

January 6th, 2014 Reorganization Meeting

The Supervisors of Towanda Township met at the township building for the reorganization meeting of January 6th, 2014. At 9:00am the meeting was called to order and a motion was made to appoint Charlotte Sullivan temporary chairman and Lori Kepner temporary secretary by Gary Scranton, seconded by Charlotte Sullivan. Present at the meeting were Charlotte Sullivan, Gary Scranton, Lori Kepner, Ray Green Jr., and solicitor Jonathan Foster.

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.

Charlotte Sullivan made a motion to appoint secretary/treasurer, Lori Kepner with a cost of living increase of 3%. Gary Scranton 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 on an as needed basis.

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

Gary Scranton made a motion to increase employee's wages with a 3% cost of living increase as follows: CDL Driver(\$18.50)remained the same as last year, General Laborer Time(\$12.30), New Hire General Laborer(\$11.25), Assistant Road Master(\$19.60), Acting Road Master(\$20.00),. Charlotte Sullivan seconded the motion and all agreed.

Gary Scranton made a motion that the recommended wages for the working supervisors to our auditors be as follows: Full-time Road master Frank Lindsey: \$21.25 per hour as Road master, with paid overtime(or comp time), holidays, 8 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 \$13.80 per hour with no benefits. Charlotte Sullivan seconded the motion and all agreed.

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

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

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

Gary Scranton made a motion to appoint the Assistant Secretary as Charlotte Sullivan. Charlotte Sullivan seconded and all agreed.

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

Gary Scranton made a motion to appoint Charlotte Sullivan, Avery Boardman, and Dr. Henson Paul Kreisler, and Jody Place as representatives for CBPA, Charlotte Sullivan 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.

Gary Scranton made a motion to retain PLGIT and Citizens and Northern bank as the Township Depositories. Charlotte Sullivan 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 at a rate of \$100.00 per hour, Charlotte Sullivan seconded the motion and all agreed.

Gary Scranton made a motion to appoint the following members to the Zoning Hearing Board. Charles Strickland, Jeff Innocenzo and Paul Kreisler. Fred Smith will be held as the Zoning Solicitor. Charlotte Sullivan seconded the motion and all agreed.

Gary Scranton made a motion to appoint Charlotte Sullivan as our deputy for the Bradford County Tax Collection Committee. Charlotte Sullivan seconded and all agreed. Gary Scranton will be our first alternate, and Lori Kepner will be our second alternate.

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

Gary Scranton made a motion to retain Code Inspections as our Building Permit Official. Charlotte Sullivan seconded the motion and all agreed. Please note fee schedule is on file.

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 2013 Township Meeting. Gary Scranton seconded and all agreed. February and March 2014 meetings will be held at 10:00am.

Gary Scranton made a motion to certify the voting delegate for the PSATS convention as Lori Kepner. Charlotte Sullivan seconded the motion and all agreed. The PSATS convention this year is April 13th – April 16th.

Charlotte Sullivan made a motion to set rental rates for the equipment:
Backhoe: \$95.00, Lg, truck \$85.00, Sm trk \$70.00, Tar Buggy \$45.00, Stonerake \$35.00, Roller \$70.00, tractor/mower \$185.00; these rates do not include operators wages. The contracted Sidewalk snow removal located along South Main Street at \$150.00 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 2014 at .56 cents per mile.

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

Gary Scranton made a motion to donate \$300.00 to the Bradford County Humane Society and \$1300.00 to the Towanda Public Library. Charlotte Sullivan seconded and all agreed.

Gary Scranton 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. Charlotte Sullivan 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.

Gary Scranton made a motion to set holidays & benefits which are to be determined by the employee manual. Charlotte Sullivan seconded the motion and all agreed. Gary also made a motion to review the employee manual this year to be sure that it is up to date.

Gary Scranton made a motion to adjourn, seconded by Charlotte Sullivan and all agreed.

James Loewenstein from the Daily Review was present as a visitor.

Signed: _____
Lori Kepner, Secretary

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of January 6th, 2014. The meeting was called to order by Vice Chairman Charlotte Sullivan at 10:00am. The Pledge of Allegiance was recited. Gary Scranton, Charlotte Sullivan and Lori Kepner were present. Frank Lindsey was not present due to an accident he had in December 2013. Jonathan Foster Sr., 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. 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

James Loewenstein from the Daily Review was present.

NEW BUSINESS:

