

January 7th, 2013 Reorganization Meeting

The Supervisors of Towanda Township met at the township building for the reorganization meeting of January 7th, 2013. At 8:00am the meeting was called to order and a motion was made to appoint Francis Lindsey temporary chairman and Lori Kepner temporary secretary by Charlotte Sullivan, seconded by Gary Scranton. Present at the meeting were Frank Lindsey, Charlotte Sullivan, Gary Scranton, Lori Kepner and solicitor Jonathan Foster.

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

Charlotte Sullivan made a motion to appoint secretary/treasurer, Lori Kepner with a compensation set at \$14.25 per hour. Gary Scranton seconded the motion and all agreed.

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

Charlotte Sullivan made a motion to increase employee's wages as follows: CDL Driver(\$18.50), General Laborer Time(\$11.95), New Hire General Laborer(\$10.90), Assistant Road Master(\$19.00), Cleaning Maintenance(\$11.95). Gary Scranton 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, Road master Snow plowing wages at \$22.25 per hour, 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.

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.

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. Frank Lindsey seconded and all agreed with wages recommended to auditors at \$13.80 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. 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 2012 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, Jeff Innocenzo and Paul Kreischer. Fred Smith will be held as the Zoning Solicitor. Charlotte Sullivan seconded the motion and all agreed.

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 2012 Township Meeting. Gary Scranton seconded and all agreed.

Charlotte Sullivan made a motion to certify the voting delegate for the PSATS convention as Lori Kepner. Gary Scranton seconded the motion and all agreed.

Charlotte Sullivan made a motion to set rental rates for the equipment:
Backhoe: \$85.00, Lg, truck \$75.00, Sm trk \$60.00, Tar Buggy \$35.00, Stonerake \$25.00, Roller \$60.00, tractor/mower \$175.00, and 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 2013 at .565 cents per mile.

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

Charlotte Sullivan made a motion to donate \$300.00 to the Bradford County Humane Society and \$1300.00 to the Towanda Public Library. Gary Scranton 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 8:45 am, 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 7th, 2013. The meeting was called to order by Chairman Francis Lindsey at 8:45am. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster, 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. Frank Lindsey 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 the budget would be increasing a little bit. She turned in the November 2012 minutes.
2. CBPA/CHARLOTTE: Nothing new
3. FIRE REPORT: We rec'd the Fire Board meeting minutes. The Brush truck is giving them some problems. They will discuss either fixing this one or purchasing a new one.
4. EMA REPORT: Nothing new
5. ROADS/FRANK: Snow plowed and cindered as needed. They cleaned out sluice pipes. The board discussed a drainage issue with a pipe at Chestnut Hill Apartments. Frank explained F550 giving us some problems.
6. Miscellaneous.
 - a. Gary, Charlotte, Frank and Lori turned in their letters of request for dental and insurance coverage.
 - b. Jonathan is still working on the Flood Plain Ordinance.
 - c. Jonathan will prepare a new fee schedule resolution.
 - d. Gary Scranton made a motion to hire an assistant road master at the rate of \$19.00 per hour depending on experience and benefits package. Charlotte Sullivan seconded the motion and all agreed.
 - e. Chief(PVR) still owes the township their portion of the Bennett road construction project. Frank Lindsey will get in touch with them to resolve this issue.
7. Wells/Subdivisions: Nothing New

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from December 4th, 2012- January 7th, 2013. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on February 4th, 2013 at 6:00PM.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous. The meeting adjourned at 10:00AM

Lori Kepner, Secretary

The Supervisors of Towanda Township met at the township building for the regular monthly meeting on February 4th, 2013. The meeting was called to order by Chairman Francis Lindsey at 4:00pm. 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. 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

Terry Sheets was present from Bradco Supply to give the board information on a new F550. He explained the differences between body styles and other valuable information. The board wasn't making any decisions on purchasing a new truck at this time.

NEW BUSINESS:

1. TMA/CHARLOTTE: Charlotte turned in the December 2012 minutes and treasurer's report. She also gave us a copy of Towanda Municipal Authority's budget for 2013.
2. CBPA/CHARLOTTE: Charlotte turned in minutes and paperwork from the Progress Authority.
3. FIRE REPORT: They decided to fix the tanker and then elected new officers.
4. EMA REPORT: Nothing new
5. ROADS/FRANK: Snow plowed and cindered as needed.

