

November 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, James, and Sharpe, Scott Wheelock, Kathleen Wheelock, and Rhonda Phillips.

Congratulations to Glenn Sharpe for being re-elected for another 6-year term as a Richmond Township supervisor.

Minutes of the October 3, 2019: Copies were distributed to those in attendance. Morton asked if there were any additions and/or corrections.

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

Correspondence:

---Diversified Gas & Oil sent a letter regarding implementation of a new accounting system. All future royalty checks will be sent once our account balance reaches a minimum of \$100 or annually in the month of May for all funds below the \$100 limit. ACH transactions also are being made available.

---An email was received from the Randolph township secretary requesting information of pay rates for our employees, and health insurance we are using.

---PennDOT is inviting the supervisors to attend a meeting for reviewing winter service plans. The supervisors suggested asking John Flaugh if he would be interested in attending.

---The Maplewood Yearbook staff requested a donation again this year.

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 – No meeting.

Rec Board – Trunk or Treat was a huge success. There were around 200 kids that attended. There were several vehicles and even a bus. The shelters are finally finished. The dumpster will be put away after people are finished renting the building for the year.

Road Superintendent's Report - October has been a month of getting equipment ready for winter. We had to take the International to Erie. We had to have bearings repacked, the axle seal replaced, and front brake-drums replaced. John had to go to a court hearing for an accident with the grader on Lyona Rd. Brian has been out using the maintainer getting roads ready for winter. We had to replace the battery and also put six new tires on the grader. We have also dressed the trucks for winter by putting on the plow wings and putting chains on the spreader. In addition, we have had storm clean-up, beaver problems on Oregon, and had to replace a cross pipe. We have also replaced all the lights in the garage with LED lights...what a difference! Just watch out for us plowing and drive slowly. Thanks! --- John

Tax Collection Committee – There was a meeting in October. They signed with Berkheimer for another five years. They decided to go with cheaper insurance.

Web Site Report – There were 212 visitors to the township website for the month of October.

Old Business -

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

Daylighting roads – L & D Tree Service worked on John Brown Rd.

Amish building code infractions – Don James will check with the solicitor on this issue.

Ceiling fans in shop – We need to get two new ceiling fans.

Possible selling of old brine tanks, spreader, and disc – WIP. James is going to look into Municipal Bids.

Signs for pavilions – WIP. Scott Wheelock is working on this.

Local trailers for sale – We are looking at buying a trailer so that we are not having to use John's personal one.

Furnace replacement – A decision needs be made regarding the condition of the furnaces in the township building and garage.

ADA compliant quote for township building entrance – A more specific description is needed to get a more accurate quote.

Chains, snow blades and shoes before winter – Glenn Sharpe is ordering the chains this week.

New table/chairs for meeting room – We are looking at updating the office and meeting area of the township building. Chairs are also needed down at the Recreation building for those who work on Election Day.

Ford options for 2019/2020 – We are going to wait to decide what to do. Should we replace it or continue upkeep?

New Business:

2020 preliminary budget – The 2020 preliminary budget is now ready for approval. The general township budget is \$241,541 for income and \$213,174 for expenses. The liquid fuel budget is \$153,743 for income and \$156,500 for expenses.

**Motion made by James, seconded by Sharpe, to accept the 2020 preliminary budget. Motion carried; three ayes.

**Motion made by James, seconded by Sharpe, to advertise the preliminary 2020 budget for citizens' review. The final budget will be approved at the December regular meeting to be held on Thursday, December 5, 2019. Motion carried; three ayes.

Welder purchase – This past week we purchased a welder, chop saw, helmet and cart. We have been using John's personal items.

Quote for berm mower – We are looking over this and weighing options.

Quotes for pole barn – We are looking at putting up a pole barn so that equipment can be kept by the township garage and stored over the winter.

Spreader needed –

**Motion made by James, seconded by Sharpe, to purchase a spreader.

Increase debit purchase limits – The supervisors want to increase the limit from \$500 to \$2000. If a purchase needs to be made that is over \$1000, it will need to approved by the supervisors.

High visibility coats for road crew – The secretary will order the coats.

Current RTK request – There is a request for township employees' names and wages. The secretary will contact PSATS to see what is the township's responsibility to honor this request.

Citizens` Comments and Concerns

No comments or concerns were brought before the board.

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

Meeting adjourned at 6:59 P.M.

Respectfully submitted,

Rhonda Phillips
Township Secretary