

# WAVERLY TOWNSHIP SUPERVISORS

## Minutes of the April 11, 2016, Meeting

Attending Supervisors:	Ronald Whitaker, Chairman Drew Christian, Vice Chairman Bill Byron, Supervisor
Solicitor	Andrew Hailstone, Esq.
Twp. Manager/Secretary	Christine Capozzi
Dir. Of Public Works	Thomas James
Police Chief	Kenneth James

Guests: None

The regular monthly meeting of the Waverly Township Supervisors was called to order at 7:00 P.M. by Chairman Ron Whitaker in the Waverly Township meeting room, Lake Henry Drive, Waverly, Pennsylvania.

On a motion by Ron Whitaker, seconded by Drew Christian, the minutes of the March 14, 2016, special meeting were approved as circulated, all voting yes.

On motion by Ron Whitaker, seconded by Drew Christian, the treasurer's report was accepted as presented. The bills for this meeting were reviewed, approved, and recorded in the township records. All voting yes, to approve.

### **POLICE CHIEF'S REPORT:**

#### 1. POLICE CHIEF'S REPORT -

- **UPDATE:** Chief James presented the monthly police report. Also, he mentioned that new Watchguard Video System was installed, although there were connection issues, the system is now working. Supervisor Drew Christian asked if the number of accidents has increased on Routes 6/11 in Glenburn TWP due to the construction activity.
- **ACTION:** Chief James will research this issue and report to Supervisors. If the number of accidents has increased during this construction period, Supervisors will review ideas with Chief James to improve safety in this area during the next supervisor meeting.

## **SOLICITOR'S REPORT:**

### **1. SCHOOLHOUSE AGREEMENT – UPDATE**

- **UPDATE:** Attorney Hailstone sent a Deed for the Schoolhouse to Mr. Colombo's attorney. However, he is waiting to receive a Closing Statement from Attorney Cowley. Attorney Hailstone will provide an update during our meeting on April 25, 2016.

### **2. RICK FLOREY LUMBER AND STERLING ESTATES POA REQUEST TO TRANSFER PRIVATE ROADS TO THE TWP**

- On a motion by Ron Whitaker and seconded by Bill Byron, the supervisors approved **RESOLUTION #13 OF 2016**, authorizing the Waverly Township to accept the Deed of Dedication of the Roads in Sterling Estates, all voting yes.
- The Township is taking over the roads in this development. However, the facilities in development are the responsibility of the Property Owners Association (POA). Rick Florey's attorney will prepare the agreement for the POA.

## **MANAGER'S REPORT:**

### **1. PENNDOT BUSINESS PARTNER AGREEMENT**

- **ISSUE:** Christine briefly discussed the PennDOT process for becoming a Business Partner in order to apply for road permits. Since we are a utility company, we need to secure an Emergency Certificate Card before we can apply for a PennDOT permit.

### **2. LAND DONATION OFFER TO TWP**

- **ISSUE:** A Township resident offered to donate a parcel of land to the Township. After a brief discussion, supervisors decided to decline this offer. Christine will inform the resident.

### **3. DALTON VOLUNTEER FIRE COMPANY AND WORKERS COMP MEETING**

- **UPDATE:** The Mayor of Dalton organized a meeting for local Townships that use Dalton Fire Company for fire protection services. He arranged this meeting to hear a presentation from the Borough's Insurance Agent regarding worker's compensation. They discussed the current rate of worker's compensation, how that rate is determined, and a breakdown of the portions required by each municipality.
- **ACTION:** Christine reported that Dalton Borough's insurance company negotiated a lower rate with the Compensation Insurance Rating Board. The Borough will send out revised invoices for 2014, and 2015. The reason for the worker's comp increase over the past years was due to a claim awarded to a volunteer fireman.

#### 4. LEDGEWOOD/STONE PROPERTY ISSUE

- UPDATE: After Christine, Attorney Hailstone and Chief James had inspected the Schack/Stone property in December, we requested that the first-floor windows and doors be boarded to prevent entry. The TWP requested another continuance from the Magistrate, but since the door is not boarded, Attorney Jamie Hailstone requested a new hearing date; May 18. Christine will provide an update during the April 25 supervisor meeting. Also, Supervisor Drew Christian suggested we collect the filing fee from the defendant.

#### 5. TAX COLLECTOR & TAX COLLECTOR FEES

- UPDATE: Christine presented sample Tax Collector Fees Ordinances from other Townships. Attorney Hailstone will research to see if state law requires the Township to pass an Ordinance to charge these tax service fees to residents.

#### 6. DILAPIDATED GARAGE IN HISTORIC AREA

- ISSUE: A resident on Beech Street was notified last October and again in February (2016) that their detached garage was in violation of the Township's Maintenance Ordinance. We requested that they repair the dilapidated garage.
- UPDATE: The resident spoke to Christine and indicated that they were going to raze this garage. Since this garage is considered a conforming property in the Historic District, Christine asked the resident to complete a HARB Certificate of Appropriateness form (COA) to explain why they are not repairing this structure. As of today, the resident has not submitted the COA. Christine will follow-up with the resident and provide an update during the next supervisor meeting on April 25.

### MAINTENANCE SUPERINTENDENT'S REPORT

#### 1. DEAD TREES IN TOWNSHIP RIGHT-OF-WAY

- UPDATE: Supervisors asked Tom James to complete an inventory of these dead trees in our Township's right-of-way and secure quotes from contractors to have them removed. Tom reviewed the quotes he received during the meeting, and the Township is going to use Scala Tree Service for this project (pending insurance documents).

#### 2. SEWER ISSUES – NORTH ABINGTON ROAD

- ISSUE: During a past meeting, Tom James reported that main sewer lines that run down North Abington Road are not providing adequate drainage due to tree roots as well as other factors. Supervisors asked Tom James to look into options and costs for methods to evaluate and restore sewer lines that may be eroded. Tom contacted PA Rural Water Association, and they are willing to perform this work at no cost to the Township to get an overview of the condition of the pipes in this area.
- ACTION: Tom James will work with the PA Rural Water and report back to supervisors during the April 25, 2016, meeting. Chief James will help direct traffic during this time.

### 3. 2016 ROAD RESTORATION WORK IN THE TOWNSHIP

- UPDATE: Tom James met with our PennDOT representative to review his list of roads. Tom will secure quotes and review the list with Supervisors during the April 25, 2016, supervisor meeting.

### 4. PUMP STATION #2 - UPDATE

- UPDATE: Tom James reported that sewer line broke on a resident's property. With the help of Sproul Construction, Tom and Steve were able to repair the broken line. Tom also noticed a sinking manhole cover and abandoned pipe. Tom and Steve closed the pipe and repaired the manhole.

### 5. SEWER USAGE FEE – SOUTH ABINGTON PROPERTY OWNER

- UPDATE: A South Abington property owner that recently hooked up his property to the Township's sewer asked not to pay a usage fee since the property is not completed. Supervisors discussed that once a property is hooked-up to our sewer, the usage fee must be charged. Tom James will inform this property owner.

There being no other business to come before the Supervisors, the meeting was adjourned. The next meeting will be held on April 25, 2016, at 7:00 P.M. in the Waverly Township Municipal Building, Lake Henry Drive, Waverly, PA. Christine Capozzi, Township Manager/Secretary, transcribed the minutes of this meeting.