

# UNION TOWNSHIP SUPERVISORS

January 2, 2024

## MEETING MINUTES

### CALL TO ORDER

The regular meeting of the Union Township Supervisors was held at the Union Township Building located at 125 Sycamore Lane, Julian, Pennsylvania and was called to order by Chair Nick Taylor at 7:27 PM. Attendees included Nick Taylor, Tammy Hanscom, Michael MacNamara, Renee Swancer, Secretary/Treasurer, Solicitor Jeff Stover (arriving at 7:32 PM), Denny Ripka, Phil Mauer, and Laura Reese.

**AUDIO RECORDING DEVICES.** Mr. MacNamara questioned why this item is on the agenda and recommended removing it from the agenda. The solicitor stated it was a policy instituted by a prior board. Mr. MacNamara stated that public meetings are open to the public and thereby recording can occur. Mr. MacNamara made a motion to remove this item from the agenda stating who is recording. Mr. Taylor seconded the motion. Motion carried.

VOTE: Mr. MacNamara – yes                      Mr. Taylor – yes                      Ms. Hanscom – yes

**PUBLIC COMMENT** – Phil Mauer asked to have a letter written by the solicitor in December of 2020 removed from the township records. This letter addressed an incident that occurred at the Township on December 31, 2020 where the secretary was at the Township office and Mr. Mauer wanted to know what she was doing in the office. The prior Board sent a letter to Mr. Mauer addressing the incident. Mr. Taylor said he was not privy to this letter and would have to review it at the next meeting. Mr. Mauer also said he believes the secretary should punch a time clock for hours worked. He also discussed office hours and accountability of the secretary. Mr. Taylor said most Township secretaries in the Bald Eagle Valley have office hours by appointment and work from their home offices to save on cost. It was stated that the secretary only received a salary of \$15,300 dollar last year for work performed and it would cost more to the Township for her to punch a time clock. Mr. Mauer also asked why is the solicitor attending every meeting? Mr. Taylor said that it costs the Township less to have items addressed immediately at meetings, then to make multiple phone calls to the solicitor.

### PERSONS TO ADDRESS THE BOARD

Anya Olsavicky Planning Module. Mr. MacNamara made a motion to approve the planning module. Mr. Taylor seconded the motion. Motion carried.

VOTE: Mr. MacNamara – yes                      Mr. Taylor – yes                      Ms. Hanscom – yes

Mr. MacNamara made a motion to approve Resolution 2024-04 for the planning module resolution. Ms. Hanscom seconded the motion. Motion carried.

VOTE: Mr. MacNamara – yes                      Mr. Taylor – yes                      Ms. Hanscom – yes

### MINUTES

The minutes of the December 5, 2023 regular meeting were presented for approval. Ms. Hanscom made a motion to approve the meeting minutes. Mr. MacNamara seconded the motion. Motion carried.

VOTE: Mr. MacNamara – yes                      Mr. Taylor – yes                      Ms. Hanscom – yes

### FINANCIAL

#### Fund Balances (12/29/2023) per Bank Statement

- General Fund- \$230,715.72
- State Fund-\$239,555.40
- Marcellus Shale- \$16,236.98
- SFTS-\$8,917.44

December 2023 Treasurer's Reports and Payables. Ms. Hanscom made a motion to approve the December 2023 Treasurer's Reports (*Expenditures, Profit Loss & Bank Statements*) and the December 2023 payables. Mr. MacNamara seconded the motion. Motion carried.

VOTE: Mr. MacNamara – yes                      Ms. Hanscom – yes                      Mr. Taylor – yes

## MONTHLY REPORTS

- Fire company oversight committee. Ms. Hanscom reported the 2024 budgets were approved.
- Mid Centre Authority. No report.
- Building Code Agency Reports. The reports were acknowledged.
- **Roads** – Mr. Taylor reported repairs need made to the backhoe currently at S&R and the estimated cost to repair is \$5,000.00. A new backhoe could cost around \$135,000 and used could be around \$85,000.00. Ms. Hanscom made a motion to approve up to \$5,000.00 for S&R to make the repairs to the backhoe. Mr. MacNamara seconded the motion. Motion carried.

VOTE: Mr. MacNamara – yes                      Ms. Hanscom – yes                      Mr. Taylor – yes

The Board discussed renting a mini-trac machine and that the Sinclair driveway needs to be reviewed. Mr. Taylor will inspect the driveway for the installation of a culvert.

## NEW BUSINESS

Road Projects 2024. The Board began discussing road projects. Mr. MacNamara would like to see the road projects placed out for bid immediately to receive the best pricing and even made a motion to place the road projects out for bid. No other supervisors seconded the motion. Mr. Taylor said many of the roads will need to be tar and chipped from prior stoning and road base paving. These roads will need to be sealed. Unionville Pike culverts paving was also discussed. Roads for tar and chipping include Baney, Walker Hollow, Ammerman, Egypt Hollow, Jacobs, and Bennett. Ms. Hanscom said she has January 15<sup>th</sup> available to review roads and recommended Mr. Donley, road crew, attend. Mr. MacNamara said he would like to see Egypt Hollow Road as a potential project for Dirt and Gravel this year. Mr. Taylor said he would like to talk to the Township Penn DOT representative to discuss tar and chipping cost quotes. Mr. MacNamara said the Planning Commission can begin to look at projects for 2024. No final decisions were made on road projects at this meeting.

Township furnace replacement. The Township building furnace needs to be replaced as the heat exchanger is cracked. A cost estimate of \$4,500.00 was received from Centre County Refrigeration and Heating. One half the cost is required up front. Ms. Hanscom made a motion to approve the furnace replacement and provide the half up front cost for ordering the furnace. Mr. MacNamara seconded the motion. Motion carried.

VOTE: Mr. MacNamara – yes                      Mr. Taylor – yes                      Ms. Hanscom – yes

Resolution 2024-05. Mr. Taylor made a motion to add Resolution 2024-05 and advertise meetings to the agenda. Mr. MacNamara seconded the motion. Motion carried.

VOTE: Mr. MacNamara – yes                      Mr. Taylor – yes                      Ms. Hanscom – yes

Ms. Hanscom made a motion to sign Resolution 2024-05, designating ATV roads within Union Township by Resolution. Mr. Taylor seconded the motion. Motion carried.

VOTE: Mr. MacNamara - yes                      Mr. Taylor – yes                      Ms. Hanscom – yes

Meeting dates 2024. Ms. Hanscom made a motion to set meeting dates as follows for 2024: Feb. 6, Mar. 5, April 2, May 7, June 4, July 2, Aug. 6, Sept. 10, Oct. 1, Nov. 5, and Dec. 3. Mr. Taylor seconded the motion. Motion carried.

VOTE: Mr. MacNamara – yes                      Mr. Taylor – yes                      Ms. Hanscom – yes

## OLD BUSINESS

### ITEMS NOT ON AGENDA

### CORRESPONDENCE

### ADJOURNMENT

Mr. MacNamara made a motion to adjourn the meeting at 8:30 PM. Mr. Hanscom seconded the motion. Motion carried.

VOTE: Mr. MacNamara – yes                      Mr. Taylor – yes                      Ms. Hanscom – yes

Respectfully submitted by:

*Renee Swancer*

Secretary/Treasurer