

# Jackson Township Board of Supervisors

Township Building, 450 Bastian Rd.

October 6, 2021

**CALL TO ORDER:** Chairman Hoover called the meeting to order at 7:30 followed by the Pledge of Allegiance.

**ROLL CALL:** Present: Chairman, Justin Hoover; Vice-Chairman, Charles Bisking; Supervisor, Jason Graff; Township Solicitor, Linus Fenicle; Township Engineer, Ed Fisher; Sec/Treas. Robyn Loesch, by phone; Don Shutt, EMC; There were 4 citizens present.

**PUBLIC COMMENT: NONE**

## **APPROVAL OF MINUTES:**

Supervisor Bisking made a motion to approve the minutes of the September 1, Regular Meeting, and the September 22, 2021 Special Meeting. Seconded by Supervisor Graff, and all were in favor. Motion carried 3-0.

## **TREASURER REPORT:**

The Treasurer reported that the General Fund bills totaled \$57,061.98 and Wages were \$5,361.34. There is one State Fund funds bill of \$166,805.00 from Russell Standard for the tar and chip work. As of October 6, 2021, after payment of these bills and wages, the General Account balance will be \$6,153.38, Reserve Account \$1,211,718.21 and State Liquid Fuels account balance will be \$117,468.64.

Supervisor Bisking made a motion to pay all of the bills, wages, except the invoice from Russell Standard. Seconded by Supervisor Graff. All in favor and motion passed 3-0.

Supervisor Graff made a motion to pay the Russell Standard bill from the State Fund. Seconded by Supervisor Bisking and all were in favor. Motion passed 3-0.

**PERSONS TO BE HEARD:** Matt Matthews was here from the Fisherville Volunteer Fire Company. He had questions about the Township's Workers Comp policy because the Fire Company is looking into appointing an infectious disease officer. There was a general discussion about this subject and what would be required from the Township. Atty. Fenicle will look into this issue, and we will also ask our insurance agent.

## **CORRESPONDENCE**

- Light-Heigel sent a letter about the Kirschke stormwater project.
- Comcast has sent in an application to the PA Unserved High-Speed Broadband Program (UHSB) that might extend the cable in our area.
- PSATS sent information on their unemployment compensation insurance program.
- TCRP asked if we have a recommendation for our area representative. Deb Everly has previously served this area, and sent a letter to the Township stating her willingness to continue in this position. Supervisor Graff made a motion to recommend Deb Everly as our representative to TCRPC. Seconded by Supervisor Bisking, and all in favor. Motion passed 3-0.

**EMC REPORT:** Don Shutt said that the Township needs to sign the latest Hazard Mitigation Resolution. He will get a copy of this to the Township. The latest storm did not reach damage level to qualify for public assistance.

**ROADMASTER REPORT** –Justin Hoover gave an update.

- The Ford 550 was taken in for recalls, and it is fixed.
- The International will be going in for inspection.
- The ten-wheeler had the breaks repaired.
- The Peterbilt was inspected.
- The road sealcoat and fog sealing are complete.
- The box work is completed on the Harman Rd. Project.  
The boom mower work is finished.
- Supervisor Bisking made a motion, seconded by Supervisor Graff to approve the line-painting quote. All in favor and motion passed 3-0.

**ENGINEER REPORT:** Ed Fisher reported that:

- The Harman Rd. project is finished. There was an increase in the amount of base material needed for this project. He has prepared Change Order #2. Supervisor Graff made a motion to approve Change Order #2. Seconded by Supervisor Bisking. All were in favor and motion passed 3-0.
- Brumfield request for return of escrow is tabled until we have a written request signed by both him and his wife (property co-owner).

**SOLICITOR REPORT:** Atty. Fenicle will be contacting the County about pre-paying some of the Bridge Bundle loan, He will send a County form to draw funds.

**OLD BUSINESS:**

- Mowing is finished.
- Auditor Vacancy. Supervisor Graff made a motion to appoint Amy Cassell to the vacancy created by Elaine Steigman's resignation. Seconded by Supervisor Bisking and all are in favor. Motion passed 3-0.
- CPA audit. Supervisor Hoover made a motion to move forward with the process of having a CPA firm to conduct the 2021 audit and to advertise a motion of intent to appoint a CPA firm. Seconded by Supervisor Bisking. All in favor and motion passed 3-0. The township asked for quotes from three firms that perform local audits. A firm will be appointed during the 2022 Re-organizational meeting.
- Office copier. Supervisor Hoover made a motion to lease a copier from Executive Image. Seconded by Supervisor Bisking. All in favor and motion passed 3-0.
- Supervisor Graff mad a motion to approve the monthly cleaning contract from Danean Walker. Initial cleaning \$100, then \$50/month. Seconded by Supervisor Bisking. All in favor and motion passed 3-0.
- Supervisor Hoover made a motion to begin using the Citizen-Standard newspaper to advertise or legal notices. Seconded by Supervisor Bisking. All in favor and motion passed 3-0.

**NEW BUSINESS:**

- Supervisors will begin preparing for the 2022 Budget. It was discussed that a new truck should be added to the working budget ,as well as a new roof for the rear building.

**ANNOUNCEMENTS:** The next Workshop Meeting will be on November 3, 2021 beginning at 7:00, and followed by the Regular Meeting at 7:30.

**ADJOURNMENT:** Supervisor Graff made a motion to adjourn, seconded by Supervisor Bisking. All were in favor. Motion carried 2-0. Meeting adjourned at 8:25.