

BOARD OF SUPERVISORS
 BUSINESS MEETING
 January 22, 2009

PRESENT	ATTENDEES:	PRESENT	ATTENDEES:
[x]	Charles Loughery, Chairman	[x]	Karen Landis Secretary/Treasurer
[x]	Lawrence Anderson Road Superintendent	[X]	Wayne Mensinger Zoning Officer
[x]	Barbara Lynch, Supervisor	[x]	Others – Refer to associated sign in sheet

Chairman Charles Loughery called the meeting to order at 7:30 p.m. with a Pledge of Allegiance.

Lt. David Buckley (PA State Police) was present reporting on the investigation and to address questions from residents. The State Police together with Township Board of Supervisor's are investigating the possible misuse of Township funds. Trooper Bertolet is working with Supervisor Lynch to identify inconsistencies. George DiDomizio questioned the timing of when the investigation would be complete. Lt Buckley responded at this point no specific timeframe was available.

Minutes of the December 11, 2008 meeting were approved with the addition of the 5 Executive Session dates. Motion 09-011 by Anderson, second by Lynch, Vote 3 – 0.

Motion 09-012 by Anderson, second by Loughery to approve the December 18, 2008 minutes. Vote 2 – 1, Lynch in dissention. Barb Lynch was not comfortable with the public comment text. Discussion was held on the level of detail able to be captured versus having a court stenographer present. Charles Loughery spoke with Solicitor Bricker and it was suggested to include more detail in the public comment.

Bette Bleam commented on names being noted in the minutes.

Jim Styer commented on the inconsistencies of public comment.

Harold Schell inquired when minutes are posted and/or available prior to approval.

George DiDomizio stated that he had taped the meeting.

Harold Schell questioned portions of the tape.

Road Report

December 2008 Road Report was presented by Larry Anderson. The complete Road Report and schedule will be available on the web site or in the Record Book at the Township. The following items were completed during the month of December:

1. Main focus in December was Winter Storms:
 - a. Hauled abrasive material.
 - b. Repaired light problem on Sterling
 - c. Mixed salt and stone for spreading
 - d. Salt and Cinder roads as required
 - e. Responded to police emergencies
 - f. Cleaned ditched and open drains
2. Modified Open Space signs to include NO HUNTING. Replaced signs at White's Mill, Morwood, Cressman, and Reller Road sites.
3. 2008 Road Project Results:
 - a. 6 Oil & Chips Projects (Completed 100% of schedule)
 - b. 5 Paving Projects (Completed 85% of schedule)
 - c. 5 Pipe Projects replaced (Completed 86% of schedule)
 - d. 7 Ditch Cleaning projects (100% of schedule)
 - e. Mowing – (Completed about 65%)
 - f. Completed 6 intersections of site line clearances. Many more to go.
 - g. Guard Rail – rescheduled for 2009
 - h. Line Painting – S. Dietz Mill & Camp Green Lane rescheduled for 2009.

Motion 09-013 by Loughery, second by Anderson approving the January Road report as presented, Vote 3 – 0.

Financial Report

December 2008 Treasurer's Report was read by Karen Landis. Month-to-date and 2008 year-to-date income and expense to budget were summarized. The 2008 year-end reserve is \$150,000 up approximately \$20,000 from original projection. Treasurer's summary report snapshot below:

	Beginning Balance 11/30/2008	Income	Expenses	Transfers In/Out	Reconciled Month-End Balance 12/31/2008
Checking/Savings/Investments					
100.000 · CASH - Checking/Savings					
100.100 · General Fund	\$ 40,159.87	22,881.48	170,060.63	143,037.23	\$ 36,017.95
100.300 · State Fund	\$ 1,475.81	0.06	192.44		\$ 1,283.43
100.400 · Electric Fund	\$ 748.79	0.03			\$ 748.82
105.000 · Payroll Fund	\$ 2,565.63	0.54	31,855.12	30,000.00	\$ 711.05
110.000 · PETTY CASH	\$ 50.00				\$ 50.00
Total 100.000 · CASH - Checking/Savings	\$ 45,000.10	22,882.11	202,108.19	173,037.23	\$ 38,811.25
120.000 · INVESTMENTS					
120.100 · PLGIT - Township Fund	\$ 204,373.59	211.00		(100,000.00)	\$ 104,584.59
120.300 · PLGIT - State Fund	\$ 5,226.78	7.25			\$ 5,234.03
120.400 · PLGIT - Electric Fund	\$ 3,179.72	4.41			\$ 3,184.13
Total 120.000 · INVESTMENTS	\$ 212,780.09	222.66		(100,000.00)	\$ 113,002.75
138.000 · WB Homes Escrow Account	\$ 89.29	-0.01			\$ 89.30
	\$ 257,869.48				\$ 151,903.30
210.000 · PAYROLL LIABILITIES	\$ 556.03		556.03		\$ -
TOTAL DECEMBER INCOME/EXPENSES		23,104.76	201,552.16		
Sewer Fund Expenses	\$ 60,084.19		12,953.04	(73,037.23)	\$ -
TOTAL DECEMBER INCOME/EXPENSES		23,104.76	188,599.12		\$ 151,903.30

Jim Styer stated the reserve balance was reduced by \$45,000.

