

January 3rd, 2012 Reorganization Meeting

The Supervisors of Towanda Township met at the township building for the reorganization meeting of January 3, 2012. At 6:00PM the meeting was called to order and a motion was made to appoint Francis Lindsey temporary chairman and Lori Kepner temporary secretary by Gary Scranton, seconded by Charlotte Sullivan. Present at the meeting were Frank Lindsey, Charlotte Sullivan, Gary Scranton and Lori Kepner.

OFFICERS: A motion was made by Gary Scranton to nominate Frank Lindsey as Chairman, Charlotte Sullivan as Vice Chairman and Gary Scranton as member, seconded by Charlotte Sullivan, all agreed.

Gary Scranton made a motion to appoint secretary/treasurer, Lori Kepner with a compensation set at \$13.70 per hour. Charlotte Sullivan seconded the motion and all agreed.

Gary Scranton made a motion to appoint Lori Kepner as our Open Records Officer, Charlotte Sullivan seconded the motion and all agreed.

The appointment of a Zoning Officer was tabled until the supervisors find someone to fill the position.

Charlotte Sullivan made a motion to appoint Gary Scranton as our Emergency Management Coordinator, and Bill Manvel as the assistant EMA coordinator. Frank Lindsey seconded and all agreed.

Charlotte Sullivan made a motion to increase employee's wages as follows: CDL Driver(\$16.50), General Laborer Time(\$11.60), New Hire General Laborer(\$10.60), Bill Wulff(\$14.35), Cleaning Maintenance(\$11.60). Gary Scranton seconded the motion and all agreed.

Charlotte Sullivan made a motion that the recommended wages for the working supervisors to our auditors be as follows: Full-time Road master Frank Lindsey: \$19.50 per hour as Road master, Roadmaster Snow plowing wages at \$20.50 per hour, with paid overtime(or comp time), holidays, 3 personal days and 4 weeks paid vacation based on a 40 our work week per our employee manual. All other working supervisors will have a rate of \$13.40 per hour with no benefits. Gary Scranton seconded the motion and all agreed.

Charlotte Sullivan made a motion to establish the treasurers bond at \$500,000.00, Gary Scranton seconded the motion and all agreed.

Charlotte Sullivan made a motion to appoint Stiffler & McGraw Associates as our engineer, Frank Lindsey seconded the motion and all agreed.

Frank Lindsey made a motion to appoint Mike Welliver as Chairman of the Vacancy Board. Charlotte Sullivan seconded and all agreed.

Gary Scranton made a motion to appoint the Assistant Secretary as Charlotte Sullivan. Frank Lindsey seconded and all agreed with wages recommended to auditors at \$13.40 per hour.

Gary Scranton made a motion to appoint Charlotte Sullivan TMA representative, Frank Lindsey seconded and all agreed.

Gary Scranton made a motion to appoint Charlotte Sullivan, Avery Boardman, and Dr. Henson Paul Kreischer, and Jody Place as representatives for CBPA, Frank Lindsey seconded and all agreed.

Gary Scranton made a motion that whoever wanted to attend could attend the monthly COG meetings and represent the township, Charlotte Sullivan seconded and all agreed. These meetings are normally the last Monday of each month at 7:30PM at the Troy Borough Hall.

Charlotte Sullivan made a motion to retain PLGIT and Citizens and Northern bank as the Township Depositories, with State Farm Banking holding our CD. Gary Scranton seconded and all agreed. Berkheimer Associates will continue as the Township Earned Income Tax Collector which is in compliance with Act 32. .

Gary Scranton made a motion to retain Jonathan Foster as our township solicitor with no increase in rate from 2011 at \$95.00 per hour, Charlotte Sullivan seconded the motion and all agreed.

Gary Scranton motion to appoint the following members to the Zoning Hearing Board. Charles Strickland, and Paul Kreischer. Fred Smith will be held as the Zoning Solicitor. Charlotte Sullivan seconded the motion and all agreed. The Township needs to appoint one additional member to the Zoning Hearing Board.

Charlotte Sullivan made a motion to appoint Gary Scranton as representative for the Fire Board, Frank Lindsey seconded the motion and all agreed. Meetings are held on the second Tuesday of the month at 6pm at the Towanda Borough Fire Dept.

Charlotte Sullivan made a motion to retain Code Inspections as our Building Permit Official. Gary Scranton seconded the motion and all agreed.

Charlotte Sullivan made a motion to establish the Township meetings to be held at the Towanda Township Municipal Building, 44 Chapel St, Towanda PA 18848, with the dates set forth at the December 2011 Township Meeting. Gary Scranton seconded and all agreed.

Frank Lindsey made a motion to certify the voting delegate for the PSATS convention at a possible future meeting. Gary Scranton seconded the motion and all agreed.

Charlotte Sullivan made a motion to set rental rates for the equipment:
Backhoe: \$75.00, Lg, truck \$70.00, Sm trk \$55.00, Tar Buggy \$30.00, Stonerake \$20.00, Roller \$50.00, tractor/mower \$150.00, and contracted Sidewalk snow removal located along South Main Street at \$100.00 per job. Gary Scranton seconded the motion and all agreed.

Gary Scranton made a motion to set taxes as following, seconded by Charlotte Sullivan and all agreed:

Real Estate: 2.48 mills

Spec Fire Tax: 1.91 mills

Real Estate Transfer: .5%

Earned Income: .5%

Total road miles at 13.91

Federal Mileage Rate for 2012 at .555 cents per mile.

Gary Scranton made a motion to authorize everyday utilities bills, etc when due. Charlotte Sullivan seconded and all agreed.

Gary Scranton made a motion to donate \$300.00 to the Bradford County Humane Society and \$1200.00 to the Towanda Public Library. Charlotte Sullivan seconded and all agreed.

