

BOARD MEETING Minutes

Tuesday, October 12, 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.
 - 1.2. **PUBLIC COMMENT:** None
 - 1.3. **REPORTS** of activities and announcements: *Sewer Department* –The road crew have been degreasing and performing regular maintenance on the sewer stations. *Road Crew Report* –The road crew have been prepping for leaf pickup and may be able to make a round toward the end of the week.
 - 1.4. **AGENDA - Motion:** that the board approves to set/adjust the agenda with the following additions due to computer/clerical error of not listing them on the posted agenda:
 - 6.4 - Halloween Hours
 - 6.5 – Personnel**ACTION:** Motion made by Arden Knapp, second by Andy Brooks --- Motion passed by voice vote.
 - 1.5. **APPROVAL OF AGENDA - Motion:** that the board approves to adopt the agenda with the additions.**ACTION:** Motion made by Arden Knapp, second by Andy Brooks --- Motion passed by voice vote
2. **REVIEW OF PREVIOUS MINUTES**
 - 2.1. **Motion** to approve the September 28, 2021 minutes as presented.**ACTION:** Motion made by Andy Brooks, seconded by John Phillips---Motion passed by voice vote.
3. **BILLS AND ACTION FOR PAYMENT**
 - 3.1. **Motion** to approve the bills for payment through October 12, 2021 as follows: General Fund - \$62,163.44; Sewer Fund-\$15,899.07; Fire Fund-\$551.26; State Fund-\$60,000.00; US Forestry \$12,622.00 for a total bills of \$151,235.77.**ACTION:** Motion made by Andy Brooks, seconded by John Phillips ---Motion passed by voice vote
4. **COMMUNICATION**
 - 4.1. Well Permits – One well permit issued in Pleasant Township.
 - 4.2. Warren County Planning & Zoning
A zoning permit with an approved stormwater management application was issued to Calvin Knapp of 6654 Pleasant Drive for a detached pole building. A violation letter was issued to Carl & Erin Anderson of 81 Farm Lane for a garage addition.
 - 4.3. The tax collector and the Tax Claim Bureau submitted the September reports and funds of real estate tax collection. Also, the Tax Claim Bureau reported the 2018 unclaimed funds against properties

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from the Upset Tax Sale and disburse the funds to the taxing districts resulting \$904.32 to the township.

- 4.4. The Court of Common Pleas report for September was reviewed.
- 4.5. The township received \$518.89 in 2021 PURTA (Public Utility Realty Tax).

5. OLD BUSINESS

- 5.1. 2021 Paving Project – IA Construction has completed the paving project on McKinley and Elliott Street and submitted a revised bill in the amount of \$72,622.00.
Motion to sign the PennDOT completion form and submit payment of \$60,000 from the State Liquid fuels account and \$12,622 from US Forestry Funds.
ACTION: Motion made by Andy Brooks, seconded by John Phillips ---Motion passed by voice vote.
- 5.2. Road Inspection - The supervisors and road foreman performed the annual road inspection and determined that Shelby Circle and Drumcliffe Drive may be the next roads in need of maintenance.
- 5.3. Oil Well – Allshouse was contacted for an update on his ability to fix the oil well on the property. The township tried to leave a message and mailbox was full. The supervisors requested that attorney Bevevino may assist in getting an update on the status.
- 5.4. Fuller Avenue Drainage – The supervisors determined that the township could only provide a catch basin in the right of way to help with the drainage. The ditch is not on township property.

6. NEW BUSINESS

- 6.1. **Anti-Skid.** Quotes of anti-skid were researched from Allegheny Aggregate at \$11.72 per ton, IA Construction at \$12.85 per ton and Hawbak's never responded to the request. 250 tons were purchased from Allegheny Aggregate.
- 6.2. **Meeting Room Chairs.** The replacement of chairs in the office will be researched.
- 6.3. **Compliments/Complaints.** Residents along Kamp Street filed complaints with a supervisor regarding burning of garbage at 16 Creekwood that produced a foul smell and smoke on October 8 and again on October 11. On October 11, it requested by the supervisors that Constable Shawn Young investigate.
- 6.4. **Trick or Treating Hours.** **Motion** to approve Pleasant Township to recognize trick or treating hours on October 30 from 6:00 p.m. until 8:00 p.m.
ACTION: Motion made by Andy Brooks, seconded by John Phillips ---Motion passed by voice vote
- 6.5. **Personnel.** Derek Roneker has successfully completed his 6 month probationary period as an equipment operator/Maintenance laborer. **Motion** to approve \$1.00 hourly increase for completing a satisfactory probationary period retroactive to October 3, 2021.

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

7. **PUBLIC COMMENTS** – None

8. **OTHER MATTERS AND BOARD MEMBER COMMENTS** - None

9. Meeting adjourned at 8:05p.m.

Respectfully Submitted,

Lea Ann Adams

Secretary-Treasurer