1. TMA/CHARLOTTE: Purchased property in N. Towanda Township for new water supply. Water rates up by 4% and Sewer rates will go up by 8% in 2014. Charlotte turned in minutes from the November meeting and also the agenda from December. She also gave the township a copy of the news article for the water and sewer rates.
2. CBPA/CHARLOTTE: Charlotte turned in minutes from the November meeting, along with an agenda. CBPA will be updating their bylaws and the township will have to pass a resolution showing their support. This will be done at our February meeting.
3. FIRE REPORT: We rec'd the Fire Board meeting minutes.
4. EMA REPORT: Nothing new
5. ROADS/RAY: Snow plowed and cindered as needed. Ray looked at additional spots for street lights before the meeting. We will send the report to Penelec for installation. Ray will receive quotes on a tree removal on Franklin Rd. He is to use his best judgment on whom to hire and have the work done. We ordered another load of salt; we do not need another load of cinders yet. Bob McKean has been helping Ray when he needs him on the heavy snow storms. Woodside stop sign was down and he fixed it. There is another stop sign down on Manahan he will check into. Ray has been doing regular maintenance on the trucks to keep them ready for the winter season.
6. Miscellaneous. Gary, Charlotte, and Lori turned in their letters of request for dental and health insurance coverage. Jonathan is still working on the Flood Plain Ordinance. Charlotte made a motion to carry over 40 hrs Comp time from the previous year, but it must be used before the first quarter of the New Year to keep good accounting records. Gary Scranton seconded the motion and all agreed. Gary Scranton made a motion to increase the health insurance limit amount from \$1250.00 to \$1500.00 per month per employee. Charlotte Sullivan seconded and all agreed. Jonathan is still working on Chesapeake and Bennett Rd. Jonathan will start the work on the new Paving/Development ordinance.
7. Wells/Subdivisions: Nothing New

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from December 2nd, 2013- January 6th, 2014. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on February 2nd, 2014 at 10:00am.

Charlotte Sullivan made a motion to adjourn, Gary Scranton seconded the motion and the vote was unanimous. The meeting adjourned at 12:00pm

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of February 3rd, 2014. The meeting was called to order by Vice Chairman Charlotte Sullivan at 10:00am. The Pledge of Allegiance was recited. Gary Scranton, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster Sr., Township Solicitor was also present. Gary Scranton made a motion to accept the January Reorganization Meeting Minutes as amended. Charlotte Sullivan seconded and all agreed. Gary Scranton made a motion to accept the minutes of the January Regular 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

James Loewenstein from the Daily Review was present.

NEW BUSINESS:

1. TMA/CHARLOTTE: An Executive meeting was called during the TMA meeting to discuss a property purchase in N. Towanda Township. Charlotte turned in minutes from the December meeting and also the agenda from January. Charlotte also provided a copy of the Towanda Borough Budget summary. Charlotte also spoke with Debbie Tollett of Delta Development Group, who Bradford County hired to conduct a housing assessment for Bradford County.
2. CBPA/CHARLOTTE: Nothing new for Towanda Township. Charlotte turned in minutes from the December meeting, along with an agenda for January. Gary Scranton made a motion to pass the resolution which updates the CBPA's bylaws. Charlotte Sullivan seconded and all agreed.
3. FIRE REPORT: We rec'd the Fire Board meeting minutes. No new business.
4. EMA REPORT: Nothing new
5. ROADS/RAY: Snow plowed and cindered as needed. Ray has been working on a sluice pipe on Patton Hill Road to keep it thawed. Tree cutting on Franklin road will start when there is nicer weather. They have started trimming back the trees on Tip Top Road, and making the road wider. We have determined where we need the new street lights in the village. Middendorf Contracting is going to start work on lot 14 to put up either a model home or a home for a resident, the Township should contact Bradford County Planning on this matter. Radios in truck and offices to be replaced.
6. Miscellaneous. Jonathan is still working on the Flood Plain Ordinance. Jonathan is still working on Chesapeake and Bennett Rd. Jonathan is working on the new Paving/Development ordinance. Gary Scranton made a motion for Jonathan to develop an Insurance and Fire escrow ordinance. Charlotte Sullivan seconded and all agreed. Jonathan spoke to the Airport about our road maintenance agreement and we should be getting that back soon. The airport had contacted Code Inspections about the Demolition of the vacant homes along Airport road.
7. Wells/Subdivisions: We received several NOI's for gas wells but only one was for the Township, which was the Hoffman well pad.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from January 7th, 2014. Through February 3rd, 2014. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on March 3rd, 2014 at 10:00am.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of March 6th, 2014. The meeting was called to order by Vice Chairman Charlotte Sullivan at 9:00am. The Pledge of Allegiance was recited. Gary Scranton, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster Sr., Township Solicitor was also present. Charlotte Sullivan made a motion to accept the previous Meeting Minutes. Gary Scranton seconded and all agreed. Gary Scranton made a motion to accept the minutes of the January Regular 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

Trish Benish was present to present the Bob and Linda Lee Subdivision. The supervisors reviewed the subdivision and found no adverse comments.

NEW BUSINESS:

1. TMA/CHARLOTTE: An Executive meeting was called during the TMA meeting to discuss legal matters.
2. CBPA/CHARLOTTE: Nothing new for Towanda Township. Charlotte turned in minutes from the previous meeting.
3. FIRE REPORT: We rec'd the Fire Board meeting minutes. No new business.
4. EMA REPORT: Nothing new, Gary will attend any meetings or training he may need.
5. ROADS/RAY: Snow plowed and cindered as needed. Ray has been working on pipes. Tree trimming on Tip Top Road, has been done. Middendorf Contracting is going to start work on lot 14 to put up either a model home or a home for a resident. The Township has contacted Bradford County Planning on this matter and their solicitor. The township has not taken over that road and doesn't believe the county has signed off on the road as of yet, so the Township is not responsible for any maintenance to Hemlock Hill Subdivisions roads or ditches. Work needs to be done on the F550, which will cost approximately \$3400.00. Mr. Dickson on Bennett road was complaining about a spot on the Burlington Twp side, so Ray went and put down some extra cinders. Ray cleared the ice issue along Rt220 by the cemetery where the fire hydrant is, so it was safe to drive on that part of 220. Ray has been replacing the damaged signs within the Township, and will start on the list of signs that need replaced due to the new Penn Dot regulations. The tree on Franklin will be taken down when the weather breaks.
6. Miscellaneous. Jonathan is still working on the Flood Plain Ordinance. Jonathan is still working on Shepherd Rd and Bennett Rd. Jonathan is working on the new Paving/Development ordinance. Jonathan spoke to the Airport about our road maintenance agreement and we should be getting that back soon. Charlotte would like the secretary to start sending logs of important information which she may receive to the supervisors throughout the month. This would include phone calls, mail, etc. Jonathan will start working on a Fire ordinance. The new street lights have been installed. Charlotte made a motion to have the rest of the meetings for the 2014 year held at 10:00am. Gary Scranton seconded and all agreed. We will advertise the change.
7. Wells/Subdivisions: We have received several NOI's, but none for Towanda Township.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from February 4th, 2014 through March 6th, 2014. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on April 7th, 2014 at 10:00am.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of April 7th, 2014. The meeting was called to order by Chairman, Frank Lindsey at 10:00am. The Pledge of Allegiance was recited. Frank Lindsey, Gary Scranton, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster Sr., Township Solicitor was also present. Gary Scranton made a motion to accept the previous Meeting Minutes. Charlotte Sullivan seconded 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

David Dunn from Monroe Township was present to discuss the replacement of a pipe on Woodside Rd with the supervisors. David had previously discussed the issue with Frank Lindsey months ago. He brought a cost estimate for the replacement of the pipe, which he received from Bradco Supply. The supervisors were in favor of replacing the pipe and paying for half of the costs. James Lowenstein, from the Daily Review was also present.

NEW BUSINESS:

1. TMA/CHARLOTTE: No TMA meeting this month.
2. CBPA/CHARLOTTE: Nothing new for Towanda Township. Charlotte turned in the statement of revenue and expenses (budget) for 2014. Charlotte also turned in the agenda and minutes, etc from the Bradford County Tax Collection Committee Meeting.
3. FIRE REPORT: Nothing New.
4. EMA REPORT: Gary to start working on the Hazard Mitigation plan.
5. ROADS/RAY: Ray thawed pipes on Bennett, cleaned Railroad Street, had work done on F550, Signed salt contract, he would like to see about a street sweeper and one to use for the sidewalks. The water pipe may have a leak at the garage, Towanda Water Authority is to come look at it and repair as needed. We were charged for the water use down at the Garage, which we normally do not receive a bill for, when the secretary called and questioned the bill this is when we realized something was wrong. Ray will be servicing the equipment as needed. He will get the mowers and weed eaters ready for mowing season. We will be getting the flags for the cemetery from the Veterans Affairs office for Memorial Day soon. We had to order some new street signs to be replaced, we replaced a stop sign, Old Plank Rd sign, Sheperd Rd sign, Railroad Street sign, and Hickory Street sign. Frank had approved Ray to get new work pants from Tractor Supply. We need batteries for the garage doors. Down the road we may want to consider purchasing a new F550, maybe keep the other as a spare.
6. Miscellaneous. Jonathan is still working on the Flood Plain Ordinance. Gary Scranton made a motion for Jonathan to move forward on the more stringent ordinance for building in the flood plain, Charlotte Sullivan seconded and all agreed. Jonathan is still working on Shepherd Rd and Bennett Rd; the board thought it would be a good idea to contact Burlington Township when we were negotiating work on the roads since the roads continue on into their Township. Jonathan is working on the new Paving/Development ordinance. We forwarded a new copy of the road maintenance agreement to the Airport for them to sign, and we should be getting that back soon. Jonathan started working on a Fire ordinance.
7. Wells/Subdivisions: We have received 10 NOI's, but only one was for Towanda Township (Rose well).

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from March 7th, 2014 through April 7th, 2014. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on May 5th, 2014 at 10:00am.

AT THIS TIME (11:00am) AN EXECUTIVE SESSION WAS CALLED BY FRANK LINDSEY, CHAIRMAN TO DISCUSS EMPLOYEE MATTERS.

Frank Lindsey made a motion to come out of executive session at 11:20am. Gary Scranton seconded and all agreed. During the executive session the board discussed hiring a new employee. Several people turned in applications for employment but the board felt only one would work for what the Township needed at this time. Gary Scranton made a motion to hire Larry Morse to help Ray Green Jr, until an undetermined time when Frank Lindsey would be able to come back to work, or we no longer need Larry's help. We will hire him at a rate of \$15.00 an hour, as a part-time on call needed basis employee. Charlotte Sullivan seconded the motion and all agreed.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

Lori Kepner, Secretary

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of May 7th, 2014. The meeting was called to order by Chairman, Frank Lindsey at 11:30am. The Pledge of Allegiance was recited. Frank Lindsey, Gary Scranton, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster Sr., Township Solicitor was also present. Charlotte Sullivan made a motion to accept the previous Meeting Minutes. Gary Scranton seconded and all agreed. The treasurer's report was given. Charlotte Sullivan made a motion to accept the treasurer's report as given, and to also move the bills to be paid list on the agenda to be included in the Treasurer's Report on the agenda. Gary Scranton seconded the motion and all agreed.