Lawrence Anderson mentioned agreements are proceeding to install two (2) new antennae on the cell towers for approximately \$9,600 in annual revenue.

Motion 09-014 by Anderson, second by Loughery, Vote 3-0 accepting Finance Report.

Zoning Officer's Report

Charles Loughery read the Zoning Officer's report for December. Two (2) permits were issued for a total of \$419.00. Wayne Mensinger mentioned that it is a slow time of the year for permit activity. Motion 09-015 by Anderson, second by Loughery to approve the Zoning Officer's Report, Vote 3-0

Planning Commission Minutes

Charles Loughery read the Planning Commission Minutes from the November 17th and December 17th meeting. Copies of minutes are available in the Township office. Motion 09-016 by Anderson, second by Loughery to approve both sets of Planning Commission Minutes, Vote 3 – 0.

Tax Collector Report

Charles Loughery read the Tax Collector's report for the month of December. Year End 2008 leaves \$2,800 uncollected in Real Estate Taxes and \$970 uncollected in Per Capita Taxes. Motion 09-017 by Loughery, second by Lynch to accept the Tax Collector Report, Vote 3 – 0.

Open Space Report

Larry Anderson read the Open Space minutes from the December 16th meeting. We did not receive the DCNR grant for the conservation easement of Halteman, Schultz, & Clemens properties. Will re-apply in 2009. Application for Mosher Farmland Preservation #2 submitted. All municipalities have until April 2009 to submit applications for use of their allotted open space funds. Motion 09-018 by Loughery, second by Anderson approving Open Space Report, Vote 3 – 0.

Lynn Hall complimented the Township on White's Mill improvements.

Sewer Advisory Board

Barbara Lynch reported on the Sewer Project. North Penn Water Authority put bids out for the force main of WB Homes portion of South Allentown Road and Salford portion of North Allentown Road. The bids were opened January 20th – Salford Township received results January 22nd at 4:00 PM.

Sewer Advisory meetings are reactivated – the next meeting is scheduled for Friday, January 23rd.

Barb will be drafting letters to residents on South Allentown Road to determine their interest in installing T-Connectors.

Financing of the project is pending the Financial Audit. Grant applications for State funding and possible joint funding with Franconia.

Charles Loughery asked who authorized this project going out for bid?
Lawrence Anderson asked when was it approved at a Supervisor's meeting?

Comments among the supervisor's on cost savings before PennDOT paves Allentown Road; the last Sewer Advisory meeting being held 4 months ago and the fact that we still have no contract.

Charles Loughery reported he received a voice mail from BCM Engineer Al Peterson asking for his assistance with communication on this project. Barb Lynch recommended we obtain a 2nd engineering opinion.

Chairman Charles Loughery made the following motions:

Motion 09-020 by Loughery, second by Anderson – hiring Don Lodge as Project Coordinator for the Tylersport Sewer System at a salary of \$1.00 per year plus expenses. Duties and responsibilities are spelled out in the attached "Tylersport Sewer System Project Coordinator Job Description". Vote 2 – 1, Lynch in dissention. Resolution 09-1469

Motion 09-021 by Loughery, second by Anderson – that no individual Supervisor shall direct BCM, WB Homes, North Penn Water Authority, the Solicitor or any other party on matters relative to the Tylersport Sewer Project. Vote 3 – 0. Resolution 09-1470

Motion 09-022 by Loughery, second by Anderson – that formal direction to BCM, WB Homes, North Penn Water Authority, the Solicitor or any other party relative to the Tylersport Sewer Project shall come from the Township Secretary in writing following appropriate action by the Board of Supervisors at a legally held meeting. Vote 3 – 0. Resolution 09-1471

Public Comments on the above from various individuals:

Barb Lynch questioned why Sewer Advisory Board members were not considered.

Charles Loughery spoke with Don Lodge and the fact that Don is a qualified Engineer and semi-retired, he has the time to dedicate to this project.

Bette Bleam questioned the organization chart.

Charles Loughery responded Don Lodge would be Project Manager and Barb Lynch remains the Chairman of the Sewer Advisory Board.

Kimber Moore and Steve Wagner commented on the candidate selected.

Calvin Freed commented residents should be notified of what is happening with the Sewer project.

Jim Styer stated all Advisory Board minutes were distributed and inquired about the contract timeframe.

George DiDomizio questioned who from BCM made the call?

Bette Bleam questioned why the focus was on Lynch?

Harold Schell commented all Supervisors have to be involved in decisions.

Barb Lynch re-opened the use of a Township vehicle in July and it was agreed that Larry Anderson would complete a Vehicle Use Policy. Loughery stated it was he not Anderson that made the statement and it will be completed.

Motion 09-023 by Lynch, second by Loughery to complete a Vehicle Use Policy. Vote 3 – 0.