Frank brought to the Board's attention that Jerry Shaffer, a neighbor of Chestnut Hill Apt, said that there is a drainage issue with a pipe from the apartments. Gary said that he had previously heard the same complaint from Jerry Shaffer and that he had made several attempts to get in touch with the apartment property owners and no one has returned his calls. After discussion the board agreed that Jonathan Foster should draft a letter to the apartment property owners to put on record that attempts have been made to be in touch with them and we have received no response to their calls, and bring to their attention the serious drainage problem from their property. In the meantime, Frank met with Jerry Shaffer, a neighbor of the apartments, and Jim Haight of the Borough to look over the problem.

Frank fixed Goodrich lane and replaced the Chapel and Main Street sign.

PVR is trying to get Frank to sign off of Sheppard Hill Rd. Frank explained it needs to go back to tar and chip and won't sign agreement until PVR agrees to do something about the damages.

6. Miscellaneous.
 - a. Jonathan is still working on the Flood Plain Ordinance.
 - b. Jonathan is still working on a new fee schedule resolution.
 - c. Chief(PVR) still owes the township for their portion of the Bennett road construction project. Frank Lindsey will get in touch with them to resolve this issue.
 - d. Jonathan has to get with Josh Brown about the road maintenance agreement.
7. Wells/Subdivisions:
 - a. Chesapeake NOI: Gestewitz - N. Towanda Twp
 - b. Rettew Plans: Moxie Pipeline Notification
 - c. Frank Lindsey signed the holding tank request from Ralph McNeal for Farmer Fred's vegetable stand. Lori Kepner will contact the sanitation office to get a letter from TMA explaining they do not need to hook up to the water and sewer line.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from January 8th, 2013-February 4th, 2013. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on March 4th, 2013 at 6:00PM.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous. The meeting adjourned at 5:30pm.

Lori Kepner, Secretary

TOWANDA TOWNSHIP SUPERVISORS

MONTHLY MEETING – MARCH 4, 2013

The Supervisors of Towanda Township met at the township building for the regular monthly meeting on March 4, 2013. The meeting was called to order by Chairman Francis Lindsey at 6:00pm. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, and Charlotte Sullivan were present. Jonathan Foster was also present.

MINUTES OF PREVIOUS MEETING

Were approved as revised from the draft. Motion by Charlotte and seconded by Gary; all voted in favor .

CITIZENS TO BE HEARD

Terry Sheets, representing Bradco Supply, was present. He was following up on the info he gave us at the January meeting regarding the purchase of a new F550. We did not have that on the agenda, and Frank will call Terry when we expect to take action on purchasing one.

NEW BUSINESS:

1. **TMA/CHARLOTTE: James Casselbury the hydro geologist studying locating a good well(s) for the Towanda Municipal Authority, gave a summary of his findings. The TMA Board will take action at a later meeting to decide on what source would be the most viable for the Authority.**
2. CBPA/Charlotte: Meeting held. Nothing to report pertinent to Towanda Township.
3. FIRE REPORT: Brief meeting was held. Meeting minutes were received.
5. ROADS/FRANK: Lori processed salt contract for 2013-2014 (120 tons per Frank). Mileage for Franklin and Mahoney – ground surface – is just over 1-1/2 miles. Neal from Vestal Asphalt was present for the measuring. Purchased two new tires for the backhoe from Shannon tires where we received the best buy. Road crew is invited to a luncheon at the Riverstone. This is sponsored by Vestal Asphalt and is an annual event. The purchase of an F150 control part has been referred to a Ford dealer – part is \$8.00 each. Frank will take Raymond Green

our new employee to Mansfield to take his driver part of his CDL. Had heavy salt use this month due to the type of snow/ice/rain experienced. We are beginning to work on establishing our summer projects. Bailey/Savercool drain problem will be taken care of; they will purchase material and want us to do the installation.

6. Miscellaneous.

a. Jonathan is still working on the Flood Plain Ordinance. The information is getting nearer to be ready for the legal counsels to prepare ordinances for the municipalities. Maps are being finished up. It is possible the ordinances will be ready for a June adoption.

b. Jonathan provided a proposed new fee schedule resolution. The Board discussed the schedule and proposed that the **Driveway Permits/Street Opening Permits be changed from \$50.00 to \$75.00**. It was also decided to change the Permit renewal fee to the **Recreational Vehicle Park** permit be changed from renewal fee to **Permit renewal fee or Transfer**. Fee to remain \$25.00. Notary Fee is being changed from \$2.00 to \$4.00. Gary made the motion and seconded by Charlotte. All in favor.

