

WAVERLY TOWNSHIP SUPERVISORS

Minutes of the May 14, 2018, 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 - Absent

Guests: None

The regular monthly meeting of the Waverly Township Supervisors was called to order at 6:30 P.M. by Chairman Ron Whitaker in the Waverly Township meeting room, Lake Henry Drive, Waverly, Pennsylvania.

On a motion by Drew Christian, seconded by Bill Byron, the minutes of the April 9, 2018, meeting were approved as circulated, all voting yes.

On motion by Ron Whitaker, seconded by Drew Christian, the treasurer report was reviewed, approved, and recorded in the township records. All voting yes, to approve.

SOLICITORS REPORT:

1. Property Maintenance Code Ordinance #150
 - Attorney Hailstone explained to Supervisors the Township needs to adopt a new Ordinance in order to use the newest version of the International Property Maintenance Code. Christine mentioned the 2018 edition is available. Christine will purchase new IPMC manuals and work with Attorney Hailstone to write the Ordinance.

MANAGERS REPORT:

1. SEO Request – Addition to Fee Schedule -
 - SEO Gary Wilding asked supervisors to consider adding a prior site evaluation re-certification fee to the Township Fee Schedule. Supervisors had a few questions about this new fee. Christine will check with the Gary and provide an update during the next supervisor meeting.

2. Sewer Collection – Past Due Accounts & PA American Water Shut off Agreement

- Christine briefly discussed that nine residents are delinquent with their sewer rental fee. After a brief discussion, Supervisors asked Christine to ask Clarks Summit Borough for a copy of the water shut-off letter they send to residents since they also have the PA American Company Water Shut-off agreement. Christine will secure this information and review with supervisors.

3. Planning Commission & Fees

- Christine reviewed the planning commission fees with Supervisors. After a brief discussion, Christine will revise the fees to require residents to put funds into an escrow account for land development applications. She will review the changes during the next supervisor meeting.

4. MS4 Stormwater & Private Property

- Christine explained that a resident inquired about permits for preconstruction activities. For this property, they will disturb less than ½ acre of land. Since the property is less than ½ acre, Tom James gave the resident template plans they can follow from the PA E&S Manual. Mark Spatz, the TWP stormwater engineer, provided the information.

5. Lackawanna County Recycling Event

- Christine mentioned that the Lackawanna County Commissioners will sponsor an electronic collection for residents only. Lackawanna Recycling center will accept the electronics at no charge on deliveries made by municipal trucks. Once the dates are confirmed, Christine will advise residents about drop-off times and dates at the Township building.

MAINTENANCE SUPERINTENDENT'S REPORT

1. Sewer Lagoons - Maintenance

- Tom James explained how the sewer treatment lagoons are cleaned. After a brief discussion about the cleaning process and maintenance schedule, Tom said he will put out a bid to have one of the sewer treatment plant lagoons cleaned this summer.

2. Pump Station #2

- Tom James reported that he plans to have the pump replacement specifications and bid packet information available by the end of May. Tom will provide an update during the next supervisor meeting.

There being no other business to come before the Supervisors, the meeting was adjourned. The next meeting will be held on May 29, 2018, at 6:30 P.M. in the Waverly Township Municipal Building, Lake Henry Drive, Waverly, PA. Christine Capozzi, Township Manager/Secretary, transcribed the minutes of this meeting.