Charlotte Sullivan made a motion to authorize the Road master to make purchases up to \$500.00 without prior approval of the board and will provide the secretary with the purchase information and invoice. Gary Scranton seconded the motion and all agreed.

Gary Scranton made a motion to establish a 5 minute limit on visitors to be heard during our township meetings. Charlotte Sullivan seconded the motion and all agreed.

Charlotte Sullivan made a motion to set holidays & benefits which are to be determined by the employee manual. Gary Scranton seconded the motion and all agreed.

Gary Scranton made a motion to adjourn at 7:00PM, seconded by Charlotte Sullivan and all agreed.

There were no citizens present at the Township meeting.

Signed: _____
Lori Kepner, Secretary

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of January 3rd, 2012. The meeting was called to order by Chairman Francis Lindsey at 7:00PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan and Lori Kepner were present. Gary Scranton made a motion to accept the minutes of the previous meeting, seconded by Charlotte Sullivan and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report as given. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

There were no citizens present at the meeting.

NEW BUSINESS:

1. TMA/CHARLOTTE: Charlotte explained that the water and sewer rates will be increasing in 2012. At the meeting they went over the TMA budget.
2. CBPA/CHARLOTTE: Charlotte couldn't attend the meeting. She turned in minutes.
3. FIRE REPORT: Gary reported that the fire department is looking into charging the Insurance companies for their services. This is something that they looked into several years ago but did not pursue.
4. EMA REPORT: Both the Resolution and the Promulgation were tabled to a later date when Gary completes the EMA Plan:
 - a. Resolution_____: PA Emergency management Services mandates that Towanda Township prepare, maintain, and keep current an emergency operations plan for the prevention and minimization of injury and damage caused by a major emergency or disaster. TABLED
 - b. Promulgation: For Resolution_____. TABLED
5. ROADS/FRANK: Snow plowed and cindered as needed. They cleaned out sluice pipes, the township garage hole in the wall has been fixed where a rock had come through off the new Liberty Compressor Station road and they worked on the township equipment.
6. Miscellaneous.
 - a. Gary, Charlotte, Frank and Lori turned in their letters of request for dental and insurance coverage.
 - b. The Township received Lorraine Cummings letter of resignation as Township Auditor. Gary Scranton made a motion to accept the resignation, and appoint Joseph Snell to replace her. Charlotte Sullivan seconded the motion and all agreed.
 - c. The Township is still working on the Camper/RV ordinance. The supervisors will have a work session meeting with Jonathan Foster to get more information gathered for the ordinance.
 - d. Medfast is the new CDL testing company for Memorial Hospital. If someone at the township has not previously been randomly tested at memorial hospital they will need to go through the new hire employee screening process.
 - e. We will start the Ag. Security paperwork, which will run out this April.
7. Wells/Subdivisions: The Township received paperwork on the new DEP permit for the Liberty Compressor Station. They received the Hollenback component 1 from Bradford County for the subdivision of their parcel. The Township received paperwork from SAIC for water supplies being tested in our area.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from December 7th, 2011- January 3rd, 2012. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on February 6th, 2011 at 6:00PM. Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous. The meeting adjourned at 8:00PM

February 6th, 2012 Regular Meeting

The Supervisors of Towanda Township met at the township building for the Regular Monthly Meeting of February 6th, 2012. The meeting was called to order by Chairman Francis Lindsey at 6:00PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster, Jr, Township Solicitor was also present. Gary Scranton made a motion to accept the minutes of the previous meeting, seconded by Charlotte Sullivan and all agreed. The treasurer's report was given. Charlotte Sullivan made a motion to accept the treasurer's report as given. Gary Scranton seconded the motion and all agreed.

CITIZENS TO BE HEARD

There were no citizens present at the meeting.

NEW BUSINESS:

1. TMA/CHARLOTTE: Charlotte turned in the January 2012 meeting minutes. The water line is moving forward. We received a copy of Towanda Water and Sewer Budget for 2012.
2. CBPA/CHARLOTTE: Charlotte turned in the December 2011 meeting minutes.
3. FIRE REPORT: Gary reported that the fire department is still looking into charging the Insurance companies for their services. He explained that what every portion of the insurance monies that the Fire Department would get back would help offset our contribution to them each quarter. They are not looking to buy any new equipment right now. Roof and Wilcox would like to have a tour of the Liberty Compressor Station.
4. EMA REPORT: Gary explained that a lot of the EMA directors training can be done on line now. Both the Resolution and the Promulgation were tabled to a later date when Gary completes the EMA Plan:
 - a. Resolution 2012-01: PA Emergency management Services mandates that Towanda Township prepare, maintain, and keep current an emergency operations plan for the prevention and minimization of injury and damage caused by a major emergency or disaster. TABLED
 - b. Promulgation: For Resolution 2012-01. TABLED
5. ROADS/FRANK: Snow plowed and cindered as needed. The Liberty Compressor Station construction is moving forward. Frank would like to hire a part-time as needed employee. It's hard for him to do a lot of the work by himself especially snow plowing and just everyday running of errands and it is not safe either. Bill Wulff is still working at the Post Office for the next three months. Gary Scranton made a motion to have Frank hire a part-time as needed employee. Charlotte Sullivan seconded the motion and all agreed. The starting wage would be approximately \$13.00 per hour, but Frank can use his own discretion. Henkels and McCoy wanted Frank to sign off on their road maintenance agreement. Frank would not sign off on the agreement, because they haven't completed all the repairs on the roads. We had a complaint about Bennett Rd, Frank explained that Chesapeake would be repairing that road, since they caught trucks running it without permission. We received three road occupancy permits from Chief. Frank will review and approve if needed.