CITIZENS TO BE HEARD

James Lowenstein, from the Daily Review was present. Gary Wagner from Emmert International was present to discuss the upcoming move of the equipment over Tip Top Road, and also the road maintenance agreement. Gary explained they will do a trail run first before an actually equipment move. The moves will be held at night. He explained that he has contacted the proper authorities. We discussed the problem with some residents and flat tires. He said if it actually was from the rocks they placed in the ditches that Emmert would surely accommodate those people, but he'd like to actually see the tire before they have it replaced so they can determine if the flat was caused by the rock. They have swept the road when rocks come upon it. Mr. Dirt is doing their work on Tip Top Road. The Bridge has been reinforced for the heavy equipment and then it will get inspected by Penn Dot after the move, each time there is a move this will occur.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received correspondence.
2. CBPA/CHARLOTTE: We received correspondence.
3. FIRE REPORT: Nothing new, no meeting in March or April.
4. EMA REPORT: Nothing new right now.
5. ROADS/RAY: Ray suggested to the board that he would like the Township to purchase a trailer 6'X12' for hauling of mowers etc. We do not have one now that the township owns. We priced out trailers and found one for \$1650.00 from Fayette Trailers in Ulster. Charlotte Sullivan made a motion to purchase the trailer from Fayette Trailers for \$1650.00. Gary Scranton seconded and all agreed. We haven't heard from Monroe Township yet on the replacement of the pipe on Woodside, Ray to contact them. We received notification that there will be some pipeline crossing along Patton Hill Rd and Hettich Rd from Jay Chamberlain (Hanover Eng). Ray explained to them that they would have to boar under Patton Hill Rd that they cannot open cut that road. Ray inspected a new driveway permit for Angie Maynard; he explained it looked fine where she was putting it. Tree on Franklin Road is cut and taken care of by Felter's tree service; he only charged \$700.00 instead of \$1000.00.
6. Miscellaneous. Jonathan is still working on the Flood Plain Ordinance; he will have a draft for us next month to look at. Jonathan is still working on Shepherd Rd and Bennett Rd; the board thought it would be a good idea to contact Burlington Township when we were negotiating work on the roads since the roads continue on into their Township. Jonathan is working on the new Paving/Development ordinance. The road maintenance agreement with the Airport is on hold right now. Jonathan asked the board if they were ok with the Fire ordinance to be advertised and passed at the next meeting. Gary Scranton made a motion for Jonathan to move forward with what he needed to for the Fire Ordinance to be passed. Charlotte Sullivan seconded and all agreed. We discussed property maintenance issues in the Township. Some old trailers need removed, garbage, high grass etc. Jonathan will keep us a sample copy again of the property maintenance ordinance. Dayton Road looks like a dirt road; it is a tar and chip road. Ray to contact Farmer Freds. Nelson Wells has a lot of chickens running, neighbors worried about their gardens on the flats.

7. Wells/Subdivisions: We have received 4 NOI's, but only two were for Towanda Township.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from April 8th, 2014 – May 7th, 2014. Charlotte Sullivan made a motion to pay the bills, seconded by Gary Scranton and all agreed. The next meeting will be on June 2nd, 2014 at 10:00am.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

Lori Kepner, Secretary

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of June 2nd, 2014. The meeting was called to order by Chairman, Frank Lindsey at 10:00am. The Pledge of Allegiance was recited. Frank Lindsey, Gary Scranton, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster Sr., Township Solicitor was also present. Charlotte Sullivan made a motion to accept the previous Meeting Minutes. Gary Scranton seconded and all agreed. The treasurer's report was given. Charlotte Sullivan made a motion to accept the treasurer's report and the bills to be paid list. Gary Scranton seconded the motion and all agreed.

CITIZENS TO BE HEARD

James Loewenstein, from the Daily Review was present. Joe Zadrusky, was also present to discuss the new Floodplain maps and which ordinance the Township may choose. Reading and Northern owns his railroad portion now. Our solicitor explained that he is in the Special Floodplain area (Zone A). Jonathan is to contact FEMA with questions that Joe has. Representatives from Chemung Canal Trust Company were present to explain what they had available the Township, as far as banking and investments.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received correspondence, February and Aprils minutes and April's and May's agenda.
2. CBPA/CHARLOTTE: Nothing new right now.
3. FIRE REPORT: There was no May meeting. The ladder truck is still out of service and getting repaired.
4. EMA REPORT: Nothing new right now. We will be getting reports on the equipment moves over Tiptop Road.
5. ROADS/RAY: We purchased the new trailer. They have been mowing cemetery and offices as needed. They have been patching roads as needed. Ray picked up a yield sign the township needed. Ray met with Greg Dibble about sign replacement program, and also discussed road issues. He attended a Dirt & Gravel course and Liquid Bituminous Seal Coat course. They have fixed the bump on Mahoney Road. Ray will start to order cinders; there is a \$1.00 increase this year per ton. He will meet with some paving companies to discuss some work needed in the Township. A resident would like a hidden drive way sign installed on Bridge Street. We will get the sign at Bradco Supply and install it. There is work to be done on Mulcahy road. We discussed the road construction on Hemlock Hill Subdivision and the board is in agreement that they must follow the approved plans. Charlotte wanted to thank Frank Lindsey for all the equipment he has provided to the township over the years.
6. Miscellaneous. The board had reviewed the Fire Ordinance which Jonathan had advertised for passage at our meeting. Charlotte Sullivan made a motion to accept the Fire Ordinance. Gary Scranton seconded and all agreed. Jonathan is still working on the Flood Plain Ordinance; he will have a more stringent draft for us to review at our next meeting. Jonathan is still working on Shepherd Rd and Bennett Rd; the board thought it would be a good idea to contact Burlington Township when we were negotiating work on the roads since the roads continue on into their Township. Jonathan is working on the new Paving/Development ordinance. The road maintenance agreement with the Airport is still on hold right now. We discussed property maintenance issues in the Township. Jonathan will get us a sample copy again of the property maintenance ordinance.
7. Wells/Subdivisions: We have received 2 NOI's, but only two were for Towanda Township.

