

February 2, 2017

The monthly meeting of the Richmond Township Supervisors was held at the Township Building at 30348 State Highway 408. The meeting was called to order with a salute to the flag and a moment of silence at 6:11 P.M. In attendance were Supervisors James, Sharpe, and Morton, Rhonda Phillips, John Lawrence, Mike Lokuta, Scott Wheelock, Kathleen Wheelock, and Tom Morgan.

**Minutes of the January 2, 2017:** Copies were distributed to those in attendance. James asked if there were any additions and/or corrections. There were none.

\*\*Motion made by James, seconded by Morton, to approve the minutes as read. Motion carried: three ayes.

**Correspondence:**

---Armstrong sent a letter saying that their services will soon be available in our area.

---Gina DeFrancesco-Hayden is seeking a letter of reference for recertification for notary.

---Crawford County Conservation District has invited the supervisors to attend a lunch on Feb. 16<sup>th</sup> from Noon to 2 P.M.

---Thank you card received from the Amelia Jane Lake Memorial Fund for money sent in remembrance of Becky Schreffler.

---Information about the Meadville Area Free Clinic founded by Dr. Kirkpatrick.

**Bills and Receipts:** See Treasurer's report.

\*\* Motion made by Sharpe, seconded by James, to approve all bills and receipts. Motion carried: three ayes.

**Reports:**

***Planning Commission*** - A meeting was held on January 31st. John Lawrence was voted as Chairperson and Tom Morgan is the Vice Chairperson. The planning commission is asking for a copy of the ordinances being sent to Mike Lokuta, so he could then distribute them to all the board members.

***Rec Board*** – Ball sign-ups are on February 19<sup>th</sup> and 26<sup>th</sup> from 1-3 P.M.

***Road Superintendent's Report*** - Winter weather in NW Pennsylvania is definitely different with the 50+ degree two weeks we had in January and took all of the frost out of the roads. We used Bob Keister for some repairs due to the flooding that occurred from that two week thaw. Bob was also used to change a cross pipe on Castile Rd. that had collapsed. The North Richmond Rd. project has been modified, along with a grant that has been submitted for a project on Tomer Rd. All three supervisors, John and myself, along with Maria Dreese, Mark Corey, and Bob Keister sat down and came up with what we hope will be a better solution to the double pipe that is falling in on North Richmond Rd. The new plan is to install an aluminum box culvert in place of two pipes, raising the cost of this project from \$88,197 to over \$200,000. The Tomer Rd. project was submitted for \$34,485. Drive safe...Charlie Hartman

***Tax Collection Committee*** - Meetings will be twice a year. There will be no allocations from townships this year. Kathleen turned in a copy of what was left for collection fro real estate and per capita.

***Web Site Report*** – Mike gave a report of different places from where people are accessing the website.

**Old Business -**

***Business ads for website*** – WIP

***Ordinance updates*** – WIP.

**Greytown Rd situation** – We will pursue this once we get another attorney.

**CPR classes**- Bill Taylor is still working on this.

**Ad for road parking** – We are working on getting something written to put in the paper regarding parking on the road during winter plowing.

**Inspection report for Castile Rd. bridge** – We can do our own preventive maintenance, so we will look at what needs to be done in the spring.

**New Business:**

**Grant for North Richmond Rd project** – This was discussed in the roadmaster's report.

**Computer Upgrade** – A new computer, printer, scanner is needed for the office.

**Meeting dates for the newspaper** – Richmond Township meetings need to be included in the Breakfast Briefing section of the Meadville Tribune each month. James will get the information in order to do that each month.

**Recreation Board allocation for 2017–**

\*\*\* Motion made by Sharpe, seconded by Morton, to give the usual \$800 for 2016 to the Rec Board, as well as any monies collected for advertisement on the web page. Motion carried: three ayes.

**Truck inspections** – We as a municipality now only need to get our trucks inspected once a year.

**Application form for weight limit** – James found a simpler form to use. The driver of the hauling truck will have to have a copy of the form in his truck. The bonding amount will be \$6000/mile for township roads. We will find out if they have a bond, cashier's check, or certified check; no personal checks will be allowed.

**Assessment permit**- We are working on changing the building permit to an assessment permit.

**List of deadlines**– The supervisors are requesting a list of deadlines that need to be remembered throughout the year.

**Thank you to Commissioners**- A thank you was written up by James for the Act 13 grant.

**Old chains** – Don James is donating \$50 to Richmond Township for two of the old used chains.

**Citizens` Comments and Concerns**

There was no further business brought before the Board.

\*\* Motion made by James, seconded by Morton, to adjourn. Motioned carried: three ayes.

Meeting adjourned at 7:12 P.M.

Respectfully submitted,

Rhonda Phillips  
Township Secretary