

March 1, 2018

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 6:00 P.M. In attendance were Supervisors James, Sharpe, and Morton, Rhonda Phillips, John Lawrence, Sandy James, and Scott Wheelock.

Minutes of the February 8, 2018: Copies were distributed to those in attendance. Morton asked if there were any additions and/or corrections. There were none.

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

Correspondence:

---Townships Today newsletter: Townships need to be on the lookout for the spotted lantern fly which poses a threat to Pennsylvania's grape crops and hardwood industries. Presently it is found in southeast PA.

---Letter from Wilson Building Supplies advertising their culvert pipes.

Bills and Receipts: See Treasurer's report.

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

Reports:

Planning Commission – The committee meeting was held February 27th. The three newly proposed ordinances were sent to committee members ahead of time, allowing for good discussion at the meeting. Recommendations included for (1)assessment permit: needs to be advertised well, low fee, and some sort of tie in to the septic application; (2)driveway permit: needs to be advertised well, low fee, and road master should determine size of pipe needed; (3)holding tank: needs to state that SEO has final jurisdiction determining if one could be used, all specs on tanks and pumping fall under state septic laws, enforcement power given to SEO, SEO should have power to review pumping records, and making sure it covers existing tanks.

Rec Board – The Easter egg hunt will be held on March 24th with Southern Care helping. There will be an egg stuffing get on March 10th at 5 P.M. Bill Taylor will be the Easter bunny. Brian's Country Market, Dave's Place, and Stanford Farms are making donations. Mr. Lobdell will speak at the Memorial Service. The Recreation Board will turn their checking account over to the township after Easter. The pavilion rentals will be turned over to the township soon.

Road Superintendent's Report - February has been a busy month from snow to ice. We had to put antiskid down and plow snow. Now we are at the frost coming out of the roads. We had a road open up on Stanford Rd, but we got it fixed. We had a big hole on Oregon Rd about six feet in size and about eight feet deep; it is patched for now, but the pipe will need replaced. We have been getting the brine truck fixed up with a different tank and painting in our spare time. Thanks to Glenn...he has ordered new chains and blades for the trucks and also blades for the grader so that we can have spare parts on hand when needed. We have gotten started on some road repairs with Ace Excavating. We started on the dead end of Castile Rd, cleaning the ditch, pipes, and the side of the road. We are going to clean pipe out on Sheets Rd, inlet and outlet and stream, and then to John Brown Rd for this month. We hope to keep going as weather permits. We will repair the lots of potholes when we can. We also got our grant for Carpenter Rd. James mentioned that he got a call from Maria regarding the grant; the grant is worth \$55,475.41, of which there will be no

out-of-pocket money on the township's behalf. The township will be providing workers and equipment worth \$5,030.80. And thanks to Bob Keister for fixing Stanford Rd. at no expense to the township.

Tax Collection Committee – No report.

Web Site Report – There were 517 visitors for the month of February. Mike Lokuta is in the process of updating it.

Old Business -

Assessment permit – WIP.

Driveway pipe installation fee – WIP.

Ordinance updates – WIP.

Castile Rd. bridge repair – Nothing to report until the weather breaks; James recommended waiting until after trout season, which is April 15th.

Township property assessment- WIP.

Job application – The road worker position will be advertised within the next week or so in the Meadville Tribune and possibly Craig's List. Resumes need to be sent to the township building or through email.

Open records request – We had one request in February.

New Business:

Banking for Tax Collector – Kathleen needs approval to do banking online.

**Motion made by Sharpe, seconded by Morton, for the tax collector to be able to do banking online.

Motion carried; three ayes.

Newsletter -Don and Sandy James are interested in having a new format for the township newsletter, making it available online through emails and the website. The 2018 spring newsletter will be one page, front and back addressing road conditions, grants, schedule of events, and staffing. It will be the final copy that is mailed. It can also be advertised in the paper for people to check out the newsletter on the township's web site.

Pipe inventory – A list needs to be made of all the pipes (and characteristics of pipes) that the township has.

Summer mowing – Mark Crago will be mowing for the township again this year.

Presentation of Certificate – Crawford County Conservation District presented a certificate of accomplishment to Richmond Township for the work performed on North Richmond Rd. at the luncheon that Don James and John Flaugh attended.

Selective Insurance inspection – A representative came to inspect the township assets.

Citizens` Comments and Concerns

No concerns brought before the board.

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

Meeting adjourned at 6:50 P.M.

Respectfully submitted,

Rhonda Phillips
Township Secretary