

April 2, 2020

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 Supervisor James and Rhonda Phillips, with Supervisors Morton and Sharpe via conference calls due to the COVID- 19 pandemic.

Minutes of the March 5, 2020: Copies were distributed via email and paper. James asked if there were any additions and/or corrections.

**Motion made by Sharpe, seconded by Morton, to accept the meeting minutes as read. Motion carried; three ayes.

Correspondence:

No correspondence this month.

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 – No report.

Rec Board – No report.

Road Master's Report - March has been a little of everything from plowing to skidding. We had Ace Excavating do some ditching in problem spots. We also used the backhoe in a few spots. We have been patching spots with 2B as well. We have been grading the roads and using the road maintainer. An air dry had to be installed on the old brine truck. We are doing what we can, depending on the weather. We are also working to keep the beaver dams open. As we try to keep the roads open during this trying time with the virus, be safe and keep healthy. Thanks, John.

Tax Collection Committee – No report.

Web Site Report – There were 279 visitors last month.

Old Business -

Assessment Permit/Driveway pipe installation fee/Ordinances - WIP

Selling of old brine tanks, spreader, disc - WIP

Signs for Rec rentals – Scott Wheelock has ordered these from Timeless Creations.

Medical Reimbursement Plan – The secretary sent the information

ADA compliant quote for township building - WIP

New table/chairs for meeting room - WIP

New Business:

Aggregate bids –

***Motion made by James, seconded by Morton, to get bids for the following quantities:

- To get quotes for 3000 tons of #8 to be delivered.
- To get quotes for 2000 tons of #3 to be delivered.
- To get quotes for 2000 tons of #57/2B to be delivered.
- To get quotes for 8000 tons of 2RC to be delivered.

Motion carried for all quotes; three ayes.

Ad for Tribune re: township functions during virus pandemic – The ad will be submitted to the Meadville Tribune to cancel the Easter Egg Hunt, the Township Clean-up Day, and the Rec Complex

Clean-up Day. We are waiting to decide on the Memorial Day Service. Also, the township building office is closed to the public. Residents can contact the township by phone, email or website.

Declaration of Disaster Emergency – The supervisors have decided to wait to do this.

Sign notification of change of BCO – This has been signed by Supervisor James and the secretary will send it in to the Department of Labor and Industry. There will be no building permits issued until after April 30th.

Possible closing of the Rec Complex – We have decided to cancel the April rental, and give a heads-up to the renter in May that there is a possibility of it needing to be canceled.

Rec Complex dumpster – The secretary will call to have the dumpster pick-up reinstated at the Rec Complex and will have the road crew bring it out from storage.

Contract with Penfield Energy – James has signed the contract; there is no charge to do so.

Rec Complex water – The road crew will begin to take care of turning the water on and off instead of Scott Wheelock each spring and winter.

2020 Groundskeeper- Sean Wheelock will be taking care of the yards this year. If Sean cannot keep up with it, Scott Turner would be willing to take it over.

Paperwork from Mark Corey re: Castile Rd pipe replacement – Paperwork has been submitted to the DEP.

Citizens` Comments and Concerns

No citizens were present to bring any concerns before the board.

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

Meeting adjourned at 6:27 P.M.

Respectfully submitted,

Rhonda Phillips
Township Secretary