

**POINT TOWNSHIP SUPERVISORS  
REGULAR SUPERVISORS MEETING  
TUESDAY, FEBRUARY 8, 2022**

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, Sr. Supervisor Joseph Stender, Sr. and Supervisor Thomas Strouse, Jr. Also, present were Solicitor Richard J. Shoch, Chief of Police Craig Lutchter, Secretary/Treasurer Amanda McClain and Office Clerk Amy Hoffman, and Roadmaster Jared Wehry.

Visitors present: Helen Peters, Dennis Yerger, Bill Toth, Rhonda Prutzman, Margaret & David Campbell, Daniel Barnhart, Mike McPherson

Chairman Yoxheimer welcomed everyone 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).*

**Yoxheimer** explained the changes to the Sunshine Law and adding things to the agenda

**Public Comment on Agenda Items**

**Approval of Minutes:**

**MOTION** made by Peters to approve the minutes of the Reorganizational/Regular Supervisors Meeting held on Monday, January 3, 2022, and the Zoning Amendment Hearing held on January 24, 2022. Seconded by Stender and passed unanimously.

**REPORTS: (Old & New Business included):**

**Solicitor:**

- Approvals of 2<sup>nd</sup> Hearing and Enactment of Amended Zoning Ordinance & Map: at the Hearing there were some good comments made, and we are looking to incorporate those in the 2<sup>nd</sup> version. There was some opposition from the Blossom Hill/Greenhouse residents to the proximity to the proposal of the new Highway Commercial area. We opted to hold another hearing, even though with the changes to the 2<sup>nd</sup> version being minor enough we wouldn't have had to, we wanted to give residents enough opportunities to see the changes and voice any concerns. We did contact the owner, Mr. Steve Mertz to find out if he would like to leave his property as R1. He did indicate a preference to having it zoned Highway Commercial, but he also indicated that he knows all of his neighbors, he would not want to put anything in there that would be objectionable. The board will have to decide how they want to proceed with this area.

*(Discussion ensued)*

**MOTION** made by Peters to approve the Solicitor to complete the following:

1. A Public Hearing on March 15, 2022 at 7:00 pm regarding the 2<sup>nd</sup> version of a Proposed Comprehensive Amendment to the Point Township Zoning Ordinance and Zoning Map,

and a Special Meeting immediately following said Hearing for the purpose of voting upon the enactment of said Amendment, and the advertising thereof pursuant to requirements of the PA Municipalities Planning Code (MPC);

2. Submission of the said 2<sup>nd</sup> version of Amendment to the Point Township and Northumberland County Planning Commissions for review and comment, and filing of the same with the Northumberland County Law Library, pursuant to requirements of the MPC; and
3. Mailing Notices of said Public Hearing to (a) the owners of properties for which the main zoning District designation is or was proposed to be changed to Highway Commercial or Industrial under the said Amendment; and (b) any property owner from whom the Township has received a letter, as of the date and time of this Public Meeting, opposing the reclassification the zoning District of any parcel as part of said Amendment.

- Approval of inclusion/exclusion of Mertz property along Greenhouse Road in HC rezoning proposal:

**MOTION** made by Peters to approve the change for the second version of the Amended Zoning Ordinance and map, to return the Mertz property and the PennDOT owned property behind Blossom Hill back to R1. Seconded by Neitz and passed unanimously.

- Tax Office Rental Agreement:

**MOTION** made by Yoxheimer to approve the Tax Office Rental Agreement with a rental amount of \$225 a month for one (1) year. Seconded by Neitz and passed unanimously.

- Approval of Deputy Tax Collector, Toni Snyder:

**MOTION** made by Peters to approve Toni Snyder as the Deputy Tax Collector. Seconded by Stender and passed unanimously.

- Adoption of COVID protocols:

**MOTION** made by Yoxheimer to accept the COVID protocols. Seconded by Peters and passed unanimously.

- Adoption of Policy for Legal Review of Fire Department matters: the Solicitor received a call from George Geise, he wanted me to review a contract, but it was specific to Tuckahoe, and I believe a purchase they had made. The Board has had me review things in the past related to the Fire Companies, but typically those have been for something related to both Fire Companies and something the Township was also involved in, not just a specific Fire Company. Do you want to have a policy where I can talk to Randy and he can use his discretion if it is something he deems appropriate?

**MOTION** made by Peters to adopt the policy for legal review for Fire Department matters at the Chairman's discretion. Seconded by Neitz and passed unanimously.

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

**Secretary:**

- Treasurer Report on File

- Audit/FD Reports: January 27<sup>th</sup>, Klacik started our 2021 Audit. Both Tuckahoe and Point Township Fire Companies successfully submitted their end of year reports and they were forwarded to Klaciks. All nine (9) fourth (4<sup>th</sup>) quarter reports and eleven (11) end of year reports have been completed.

- Building Quotes for office renovations: Received quotes back from T. Ross Brothers, HEPCO and Martins Construction.

**Peters** asked who the lowest bid was from and how much.

**McClain** T. Ross Brothers in the amount of \$18,650.40



**MOTION** made by Peters to reject all bids for the office renovations and re-do written/telephonic quotes. Seconded by Neitz and passed unanimously.

