

July 2, 2026

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 Potts, Morton (via phone) and Rankin, Rhonda Phillips, John Flaugh, Mike Lokuta, and Don James.

Minutes of the June 4, 2026 meeting: Copies were distributed to those in attendance. Potts asked if there were any additions and/or corrections.

****Motion made by Morton, seconded by Rankin, to accept the minutes as written. Motion carried; three ayes.**

Correspondence:

PSATS – A retreat is being offered for Township Chairs in State College on August 6th and 7th. Supervisor Potts is unable to attend.

DEP – The Douglas subdivision plan module has been denied; more info needed by Douglas applicants.

Crawford County Planning Commission – application for subdivision for Scott/Kathleen Wheelock

FCCA – annual notification of their preschool operation at Maplewood

Mark Corey letter – stating his review of the Rt. 77 cell tower plans

Bills and Receipts: See Treasurer's report.

**** Motion made by Morton, seconded by Rankin, to approve all bills and receipts. Motion carried; three ayes.**

Reports:

Planning Commission – Mike sent the minutes. There was discussion about updating the Comprehensive Plan; some suggestions were made by Joy from DCED. She recommends partnering with neighboring municipalities and update several plans at the same time. There is funding available for it. A committee for Richmond Township has been established.

Rec Board – No report.

Road Master's Report – The month of June we have been out grading and putting brine down. We have gotten about eight roads done. Dan has been doing the berm mowing and completed the first round at the end of June. Watch out for us as we are working on the roads.

Tax Collection Committee – No report.

Web Site Report – There were 460 visitors who accessed the website.

Old Business –

Comprehensive Plan/committee – Some duties have been divided up among committee members.

Data Center Ordinance – WIP.

Parking fees at Recreation Complex parking lot for commercial vehicles – Commercial vehicles will be charged a \$25/month parking fee upon passing a resolution.

****Motion made by Rankin, seconded by Morton, to pass Resolution 2026-4 requiring all commercial vehicles to obtain a parking permit for parking at the Recreation Complex at the cost of \$25/month per vehicle. Motion carried; three ayes.**

Recreation grants – WIP.

Update on LERTA – WIP.

Toms' hidden driveway sign – WIP.

Veteran's Memorial – all names have been updated on the website

Update on Painting plow – We have received almost \$200 in donations; the painting is almost complete.

Upcoming vacations – Potts will be gone the beginning of August. He will not be physically here for the August 6th, but will call in.

New Business:

Wheelock subdivision – they purchased property and want to give the house and a portion of the property to their son.

**Motion made by Rankin, seconded by Morton, to approve the application for the Scott/Kathleen Wheelock Subdivision. Motion carried; three ayes.

Class for Payroll with Quickbooks – virtual class available for the secretary-treasurer to attend

**Motion made by Rankin, seconded by Potts, to give permission for Rhonda Phillips to attend the Payroll for Quickbooks virtual class. Motion carried; three ayes.

Add discussion re: Mark Corey letter

**Motion made by Rankin, seconded by Potts, to add to the agenda discussion re: Mark Corey letter. Motion carried; three ayes.

Mark Corey letter – We need to come up with a maintenance agreement.

Citizens` Comments and Concerns

None were brought before the board.

**Motion made by Rankin, seconded by Potts, to adjourn. Motion carried; three ayes.

Meeting adjourned at 6:38 P.M.

Respectfully submitted,

Rhonda Phillips
Township Secretary