

WAVERLY TOWNSHIP SUPERVISORS

Minutes of the July 29, 2024, Meeting

Attending Supervisors:

	Drew Christian, Chairman
	Eric Parry, Vice Chairman
	Cheryl Murnin
Solicitor	Malcolm MacGregor
Twp. Manager/Secretary	Christine Capozzi
Dir. of Public Works	Thomas James
Township Engineer	Ned Slocum - Not in attendance
Police Chief	Kenneth James – Not in attendance
Planning Commission Solicitor	William Jones – Not in attendance

Guests: Ryan Delagio, Michelle Hamilton

SUPERVISOR MEETING

The Waverly Township Supervisors held their meeting in-person at the Waverly Township Building on July 29, 2024, at 6:00PM. The monthly meeting of the Waverly Township Supervisors was called to order at 6:00PM by Chairman Drew Christian.

On a motion by Eric Parry, seconded by Cheryl Murnin, the minutes of the May 13, 2024, meeting was approved as circulated, and all items recorded in the township records, all voting yes.

On a motion by Eric Parry, seconded Cheryl Murnin, the treasurer report, police report and all bills were reviewed, approved, and recorded in the township records, all voting yes.

ITEMS OF CONCERN FROM THE PUBLIC

- During the meeting, a resident from Violet Terrace discussed the Violet Terrace Retention Pond Retrofit project. He expressed gratitude to the Waverly Township Police Department for their efforts in addressing speeding and stop sign violations on Stevenson Road. The resident also praised the DPW team and contractors for their excellent work on the project.
- Additionally, the resident requested that the new fencing around the retention pond be green, if possible. After a brief discussion, the supervisors agreed to install a green vinyl-coated aluminum fence with a lighter gauge. DPW Director Tom James will be responsible for ordering the fencing.

BUILDING PERMITS

MINOR LAND SUBDIVISION – DAVID & MARY CLARK

- Supervisors provided signatures for the final plan for the David and Mary Clark Minor Subdivision. The plan was approved at a prior supervisors meeting.

MINOR LAND SUBDIVISION – DAVID & LAURA PEASE

- Surveyor Mike Duddy attended the meeting to ask the Board for a waiver from Section 605.3G of the SALDO. Section 605.3G states that “Double frontage lots shall be avoided. In the event such lots cannot be avoided, a twenty-foot wide (20’) planting strip shall be provided along the rear line of the lot.” Since this is a consolidation of an existing single front lot and corner lot into one triple-frontage lot that cannot be avoided, a waiver from the board of supervisors to this requirement should be justifiable.
- On a motion by Drew Christian, seconded Cheryl Murnin, supervisors approved the planting strip waiver as recommended by Waverly Township’s Planning Commission, all voting yes.

SUPERVISOR REPORT

DALTON FIRE COMPANY AND WORKERS COMP ISSUE

- On a motion by Eric Parry, seconded by Cheryl Murnin, supervisors approved the payment of the 2023 Dalton Borough Workers Comp check to be sent to Dalton Borough, for \$4814, all voting yes.
- Supervisors asked Township Manager Christine Capozzi to contact Dalton Borough and request a list of staff members covered under this policy before the 2024 Workers Comp payment is released.

SOLICITORS REPORT

EASEMENT ISSUE & RESIDENT

- After a brief discussion, Christine will follow-up with our building inspector about the work completed on the former Mickere property to see if any permits were required
- Christine will also follow-up with Attorney MacGregor and provide the sewer connection agreement to address the former Mickere property sewer connection issue.

NLMS/THE ORCHARDS LAND USE APPEAL

- Attorney Malcolm MacGregor has not heard from Attorney Pat Lavelle regarding the NLMS, Inc., agreement that was submitted for the Supervisors review.

WAVERLY TOWNSHIP ASSESSMENT APPEALS

- On a motion by Eric Parry, seconded by Drew Christian, Township Solicitor Attorney Malcolm MacGregor asked supervisors to sign paperwork for a resident’s tax assessment appeal, all voting yes.

MAINTENANCE SUPERINTENDENT REPORT

VIOLET TERRACE FENCING AND RETENTION PONDS

- On a motion by Drew Christian, seconded by Cheryl Murnin, supervisors approved to purchase and install the green vinyl coated fence for \$17,280 to be installed Mid Valley to install fencing

around the Violet Terrace Retention Pond, and \$13,000 for the same fencing to be installed around Estate Drive retention pond all voting yes.

- Tom James also mentioned that he and the DPW team cleared the vegetation from this retention pond area for the fence installation.
- The funds for the retention pond fences will be deducted from the Township's Stormwater Account.

GLEN OAK GREASE TRAP & SEWER MAIN ISSUE

- The Township's DPW team was called to unblock the sewer line by the Glen Oak Country due to grease/oil being disposed of improperly. Supervisors asked Township Solicitor Attorney Malcom MacGregor to write a letter to Glen Oak Country Club with an invoice to utilize a grease trap and asking to reimburse the Township for the costs associated to unblock this line.
- There was a brief discussion regarding per our municipal regulations, it is imperative that all establishments, including Glen Oak Country Club, utilize grease traps to manage and mitigate the disposal of grease and oil.

