

August 25, 2020

The August 25, 2020 meeting of the Board of Supervisors was held at the Pleasant Township municipal building. Chairman Arden Knapp called the meeting to order with a salute to the flag at 7:05 p.m. Vice-Chairman John Phillips, Supervisor Andy Brooks and Secretary-Treasurer Lea Ann Adams were present. Also in attendance was Ed Dorunda.

Public Comment: Mr. Dorunda inquired about the amount of money for Fire and EMS services that is generated through real estate taxes, amount being billed from the City of Warren and where the funds would be coming from. Chairman Arden Knapp stated that the services would be filled from the real estate fire tax that generates approximately \$56,000 – 57,000 per year. Discussion continued concerning the amount of calls that come from the Warren Manor and the inability to bill for the calls. Mr. Books proceeded with explaining the purpose of the EMS task force and explained how the EMS agreement evolved. The agreement is for a trial period to through December 2020.

Minutes from the August 11, 2020 meeting were approved by Andy Brooks and seconded by John Phillips. Motion passed by voice vote. Arden Knapp made a motion to approve the July 2020 Treasurer’s report and John Phillips second. Motion passed by voice vote. Bills are presented for payment as follows: General Fund \$8,720.97; Sewer Fund \$21,638.02; for total bills of \$30,358.99. Andy Brooks made a motion to pay the bills as presented and John Phillips second. Motion passed by voice vote.

Upcoming reminders: The COG will be meeting on Wednesday, September 2 at the Warren County Courtroom. September 7 is Labor Day. September 8 will be the next township meeting.

Correspondence for Review consisted of a two well permits issued to Mead Township. A zoning permit was issued to James Swanson of 51 Kamp Street for a shed. A zoning hearing is scheduled on September 2 for a front yard variance at 38 Fuller Avenue (Linda White). The City of Warren submitted a building code report for July 2020 with no activity reflected in the township. The real estate transfer tax report for July 2020 was reviewed along with the Tax Claim Bureau report for July 2020. Funds from the District Magistrate fines and the Warren County Court of Common Pleas were received for the month of July. The notification of state liquid fuel estimation of \$84,065.87 for 2021 was received.

Old Business: ► No further information was available related to the temporary meter and readings with the City of Warren. The reconciliation statement is still outstanding due to the City of Warren’s sewer treatment audit report not being received. ► Arden Knapp made a motion to approve E & M Engineer’s Mohawk Avenue Sewer Line Design Proposal consisting of the project description and fee associated with the design. Andy Brooks second and motion passed by voice vote. ► A letter to Warren Manor and a select number of houses on the same sewer line will be sent with an invoice of an additional \$10 surcharge fee per EDU effective September 1 to compensate the maintenance and repairs associated with the unsuitable items entering the sanitary system. ► Andy Brooks made a motion to accept the quote of \$9,200 for 2 new 150,000 BTU garage heaters. Arden Knapp second and motion passed by voice vote. Warren Webster had a quote of \$11,500 and A & B heating had a quote of \$9,795.00. ► Andy Brooks made a motion to approve the GIS service provided by PA Rural Water that includes a set of maps, wall map, truck books and locations on manholes, sewer lines, catch basins, street lighting and signage at an estimated cost of \$8,250.00. John Phillips second and motion passed by voice vote. ► Arden Knapp made a motion to proceed with the development of a township website including a domain name through Beth Sorvelli at the cost of \$800 with domain and hosting being \$60 for each year. Andy Brooks second and motion passed by voice vote. ► Arden Knapp made a motion to approve the Intermunicipal Cooperation Agreement regarding fire and emergency medical services responses. The agreement is valid through December 31, 2020 and the City of Warren will invoice the township monthly for services. The services will be paid through the fire fund. John Phillips second and motion passed by voice vote. The supervisors will sign the original document signed by the City of Warren when received.

New Business: ► The amount of brush being piled in the gated area is a concern. The supervisors will table the discussion until the next meeting.

► Arden Knapp made a motion to approve **Resolution #2020-8 Destruction of Specific Records** as it complies with the Municipal Records Manual. Andy Brooks second and motion passed by voice vote.

► The township auto, liability and property insurance policies are due to renew September 18. Calvert-Pearson representative David Pearson will be meeting with the supervisors next week to go over the EMC policies. EMC

insurance compares to be lower than the Charles Leach quote of \$9.447. More information will be evaluated next week.

►The 2020-2021 CoStars Salt Contract was awarded. Morton Salt will furnish the salt to Warren County at \$70.58 a ton.

►Tax Claim Bureau Director Phil Gilbert will be notified of any outstanding sewer balances on properties flagged for the annual Upset Tax Sale scheduled for September 28, 2020.

Wastewater System Report: The road crew continued to jet sewer lines as time permitted.

Road Foreman Report: The road crew used the tar buggy to patch areas on Lenhart and worked on the berms. They concentrated on cleaning catch basin around Buena Vista, Crestview, Drumcliffe Drive and Adams Court. Low hanging tree limbs on Weld Drive were removed and the driveways on Valley View were fixed due to the paving project.

Compliments/Complaints: None.

Meeting adjourned at 8:33 p.m.

Lea Ann Adams
Secretary