

# WAVERLY TOWNSHIP SUPERVISORS

## Minutes of the February 8, 2016, Meeting

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

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 January 25, 2016, regular 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.

### **SUPERVISOR'S REPORT/ISSUES:**

#### **1. BUILDING INSPECTION COMPANY & TWP**

- UPDATE: There was a brief discussion about having a Builder Inspector emergency contact number for residents. Christine will research additional information and update supervisors during the next supervisor meeting on February 29, 2016.

### **SOLICITOR'S REPORT:**

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

- UPDATE: Attorney Hailstone reported that he has been working with Mr. Colombo's attorney to finalize the agreement of sale. There was a brief discussion about the sewer and water lines at the property. Attorney Hailstone will contact Mr. Colombo's attorney and provide an update during our meeting on February 29, 2016.

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

- UPDATE: Attorney Hailstone has been working with Attorney Lavelle on a Deed of Dedication document. Attorney Hailstone requested changes to this document. Attorney Lavelle revised the document and sent it to Attorney Hailstone to review. Also, Ned Slocum recently submitted his Sterling Estates Development Dedication inspection report to supervisors.
- ACTION: During the February 29 supervisor meeting, Attorney Hailstone will review the Deed of Dedication document, and Ned will review his report with supervisors.

3. MUNICIPAL AUTHORITY UPDATE

- UPDATE: Attorney Hailstone reported that one of the Township Municipal Authority Bondholders is past due on the annual Township fee. Attorney Hailstone contacted the Bondholder about this past due amount.

4. ORDINANCE AMENDING NO. 104 YEAR 1998 ADOPTION OF BOCA PROPERTY MAINTENANCE CODE

- UPDATE: Attorney Hailstone reviewed the amendment to Ordinance No. 104 to allow the Board of Supervisors to adopt by Resolution the most current version of the BOCA National Property Maintenance Code.
- ACTION: Christine will advertise this amendment. Once advertised, the supervisors will adopt this amendment to Ordinance #104 at a future supervisor meeting.

**MANAGER'S REPORT:**

1. ORDINANCE #106 AN ORDINANCE REQUIRING BUILDINGS IN WAVERLY TOWNSHIP TO DISPLAY STREET ADDRESSES ASSIGNED TO THE BUILDING BY THE BOARD OF SUPERVISORS

- UPDATE: Several residents in the Township are not displaying the house numbers correctly. Also, there is one street in the Township where the house numbers are not in sequential order. In the event of an emergency, dispatched emergency personnel may have difficulty finding the correct location. A letter was sent to these residents advising that they have 60 days to make the required changes.
- ACTION: Christine will provide an update during the next supervisors meeting and discuss next steps.

## 2. WAVERLY TWP'S ANNUAL AUDIT REPORT

- ISSUE: Our accountants completed a draft of the Township's Audit Report. Ron Whitaker and Attorney Hailstone raised a question about a comment in the cover letter.
- ACTION: Christine will follow-up with our accountants and report back to Attorney Hailstone and supervisors via email.

## 3. WORKERS COMP PREMIUM AND DALTON FIRE COMPANY

- UPDATE: During the meeting, Christine reported that Township's portion of the Dalton Volunteer Fire Company Workers Compensation fees increased significantly over the past three years. Supervisors briefly discussed a few options for the Township to consider for fire protection services. Christine will research these options and report back to supervisors during the February 29 meeting.

## 4. TOWNSHIP BUILDING – UPGRADE PHONE SYSTEM

- UPDATE: Christine reviewed the quote for a new phone system. With this new system, the monthly fee that the Township currently pays will be reduced. On a motion by Ron Whitaker and seconded by Bill Byron, the supervisors approved the new phone system for \$4284 with Tower Communications, all voting yes.

## MAINTENANCE SUPERINTENDENT'S REPORT

### 1. PUMP STATION #2

- ISSUE: Tom James reported that the pump in pump station #2 malfunctioned and he replaced the pump with a refurbished unit. Tom will have the broken pump refurbished for future use.
- ACTION: Since this pump station was installed over 30 years ago, there was a brief discussion about replacing this pump station. Tom James will provide an update at a future meeting.

### 2. PUMP STATION #1 UPDATE

- UPDATE: Ned Slocum recently reviewed Gorman-Rupp's (pump manufacturer) revised Submittal for Sewage Pump Station #1 and marked the plan "Approved as Noted." Since Pioneer's Contract Period has expired a request for a time extension is necessary. Once Pioneer secures the estimated delivery date for the pump package from Gorman Rupp, they will use this date for a time extension. After Ned receives the time extension request, he will process a Change Order extending the Contract Period.

- ACTION: Ned Slocum will provide an overview of this project (and timeline) during our next supervisors meeting on February 29.

### 3. AMPHIDROME

- UPDATE: Tom provided an overview of the Township's Amphidrome Coldnite Advanced Treatment system. He also reported that the testing numbers in the Amphidrome are fractional indicating the urea feed process and other modifications improved the performance of the system.

### 4. DEP RENEWAL NPDES PERMIT

- UPDATE: Tom reported that the DEP NPDES Renewal Application is completed and ready to sign. This permit, once approved, is valid for five years. On a motion by Ron Whitaker and seconded by Bill Byron, the supervisors approved signing the NPDES permit renewal, all voting yes.

There being no other business to come before the Supervisors, the meeting was adjourned. The next meeting will be held on February 29, 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.