6. Miscellaneous.

- a. Jonathan Foster is putting the final draft together for the Camper/RV ordinance.
- b. The supervisors signed the Citizens and Northern electronic banking paperwork.
- c. Gary Scranton made a motion to sign the updated Resolution 2012-01, Setting forth a policy regarding requests for public records under the Right To Know Law. Charlotte Sullivan seconded the motion and all agreed. Jonathan Foster had explained that the supervisors, by law, cannot request prepayment for any records request unless the fees were to exceed \$100.00.
- d. Charlotte Sullivan made a motion to not renew the Ag Security Program, Gary Scranton seconded and all agreed.
- e. McNeals farm is requesting to put in a Storage unit for manure. They are wondering if there are restrictions from the Township on this proposal. Gary Scranton will get some information on the proper placement of this storage unit. Frank explained he didn't think it was in the flood plan. The Supervisors would like to see a plan on where it would be located on the property.
- f. Gary Scranton made a motion to set new office hours until approximately the May meeting. The new hours would be Monday through Friday from 10am until 2pm. Charlotte Sullivan seconded the motion and all agreed. The Township would like to see if we get more calls or if more people come to the township with different hours. Gary asked the secretary if she was ok with her hours being changed and she explained it was alright but it was up to the Supervisors.

7. Wells/Subdivisions: Nothing new has come to the township. We should be receiving our money from the sale of the Township property soon.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from January 4th, 2012 through February 6th, 2012. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on March 5th, 2012 at 6:00PM. Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous. The meeting adjourned at 7:45PM

Lori Kepner, Secretary

TOWANDA TOWNSHIP SUPERVISORS
MINUTES - MONTHLY MEETING – MARCH 5, 2012

The supervisors of Towanda Township met at the Township Office Building on March 5, 2012 for the monthly meeting. The meeting was called to order by Chairman Francis Lindsey at 6:00 PM. The Pledge of Allegiance was recited. Frank Lindsey, Charlotte Sullivan, and Gary Scranton were present. Secretary, Lori Kepner was absent. The minutes were taken and prepared by the Assistant Secretary. No visitors were present.

The Treasurer's Report was presented as prepared by Lori Kepner, Treasurer. One item was questioned, that being Business Cards for \$47.69. With the exception of the payment for business cards, Francis Lindsey made a motion to accept the report as submitted and Gary Scranton seconded the motion. All voted in favor of accepting the amended Treasurer's report. (attached).

Due to the fact that our State Farm CD is to mature on March 17, 2012, a new rate schedule (copy attached) was provided to us to make a decision on what we want a future investment to be. Voted by Gary Scranton and seconded by Francis Lindsey to sign up for the 60 month Jumbo Interest Rate at an Annual Percentage Yield of 1.33%. All voted in favor of the Plan. The opening deposit of the CD to be in the amount of \$100,000.

The Minutes of the February 6, 2012 were approved with the amended corrections: Motion made by Gary Scranton, seconded by Francis Lindsey. All voted in favor.

New Business – 1. *We received a copy of the Towanda Water and Sewer Budget for 2012.*

4. EMA REPORT – *Resolution numbers need filled in.*

5. Roads/Frank (3rd sentence) *It's hard for him to do a lot of the work by himself especially snow plowing and just everyday running of errands and it is not safe either.*

6. Miscellaneous f. Remove (not discussed at this meeting): *Frank Lindsey explained to her that if her kids were sick or if she had to go get them from school that it would be ok for her to take the time off, but she still needed to of course report to Frank. She would either take the time off without pay or use time, which is allocated to her.*

Cole Cemetery

It was discussed and voted to initiate a permit process to bury ashes on top of an existing buried body. The fee for the Permit will be \$25.00. The permit to be obtained from the Township

Secretary. Original permit to be filed in the township file and a copy to the purchaser. Voted by Charlotte Sullivan and seconded by Gary Scranton. All voted in favor.

TMA

Most of the meeting was taken up with the discussion of the flood damage and where the process stands as far as completion and the financial status. Minutes on file.

CBPA

Most of the meeting was taken up with the discussion of the flood damage and where the process stands as far as completion, including offices that were displaced and their return to the building, and the financial status. Minutes on file.

Fire Board

The six minute meeting was held with a quorum present. Still working on insurance claim reimbursements for fires attended to by the Towanda Fire Department.

Emergency Management

Had letter from John Ambrush regarding a countywide Plan being developed including addendum's from each municipality in the county.

Resolutions

None available for tonight's meeting.

Roads

We are near our quota for salt.

Frank was in touch with the PA State Police regarding garbage dumped along Patton Road and Bennett Road.

Bennett Road repairs are being contracted through Chesapeake.

6. Miscellaneous

Camper/RV ordinance is not ready for our review and action.

Lori completed the Salt Contract for 2012-2013. 120 tons

Letter received from Marvin Meteer, County Township Supervisors Organization President. It was discussed that we do not want to make any decision on the impact fee until the

Commissioners Convention open forum has been held at the Keystone Theatre on March 19th.

The Code Enforcement office has issued construction permits for the Liberty Compressors on 2 Lindsey Road. This is a gated area and all the gating has been completed. One for the King property, Harry Fassett property, and one for the Norma Benjamin property.

Bills to be paid

Only invoice questions were the one for Business Cards at \$47.69. All others were approved for payment. Motion by Gary Scranton to pay and Charlotte Sullivan seconded the motion. All voted in favor of action.

Next scheduled meeting is April 2, 2012.

Meeting adjourned at 8:30 PM.

Respectfully Submitted

Charlotte S. Sullivan
Assistant Secretary

The Supervisors of Towanda Township met at the township building for the Regular Monthly Meeting of April 2nd, 2012. The meeting was called to order by Chairman Francis Lindsey at 6:00PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster, Jr, Township Solicitor was also present. Charlotte Sullivan made a motion to accept the minutes of the previous meeting, seconded by Gary Scranton and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report as given. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

There were no citizens present at the meeting.

