

February 7, 2019

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 Morton and Sharpe, Rhonda Phillips, John Lawrence, Scott Wheelock, and Kathleen Wheelock. Supervisor Don James is on vacation.

**Minutes of the January 7, 2019:** Copies were distributed to those in attendance. Morton asked if there were any additions and/or corrections. Dates for the planning commission meetings need to be revised to the last Monday of each month.

\*\*Motion made by Sharpe, seconded by Morton, to approve the minutes with changes for the planning commission meeting dates. Motion carried: two ayes.

**Correspondence:**

---The Crawford County Conservation District is having their annual dinner meeting on February 28<sup>th</sup> from 12:00 to 2:00 pm. Maybe the road crew will attend.

---Pennsylvania Community Rights Network sent notifications of amendments being proposed to the PA Constitution.

---A construction company was asking to put a large pile of grindings at the Rec Complex for redoing St. Hwy 77 in the spring. The supervisors don't think this will work with all the kids being at the complex and trucks frequently needing to go in and out.

---Russell Standard is asking to park a tractor trailer at the Rec Complex for the inspectors of the road. They would pay for the electric. The supervisors are going to charge them \$100/month.

---Tom Morgan is asking for the supervisors to get involved in helping him with the history of the roads of the township.

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

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

**Reports:**

**Planning Commission** – Tom Morgan is pursuing the history of the road names of the township. The first week in April, Brian from the Conservation District is coming to survey the land behind the township building. A survey called LRTP from the Crawford County Planning Office will be coming to the office for the township to submit a list of projects for consideration.

**Rec Board** – There was a waterline break down at the Recreation building. Scott is planning to call either Bob Worley or Derrick about fixing it.

**Road Superintendent's Report** - January was a busy month. We have been getting equipment fixed for upcoming months. The basket was fixed for trimming trees. We added a basket to it to hold saws. We are working on turning the brine truck back to a dump truck which is coming right along. We hope to have it up and usable in between the weather to fix roads to allow the new dump truck to be used for hauling materials instead of the Ford 550. It will be a big help in the end with the other trucks being dressed for winter. We are hopeful to get a road maintainer to help in taking care of the spring thaw to get an earlier start on the road because the grader is sometimes too heavy. The rest of the month we have been busy plowing and putting antiskid down. Thanks, Road Crew.

**Tax Collection Committee** – There was a reorganization meeting on January 17<sup>th</sup>, but Kathleen was unable to attend.

**Web Site Report** – There were 240 visitors last month.

**Old Business -**

**Assessment permit, Driveway pipe installation fee, Richmond Township ordinances** – WIP.

**Castile Rd. bridge repair** – WIP.

**Periodic Tribune articles** – Anything that reports on results of events that take place within the township.

**New Business:**

**Resolution #2019-01** – An agreement was made with Woodcock to trade our tar machine for their dump truck bed. The resolution was signed by supervisors Morton and Sharpe, and the secretary signed for Don James.

**Auditors' Recommendations –**

1. Upon review of tax collector's salary, it was discovered that no salary is earned for uncollected taxes paid to the county in delinquent status, despite the labor involved in issuing initial and follow-up bills. It was also discovered that in 2018 both the school district and the county began paying the tax collector for the collected delinquent taxes. We recommend that the township also pay the tax collector for work performed.
2. The auditors recommend that the tax collector get paid the full six percent of the amounts collected for delinquent taxes.
3. The auditors recommend that this practice begin with the 2018 tax year, i.e. the tax collector be paid for the amounts collected by the County Commissioners office in 2018 – 6% of \$4,457.51.
4. The auditors recommend that services performed for grounds keeping and maintenance be paid via payroll check or a 1099 be provided for all payments.

**Citizens' Comments and Concerns**

-Scott mentioned that Memorial Day is coming up and was wondering if anyone had any ideas or suggestions for speakers.

\*\* Motion made by Morton, seconded by Sharpe, to adjourn. Motion carried: two ayes.

Meeting adjourned at 6:29 P.M.

Respectfully submitted,

Rhonda Phillips  
Township Secretary