

BOARD MEETING Minutes

Tuesday, August 24, 2021



1. **CALL TO ORDER:** Chairman Arden Knapp called the meeting to order and led with the Pledge of Allegiance at 7:00 p.m.
 - 1.1. **Present:** Chairman Arden Knapp, Vice-Chairman John Phillips, Supervisor Andrew Brooks, and Secretary Treasurer Lea Ann Adams.
Others present: Joey Warrington and Ed Dorunda
 - 1.2. **PUBLIC COMMENT:** Joey Warrington of 106 Blackberry Lane reported that the animals belonging to Mike Brannon of 60 Blackberry Lane continue to roam and destroy his property while the pile of manure continues to grow. He provided photos from August 4. He also mention that an illegal dump site is being used in the area effecting his water quality and DEP has been notified.
 - 1.3. **REPORTS** of activities and announcements: *Sewer Department* – Road crew has had a few trouble spots but have flushed the township lines and assisted residents with pinpointing their issues. A bigger starter for the pump was needed on the McKinley lift station after consulting with TopLogic. *Road Crew* – The road crew continued to apply cold patch and oil to repair roads. Suit-Kote completed their project and IA should be completing their project by September 4. *Pleasant Volunteer Fire Department* provided the July 2021 meeting minutes and a listing of their certified trained interior firefighters. Also provided is the breakdown of emergency calls that went to the Warren Manor during the periods of January 1, 2021 through July 26, 2021.
 - 1.4. **AGENDA - Motion:** that the board approves to adopt the agenda with the following additions:
 - 6.9 – Warren County Planning & Zoning
 - 6.10 – State Game Lands in Lieu of Tax payment
 - 6.11 – General Permit with Dept. of Environmental Protection
 - 7.1 – American Rescue Plan – Moving item 8.2 Resolution under item 7**ACTION:** Motion made by Arden Knapp, second by John Phillips--- Motion passed by voice vote
2. **BID OPENING**
 - 2.1. The building modification project bids were opened. Infinity Custom Building LLC submitted a total bid of \$130,995.00 and LC Whitford Company submitted a bid of \$146,696.00.
Motion that the board approves and awards Infinity Custom Building LLC as read as the lowest bidder contingent upon engineer’s final review of bid packages.
ACTION: Motion made by Andy Brooks, seconded by Arden Knapp ---Motion passed by voice vote
3. **REVIEW OF PREVIOUS MINUTES**
 - 3.1. **Motion** to approve the July 27, 2021 minutes as presented.
ACTION: Motion made by John Phillips, seconded by Andy Brooks ---Motion passed by voice vote
4. **MONTHLY TREASURER’S REPORT**
 - 4.1. **Motion** to approve the July 2021 Treasurer’s report as presented.
ACTION: Motion made by Arden Knapp, seconded by John Phillips ---Motion passed by voice vote
5. **BILLS AND ACTION FOR PAYMENT**
 - 5.1. **Motion** to approve the bills for payment from July 9, 2021 – August 24, 2021.
ACTION: Motion made by Andy Brooks, seconded by John Phillips ---Motion passed by voice vote
6. **COMMUNICATION**

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- 6.1. Well Permits - Mead Township – 6 wells
- 6.2. Warren County Planning & Zoning
A notice of Intent to construct/remodel issued to Robert & Frances Drescher of 131 Crestview Blvd. for replacing a rear deck. A zoning permit issued to Martin Lundmark of 33 Mill Street for an attached garage. A zoning violation letter issued to Thomas & Emily McQueen of 205 Buecher School Rd. and to Hunter Danielson of 249 Buecher School road for have chickens without applying for a zoning permit nor following the zoning regulations. A zoning violation letter issued to Eugene and Betty Jean Hetrick of 4045 Chapman Dam Road for operating a salvage business.
- 6.3. July 2021 Building Code Report from CCI
- 6.4. July District Magistrate and Warren County Probation Reports
- 6.5. July Real Estate Tax Reports from Tax Collector and the Register and Recorder office.
- 6.6. Small Flow Treatment Facilities Reports : Rebecca Howell of 2813 Pleasant Drive
- 6.7. Blighted Property Review Committee meeting did not have quorum.
- 6.8. Redevelopment Authority Minutes of July 2021 were reviewed.
- 6.9. State Liquid Fuels Audit report– ending December 2020 was received with no findings.
- 6.10. State Game Lands in Lieu to Tax Payment in the amount of \$337.44 was received.
- 6.11. John Gaghan applied for a General Permit 03 Bank Stabilization with Dept of Environmental Protection for 333 Thompson Island Lane in Irvine that would install 115 linear feet of riprap to the bank of Hedgehog Run and removing 3 small gravel bars in the stream that are narrowing the flow. The purpose of this is to protect the bank and property boundary from erosion.