Our next meeting will be July 1st, 2014 at 10:00am.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of July 1st, 2014. The meeting was called to order by Chairman, Frank Lindsey at 10:00am. The Pledge of Allegiance was recited. Frank Lindsey, Gary Scranton, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster Sr., Township Solicitor was also present. Charlotte Sullivan made a motion to accept the previous Meeting Minutes. Gary Scranton seconded and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report and the bills to be paid list. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

Joe Zadrusky, was also present to discuss the new Floodplain maps. Representatives from Bradford County Planning were present to answer any questions about the Hemlock Hill Subdivision. Scott Middendorf and Chris Roof were present from M.R. Dirt to discuss Hemlock Hill Subdivision. M.R. Dirt would like the Board to consider accepting the sub base they have down now as part of the 8 inches of 2A stone which is required under the plans submitted to the County and Township which have previously been approved. They would like us to consider accepting 4 inches of what they have down already, so they only have to put down another 4 inches of 2a, to come to a total of 8 inches. The plans follow specific regulations given by Penn Dot on materials used and how to use them; all materials used must meet Penn dot regulations and specs and meet their certification requirements. The Board is concerned that the material used hasn't been tested prior to application, and hasn't been certified. M.R. Dirt would have to having engineering done on the road, all materials tested and work with the Township and County on when this might happen. Also they would have to submit new plans to the County. The Board may consider an amendment to the plans if they can show that all materials used and the process that the road was built is equal to or greater than that of the Penn dot regulation and requirement.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received correspondence from the May 2014 meeting. TCC will be having four meeting a year now.
2. CBPA/CHARLOTTE: We received correspondence from the June 12th, 2014 meeting. Lauren resigned her position with CBPA.
3. FIRE REPORT: Ladder truck is done.
4. EMA REPORT: We have been getting reports on the equipment moves over Tiptop Road.
5. ROADS/RAY: Ray has been working on quotes for the road repair projects. They have been mowing as needed. Ray has had a few discussions with Scott Middendorf on Hemlock Hill Subdivision road construction. We purchased a fuel tank for the truck. Ray finished the patch work on Woodside, Bennett and Manahan. They will start berming this week. Ray would like to rent a tractor with a front loader. They repaired ditches on Mahoney. Cut brush back on roads. We have received four loads of cinders so far. We will probably order another load of salt in July or August, depending on room.

The board reviewed the phone quotes from M.R. Dirt, and Bishops Bros Construction for paving of Manahan and Mahoney roads. Frank Lindsey made the motion to accept the quote from M.R. Dirt for the projects which would be \$9870.00 for Manahan and \$8591.00 for Mahoney. Gary Scranton seconded and all agreed. Bishop Bros Construction was twice as much and we didn't receive a phone call back from Vestal Asphalt.

6. Miscellaneous:

Jonathan's Report: He is still working on the Flood Plain ordinance: Jonathan is waiting for a return call back from Chesapeake on Sheppard & Bennett roads. Jonathan is still working on the Developers Ordinance. Jonathan rec'd a copy of the Comcast agreement to review. Bradford County Airport road maintenance agreement on a hold right now. Jonathan received paperwork on holding Tank Cleaning Contract for Liberty Compressor Station; this is regulated by Bradford County Sanitation. Jonathan had advertised the Fire Insurance Ordinance 2014-01 for the Board to pass at today's meeting. The Board had reviewed the ordinance. Gary Scranton made a motion to pass Ordinance 2014-01 the Fire Insurance Ordinance. Charlotte Sullivan seconded and all agreed. This ordinance would provide for an escrow fund for the Township to cover fire damage to properties in the Township.

