

# UNION TOWNSHIP SUPERVISORS

March 5, 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 7:00 PM. Attendees included Nick Taylor, Tammy Hanscom, Michael MacNamara, Renee Swancer, Secretary/Treasurer, Solicitor Jeff Stover, Mike Reese, Laura Reese, Brad Page, and Denny Ripka.

**PUBLIC COMMENT** – None.

**PERSONS TO ADDRESS THE BOARD** - None

### MINUTES

The minutes of the regular meeting of February 13, 2024 were presented for approval. Ms. Hanscom had one correction regarding the description for the tractor as it is not a backhoe. Ms. Hanscom made the motion to approve the meeting minutes as corrected. Mr. MacNamara seconded the motion. Motion carried.

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

### FINANCIAL

February 2024 Treasurer’s Reports and Payables. Mr. MacNamara made a motion to approve the February 2024 Treasurer’s Reports (*Expenditures, Profit Loss & Bank Statements*). Ms. Hanscom seconded the motion. Motion carried.

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

Ms. Hanscom made a motion to approve the February 2024 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 fire company received the State grant to pay off the fire engine. Wing night is resuming. The first wing night event netted \$1,400 profit. Wing nights will be held monthly. Pager batteries were received and paid for. The fire company members will be attending a food safety certification class.
- Mid Centre Authority. No report. Mr. MacNamara asked the Secretary to forward any reports directly to him when received.
- Building Code Agency Reports. The report was acknowledged. The Penns Valley Code check will be reissued.
- **Roads** – It was reported the backhoe is back from being repaired. The spreaders are off the trucks. Mr. Reese said the ditch on Ammerman Road needs to be cleaned. Mr. Ripka asked about the culvert for the Sinclair property. Mr. Taylor said a culvert will not fix the problem because 90 percent of the runoff is coming down the driveway. Mr. Stover said water coming out onto the roadway in the winter could cause hazardous conditions. Mr. Taylor will speak to the property owner.

### NEW BUSINESS

IT Services. Mr. Taylor made a motion to approve the service agreement provided by TekResults. Ms. Hanscom seconded the motion. Motion carried.

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

Costars Salt Agreement. Ms. Hanscom made a motion to approve the purchase of 150 tons of salt from the state contract with Costars. Mr. MacNamara seconded the motion.

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

Backup Emergency Assistant/Secretary. Mr. MacNamara said the township passwords should be securely stored. The salary for this position cannot be set by the Supervisors. It must be done by the auditors at an advertised meeting.

Mr. MacNamara made a motion to appoint Tammy Hanscom as assistant secretary, to develop a job description, and to have the compensation set by the auditors at an advertised meeting. Mr. Taylor seconded the motion. Motion carried.

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

Selling of equipment. The International truck is not being utilized, so it should be sold. Mr. Taylor said the spreader and plow should also go with the truck. Mr. MacNamara made a motion to place the international truck out on Municibid for sale. Ms. Hanscom seconded the motion. Motion carried.

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

The Board also decided to sell the Case 380 tractor, since there are no parts available to fix the brakes. Ms. Hanscom made a motion to place the tractor on Municibid for sale. Mr. MacNamara seconded the motion. Motion carried.

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

Buying of equipment. Mr. Taylor presented to the Board various quotes for equipment attachments for the new skid steer.

1. Boom arm mower. Mr. MacNamara made a motion to purchase the boom arm mower from Tom Vilello for \$3,500.00. Mr. Taylor seconded the motion. Motion carried.

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

2. Skid Steer boom mower. The Board discussed the quotes. It was decided to purchase the boom mower from Marks Supply for \$4,989.00. Mr. Taylor made the motion to purchase the mower broom. Mr. MacNamara seconded the motion. Motion carried.

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

3. Skid Steer Grader. The Board discussed the quotes. Mr. MacNamara made a motion to purchase the grader from Tom Vilello for \$2,490.00. Mr. Taylor seconded the motion. Motion carried.

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

## **OLD BUSINESS**

### **Road Projects.**

Bids. The Board discussed placing the paving and tar and chip estimates out for bid. The estimate received from our Penn DOT representative, Matt Kenep, was for a double coat of tar and chip and not a single coat. The estimate needs revised. The Board would like the bids prepared for the paving and tar and chipping bids for the next meeting.

Headwalls. The Board discussed the headwalls needed. A total of nine was discussed and the prices from M&W were the lowest. Mr. MacNamara made a motion to purchase the headwalls from M&W Precast Construction and Supply. Mr. Taylor seconded the motion. Motion carried.

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

Culvert Pipes. It was noted the culvert pipes will be purchased from Core & Main. The scrapped metal pipes were picked up by Pat Burns.

## **CORRESPONDENCE**

### **ADJOURNMENT**

Mr. MacNamara made a motion to adjourn the meeting at 8:40 PM. Mr. Taylor seconded the motion. Motion carried.

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

Respectfully submitted by:

*Renee Swancer*

Secretary/Treasurer