NEW BUSINESS:

1. TMA/CHARLOTTE: Nothing new
2. CBPA/CHARLOTTE: Nothing new
3. FIRE REPORT: Gary Scranton will look into getting past meeting minutes.
4. EMA REPORT: Gary Scranton made a motion to pass Resolution 2012-02: National Incident Management System (NIMS) and Resolution 2012-03: 2012 Bradford County Emergency Operations Plan. Charlotte Sullivan seconded the motion and all agreed.
5. ROADS/FRANK: Frank has been working with Chief Gathering Systems on a new Road Maintenance agreement. It had been forwarding to Jonathan Foster for review. Jonathan added some additional language to cover the Township of liability situations. Frank will sign and forward to Chief Gathering for their signature.
6. Miscellaneous.
 - a. Jonathan Foster is putting the final draft together for the Camper/RV ordinance we will try to schedule a work session to try and finalize everything.
 - b. Gary Scranton made a motion to support the Resolution provided by PSATS on the Prevailing Wage Law. Charlotte Sullivan seconded the motion and all agreed.
 - c. There are several meetings this month. On April 3rd, is the Working in the Stream The Facts Workshop. On April 24th, is the Traffic Control Meeting at the Bradford County Airport, and elections will be held on April 24th.
 - d. Charlotte drafted a letter of support on the County Imposing the Impact Fee. Charlotte stated at the March meeting that Gary and Frank were in favor of it, but she was not, only because she wanted additional clarification on the Impact Fee Act before she made her decision.
 - e. The Township will have preprinted deeds made up for Cole Cemetery. One copy will go to the buyer of the plot and the hard copy will stay with the township for their records. Charlotte would like to see if Bradford County Planning has an actual address on file for Cole Cemetery.
7. Wells/Subdivisions: Plans were received from Bradford County Planning for the Bradford County Airport.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from March 6th, 2012 through April 2nd, 2012. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on May 7th, 2012 at 6:00PM.

Charlotte Sullivan made a motion to adjourn, Frank Lindsey seconded the motion and the vote was unanimous. The meeting adjourned at 7:00PM

May 7th, 2012 Regular Meeting

The Supervisors of Towanda Township met at the township building for the Regular Monthly Meeting of May 7th, 2012. The meeting was called to order by Chairman Francis Lindsey at 6:00PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster, Township Solicitor was also present. Charlotte Sullivan made a motion to accept the minutes of the previous meeting, seconded by Gary Scranton and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report as given. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

Ron Decker from Code Inspections, Inc. attended the township meeting to discuss the violations which had been submitted to Steve Schmeckenbecher, The McNeal Farm, and the Koss residence. Ron December explained that the Koss residence was working with Code Inspections on their violation issues. The McNeal Farm did not require any permits as long as they keep it an open air farmers market, and not use the inside of the milk house as a mercantile space. He believes the Schmeckenbecher violations are moving forward to the appeals board. Ron Decker made the comments to kindly request that the supervisors retain Code Inspections Inc, as their Uniform Construction Code enforcement agency. They have been providing a service to the township now for eight years, and have just had these two issues come before them causing issues. He stated the only violations that he has had were emailed to the township when they occurred which was in February 2012. He admitted to miss communications at times, but feels all and all they have a good working condition with the township.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received the March 22, 2012 meeting minutes.
2. CBPA/CHARLOTTE: We received the minutes from the February 16th meeting, and the agenda for the April 26th, 2012 meeting which was their annual dinner meeting.
3. FIRE REPORT: We received the last several months' meetings minutes.
4. EMA REPORT: Nothing new
5. ROADS/FRANK: Franks has been patching, mowing and working with Chesapeake on Bennett Road. Frank received a call from the Maynard's about purchasing two lots at Cole Cemetery. Lori Kepner gave him the paperwork for the Maynard's to fill out and submit payment.
6. Miscellaneous.
 - a. Jonathan Foster provided more drafts for the supervisors to review for the next meeting.
 - b. The supervisors discussed hiring a new Uniform Construction Code enforcement agency. Charlotte Sullivan made a motion to invite Jay Erb to attend the next township meeting to represent his business. Gary Scranton seconded and all agreed.
 - c. Lori received the acknowledgement from Costars confirming the contract for salt for the 2012-2013 contract. Cargil has been contracted through Costars to provide the salt again.
 - d. The board approved Lori taking off May 22nd, 2012 for a school function for her daughter.
 - e. Gary Scranton made a motion to change the office hours back to 9am – 1pm Monday through Friday. Charlotte Sullivan seconded the motion and all agreed.
 - f. Frank Lindsey made a motion for Jonathan Foster to draft a letter to the Bradford County Airport about the hazards related to the existing buildings left on Airport Road that are owned by the Airport. Gary Scranton seconded the motion and all agreed.

g. Jonathan Foster talked to the board about the changes on the flood plain maps and flood plain ordinances. We should update ours. Gary Scranton made a motion for Jonathan to prepare an amended Floodplain Ordinance for review at the next township meeting. Charlotte Sullivan seconded the motion and all agreed.

7. Wells/Subdivisions: Plans were received from Bradford County Planning for the Bradford County Airport new hanger. The airport is requesting to leave a plan for the new runway extension at the township for the public to review. The airport must have it displayed in three public places, which is part of the grant process.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from April 3rd, 2012 through May 7th, 2012. Charlotte Sullivan made a motion to pay the bills, seconded by Gary Scranton and all agreed. The next meeting will be on June 4th, 2012 at 6:00PM. Charlotte Sullivan made a motion to adjourn, Gary Scranton seconded the motion and the vote was unanimous. The meeting adjourned at 8:00PM

Lori Kepner, Secretary

June 4th, 2012 Regular Meeting

The Supervisors of Towanda Township met at the township building for the Regular Monthly Meeting of June 4th, 2012. The meeting was called to order by Chairman Francis Lindsey at 6:00PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan and Lori Kepner were present. Charlotte Sullivan made a motion to accept the minutes of the previous meeting, seconded by Gary Scranton and all agreed. The treasurer's report was given. Charlotte Sullivan made a motion to accept the treasurer's report as given. Gary Scranton seconded the motion and all agreed.