7. Wells/Subdivisions: We rec'd 4 NOI none for Towanda Township.

Our next meeting will be August 4th, 2014 at 10:00am.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of August 4th, 2014. The meeting was called to order by Chairman, Frank Lindsey at 10:00am. The Pledge of Allegiance was recited. Frank Lindsey, Gary Scranton, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster Jr., Township Solicitor was also present. Gary Scranton made a motion to accept the previous Meeting Minutes. Charlotte Sullivan seconded and all agreed. The treasurer's report was given. Charlotte Sullivan made a motion to accept the treasurer's report and the bills to be paid list. 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: Nothing new right now.
2. CBPA/CHARLOTTE: We received correspondence from the June 12th, 2014 meeting. Charlotte resigned from the personal committee. Jody Place is now the corp. secretary on the executive committee.
3. FIRE REPORT: Ladder truck is done, we received the previous meeting minutes which were forwarded to the board. The meeting was mainly about River fest.
4. EMA REPORT: Nothing new right now.
5. ROADS/RAY: Patched Laurel Hill, will be working with N. Towanda in August and in return then they will help use with berming Woodside. Cut back trees along roads and mowed roads. Paved Manahan and Mahoney roads. Mowing office, cemetery, and garage, also weed wacked sidewalk. Ray met with Gary from Emmert and will give report on Tip Top. Rented tractor from Bradco, and it worked great. Bradco had to come do a service call on work on the boom mower. The Board was given a copy of the report from Emmert for Tip Top. We had both trucks serviced. Top Kick will need new brakes all the way around. We have ordered 8 loads of cinders so far. We will order at least two more. When cinders are in we will order our salt on the new contract. Ray suggested renting a belt loader for the berming work on Woodside. A resident had complained to Ray about cutting down his tree branches which were in the Township right of way. We will send out a letter in the spring to residents about trees in the right of way. Ray will be getting equipment ready for winter in the next month.
6. Miscellaneous:
 - Jonathan's Report: He is still working on the Flood Plain ordinance; at our next meeting we will pass to advertise the Flood Plain ordinance drafted by Jonathan. Jonathan is waiting for a return call back from Chesapeake on Sheppard & Bennett roads, we asked Jonathan Jr. to explain to Jonathan Sr., we would like this to move faster. Jonathan is still working on the Developers Ordinance and the Maintenance agreement. Bradford County Airport road maintenance agreement still on hold right now. Jonathan still has the Comcast agreement to review. The Board will table the resolution that the County Commissioners have given each municipality in the county to decide whether or not they would want the County to run the Endless Mt Visitors Bureau. The Board would like time to review this. The Board has had time to consider the request that MR Dirt had asked about having their materials tested to see if it would meet or exceed Penn Dot regulations for Hemlock Hill Subdivision, and also if the material they already put down, which is not Penn Dot approved or had been tested before they put it down, would also meet Penn Dot regulations. There was nothing given to the Board at their August meeting, to give them direction on the materials and progress the MR Dirt was making. The Board wishes to not deviate from the original plans which were submitted to the County and the Township and which had previously been approved. These plans had already been approved by the County and the Township on the procedures and materials which would be used to make sure that the roads which are constructed on the Hemlock Hill Subdivision would meet Penn Dot regulations and so the road would hold up over the years and that the Township would know that it would not be a liability to the Township or its residents. Frank Lindsey made a motion to comply with the original plans submitted to the township on the construction of Hemlock Hill Subdivision's roads. Gary Scranton seconded and all agreed. They feel it will be a mistake to deviate from the plans and that in the long run if they don't stick to the plans that the township residents will be the ones getting hurt. The board asked Jonathan Jr, to make sure Jonathan Sr. knew the boards decision.

7. Wells/Subdivisions: We rec'd 7 NOI, the ones located in Towanda Township, were the Kent and McCabe wells.

Our next meeting will be September 8th, 2014 at 10:00am.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

Lori Kepner, Secretary _____

September 8th, 2014 Regular Meeting

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of September 8th, 2014. The meeting was called to order by Chairman, Frank Lindsey at 10:00am. The Pledge of Allegiance was recited. Frank Lindsey, Gary Scranton, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster Sr., Township Solicitor was also present. Charlotte Sullivan made a motion to accept the previous Meeting Minutes. Gary Scranton seconded and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report and the bills to be paid list. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

James Loewensten from the Daily Review was present.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received correspondence from the June 2014 meeting. They called an executive session during the TMA meeting to discuss a land purchase.
 2. CBPA/CHARLOTTE: We received correspondence from the July, 2014 meeting, otherwise nothing new. Charlotte didn't attend the July meeting.
 3. FIRE REPORT: We rec'd the June meeting minutes. Discussed parking for river fest, Gary didn't attend.
 4. ROADS/RAY: They have been mowing as needed. Ray meet with the planning commission and Hunt engineering when they did the core rock samples on Hemlock Hill Subdivision roads. They will start berming with in the next couple of weeks. They repaired ditches, cut brush back on roads and working on road projects. Once our new salt contract comes in from Costars we will order one more order of salt. Ray rented the belt loader and it worked great. He had a community service guy help out with weedwacking. We rec'd a quote from Midland Asphalt to tar and chip Tip Top Road. Gary Scranton made the motion to accept the bid for \$16930.00. Charlotte Sullivan seconded and all agreed. Ray will keep the board informed on the road projects coming up.
 5. Miscellaneous:
Jonathan's Report: Gary Scranton made a motion to advertise for Flood Plain ordinance for adoption at our October meeting. Charlotte Sullivan seconded and all agreed. Jonathan is waiting for a return call back from Chesapeake on Sheppard & Bennett roads. We'd like Jonathan to move faster on this issue. Jonathan is still working on the Developers Ordinance. Jonathan has reviewed the Comcast agreement and explained we could accept it. Bradford County Airport road maintenance agreement on a hold right now we will take off Jonathans report until further notice. The board had time to review the Endless Mt Visitors bureau request from the County Commissioners. They have decided to support the commissioners in their quest to take over the Endless Mt Visitors Bureau. Gary Scranton made the motion and Charlotte Sullivan seconded and all agreed. Charlotte Sullivan made a motion to donate \$1400.00 this year to the Towanda Library, Gary Scranton seconded and all agreed. Scott Molnar from Bradford County Planning wanted a motion made by the board just accepting the private drive names at Hemlock Hill Subdivision. Gary Scranton made a motion to accept the private drives names which will be the responsibility of M.R. Dirt. Charlotte Sullivan seconded and all agreed. Charlotte Sullivan also made a motion to change the spelling of Kingsley Hill Rd to Kinsley Hill Road. This change will be directed to Scott Molnar. Gary Scranton seconded the motion and all agreed.
6. Wells/Subdivisions: We rec'd 2 NOI just one for Towanda Township, (FARR).