7. OLD BUSINESS

- 7.1. American Rescue Plan Fund
Motion that the board approve **Resolution #2021-06** ARP Funds. The township received \$120,160.26 for the 1st installment (\$240,320.52) and opened a special account for record keeping purposes.
ACTION: Motion made by Arden Knapp, second by Andy Brooks --- Motion passed by voice vote
- 7.2. Suit- Kote completed the single seal coat project for Elk and Grunder Run and fulfilled all requirements of the bid package. Payment of \$46, 917.60 was issued from the State Fund account with check #1018 as agreed.
Motion that the board is in agreement with the final results of the completed project and no dispute on the payment.
ACTION: Motion made by Arden Knapp, second by John Phillips --- Motion passed by voice vote.
- 7.3. 194 River Road Nuisance Update – Bruce Niles contacted the township and stated that the roof would be fixed by August 17-18. The metal and the stove would be gone by August 11. No further action was taken.
- 7.4. Blackberry Lane Complaint Update – Chickens continue to roam onto neighboring properties and noise level has not changed. A **Motion** that the board send a letter to Mike Brannon that he is in violation of the Pleasant Township Nuisance Ordinance and that the animals need to be contained to his property and take measures to reduce the noise level by the September 28, 2021 meeting.
ACTION: Motion made by Arden Knapp, second by Andy Brooks --- Motion passed by voice vote.
- 7.5. Lifestyle Parking Update – Letter was sent on July 28, 2021 with the deadline of August 16 to comply with the parking ordinance. No further action was taken.
- 7.6. Buecher School Road Complaint Update –State Constable Shawn Young was called out to visit area on August 10 and submitted a report of his findings. Both parties were approached and discussed the issue with the barking

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dog. It was determined that keeping the back door closed would help the barking but unfortunately, the log cabin is not insulated and allows noise to travel through it.

8. NEW BUSINESS

8.1. **Motion** to approve the Proposed Subdivision near the intersection of Lenhart Road and Pleasant Drive that severs .4 acres from WN-745-9231 for annexation to WN-745-6971.

ACTION: Motion made by Arden Knapp, seconded by John Phillips --- Motion passed by voice vote.

8.2. **Motion** to approve **Resolution #2021-07** Destruction of Records in accordance with PA Municipal Records Manual

ACTION: Motion made by Arden Knapp, seconded by Andy Brooks --- Motion passed by voice vote.

8.3. **Motion** to purchase an office Printer/copier/scanner/fax machine through Titusville Copy Products for \$2,550.00. It was conclusive that the parts to fix the current printer are the same as purchasing a new printer that is not even a commercial grade printer.

ACTION: Motion made by Andy Brooks, seconded by John Phillips --- Motion passed by voice vote.

8.4. The board reviewed a Warren County Intergovernmental CO-OP proposed Ordinance that establishes by-laws for the council of governments. No action needed

8.5. **Motion** to accept the resignation of Wade Paulisick effective August 6, 2021 and begin the interview process on Thursday and Friday to fill the position.

ACTION: Motion made by Arden Knapp, seconded by Andy Brooks --- Motion passed by voice vote.

9. PUBLIC COMMENTS

9.1. Ed Dorunda explained a situation that involved a conversation that occurred at his property between the township representatives and the Pennsylvania American Water Company as a water line repair was being done. He further explained that the conversation centered on his character and he does not appreciate hearing that negative comments have been expressed concerning his involvement with the township in the last few years. He wanted it known that his intentions are to help in any capacity that he could. Mr. Dorunda further stated that legal action would be sought if negative statements did not cease.

10. OTHER MATTERS AND BOARD MEMBER COMMENTS

10.1. Andy Brooks recommended that name tags be issued to the employees and supervisors. Pam Matve will be contacted to inquire any assistance with fulling the request.

11. Meeting adjourned at 8:43 p.m.

Respectfully Submitted,

Lea Ann Adams

Secretary-Treasurer