CITIZENS TO BE HEARD

There were no citizens present at the meeting. Jay Erb couldn't make the township meeting; he may be able to make the July 9th, 2012 meeting.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received the April and May meeting minutes.
2. CBPA/CHARLOTTE: We received the January and March meeting minutes.
3. FIRE REPORT: Gary reported nothing new going on. Engine #1 may need some work done to it. Lori received the updated minutes from past meetings which were forwarded to the supervisors.
4. EMA REPORT: Nothing New
5. ROADS/FRANK: Chief Oil will be working on Bennett Road. Mr. Benjamin called the township and explained that the pipe on Center Street is blocked; it looked like someone ran off the road and knocked the stone into the ditch. He also explained that the road was giving away along the bottom of Chapel Street. Frank explained that he and Billy would fix the issues as soon as possible. The Township will be helping Burlington Township berm Franklin Rd, in return Burlington Township will then help Towanda Township with some work at a later date. The crew has been brush mowing, mowing grass and trimming trees. Billy is back to work at more hours now.
6. Miscellaneous:
 - a. Camper/Rv Ordinance: Received updates on 5/7/12 the supervisors are reviewing for changes to give to Jonathan.
 - b. Flood Plain Ordinance: Received email from Jonathan with updated Flood Plain Ordinance which was forwarded to the supervisors. He would like to set up a work session meeting to go over the ordinance.
 - c. Lori has requested time off in July for vacation. The board approved the time off. She is just to let Frank know what the dates will be.
7. Wells/Subdivisions: The Township received the following notices from the Gas Companies: King Well Units 1H & 2H along with gas line installation by Chief. The Beirne Green Hills Farm Gas Well Unit from Chief. The Carter BRA 2H & 3H NOI from Chesapeake. The Chief renewal of the permitted McCabe to Landmesser Natural Gas Pipeline. The Township also received the Conditional Preliminary Approval from Bradford County Planning on the Hemlock Hills Subdivision.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from May 8th, 2012 through June 4th, 2012. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on July 9th, 2012 at 6:00PM.

Frank Lindsey made a motion to adjourn, Gary Scranton seconded the motion and the vote was unanimous. The meeting adjourned at 7:00PM

Lori Kepner, Secretary

July 9th, 2012 Regular Meeting

The Supervisors of Towanda Township met at the township building for the Regular Monthly Meeting of July 9th, 2012. The meeting was called to order by Chairman Francis Lindsey at 6:00PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster, Township Solicitor was also present. Charlotte Sullivan made a motion to accept the minutes of the previous meeting, seconded by Gary Scranton and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report as given. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

Trudy Bull was present to discuss the sewer extension across the creek over to the properties along TipTop Rd, SR2024, and Crandall Rd. This has been an ongoing project for the township. The work has been done on the wage survey and now the township is just waiting for the opportunity to apply for grants.

NEW BUSINESS:

1. TMA/CHARLOTTE: Nothing new. The next meeting is next Monday.
2. CBPA/CHARLOTTE: Charlotte didn't attend the meeting. We received the current minutes.
3. FIRE REPORT: We received the past meetings minutes. They talked about adding five new fire police. Engine #1 has been fixed; it cost about \$400.00 to fix it.
4. EMA REPORT: There is training next week.
5. ROADS/FRANK: It took the road crew 4 ton of mix to fill in the road by the Manhole on Franklin Rd. Tom Fairchild had sent an email in regards to the Manhole issue, which was forwarded to the Supervisors. He stated that they were in the process of looking into correcting the issue of the hole. Vanderpool and Place are interested in getting water to their homes on Patton Hill Rd. Frank was going to ask Mrs. Potter if they could move her Lilac bush down from where is it about eight feet. It is at the end of Chapel Street right now; if they move it there will be a better distance of visibility at the end of Chapel Street when pulling out. They have been mowing along roads and removed down trees. The Township installed an extension of driveway pipe for Louie Elliott. They have replaced the signs at the intersection of SR3018 & T398. The Bennett Road sign is was down again but the contractor replaced it. Frank has been in touch with several people on what it would cost to repair Bennett Road and also with Chief and Chesapeake about the damages. Frank Lindsey discussed changing Chapel Street back to a two way road from a one way road with the other supervisors. Frank didn't think we needed to contact PennDot in regards to changing it back. They thought it was a good idea to change it to a two way road. Frank Lindsey made a motion to have Jonathan Foster start the paperwork to change it back to a two way road. Gary Scranton seconded the motion and all agreed. .
6. Miscellaneous
 - a. Frank Lindsey made a motion to advertise to pass the Camper/Rv Ordinance, Gary Scranton seconded and all agreed.
 - b. The Flood Plain Ordinance has been tabled for the supervisors to review.
 - c. We received several emails on the Farley Connector which were forwarded to the supervisors.
 - d. Gary Scranton will attend the July 30th, Appeals Board Meeting for Code Inspections.
 - e. Sara Shumway sent a letter that she will be retiring from her position of Auditor in December 2012.
 - f. Frank Lindsey made a motion to advertise to have the Tefra Meeting for the Bradford County Airport here at the Township Office on July 26th, 2012. Gary Scranton seconded the motion and all agreed.