7. Wells/Subdivisions:

a. Chesapeake NOI: Gestewitz - N. Towanda Twp.

b. Rettew Plans: Moxie Pipeline Notification

c. Frank Lindsey signed the holding tank request from Ralph McNeal for Farmer Fred's vegetable stand. Lori Kepner will contact the sanitation office to get a letter from TMA explaining they do not need to hook up to the water and sewer line.

BILLS were approved for payment. Motion by Frank , seconded by Gary. All in favor.

Meeting adjourned at 7:22 PM. Next meeting will be held on Monday, April 1st.

CHARLOTTE S. SULLIVAN

Acting Secretary

April 1st, 2013

Regular Meeting

The Supervisors of Towanda Township met at the township building for the regular monthly meeting on April 1st, 2013. 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. 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

No visitors to be heard

NEW BUSINESS:

1. TMA/CHARLOTTE: Charlotte didn't attend because of the storm. We received the last TMA agenda.
2. CBPA/CHARLOTTE: Charlotte turned in minutes and paperwork from the Progress Authority. She also turned in the agenda and notes for the March 13, 2013 BC Tax Collection Committee meeting.
3. FIRE REPORT: Received a copy of the previous meetings minutes. All board members have a copy.
4. EMA REPORT: Nothing new
5. ROADS/FRANK: Frank has been going over the roads, and determining which ones will need work first. He has been in contact with our solicitor in regards to PVR, and the agreement for Sheppard Road. Our solicitor will contact PVR and address the issues in writing to them on the condition of Sheppard Road. Frank and Ray have been getting equipment ready for the spring and summer season. Frank will speak to Greg Dibble from Municipal Services on some quotes and paperwork for Franklin and Mahoney roads. Frank received a call from a tenant along South Main Street, about some safety issues she has. Frank went to the apartment and took some pictures. We will contact our solicitor to see what we should do next. Chesapeake has been traveling Patton Hill Road with their Oil Field Tankers at high rates of speed. Frank will take care of that issue by making some phone calls. The Airport has boarded up the vacant houses along Airport Road. Frank will make sure they look safe now. Doc Sullivan spoke to Frank about the Dry Hydrant along his property and he explained to Frank that they could cut back the brush. We may want to rent a sidewalk sweeper from Bradco Supply to clean the sidewalks of the cinders. Frank will get prices and take care of if he feels the price is reasonable. Frank met with Scott Middendorf, about the turnover of the Hemlock Hill Subdivision roads, and the material that Frank wants him to put down. We will need to look up our notes for the actual agreement we had with Middendorfs.
6. Miscellaneous.
 - a. Jonathan is still working on the Flood Plain Ordinance.
 - b. Jonathan provided the Township with some optional fees for our fee schedule. Charlotte Sullivan made a motion to leave the resolution as it was motioned on at the previous meeting, Gary Scranton seconded and all agreed.
 - c. Jonathan has to get with Josh Brown about the road maintenance agreement and will draft it for the boards review.
 - d. Chestnut Hills hasn't started work yet. The secretary will email our solicitor so he can get in touch with them.
 - e. Gary Scranton made the motion to pass the Resolution 2013-02 Martha Lloyd School, Funding Project through CBPA. Charlotte Sullivan seconded the motion and all agreed. The Township is in no way held responsible for any financial burden Martha Lloyd would incur.
 - f. PSATS convention is April 21st-24th.

7. Wells/Subdivisions:

- a. Received a Chesapeake NOI: for Litchfield Twp
- b. Valley Energy submitted their Pipeline Stabilization plans.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from March 5th, 2013-April 1st, 2013. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on May 6th, 2013 at 6:00PM.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous. The meeting adjourned at 8:30pm.

Lori Kepner, Secretary

May 6th, 2013 Regular Meeting

The Supervisors of Towanda Township met at the township building for the regular monthly meeting on May 6th, 2013. 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, Lori Kepner, and Jonathan Foster 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

No visitors to be heard

NEW BUSINESS:

