

**POINT TOWNSHIP SUPERVISORS
REGULAR SUPERVISORS MEETING
TUESDAY, OCTOBER 13, 2020**

The Point Township Board of Supervisors held their regularly scheduled meeting on the above date at the Point Township Municipal Building, 759 Ridge Road, Northumberland, PA. Present were: Chairman Randall W. Yoxheimer, Vice-Chairman Montie E. Peters, Supervisor James Neitz, Supervisor Joseph Stender, and Supervisor George Geise. Also, present were Solicitor Richard J. Shoch, Chief of Police Craig Lutcher, Roadmaster Jared Wehry, Secretary/Treasurer Amanda McClain and Office Clerk Amy Hoffman.

Visitors present were: Katie Wehry, Earl & Karen Persing, Roger Hoffman, Dolores Patton, Jason Roth, Dean Dunkelberger, Ronnie Vandine, John Eisenhower, Courtney Solomon

Chairman Yoxheimer welcomed the residents to the Supervisors meeting and all present repeated the Pledge of Allegiance. *(Draft of the minutes of the Regular Supervisors Meeting and a copy of the bills to be paid this evening on the front table of the meeting room provided for anyone interested in viewing the information, once reviewed please return to the table).*

Audit Report, Courtney Solomon:

Solomon presented the audit for 2019. Reviewed the audit as well referenced letter to the Supervisors. *(Discussion ensued)*

MOTION made by Yoxheimer to accept the 2019 Audit. Seconded by Peters and passed unanimously.

Approval of Minutes:

MOTION made by Peters to approve the minutes of the Regular Supervisors Meeting held on Tuesday, September 8, 2020. Seconded by Neitz and passed unanimously.

REPORT: (Old & New Business included): *(No Report)*

Solicitor:

- **Voter Policy:** Chairman asked for this to be looked into regarding poll watchers. PA Dept of State put guidelines out. There is an allowance to have one watcher representing a candidate and one representing a Party not allowed in "enclosed space", uncertain of specific definition for that space. They need to be certified and registered at the County Board of Elections, then they will be issued, but most likely the area between verification and ballot machines.
- **Satisfaction of HOMES Mortgage:** homes in Kings Pointe that the township holds a seconded open-end mortgage on a number of homes. We hold those, and if anyone would have sold their property within ten years from when they purchased it, they would have had to pay a portion of money that was put up by the state. The Township was contacted by someone selling one of these properties. We need to provide a satisfaction letter so they could have a clear deed. There were also some additional properties, and after this year, that ten-year term would be up on all of them. **Yoxheimer** the property owner who reached out to us, had a closing scheduled, so I signed the satisfaction at the recommendation of the Solicitor, so it was not holding the closing up.

MOTION made by Yoxheimer to ratify the signing of the satisfaction piece for the HOMES Mortgage. Seconded by Peters and passed unanimously.

MOTION made by Yoxheimer to allow the Solicitor to draw up the satisfaction letters on the additional properties, and to allow the Chairman to sign them. Seconded by Peters and passed unanimously.

- Excess Maintenance Agreement modifications: this is for Road Bonding most times for logging. A logger told us he was having a hard time obtaining the level of insurance the Township was requiring. This is required so if damage is done to the road, it will indemnify the Township from repairs. The amount of insurance that was required under ours, was probably something that was more appropriate for someone who was constructing a new road in case it was faulty. The Engineer and I looked at PennDOT's form, our insurance requirement was approximately twice what was in theirs. We sent an email out to the board members and told them to contact me with any objections and I did not receive any.

MOTION made by Yoxheimer to ratify the changes to the Excess Maintenance Agreement to match the insurance that PennDOT requires for the contract that went to Weavers. Seconded by Peters and passed unanimously.

Yoxheimer asked about making a motion to change this for all future agreements.

Geise we should check with our insurance company first to see what their thoughts are on this and the amount of insurance we are asking the road bond to be for. There might be good reason to have our limits a little higher than what PennDOT's are. I am not in disagreement, I am just thinking to cover the Township, we may want to do that first.

Yoxheimer we will table that part of it until the next meeting.