Motion 09-024 by Loughery, second by Anderson in accordance with Open Records Policy adopting a fee schedule of 10 cents per page for reproduction of records. Vote 2 – 0, Lynch abstained.

Motion 09-019 by Loughery, second by Anderson to authorize Treasurer to pay the bills from January 5th – February 12th as presented, Vote 3 – 0.

Check#	Vendor	Amount	Chart of Account
1749	Bette Ann Bleam	\$ 35.00	402.311 · Accounting & Auditing Svcs
1750	Carlton Force	\$ 35.00	402.311 · Accounting & Auditing Svcs
1751	John McGuire	\$ 35.00	402.311 · Accounting & Auditing Svcs
1752	Catherine Matz	\$ 150.00	409.370 · Maintenance/Repairs
1753	Aquis Communications	\$ 11.44	409.370 · Maintenance/Repairs
1754	H.A. Berkheimer	\$ 544.16	402.311 · Accounting & Auditing Svcs
1755	Chambers Associates	\$ 1,606.10	408.310 · Professional Service
1756	Eagles Peak Spring Water	\$ 34.50	409.200 · Supplies
1757	Farm & Home	\$ 142.75	411.231 · Vehicle Fuel - Gasoline
1758	MCATO	\$ 75.00	400.042 · Dues/Membership/Seminars
1759	PECO Energy	\$ 118.68	409.361 · Electricity
1760	Sprint	\$ 183.77	409.324 · Wireless Telephone
1761	VOID	\$ -	VOID
1762	VOID	\$ -	VOID
1763	Wright Appellate Services LLC	\$ 395.00	413.201 · Supplies
1764	Eagles Peak Spring Water	\$ 34.45	409.200 · Supplies
1765	Montgomery Newspapers	\$ 249.80	405.340 · Advertising
1766	Univest	\$ 267.29	472.065 · Sewer Fund LOC Interest
1767	Home Depot	\$ 16.35	409.200 · Supplies
1768	Moyer & Son	\$ 418.73	430-232 · Vehicle Fuel - Diesel
1769	PECO Energy	\$ 508.02	409.361 · Electricity
1770	Univest	\$ 178.20	471.040 · Small Borrowing Principal
1771	PECO Energy	\$ 446.67	409.361 · Electricity
1772	FIA Card Services	\$ 302.83	409.200 · Supplies
1773	Drs. Moore and Petersen	\$ 1,155.00	487.198 · Dental, Life, Rx
1774	Gouldey Welding	\$ 1,392.12	437.000 · REPAIRS - TOOLS & MACHINERY
1775	Weldon Auto Parts	\$ 17.76	437.000 · REPAIRS - TOOLS & MACHINERY
1776	Verizon Business FiOS	\$ 59.99	405.320 · Telephone/Internet
1777	Waste Management	\$ 68.08	409.370 · Maintenance/Repairs
1778	Tylersport Post Office	\$ 84.00	405.215 · Postage
1779	Salford Township Petty Cash	\$ 32.48	405.215 · Postage & 409.200 Supplies
1780	Hank Schmidenberg	\$ 268.00	487.198 · Dental, Life, Rx
1781	Highway Materials	\$ 2,008.12	438.500 · Aggregate
1782	Wayne Mensinger	\$ 12.87	413.330 · Transportation
		\$ 11,046.16	

New Business:

Karen Landis inquired about creating an Operating Reserve Account with a portion of the Reserve Balance as noted in the Budget. Sought official direction to purchase a Certificate of Deposit or keep funds in the current PLGIT investment account – it was decided unanimously to leave the funds in PLGIT.

Treasurer obtained quotes for Surety Bonds - the annual premium (\$400 per bond) for additional Bonds for three (3) Supervisors and increase in Treasurer's bond to insure all 4 individuals for \$300,000 is the same regardless of the insurance agency. Supervisor's agreed to keep the bonds with John T. Fretz Insurance – the current agent. A copy of the bonds will be provided to the Auditor's.

Final Public Comment Period:

Barb Lynch questioned the Roadmaster Job Description stated in Second Class Township Code identifying 3 duties versus the manual Job Description. Auditors approve salary for Roadmaster responsibilities not work outside the scope of work.

Harold Schell commented he did not see any inconsistencies in Roadmaster responsibilities.

Jim Styer – Can we assume Mr. Lodge will be here through the project?

Don Lodge – stated he will be here through July and will address later if a successor needs to be appointed.

Jim Myers questioned boundary lines and surveying of the Shoulberg property on Hill Road.

Frank Jarrett commented on the savings the Treasurer has introduced and encourage her to continue to search for areas of saving money.

Fred Moyer – if and when we hire another person for Township office – will we hire from within the Township?

Charles Loughery replied, yes if qualified and does not have a political agenda.

Charles Loughery recommended increasing the Treasurer salary to \$49,000 due to incurring extra workload. Motion 09-025 by Loughery, second by Anderson to increase salary – Lynch suggested the actual amount to be determined at an Executive Session Meeting. Vote 3 – 0.

There being no further business the meeting was adjourned at 9:50 p.m. Motion 09-026 by Anderson, second by Loughery, Vote 3-0.