- Epoxy Quotes for PD flooring: After touring the renovated Sunbury PD department and liking their epoxy flooring treatment we reached out to several companies for quotes and worked towards obtaining funding to finish our Police Department flooring after not being happy with our finished product. The lowest quote was from Durex \$21,300.00 and the S. Luther Savidge Trust through NNB will be funding the whole project.

**Yoxheimer** said that was good news and thanked the Secretary for her work in obtaining this.

**MOTION** made by Yoxheimer to approve the low bid of \$21,300 from Durex, paid for by the S. Luther Savidge Trust through Northumberland National Bank. Seconded by Stender and passed unanimously.

- Gene Powlus letter of resignation: Gene Powlus submitted his letter of resignation for SEO/ZEO until the positions are filled, or until April 1<sup>st</sup>

*(Discussion ensued)*

**Yoxheimer** when you (Toth) worked for the Township previously, how did you work your fee schedule?

**Toth** the fee schedule is set up in two parts, planning and permitting. The client pays the fixed fee for those services.

**Yoxheimer** moving forward, how are you looking to be paid?

**Toth** I am still operating my company unless you want to change the way I am paid.

**Yoxheimer** in some of the conversations we have had, you had indicated a potential retainer.

**Toth** I was looking at \$500 a month for a retainer, and the fees for the sewage work.

**Strouse** how does the fee schedule compare to other SEO's? Is this in line with what costs are in other Townships?

**Toth** I am just using Gene's fee schedule.

**Yoxheimer** I think the difference though is the retainer, I think is what changes that. What was the cost that the Township paid out the last couple years?

**McClain** in 2020, we received a little over \$5,000 for permits, and we paid out \$4,850; in 2021 we received \$2,190, and we paid out \$2,810. Would the retainer go toward permits, or mileage? That is how Toth's request is different and more expensive than Gene's fee schedule.

**Toth** there are a lot of things on the overview of the job, that aren't on the fee schedule that you have to do. Log complaints, contact clients, answer questions, supervisors that have complaints. I have found that there are 100's of hours not compensated for, that is not the case here, there is no guarantee of an income.

**Strouse** that is my thought, maybe we look for someone that has more Townships, so we aren't paying that fee.

*(Discussion ensued)*

**MOTION** made by Peters to accept the resignation form Gene Powlus as SEO and ZEO. Seconded by Stender and passed unanimously.

**MOTION** made by Peters to amend the agenda to add the approval of William Toth as SEO. Seconded by Neitz and passed unanimously.

**MOTION** made by Peters to name William Toth as SEO at \$6,000 a year, plus whatever fees he gets for planning and permitting for SEO services, on a year-to-year basis. Seconded by Neitz and passed unanimously.

- Verizon phone quote for upgrade: this was talked about long ago; we have had numerous conversations with Verizon leading up to our renovation project. This would be changing the phone system to VOIP (Voice Over Internet Protocol). Many features come with this upgrade, auto receptionist, an app that can be put on our cell phones which would allow us to receive and make



calls as if we were at the Township, it will allow PD to have their phones transferred to County after a set amount of rings. We also received a quote from Infradapt, they are saying it would have to be two separate phone systems, and their quote was almost \$1,700 more than Verizon. The difference of what we are paying now for phones and faxes, would be an additional \$86.00. There is a one-time purchase for the equipment, of \$1,974, that is with a \$950 savings since we are a municipality.

**MOTION** made by Peters to approve the phone system upgrade to Verizon with a onetime payment of \$1,974 for equipment; and the increase monthly charge of \$344.85. Seconded by Neitz and passed unanimously.

- YMCA Summer Camp (June-August, Mon & Wed 10-2):

**MOTION** made by Yoxheimer to approve the YMCA's usage of the Point Township Park in the summer, Mondays, and Wednesdays from 10-2. Seconded by Peters and passed unanimously.

**Yoxheimer** what we did not discuss with Gene's resignation, was a Zoning Enforcement Officer. Our building code inspectors, NEIC, offer these services. We had a meeting with NEIC on what it would cost to have their inspector, Jackie Hart that services this area for NEIC, also handle the ZEO responsibilities. We did receive a proposal from them, but it included some services beyond what we had asked for. I would like to table this proposal until we get this clarified.

**Police Department:** (Report on File)

**Fire Department:** (No Report)

**Fire Police:** (Report on file)

**EMA:** (No Report) EMA Coordinator

**Engineer:** (No Report)

- Approval for agreement with Doug Hovey for SALDO Ordinance:

**MOTION** made by Peters to accept agreement from Doug Hovey for the SALDO Ordinance, not to exceed \$4,500. Seconded by Neitz and passed unanimously.

- Freestanding Stormwater Ordinance

**MOTION** made by Yoxheimer to approve Todd Pysher working on the Stormwater Ordinance not to exceed \$500. Seconded by Peters and passed unanimously.