Right-To-Know Request: *(None)*

Secretary:

- Numbers Made Easy Consulting Quickbooks: took online class on preparing a Quickbooks budget, discovered the Townships set up/GL codes needed some corrections. Contacted Diana Patton who held the class, who has 30 years' experience as a Township Treasurer, and for the past 20 years has been teaching Quickbooks through PSATS. She provided a quote on how much it would cost for her to make the corrections that are needed that will match our accounts to DCED's audit model.

MOTION made by Yoxheimer to allow the Secretary to move forward with Quickbooks changes and updates in the amount of \$3,344.00, conditioned upon Diana Patton being bonded. Seconded by Peters and passed unanimously.

- Budget Dates: Recommendation for budget meetings: 10/26 & 29, 11/5 and 11/9 if needed.

MOTION made by Yoxheimer to advertise Budget Meetings for October 26 and 29, November 5, and if needed November 9, at 6:00PM. Seconded by Peters and passed unanimously.

- Minimal Municipal Obligation (MMO): State Aid Allocation received \$56,076.24
- Bulk Stamp Purchase: Asked to do bulk stamp purchase, last purchase on 12/2018.

MOTION made by Yoxheimer to allow the bulk purchase of postage stamps of no more then \$1,000. Seconded by Stender and passed unanimously.

- NCATO Banquet Cancelled:

- Copier Purchase: Presented specs on new copier for Admin office to be purchased through Doing Better Business which will allow current copier to replace Police copier no longer in service.

MOTION made by Peters to allow the purchase of a copier in the amount of \$5,473. Seconded by Neitz and passed unanimously.

- Hoffman/Notary Exam: Recognized Amy Hoffman for completing training and passing Notary exam, Bond was received today and she will finish process to officially be able to start notarizing.
- Recycling with Jeff's: Road Crew had a dumpster brought to the Township for recycle and from that we received a check for \$401.60 from Jeff's Recycling.
- Volunteer Fire Fighter Relief Association Funds: Amount received was \$21,202.05

MOTION made by Stender to allow the Secretary to release the Fire Relief Funds to the Northumberland/Point Township Fire Relief Association. Seconded by Neitz and passed unanimously.

Police Department: *(Report on File)*

Fire Department: *(No Report)*

Geise fire prevention held at Sunbury Bible School, Priestley did not want to, in light of COVID.

Fire Police: *(Report on File)*

Roth went back to January to update records. Before swearing in of new Fire Police Officers, the Township needs a recommendation letter from the Fire Board. The process to become Fire Police would be: at least 18 years of age, a member at one of the Point Township Fire Companies, and they have to be nominated by the Fire Department and then recognized by the Township. We were able to get new radios through fire relief, I want to be ready for the new bypass.

McClain asked about the State Police background check and the cost.

Roth volunteers are free, no charge for the PSP report.

Geise the PA Child Abuse Clearance is completed through the Fire Company.

EMA: *(No Report)*

Engineer: *(No Report)*

Yoxheimer Pysher has filed the reimbursement for Multimodal. Getting ready to put bids out for Growing Greener. We will have to get another extension, which should not be difficult.

Road Department: *(Report on File)*

- Leaf pick up schedule: will start leaf pick up the week of October 19, schedule on the Township website, weather permitting, the days will be Monday, Wednesday and Friday.
- Comfort Road: rebuild has been completed
- New Mower: looking to add to mower fleet, believe its in the best interest of the Township to purchase a second mower to cut down on hours of mowing, so which will allow for other Township work. We have tried several mowers in the past weeks. I have checked with Best Line and Hilly Ridge, and the \$11,766 from Buffalo Valley Repair was the best price and is through Costars.

Yoxheimer I would like to keep the old mower and use that just for the steep areas.

Peters do you have the funds to purchase the mower?

Wehry I have to check into that.

McClain asked Geise if a mower was a permissible purchase through Road Tax?

Geise yes. I am pretty sure that was where it was purchased through the last time.

MOTION made by Peters to allow the Roadmaster to purchase the Hustler Super Z mower in the amount of \$11,766. Seconded by Stender and passed unanimously.

Yoxheimer addressed Roger Hoffman, the owner of River Run Food.

R. Hoffman emailed the Township Solicitor this morning and gave him an update.

Yoxheimer some residents came in last meeting and had some concerns with noise issues with the new construction being done at River Run Food. Our Solicitor, Zoning Officer and I along with Hoffman

went to River Run to try and determine what piece of equipment was making the noise. I believe we concluded it was the air handlers on the building that have always been there.