WASTEWATER SHED

- On a motion by Eric Parry, seconded by Cheryl Murnin, supervisors approved the purchase of a shed to house dechlorinated materials for the wastewater treatment plant, for \$2691.58, all voting yes.
- Tom James mentioned that electrical work will need to be completed since the treatment plant materials will have to be temperature regulated.

LEAF MACHINE & TRUCK REPLACEMENT QUOTE

- On a motion by Eric Parry, seconded by Cheryl Murnin, supervisors approved the purchase of a new DPW truck, with \$58,000 grant money, \$43,970.09 in vehicle reserve funds, for a total of \$102,000 for a new F150 Ford 550 with upfit, all voting yes.
- After a brief discussion, supervisors decided against purchasing new leaf machine. Instead, Tom James will explore options for acquiring a new leaf collection box for the new truck. Tom James reported that the leaf machine evaluated was too large to navigate the Township streets effectively.
- On a motion by Eric Parry, seconded by Cheryl Murnin, supervisors approved the purchase of a new leaf box for the new DPW truck, for an estimated cost of \$11,000, all voting yes.

MANAGERS REPORT

THE COMM & USDA LOAN – UPDATE

- There is no update on this agenda item. Supervisors asked Christine to take this item off the agenda.

THE WAVERLY COMMUNITY HOUSE CAPITAL EXPENSE REQUEST/GROUNDS ISSUE

- On a motion by Eric Parry, seconded by Cheryl Murnin, supervisors approved the Waverly Community House Capital budget expense to repair the roof and install new flooring for the afterschool program, for \$10,000, all voting yes.
- During the meeting, Waverly Community House Executive Director Michelle Hamilton provided an update on efforts to improve the grounds. She informed the attendees that she is obtaining a quote from Arendt Landscaping for weed and seed management to reduce clover and enhance the grass. Additionally, Michelle mentioned plans to install wasp catchers to address the issue of wasps and bees.

STEVENSON & NORTH ABINGTON ROAD PPL POLE RELOCATION

- Township Manager Christine Capozzi reported receiving concerns from residents regarding the safety of a PPL pole located on the traffic island at the intersection of Stevenson Road and North Abington Road. PPL representatives, along with two residents from North Abington Road, met with Township Manager Christine Capozzi, DPW team member Steve Bray and PPL representatives to discuss relocating the pole. PPL provided a basic right-of-way drawing outlining the proposed changes needed to move the pole off the traffic island.
- The residents attending the meeting requested that the street be marked differently or that reflective markings be added to improve safety as option before relocating the pole.
- After a brief discussion, the supervisors directed Christine to contact PPL to proceed with the relocation of the pole.

DIRT & GRAVEL ROAD GRANT - LILY LAKE ROAD

- DPW Director Tom James, Township Manager Christine Capozzi, and North Abington Supervisor Gary Wilding inspected the dirt portion of Lily Lake Road since this road has experienced severe stormwater erosion issues.
- Christine explained that we are working with Gary Wilding to complete the grant application by the deadline of August 31, 2024.

HARB LETTERS UPDATE & ZONING ISSUES

- Township Manager Christine Capozzi reported that she has not yet received responses from HARB property owners regarding letters sent out. She mentioned that work is being done on both the interior and exterior of one of these properties. The supervisors requested Christine to obtain an update from the property owner.
- The supervisors inquired about two garages in the HARB district with damaged roofs. Christine agreed to research these properties and provide an update to the supervisors.
- Attorney Malcolm MacGregor noted that the Jewish Discovery Center has not filed a zoning violation appeal. Christine and Attorney MacGregor will consult with Planning Commission Solicitor Bill Jones to determine how to proceed with enforcement actions as outlined in the Zoning Notice of Violation letter.
- There was a brief discussion about a property near Waverly Elementary. Attorney Malcolm MacGregor will collaborate with Christine to send a letter addressing the property's condition. Additionally, Attorney MacGregor requested that Christine document any complaints related to this property.

ORDINANCE #100 BURNING AND OPEN FIRES

- Christine is in the process of preparing a draft amendment for Ordinance #100 concerning Burning and Open Fires, in collaboration with Township Zoning Consultant Mary Liz Donato. Adding this item to the next supervisors' meeting agenda will be a key step in moving the process forward.

There being no other business to come before the Supervisors, the supervisors meeting was again adjourned. After this meeting, Supervisors had an executive meeting to discuss a litigation issue. The next meeting will be held on August 12, 2024, at 6:00 P.M. in the Waverly Township Municipal Building, Lake Henry Drive, Waverly, PA. Christine Capozzi, Township Manager/Secretary, transcribed the minutes of this meeting.