Our next meeting will be October 6th, 2014 at 10:00am.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

Lori Kepner, Secretary _____

October 6th, 2014 Regular Meeting

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of October 6th, 2014. The meeting was called to order by Vice-Chairman, Charlotte Sullivan at 10:00am. The Pledge of Allegiance was recited. Gary Scranton, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster Sr., Township Solicitor was also present. Gary Scranton made a motion to accept the previous Regular Meeting Minutes and the special meeting minutes of September 24th, 2014. Charlotte Sullivan seconded and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report and the bills to be paid list. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

James Loewenstein from the Daily Review was present.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received correspondence from the previous meetings. Charlotte attended the tax committee meeting and turned in correspondence from the meeting. The next meeting will be on November 19th, 2014.
2. CBPA/CHARLOTTE: We received correspondence from the August, 2014 meeting, otherwise nothing new.
3. FIRE REPORT: Trick or Treat will be on October 30th, 2014 from 6pm – 8pm; Gary will discuss this at the next meeting for flares etc.
4. ROADS/RAY: They have been mowing as needed. They have been berming the roads and they look great. They repaired ditches, cut brush back on roads and working on road projects. We received one load of salt on the Costars program and all cinders are in. Ray will keep the board informed on the road projects etc, coming up. Ray will attend a class on winter maintenance in October. Ray will be getting ready for the winter months, finish up mowing and doing odd and end projects now before weather gets bad. Ray replaced a stop sign which was missing at Patton and Bridge Street. Tip Top road is graded and done, it looks nice. Woodside road is done with berming. We need to replace a couple cross pipes on Mulcahy road. We will be installing a new driveway pipe for the Gun Club.
5. Miscellaneous:
 - a. Jonathan's Report: Gary Scranton made a motion to pass the Flood Plain ordinance. Charlotte Sullivan seconded and all agreed. Towanda Township will have the more stringent plan. Jonathan is waiting for a return call back from Chesapeake on Sheppard & Bennett roads; he will push them more on a response. Jonathan is still working on the Developers Ordinance. Jonathan discussed meeting with the commissioners and pipeline people to discuss what the issues and concerns will be in the future. He will let the supervisors know of a time and place of a meeting. Jonathan Foster called an executive session at this time: Gary Scranton made a motion to come out of executive session. Charlotte seconded and all agreed. A real estate matter was discussed during the executive session. No action was taken or needed at this time.
 - b. We will have the budget ready for review at the November meeting. Please have any additional ideas ready at that time.
6. Wells/Subdivisions: There were no NOI's.

Our next meeting will be November 3rd, 2014 at 10:00am.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

Lori Kepner, Secretary _____

November 3rd, 2014 Regular Meeting

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of November 3rd, 2014. The meeting was called to order by Chairman, Francis Lindsey at 10:00am. The Pledge of Allegiance was recited. Gary Scranton, Charlotte Sullivan, Frank Lindsey and Lori Kepner were present. Jonathan Foster Sr., Township Solicitor was also present. Charlotte Sullivan made a motion to accept the previous Regular Meeting Minutes. Gary Scranton seconded and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report and the bills to be paid list. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