7. Wells/Subdivisions: We received a NOI from Chief on the Arnold well site in Monroe Township.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from June 5th, 2012 through July 9th, 2012. Charlotte Sullivan made a motion to pay the bills which included Jonathan Fosters, 1st qtr bill for \$2654.75, seconded by Gary Scranton and all agreed. The next meeting will be on August 6th, 2012 at 6:00PM.

Charlotte Sullivan made a motion to adjourn, Gary Scranton seconded the motion and the vote was unanimous. The meeting adjourned at 8:00PM

Lori Kepner, Secretary

August 6th, 2012 Regular Meeting

The Supervisors of Towanda Township met at the township building for the Regular Monthly Meeting of August 6th, 2012. The meeting was called to order by Chairman Francis Lindsey at 6:00PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, and Lori Kepner were present. Charlotte Sullivan was unable to attend the meeting. Gary Scranton made a motion to accept the minutes of the July 9th, 2012 meeting, and the special meeting on July 26th, 2012, and it was seconded by Frank Lindsey and both agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report as given. Frank Lindsey seconded the motion and both agreed.

CITIZENS TO BE HEARD

There were no citizens present at the meeting.

NEW BUSINESS:

1. TMA/CHARLOTTE: No report given
2. CBPA/CHARLOTTE: No report given
3. FIRE REPORT: Nothing new
4. EMA REPORT: Gary will attend training in September
5. ROADS/FRANK: Frank has been mowing, patching, and working with Chief and Chesapeake on Bennett Road. Gary Scranton made a motion for Frank to acquire quotes on the repair of Bennett Road. Chief and Chesapeake will contribute towards the repairs, if not pay for all of it. Frank will get the best price and if under costars program will proceed with the repairs to Bennett Road which is 1.2 miles long. Frank Lindsey seconded and both agreed.
6. Miscellaneous: The Camper/RV ordinance will be ready to pass at our next meeting, and the Flood Plain Ordinance will be tabled until the next meeting. Gary Scranton made a motion to appoint Jeff Innocenzo as a representative on our Zoning Hearing board. Frank Lindsey seconded and both agreed. Jeff did confirm he would be on the board. Frank and Gary received the audit report from Frank Melly. There had been a complaint about a camper parked just past Towanda High school. It looks like it is being lived in and it has trash all over the yard. Frank Lindsey will look into it. Lori Kepner will contact Bradford County Sanitation and Code Inspections to see if anyone has contacted them.
7. Wells/Subdivisions. There were no Well applications or Subdivisions given to the Township for review.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from July 10th, 2012 through August 6th, 2012. Gary Scranton made a motion to pay the bills, seconded by Frank Lindsey and both agreed. The next meeting will be on September 10th, 2012 at 6:00PM. Gary Scranton made a motion to adjourn, Frank Lindsey seconded the motion and the vote was unanimous. The meeting adjourned at 7:30PM.

Lori Kepner, Secretary

The Supervisors of Towanda Township met at the township building for the Regular Monthly Meeting of September 18th, 2012. The meeting was called to order by Chairman Francis Lindsey at 9:00AM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster, Township Solicitor was also present. Charlotte Sullivan made a motion to accept the minutes of the previous meeting, seconded by Gary Scranton and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report as given. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

Mr. Walters was present to ask questions on the Camper/RV ordinances. He also questioned speed limit signs on Hettich Road. Penn Dot would have to do an engineering study that could take months if the Township would approve Penn Dot to do it. At this time the board feels it is not necessary. Charlotte Sullivan had spoken with Mr. Paul Bennett and David Gaskill about the Camper/RV ordinance and had invited both to the Township meeting. Neither of them came to the Township Meeting.

NEW BUSINESS:

1. TMA/CHARLOTTE: We rec'd the minutes from the June, and July meetings. We rec'd the agendas for the Sept, August, July, June, May, and April meetings. Joel Christian was appointed to the TMA. They are still looking for alternative water sources. Year to date water sales are \$557479.00.
2. CBPA/CHARLOTTE: Nothing new
3. FIRE REPORT: Gary wasn't at the August meeting, but did attend the September meeting. Their Equipment is in good shape. They are having a difficult time finding volunteers for the Fire Police. The board discussed how finding volunteers for any organization in today's world is very hard.
4. EMA REPORT: Gary explained to the board what "Code Red" was about. He has a meeting with Bob Barnes the morning of September 20th. Heather at the Airport is required to write her own EMA plan, which she will have to submit a copy to Gary, so our EMA director has a copy and the office has a copy.
5. ROADS/FRANK: Bennett Road is completed. The project total was \$44016.24. Chesapeake will pay for half, and Chief will pay for the remainder. Sue Ferris had a complaint on a drainage pipe on Bennett road. She was concerned it was still going to plug up. She sent an email with pictures to the township, which the board received. Frank Lindsey explained it looked to be the pipe which is the driveway pipe and not the responsibility of the Township, but he will take a look at the pipe to make sure. The township will have their solicitor draft Ms. Ferris a letter in regards to her concerns. We received an approval letter from Penn Dot on the Chapel Street two way road project. Whenever a Township road intersects with a State road the State must complete a review of that project before the Township can move forward. It gave the plot plan on where to have the stop signs placed and the removal of the one way signs. Charlotte Sullivan made a motion to return Chapel Street to a two way road, from a one way road. Gary Scranton seconded and all agreed. Jonathan Foster will draw up the amendment ordinance.
6. Miscellaneous.
Mobile Home Park, and Camper/RV ordinances: Gary Scranton made a motion to pass Ordinance 2012-01 which amends the current Mobile Home and Mobile Home Park Ordinance which is in place. Charlotte Sullivan seconded and all agreed. Gary Scranton made a motion to pass Ordinance 2012-02: which is the RV Regulating Recreational Vehicles Parks Ordinance. Charlotte Sullivan seconded and all agreed.