**Road Department:** (Report on File)

- Copy of Cleveland Brothers Invoice: work done on the backhoe

**MOTION** made by Peters to retroactively pay the Cleveland Brothers Invoice in the amount of \$3,188.09. Seconded by Neitz and passed unanimously.

**Strouse** should you have some kind of maintenance schedule so the filters get changed?

**Wehry** I am working on that now. Some of this stuff we can't do in house.

**Strouse** pay attention while they are here. That's what I do. Maybe schedule several pieces of equipment and get an independent mechanic to come and change filters, that may help keep the cost down and getting non-cat filters.

- Paving Quotes: for around the Township building, in the front of the Township building and in front of PD garage, I did get quotes back in August.

**MOTION** made by Yoxheimer to allow the Roadmaster to put the paving for around the Township building and in front of the PD garage out for bid. Seconded by Peters and passed unanimously.

- Mountain & Sycamore Roads: working on the low volume roads grant. Meeting with Soil conservation, it sounds like we would get right around \$20,000, which would cover the cost of the pipe upgrades and the drainage work. I did meet with Dale Sellers to discuss possible rebuild for that area at the top.



**Yoxheimer** I remember having some discussion with Pysher in the past about the Low Volume Road grant, that they paid for more than just the pipe work.

**Wehry** another project that I would like to look into doing this year, is Sycamore Road, it is a small road. I also spoke with Sellers about this, he gave me a quote last year, which was \$6,321, I asked what the cost for this year would be, and he said about a 5% increase. Which puts us right around \$6,700 to have him come in. That is with us buying the stone, doing the road grinding.

- Plow Blades: just put the last set on that I have, and I like to have at least an extra set as a spare.

**MOTION** made by Yoxheimer to allow the Roadmaster to purchase a spare set of plow blades, not to exceed \$600.00. Seconded by Peters and passed unanimously.

**Sewage Enforcement Officer:** (No Report)

**Zoning Enforcement Officer:** (No Report)

**Ordinance Enforcement Officer:** (No Report)

**Planning Commission:** (No Report)

- Accept Gordon Add-On Subdivision
- Accept Mertz Subdivision/Non-Building Waiver
- Accept Campbell Subdivision

**MOTION** made by Yoxheimer Accept the Gordon Add-On Subdivision; Accept the Mertz Subdivision/Non-Building Waiver; Accept Campbell Subdivision. Seconded by Peters and passed unanimously.

**Recreation:** (No Report)

**McClain** Derr advised that he is still looking for pricing from Jared to move forward with necessary repairs to water line and possibly have water/facilities back in service this season. Also, there is a possibility of getting a port-a-potty for an Easter egg hunt that will be held in April.

**Sewer Authority:** (No Report)

**Other Business:**

- Key System:

**Yoxheimer** Montie requested that this be put on the agenda.

**Peters** all the Supervisors need to decide what access they want here in the Township building. More then likely the Chair and the Vice-Chair will request access to everything short of the Police Dept.

- Truck Traffic on 16<sup>th</sup> Street:

**McClain** received an email back on January 19<sup>th</sup>, a resident was complaining about high volume truck traffic on both directions of 16<sup>th</sup> Street. He said on any given day, he personally sees over a dozen large trucks. I sent him the information from the last time this was discussed at a meeting this past October, when George Geise suggested he knew someone at Furmans, and would talk with them about what they require of the drivers, which was never followed through with, so it is back on the agenda.

**Yoxheimer** the Township will do its best to monitor 16<sup>th</sup> Street. You can tell them that GPS directs them, we don't control that.

**Peters** what was Geise supposed to do?

**McClain** the meeting minutes say: *Geise advised signs don't change anything, Yoxheimer advised maybe we can get some more cooperation from Furmans with trucks, Wehry stated he has been fixing weight limit signs on Lahrs Road, as they knock them down and keep going. Campbell said he has driven trucks for numerous years and often he was given information on what roads not to use. Yoxheimer then questioned who we need to talk to at Furmans, and Geise said I will get a name and get back to you.*

*(Discussion ensued)*

**Yoxheimer** when we did our negotiations with NEIC for zoning services, it came up in the conversation about a pass thru window where the Sewer Authority is going to move, in the two old offices in the front of the building. It was offered by Ken Marino, that he would purchase a pass thru window for us, the Township would have to pay to have it installed. We got a quote from United Plate Glass who provided the pass thru window on the Township side, for \$6,675. We need to reach out to United Plate glass and have them break the quote down to show material versus labor/installation.

**General Public Comments/Resident Concerns:**

**Barnhart** looking for a follow up on Ward Lane, last time I was here you were going to have an Engineer look at that.

**Yoxheimer** with the way the weather has been we just have not had the opportunity to get down and take a look. I apologize, as we look to move into nicer weather, we will have him take a look.

**Pay Bills:**

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

**Adjournment:**

Meeting adjourned 8:47PM

All motions passed by a hand vote.

**Executive Session**

**List of Communications:** *(On File)*

**Financial Reports:**

Profit and Loss

Deposit Detail

Accounts Payable – Totaling – \$50,245.95

Respectfully submitted,

Amy Hoffman, Office Clerk

Amanda McClain, Secretary/Treasurer