James Loewenstein from the Daily Review was present.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received correspondence from the previous meetings. Nothing new meeting was held in Executive Session.
2. CBPA/CHARLOTTE: We received correspondence from the previous meeting, and agenda from the October meeting. The secretary for CBPA had resigned as secretary, but the board would not accept her resignation. They were going to talk to her about her position.
3. FIRE REPORT: Trick or Treat went well. Meeting was only 20 minutes long Gary said. They just discussed fire police.
4. ROADS/RAY: They have finished up mowing the offices and cemetery. Ray has finished patching. Ray will be finishing berming. Ray will be cleaning up summer equipment to put away for the winter. Ray will give additional report on road repairs. Ray explained they replaced the pipes on Mulcahy Road, he rented a mini backhoe for Bradco and worked great. We received email response back on sidewalk and drainage along South Main from PennDOT. He patched Johnston road. He made a ramp at our back door, he fixed the steps going into the garage office also. He has been tree trimming. He still needs to work on the shoulders on Manahan road. He put up a new flag at the office and installed new lights on the Garage building. He's got the equipment ready for winter. The F550 had an issue with the oil pan, hopefully it will hold up this winter. Gary Scranton complemented him on his work. Charlotte is also pleased with the job he is doing.
5. Miscellaneous: We need to change the meeting date for December. Gary Scranton made a motion to change it to December 4th, same time. Lori is to advertise the change. Charlotte Sullivan seconded and all agreed. Jonathan's Report: Jonathan talked to Jon Voda about meeting to discuss Sheppard & Bennett roads he wanted to know what was good for Ray and Gary. Jonathan is still working on the Developers Ordinance, we rec'd a draft to review. Gary Scranton made a motion to advertise for a CPA for the 2014 records. Charlotte Sullivan seconded and all agreed. The Budget was given to the board for review. Charlotte Sullivan made a motion to advertise to pass the budget at the December meeting. Gary Scranton seconded and all agreed. They have been complaints about some garbage etc, and the Dupont residence and also there has been a motor home which moved in behind Charlotte's house. We should look into both. The board received a letter from the Bradford County Veterans memorial park association. The board will discuss during budget review. At this time an executive session was called by Charlotte Sullivan. Charlotte Sullivan made a motion to come out of executive session seconded by Gary Scranton and all agreed. During the executive session employee relations were discussed.
6. Wells/Subdivisions: We received only one NOI it was for the Rose Well and Gary had reviewed it already.

Our next meeting will be December 4th, 2014 at 10:00am.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

Lori Kepner, Secretary _____

December 4th, 2014 Regular Meeting

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of December 4th, 2014. The meeting was called to order by Vice-Chairman, Charlotte Sullivan at 10:00am. The Pledge of Allegiance was recited. Gary Scranton, Charlotte Sullivan, and Lori Kepner were present. Gary Scranton made a motion to accept the previous Regular Meeting Minutes. Charlotte Sullivan seconded and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report and the bills to be paid list. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

No Visitors at our meeting.

NEW BUSINESS:

1. TMA/CHARLOTTE: The next TMA meeting will be on December 19th, 2014 at noon.
2. CBPA/CHARLOTTE: We received correspondence from the November meeting, and also a list of the meeting dates for 2015. Charlotte attended the TCC meeting. They covered year end business and their budget.
3. FIRE REPORT: Nothing new. Minutes have been forwarded when received.
4. ROADS/RAY: They have been plowing and cindering as needed. Bobby McKean has been coming in and helping Ray when he needs him. Sidewalks have been maintained. Ray finished installing shoulders on Manahan road. Top Kick cinder spreader had to have the bearing replaced at Bradco. F550 has been serviced. Both trucks will need to be inspected in the New Year. F250 needs a service and Ray will do that. Ray has repaired the headwall on pipe of Woodside. Fixed driveway entrance on Johnston rd and has been trimming brush back on roads.
5. Jonathan's Report: Jonathan talked to Jon Voda about meeting to discuss Sheppard & Bennett roads he wanted to know what was good for Ray and Gary. He will get with Ray and Gary when he has a firm date from Jon Voda. Jonathan is still working on the Developers Ordinance, we rec'd a draft to review. The Budget was given to the board for review; Gary Scranton made a motion to advertise for a special meeting on December 29th, to be held at 9am to pass the budget. Charlotte Sullivan seconded the motion and all agreed. Gary Scranton made a motion to hire Frank Melly as our CPA. Charlotte Sullivan seconded and all agreed. Charlotte Sullivan made a motion to sign the Engineers agreement with Stiffler, McGraw. Gary Scranton seconded and all agreed. We will need to pass the Unemployment Compensation Group Ordinance by January 31st, 2015. Jonathan has it and is reviewing it. The supervisors reviewed the meeting dates for 2015 and have authorized the secretary to advertise them. Our reorganization meeting will be held on January 5th, 2015 this year at 10:00am. The Auditors meeting will be on the 6th at a time designated by the auditors this will also be advertised.
6. Wells/Subdivisions: We received only one NOI it was the Knickerbocker well and it wasn't explained on the paperwork if this well was located in Towanda Township or not. The board seemed to think it was not..

Our next meeting will be January 5th, 2015 at 10:00am.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

Lori Kepner, Secretary _____

December 29th, 2014 Special Meeting

The Supervisors of Towanda Township met at the township building for the Special meeting of December 29th, 2014. The meeting was called to order by Vice-Chairman, Charlotte Sullivan at 9:00am. The Pledge of Allegiance was recited. Gary Scranton, Charlotte Sullivan, and Lori Kepner were present.

CITIZENS TO BE HEARD

No visitors were present

NEW BUSINESS:

1. Adopt Budget: Gary Scranton made a motion to adopt the 2015 budget for Towanda Township. Charlotte Sullivan seconded and all agreed.
2. Special meeting to pass an Ordinance for the PSATS Unemployment Compensation Group Ordinance: Gary Scranton made a motion to advertise a special meeting on January 20th, 2015 at 10:00am for the passing of the PSATS Unemployment Compensation Group Ordinance, which Jonathan Foster has prepared for the Township. Charlotte Sullivan seconded and all agreed.

Our next meeting will be January 5th, 2015 at 10:00am.

Charlotte Sullivan made a motion to adjourn, Gary Scranton seconded the motion and the vote was unanimous.

Lori Kepner, Secretary _____