Charlotte Sullivan made a motion to pass Ordinance 2012-03: which is the Ordinance regulating Short Tern RV's. Gary Scranton seconded the motion and all agreed. Jonathan Foster is still working on the new Flood Plain ordinance amendment.

Lori Kepner requested October 5th, 2012 off from work. The board approved her day off. The board was directed to start working on the budget for 2013. Charlotte Sullivan will talk to Andy Travis from Chesapeake and set up an information meeting which had been held in Towanda. The supervisors couldn't attend that public meeting for Towanda Township residents:

Trick or Treat night will be held on Wednesday October 31st, from 6PM-8PM same as Towanda Borough. Gary Scranton has been in contact with the borough for possible Fire Police coverage, but since they are short handed he is not sure if we will get any help. Flares will be put out regardless. Election Day is November 6th, 2012. Charlotte Sullivan made a motion to advertise for CPA firm to audit the 2012 books for Township and the Township tax collector. The appointment of the CPA firm will be held at the November 5th, 2012 meeting

7. Wells/Subdivisions We received subdivision paperwork from the Planning Commission for David & Kay Calaman. The board would like the Planning Commission to answer some questions in regards to the subdivision before they sign the paperwork. They also received paperwork from the Planning Commission on the subdivision for Charles & Donna Madigan. The board found no adverse comments on the Madigan subdivision. We received two NOI for wells within Towanda Twp one was the Farr Well and the other was the Landmessor Well. The Township received NOI's from adjacent township also: The Governale NOI(Wysox Twp), Forbes NOI(Asylum Twp), James Barrett NOI(Asylum Twp). The gas companies are required by law to send the NOI's from adjacent municipalities.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from August 7th, 2012-September 12th, 2012. Gary Scranton made a motion to pay the bills with the additional of Jonathan Foster's bill of \$2066.25 and State Aggregates of \$2878.24, seconded by Charlotte Sullivan and all agreed. The next meeting will be on October 1st, 2012 at 6:00PM.

Charlotte Sullivan made a motion to adjourn, Gary Scranton seconded the motion and the vote was unanimous. The meeting adjourned at 11:30AM

Lori Kepner, Secretary

October 1st, 2012 Regular Meeting

The Supervisors of Towanda Township met at the township building for the Regular Monthly Meeting of October 1st, 2012. The meeting was called to order by Chairman Francis Lindsey at 6:00PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster, Township Solicitor was also present. Charlotte Sullivan made a motion to accept the minutes of the previous meeting, seconded by Gary Scranton and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report as given. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

Tony Ventello was present from the Central Bradford Progress Authority to explain the Guthrie Resolution: Resolutions authorizing approval of the issuance of revenue bonds by the Central Bradford Progress Authority and declaring that it is desirable for the Health, Safety, and Welfare of the people in this municipality and other areas for the CBPA to finance certain facilities serving the people of the municipality and such other areas. The Township is in no way held financially responsible for any of the funds which the Guthrie would receive. Gary Scranton made the motion to pass the Guthrie Resolution and Certificate of Approval. Charlotte Sullivan seconded and all agreed.

NEW BUSINESS:

1. TMA/CHARLOTTE: Dale Vanderpool and Steve Place are extending the TMA water to their homes which they will fund.
2. CBPA/CHARLOTTE: Nothing New except for the Guthrie Resolution.
3. FIRE REPORT: The supervisors received the September fire board meeting minutes. Gary explained the Fire Department has not yet toured the Compressor Station and they would like to. Frank will take them up. Gary said there should be flares out for Trick or Treat, she is going to check on the date he is not sure if it is on October 31st, like the Township advertised.
4. EMA REPORT: Gary discussed the new Code Red response system with the board. It is just under discussion now, but he feels the County would fund the program.
5. ROADS/FRANK: Frank received paperwork from the Bradford County Planning Commission on a sign replacement program in place. He will inventory the signs in the township to see if any need replaced. Frank will be ordering cinders and salt soon to start to get ready for the winter months. They have been working on equipment and cleaning the garage.
6. Miscellaneous: Jonathan is still working on the flood plain ordinance. The board will review the budget at the November meeting. Frank Lindsey made a motion for Jonathan to advertise for the updated Stop Sign Ordinance and the new Two Way Street ordinance. They will be ready for the November meeting. Charlotte Sullivan seconded the motion and all agreed. The Supervisors will discuss the 911 readdressing at their next meeting, Scott Molnar explained that Asylum Township would also have to change their ordinance since the road does travel into that Township. The board would also have to notify the existing nine to ten residents on the road to tell them that they are going to have their addresses changed. The supervisors meet with Andy Travis of Chesapeake to discuss issues which Chesapeake discussed at a recent Towanda resident meeting at the school.

7. The Township received the following Subdivisions/Gas Wells: Balent BRA 1H Well NOI- Wysox Twp; Stempel BRA 2H Well NOI- Asylum Twp. The Township received the correct paperwork for the Calaman Paperwork: As far as the county is aware, it will be office space in relation to the business they already do. The setbacks meet all county specs. The manhole is listed on the map along the top of the parcel. The supervisors found no adverse comments.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from September 11th, 2012- October 1st, 2012 with the additional of two bills from Jonathan Foster. Also Lori Kepner explained that Vestal Asphalt sent us a bill with an additional \$6995.00 listed, which was not on the original quote we received. Frank Lindsey is to look into this before we pay the bill. Gary Scranton made a motion to pay the bills, with the exception of the Vestal Asphalt bill until Frank finds out why they are charging us more. The motion was seconded by Charlotte Sullivan and all agreed. The next meeting will be on November 5th, 2012 at 6:00PM.

