveys checking, water issues, every surface, pipes, ditch, signs & posts. We will be ready for next year grants. Bob McWilliams asked what are they looking for, part time, full time and how many applicants. Michelle said it will be part time, as needed. Summer hours will be available, we don't know about winter. The hard part will be juggling the hours. Michelle noted they did meet on June 4, 2014 to review the application. We are looking at part time because of the cost of insurance and

rate of pay is lower. Carl Stauffer hopes they don't hire one of the applicants that work here before. There were problems with him using township equipment. Michelle said that will not happen on our watch. Claire Swartz said we would deal with that if necessary.

*Michelle made a motion to hire Devon St. Clair, Carl Hess, Gregory Rishel, and Michelle Grosh as part time road workers on an as needed, at will basis. Glenn Titman seconded the motion. Motion carried.*

Claire Swartz noted with the project we will be doing, from the grant money received, we will need a better Back Hoe that will be reliable. We have looked at a couple, there are a lot available. Claire thinks we should buy a used Back Hoe and sell the one we have. Secretary has to have the ad in by June 12, 2014, a second time on June 16, 2014, so we can meet and open bids on June 27. Bob McWilliams asked if there is money in the budget for the Back Hoe.

Michelle noted we did budget money for a payment. There was \$20,000.00 budgeted for equipment. Bob asked where we would finance the purchase. Michelle called M & T bank, but no one returned her call. She spoke to Brandon Ortman, at First Columbia Bank, for a 3 yrs.

term it would be 2.3% fixed. Bob asked if the financing has to be put out for bid. Michelle said not the financing, but if the vehicle is over \$18,500.00 for the vehicle, than it would have to be bid. Glenn Titman asked at the Credit Union, but they would only do it if he applied personally for the loan. Michelle noted we financed the truck with First Columbia. They did it as a municipal lean instead of a loan. Which means it does affect any future borrowing

*Michelle Densberger made a motion to advertise for bid for a used New Holland Back Hoe to be opened at a special meeting on June 27, 2014, at 3:00 PM at the Jerseytown Community Center. Claire Swartz seconded the motion. Motion carried.*

*Glenn Titman made a motion to advertise a Special Meeting be help on June 27, 2014, 3:00 PM to open bids or any other business. Glenn Titman seconded the motion. Motion carried.*

Michelle Densberger reviewed the cost of oil & chipping. *Michelle Densberger made a motion to advertise oil & chipping for Township residence at the same price as 2013. Claire Swartz seconded the motion. Motion carried.*

## **POLICE**

Written report

## **CORRESPONDENCE**

A request from USA Gain to set up clothing drop off container in the Township. After some discussion they did not want them. Gary Williams noted we have Goodwill and Salvation Army stores that help the people locally or in this country. *Michelle Densberger made a motion not to allow the drop off containers. Glenn Titman seconded the motion. Motion carried.*

Central Tax settlement was received in the amount of \$1,449.39.

Letter from Columbia County Redevelopment Authority concerning the 2011 flood, to identify any unmet needs and to plan for future flooding with the creation of a Flood Authority. Michelle noted we did have damage to Slate Road Bridge. Claire Swartz noted they ran out of money last year and this year others are more important. Michelle noted there is a cooperation of multiple bridges in Columbia County that need repairs they are going to try to do them all in one. There is a gentleman she will call this week.

Columbia County Township Officials Association is hosting a CPR & AED course for any Township Supervisor/Employee. It will be held at North Centre Township Municipal Building on June we from 10 am to 1 pm, cost is \$28.00. Michelle Densberger would like to attend. Secretary had a phone call from Officer Dietterick, a Game Commissioner, in reference to an electrical wire running from an Amish farm across Dug Road. He noted it is a coiled wire about 12" off the road. His vehicle and the one in front of him hit the wire. His concern is someone

could get electrocuted. The Amish put it up to run cattle across the road, but then they take it down.

Michelle reviewed a letter from PSAT for the Youth Award Contest, to encourage groups to help around the community. They would like the Townships to ask the Youth Groups to participate with community needs. Michelle noted there are some Boy Scout groups, noting John Nichols group in this area. There are needs they could help with. The Community Center always has things to be done. This would be a good thing for groups to help their Communities and they would get some recognition and possible awards. She will call John Nichols.

Michelle noted the road work must be put down with a paver.

Michelle noted there are some updates that are needed for the employee handbook Page 12 Categories of Employment – delete - “The Township currently employs two regular full-time employees; the Road Master/Forman, and one skilled laborer.” Permanent Part-Time Employees – delete “The Township currently employs permanent part-time employees; the township secretary/treasurer and police officers” and add “Scheduled hours to be less than 35 hours per week.” Delete - “The Township currently employs temporary employees for snow plowing and road work.” Page 14, Evaluation of all (insert) “Full Time and Permanent Part-Time employees.” Page 19, Permanent Part-Time Employee add - “less than 35 hours per week.” Page 19 Health Insurance – delete – “ Permanent Part-Time and add – “ hirer prior to 2013.” All new employees should get a copy, sign page 26, and return to Secretary.

*Michelle Densberger made a motion to do the updates to the Employee Personal Handbook and the Police job description. Glenn Titman seconded the motion. Motion carried*

#### **FOR THE GOOD OF THE TOWNSHIP**

Nancy Welliver noted the Community Picnic Homecoming was held this weekend. She said the attendance had doubled from last year. Next year everyone is to bring a friend. They presented a Scholarship in the amount of \$250.00 to Mckayla Johnson. Nancy reported the Community Center has reached their \$10,000.00 goal (actually \$10,016.00) for the matching \$10,000.00 donation that will come from the Millville Community Foundation.

Connie Crawford noted she was re-qualified as a tax collector. The tax committee will now be meeting twice a year.

#### **ADJOURNMENT**

*Glenn Titman made a motion to adjourn at 8:52 PM. Michelle Densberger seconded the motion. Motion carried.*

Respectfully submitted,

Peggy Long  
Secretary/Treasurer