

Minutes
January 6, 2024
Rescheduled Reorganizational Meeting

The meeting was called to Order by Chairperson Roy Smuda at 8 am. All in attendance recited the Pledge of Allegiance. The meeting was then turned over to Secretary Susan F Shontz for Election of Officers.

Chair – Roy Smuda

Vice-Chair – Richard Buseck

Secretary/Treasurer

The meeting was then turned back over to Chairperson Smuda.

Visitors-

Sergey Pinchuk attended to follow up on status of permit. Secretary Shontz will follow up with CCIS on status. Mr. Pinchuk also stated that his check had not been cashed. Secretary will follow up on that also.

Engineers Report -

Engineer Glitzer was unable to attend meeting. He sent notes to Secretary to review.

- a. FEMA BRIC Pine Ridge Landslide awarded to Township in the amount of \$35,000. FEMA issued a RFI which was due on January 5th. GHD Responded on January 3rd
- b. Puttstown Small Water Sewer Grant Application – Township was awarded funding from the grant in the amount of \$42,500 with a \$7,500 township match for a total of \$50,000. Waiting on DCED for next steps
- c. Shy Beaver WWTF Filter Tank Cover – Cover installed some of the grates still need repaired.
- d. DCED Multimodal Grant for Lower Ridge Road/LSA Grant for Backhoe/DECED Sewage Facilities Grant Program Application – Still waiting on information re funding awards.

Review and Approval of Minutes –

Minutes read by Secretary. Motion to approve made by John Husick and seconded by Roy Smuda.

Finances

Check Disbursements - Reviewed by Supervisors. Motion to approve made by Roy Smuda and seconded by John Husick

Deposit Listing

Balance Sheet

Profit/Loss Statement

Sewer Balances

Correspondence

Correspondence was reviewed by board

Business

- Appointment of Positions
 - Roadmaster – John Husick, Puttstown
 - Roadmaster – Richard Buseck, Remainder of township
- Compensation
 - Tax Collector 5%
 - Part time Laborers
 - Regular
 - Charles Hollenbaugh \$14.00
 - Eric Redinger \$13.50
 - Others \$14.00
 - Snow Plowing
 - Charles Hollenbaugh \$16
 - Eric Redinger \$15
 - Plant Operator – No increase
 - Secretary/Treasurer – Susan F Shontz - \$13.00
 - Meeting Reimbursement for newly elected individuals
- Schedule of Administrative Fees
 - Puttstown
 - Sewer Fees \$47 per month
 - Late Fees \$ 5.00 per month
 - Shy Beaver
 - Sewer Fees \$200 per quarter
 - Late Fees \$ 25 per quarter
 - Connection Fee
 - Administrative \$100
 - Fee to Sewer Facility \$650
 - Inspection \$ 35
 - Disconnection
 - Administrative \$100
 - Inspection \$ 35
 - Land Use Permits \$25
 - Subdivision/Line Change \$35
- Purchase of equipment – A discussion was held regarding the purchase of a skid loader. Supervisor Buseck was tasked with following up regarding costs.
- Resident Complaint was lodged regarding a vehicle parked too close to the roadway at a property along Upper Ridge Road. The property was determined to be owned by Leonard Chuckalovacak. Secretary was tasked with sending a letter to owner advising him that the vehicle needed to be removed from right of way. Several other infringements were also identified by supervisors upon visiting property. Hidden Roadway signs had been altered and a

No left turn sign had been installed without following procedures. These problems are also to be addressed in letter.

- Phone card for employee – Cellphone provided by township is not working. Employee has his own cellphone. A discussion was held regarding purchasing a phone card for employee every quarter in place of an additional phone.
- Sale of white dump truck – Supervisor Buseck to follow up on item
- Review Road Status
 - Supervisors Smuda and Buseck took a ridge to review current status of township roads and noted
 - Guard Rails are need across from Church camp road.
 - Upper Ridge needs Tar and Chip work, Supervisor Buseck will follow up on it.

Executive Session – not necessary

Meeting adjourned 9:45 am

Sincerely yours

Susan F Shontz
Secretary/Treasurer