R. Hoffman we spent \$17,000; we brought in an acoustical engineer from Harrisburg, the engineering firm that designed the building, and Todd Ross who did the construction of the building. We changed out the acoustics to the air handlers, put a baffling system in and re-directed the sound. I requested from the Solicitor to check with the residents to see if there was a change.

Yoxheimer I commend you and appreciate the response you have had toward this.

Sewage Enforcement Officer: *(Report on file)*

Two Permits issued:

- 246 Comfort Road
- 759 Ridge Road

Zoning Enforcement Officer: *(Report on file)*

Five Permits issued:

- 1036 Ridge Road, Garage
- 349 12th Street, New Home
- 162 Oak Park Drive, Shed
- 2132 Duke Street, Shed
- 322 Kauffman Lane, New Home

Ordinance Enforcement Officer: *(No Report)*

Planning Commission: *(No Report)*

Yoxheimer the Township Engineer and I met with Bob and Nate Yoder, Susquehanna Developing Group, they have gotten the funding they need to move forward with the additional 22 units of housing on 16th street. Their Subdivision Land Development Plan expired; I took it upon myself to exempt them from having to pay again. We did receive the escrow money to use towards Pyshers review fees.

Recreation: *(No Report)*

Yoxheimer we discovered a water issue at the park, the water bill quadrupled. The water was shut off.

Wehry they estimate the leak to be less than half gallon a minute.

(Discussion Ensued)

McClain we did contact the Department of Agriculture about having the concession stand inspected. They will do this yearly moving forward prior to the season starting.

Sewer Authority: *(No Report)*

Peters we are in the process of mediation with the Borough. I can't say it has been completely positive. Will keep the board updated.

Other Business:

Yoxheimer the Martins change orders 1 and 2; number one, Martins came to us and said they were somewhat behind because of lumber costs going up so high from when the project was initially bid. We split the difference with Martins. Part of the RACP grant was having a professional architect do some of the design work to be able to get the grant. There was also some criticism in the past that VanKirk was largely the construction manager on this and his ability to do this. So, we reached out to SBA to do this. The second change order was for insulation. Somehow, when the original bid was put out SBA did not include insulation for a building they knew was going to be heated. The original bid was for a pole barn

structure, on most pole barn structures, apparently insulation is part of the package. When we rebid to try and get costs down, we went to a monolithic slab, and then construction on that. My suspicion is the architect somehow missed that insulation was not part of the monolithic slab construction technique. Strosser did say at the Construction meeting that he did take it out to try and save us costs. We did eliminate some of the insulation of the interior walls, which saved around two or three thousand dollars. The insulation package was a change of around \$13,000. One of the things Martins is going to have to do, when construction starts in what is now the road garage, the existing floor is going to have to be demoed. That would have been part of the original bid that Martins had. We took a look at it and decided that was something we may be able to do in house over the winter, that will help offset some of these current change orders. I did sign the change order for the lumber, I did not take it upon myself to sign the one for insulation. The total for the two change orders is \$16,189.00.

Geise does that mean there isn't insulation under the concrete, along the exterior?

Wehry there is, all around the perimeter.

MOTION made by Yoxheimer to approve the two change orders for a total amount of \$16,189 for lumber and insulation. Seconded by Stender and passed unanimously.

Yoxheimer the road crew installed the septic tank and drain field, (*Wehry it passed inspection*), we are having biweekly meetings with SBA, Martins, VanKirk and the Township. We are trying to do this without a lot of additional costs. We are doing our best, hopefully we can get some additional funding through Culvers office.

General Public Comments/Resident Concerns:

Peters asked Wehry to verify the warranty on the mower, five year, three-thousand-hour pump.

Pay Bills and Adjournment:

MOTION made by Stender to pay bills. Seconded by Neitz and passed unanimously.

MOTION made by Peters to adjourn meeting. Seconded by Stender and passed unanimously.

Adjournment:

Meeting adjourned 8:52PM

All motions passed by a hand vote.

Executive Session

List of Communications: (*On File*)

Financial Reports:

Profit and Loss

Deposit Detail

Accounts Payable – Totaling – \$41,561.85

Respectfully submitted,

Amy Hoffman, Office Clerk

Amanda McClain, Secretary/Treasurer