Frank Lindsey made a motion to adjourn, Gary Scranton seconded the motion and the vote was unanimous. The meeting adjourned at 8:00PM

Lori Kepner, Secretary

The Supervisors of Towanda Township met at the township building for the Regular Monthly Meeting of November 5th, 2012. The meeting was called to order by Chairman Francis Lindsey at 6:00PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan and Lori Kepner were present. Charlotte Sullivan made a motion to accept the minutes of the previous meeting, seconded by Gary Scranton and all agreed. The treasurer's report was given. Charlotte Sullivan made a motion to accept the treasurer's report as given. Gary Scranton seconded the motion and all agreed.

CITIZENS TO BE HEARD

James Loewenstein from the Daily Review was present.

NEW BUSINESS:

1. TMA/CHARLOTTE: Meeting was canceled
2. CBPA/CHARLOTTE: Meeting was canceled. We received the August meeting minutes
3. FIRE REPORT: Trick or Treat went off well. We received the minutes of the last Fire Board Meeting.
4. EMA REPORT: Nothing new right now
5. ROADS/FRANK: The guys are getting ready for snow. Bob Root contacted Frank about a water line extension to his property on McNamara Rd. The Supervisors will look into this. He would like the township to fund it for him. Charlotte explained they had used grant money during a project years ago for the township to extend the line, and maybe there would be funds available again. The garage received all their cinders. We can now order salt.
6. Miscellaneous:
 - Jonathan is still working on the flood plain ordinance.
 - Charlotte Sullivan made a motion to advertise the budget to be passed at our December 5th Township meeting. Gary Scranton seconded and all agreed.
 - Charlotte Sullivan made a motion to pass the amended ordinance #33 for the Stop Sign Ordinance, Gary Scranton seconded and all agreed.
 - Charlotte Sullivan made a motion to pass ordinance 2012-04 changing Chapel Street back to a Two Way Street. Gary Scranton seconded the motion and all agreed.
 - Gary Scranton made a motion to hire Frank Melly to do the 2012 audit of the Township and the Tax Collector which was passed under resolution 2012-02. Charlotte Sullivan seconded the motion and all agreed.
 - The board approved Lori Kepner to take off on November 13th, 2012 for a PSATS committee meeting.
7. The Township received the following Gas Well notifications: Kent, Miller, and Farr Wells, and the Crystal Pipe line extension.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from October 2nd, 2012 through November 5th, 2012 with the additional of bills from Jonathan Foster, RC welding, Best Line equipment, Shannon tire, and Welles Mills. Gary Scranton made a motion to pay the bills, with the additions. The motion was seconded by Charlotte Sullivan and all agreed. The next meeting will be on November 5th, 2012 at 6:00PM.

Frank Lindsey made a motion to adjourn, Gary Scranton seconded the motion and the vote was unanimous. The meeting adjourned at 7:15PM

December 3rd, 2012 Regular Meeting

The Supervisors of Towanda Township met at the township building for the Regular Monthly Meeting of December 3rd, 2012. The meeting was called to order by Chairman Francis Lindsey at 6:00PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster, Township Solicitor was also present. Charlotte Sullivan made a motion to accept the minutes of the previous meeting, seconded by Gary Scranton and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report as given. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

Eric Casanave was present from Stiffler McGraw to introduce himself as our new area representative.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received the Sept 17, 2012 minutes
2. CBPA/CHARLOTTE: We received the Oct 11, 2012 minutes
3. FIRE REPORT: We received the November meeting minutes. All the dry hydrants are open to get to for the fire department.
4. EMA REPORT: The Township received notice from Emergency Management that we were on the call system for the Binghamton Airport. What they will do is call Gary Scranton to find out how much snow, rain etc we have received in our area. If Gary is not available they will contact the Township office.
5. ROADS/FRANK: We received the Towanda-Wysox congestion study. Frank has been getting ready for the snow season. We received our first load of salt. Jazz Sheets will be getting our winter agreement between North Towanda Twp and Towanda Twp around. Frank received the information about the narrowbanding deadline for radios. Gary Scranton thinks we can get grant money from emergency management. We will need 4 radios and 4 portables.
6. Miscellaneous. Jonathan Foster is still working on the flood plain ordinance. Charlotte Sullivan made a motion to pass the 2013 budget, Gary Scranton seconded and all agreed. Charlotte Sullivan made a motion to advertise for the reorganization meeting for January 7th, 2013 at 8am in the morning at the township office along with the auditors meeting, and the 2013 meeting dates. Gary Scranton seconded the motion and all agreed. Gary Scranton made a motion to pay Frank Lindsey for any unused sick/comp time and vacation which had not been used before the end of the year. Charlotte Sullivan seconded and all agreed. Gary Scranton made a motion to accept Sara Shumway's resignation as a township auditor. Charlotte Sullivan seconded and all agreed. Sara had served the township well as an auditor. Gary Scranton made a motion to appoint Mary Martin as Sara Shumway's replacement as township auditor. Charlotte Sullivan seconded and all agreed. Gary Scranton made a motion to accept William Wulff resignation as a part time on call employee, he will be working with the Postal service, and his last day of work will be on December 27th, 2012. Charlotte Sullivan seconded and all agreed. Towanda Public Library requested an increase in the Township's contribution to them, we now donate \$1200.00. Gary Scranton made a motion to contribute \$1300.00 to the Towanda Public Library, Charlotte Sullivan seconded the motion and all agreed.
7. Wells/Subdivisions: We received 7 NOI from neighboring municipalities, and one from our own township which was The Hoffman well.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from November 6th, 2012 through December 3rd, 2012. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on January 7th, 2013 at 8:00am. Charlotte Sullivan made a motion to adjourn, Gary Scranton seconded the motion and the vote was unanimous. The meeting adjourned at 8:30PM

Lori Kepner, Secretary