**Minutes for Regular Meeting of East Union Township Supervisors**

**Held on July 7th, 2022 at 7:00 pm located at 10 E Elm St. Sheppton PA 18248**

* **Time Meeting Called to Order: 7:01 pm**
* **Supervisors/Officers Present at the Meeting: Present** – Chairperson – Jill Careyva, Vice-Chairperson – Jon Dettery, Supervisor – Kyle Mummey, Solicitor – Attorney Wallbillich, Code Officer – Michele Moyer, Engineer – Bill Everett; Absent: Treasurer – Kate Hendricks, and Zoning Officer – Jonathon Biros
* **Supervisors’ Agenda:**
* Motion to approve Regular Meeting Minutes for June 2022 – Motion made by Jon Dettery, seconded by Kyle Mummey. All in favor, motion carries.
* **Township Officers’ Reports:**
* Motion to approve June 2022 Treasurer’s Report / Motion to approve all bills for payment – Motion made by Jon Dettery, seconded by Jill Careyva. All in favor, motion carries.
* Solicitor’s Report **–** Will be discussed under “Old Business”
* Police Report – Motion to accept report was made by Kyle Mummey, seconded by Jon Dettery. All in favor, motion carries.
* Road Report: Open/Review Road Project Bid documents – Motion made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.
* Code & Zoning Report – Motion to accept report was made by Jon Dettery, seconded by Kyle Mummey. All in favor, motion carries.
* Engineer’s Report – Motion to accept report made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.
* Other Officer Reports – NONE
* **Old Business:**
* Discussion/Motion on a Resolution establishing the Supervisors are authorized to offer PTO to various employees, on various terms, in their discretion and after a vote at a meeting – draft of the proposed Resolution was provided from the Solicitor to the Supervisors for a decision on how to move forward.
* Discussion/Motion affirming and ratifying pay rates for all employees – Motion made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.
* Discussion/Motion authorizing proceedings with rezoning request for L&B property and additional properties (zoning orphans) if not otherwise included in the rezone –including publishing that required Notices of change in the following newspaper(s), and to included Michele Moyer as alternate to using Mr. Biros, who is related to a principal for such items as required posting of properties. Motion made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.
* Discussion/Motion regarding moving forward with proceedings to rezone of Brandonville Fire Co. property, including publishing required Notices in the following newspaper(s) only – Motion made by Kyle Mummey, seconded by Jill Careyva. All in favor, motion carries.
* Discussion/Motion to proceed with first vacation/abandonment request on an alleged portion of Union Street (Proposed Agreement and Proposed Ordinance have been prepared) – Motion made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.
* Discussion/Motion to proceed with second vacation/abandonment request on an alleged portion of Union Street on the other side of School House Road – Motion made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.
* Discussion/Motion on American Legion Park Grant contact person – Motion to have Kyle Mummey be the contact person made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.
* **New Business:**
* Discussion/Motion on adopting a RTKL Policy – TABLED – Motion made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.
* Discussion/Motion to purchase new computer systems and necessary software for the Secretary/Zoning office – Motion made to purchase computers for approximately $1,400.00 – Motion made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.
* Discussion/Motion on cleaning services; two times a month ($180.00) – Motion made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.
* Discussion/Motion on selling the Roller on Municibid – Motion to post on Municibid made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.

**Road Report:** Road Crew has been working on patching pot holes, grass cutting, trimming trees, etc. Street sweeping schedule will follow upon the arrival of Medico.

**Engineer Report:** Bill Everett advised that the addendums were due today, July 7th at 3:00 pm. **\*\*Motion to advertise in the Standard Speaker for bid review – Motion made by Jill Careyva, seconded by Kyle Mummey. All favor, motion carries.\*\*** Reviewed bids. The notice of award of bids will be distributed to move forward. The deadline for the Road project is for October 15th, 2022 and will be incentive to ensure the project is completed timely. A Special Meeting will be held to accept bid offer. Mr. Everett stated that this is a 5 year plan process to complete all the maintenance the roads require. Jill Careyva was questioning the mirrors to be placed in sections that had low visibility. Mr. Everett stated that they do not comply with PennDOT regulations. The Engineer also advised they are looking into the drainage issues that are occurring on School House Rd.

**American Legion Park Grant:** Mr. Everett advised that the deadline for the American Legion Park Grant with DNCR was for June 30th, 2022. The grant is in the amount of $50,000.00 and EUT is required a match of $20,000.00. The playground will need to be inspected and follow in accordance with the disability act. The inspection will be around the $700.00 range and they are hoping to have sections for smaller children, and young adults.

**L&B Landholding Property:** Attorney Wallbillich advised that that proceedings would occur at the September Supervisors meeting. The “zoning orphans” would be inclusive to the proposed new Zoning district. Michele Moyer will be the alternate for this location and it will be posted in the Standard Speaker.

**Vacation/Abandonment (Union St):** Attorney Wallbillich advised that there are drafts of the Agreement to Vacate, and proposed Ordinance. One additional residents needs to be advised about property. Hearing dates will be soon to follow.

**\*\*Agenda Amendments\*\***

* **Motion to make additions to the agenda made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.**
* **Motion to set EUT clean up dates to first 2 weeks in August. Residents will pay a $10.00 fee, schedule will be established and posted, and one truckload per person – Motion made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.**
* **Executive Session – Personnel**

Start Time – 8:10 pm

End Time – 8:19 pm

* **Public Participation:**

Pam Hartz – seeking clarification on why RTK’s are needed for certain information. Attorney Wallbillich provided Ms. Hartz with RTK regulations (5 day response time, etc). The Solicitor stated that some requests can become costly/timely and requiring a cost for printed/scanned documents should be required. These policies need to be utilized for everyone.

Tom Houser – seeking if the Code Enforcement officer was sworn in and wanting a copy of the affirmation of this. Attorney Wallbillich advised he can complete a RTK for this information.

Jackie Houser – seeking an update on what was occurring with the Post Office as it is a hazard. Jon Dettery advised that the repairs need to settle before any additional work is completed. Kyle Mummey advised that there were millings given from Eaglerock that can be used over top to level out.

Nancy Augen – advising of concerns of drainage on W. Market St in Sheppton. Jon Dettery advised that he will assess the situation and when rain occurs.

John Petrylak – seeking an update on Covid funds for EUTSA. There was an emergency at the plant and construction had to start immediately (approximately $41,000.00)

**\*\*Motion to on grant the EUTSA $25,000.00 of Covid funds was made by Jon Dettery, seconded by Kyle Mummey. All in favor, motion carries.\*\***

Pam Hartz – questioning about the liaison for the Police/Zoning/Code. She stated the Ms. Moyer resigned and then was brought back to assume the role again. Kyle Mummey (Liaison) stated that she was brought back for $500.00 a month as she distributes citations, warnings, etc and with the increasing gas prices that this was a fair figure. Mr. Mummey stated that it is up to the Board’s discretion on hiring/firing/retaining employees.

Bob Gabardi – the pipes at the Post office in Sheppton are concerning. Jon Dettery agreed and advised this is something that needs to be addressed quickly. Mr. Gabardi was also seeking an update on when the hearing would occur for the SOVFC property. Attorney Wallbillich advised that it would be handled as quickly as possible.

* **Motion to Adjourn: Motion made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.**
* **Time Meeting Adjourned: 8:44 pm**
* **Members of Public in Attendance (please see attached sign-in sheet):** Raymond Trojan, John Anthony, Mary Jo Van Gieson, Edwina Matuszkiewicz, Gary Horn, Pam Hartz, Mario Curreli, Jackie & Tom Houser, Bob Gabardi, Steve Bushinkski