1. TMA/CHARLOTTE: Bulk water sales are currently down. The Crystal Springs Motel water line is complete. The Hemlock Hill Subdivision sewer is all in and tested for Phase I, along with the water at about 70% complete. The landlords will now be responsible for the water bills, if the tenants do not pay them.
2. CBPA/CHARLOTTE: There was no new business pertinent to the Township. On April 20th they had the 20th year annual dinner meeting. Charlotte, Gary and Frank attended.
3. FIRE REPORT: Received a copy of the previous meetings minutes.
4. EMA REPORT: Nothing new
5. ROADS/FRANK: Jonathan Foster will address the agreement with PVR on Sheppard Road. He would also like a copy of the Chief and Chesapeake agreements. Lori Kepner is to get a copy of the agreement for Jonathan to review. Frank and the crew have been busy mowing grass and cutting back brush. He has done repairs to the equipment to get it ready for the summer. Frank is in the process of pricing out some work which needs to be done on several of the Township roads. Charlotte Sullivan wanted the secretary to draft a letter to the Engineering firm doing the feasibility study on the Merrill Parkway. She is not in favor of the changes they have suggested. Gary and Frank are also not in favor. We will draft a letter and send it out.
6. Miscellaneous.
 - a. Jonathan is still working on the Flood Plain Ordinance.
 - b. Jonathan finalized the road maintenance agreement for Chesapeake. Frank had reviewed the agreement. Gary Scranton made a motion to sign the agreement that Jonathan had drawn up. Charlotte Sullivan seconded and all were in favor.
 - c. Some work has started at Chestnut Hills apartments they should be done within the next copy of weeks.
 - d. The final inspection on Steve Smeck property has been done.
7. Wells/Subdivisions:
 - a. We received a subdivision request from the Bradford County Planning on Sharon Places property. The board found no adverse comments to the subdivision.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from April 2nd, 2013 through May 6th, 2013. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on June 3rd, 2013 at 6:00PM.

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 on June 3rd, 2013. The meeting was called to order by Chairman Francis Lindsey at 6PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan, and Lori Kepner were present. Jonathan Foster was absent due to a leg injury. 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

No visitors to be heard

NEW BUSINESS:

1. TMA/CHARLOTTE: They discussed water sales.
2. CBPA/CHARLOTTE: Charlotte provided the CEDS RECAP report for 2013-2014.
3. FIRE REPORT: The board received a copy of the previous meetings minutes. The Officers will remain the same as last year.
4. EMA REPORT: Gary will be attending classes.
5. ROADS/FRANK: The board discussed the letter from DEP on the NPDES Storm water discharges from Hemlock Hill Subdivision. Lori will contact Ray Stolinas at the Bradford County Planning commission to discuss some questions the board has. Frank has a lot of pipes which need to be replaced so he will be working on them within the next month. They have been maintaining the grass at the Township office, Garage, and Cemetery. They purchased two new leaf blowers to help with the clean up after mowing. Frank is getting bids on tar and chip work he feels needs to be done. He believes we can use the COSTARS program so that we do not have to bid it out. We were told on Election Day that Laurel Hill Road had been being traveled by Chesapeake by Mr. Savercool. Frank will keep an eye on this matter, and also there are some ditch issues that Frank and Ray will have to look at on Laurel.
6. Miscellaneous.
 - a. Jonathan is still working on the Flood Plain Ordinance.
 - b. Chestnut Hill repairs are finished Frank and Ray are to go and make sure they are done correctly.
 - c. Jonathan is to contact Chief and Chesapeake on the repairs to Sheppard Hill Road. It is not Chief Gathering that is responsible for the repairs. They are the pipe line contractor and used the road after Chief and Chesapeake damaged it.
7. Wells/Subdivisions:
 - a. We received a subdivision request from the Bradford County Planning on Ray and Terry Greens property. The board had no adverse comments. We also received a NOI from Chief on a well in Asylum Twp.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from May 7th, 2013-June 3rd, 2013. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on July 1st, 2013 at 6:00PM.

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

The Supervisors of Towanda Township met at the township building for the regular monthly meeting on July 1st, 2013. The meeting was called to order by Chairman Francis Lindsey at 6PM. 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. 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

Scott Middendorf and Chris Roof, from MR Dirt, were present to discuss the Road Maintenance agreement and bonding on the Hemlock Hill Subdivision. Charlotte Sullivan and Jonathan Foster attended the last County meeting when the Subdivision was discussed. We needed to update our Roadway use and maintenance agreement to fit the current situations which the subdivision are under now. Some of the suggestions the supervisors had were to maybe add some language in the deeds or sales agreements that the Township was not held responsible for the road until they fully took over the road. If there were any issues before then, that the landowner would have to contact MR Dirt. They may want to put in some language about lawn up keep also. Frank will inspect the road with PennDOT when it comes time to take over the road, and decide if it meets all the requirements that the Township will need to take over the road and safely maintain it. We will probably have to purchase a 4X4 plow truck to maintain that road in the winter. It is a concern right now that the safety of the road crew come into consideration and the residents of the subdivision since some of the road is quite steep. The supervisors agreed to review the maintenance agreement and the Developer's agreement, which Jonathan Foster provided, and discuss it further at our August 5th meeting. Some things needed updated, like addresses, typos, and terms. Scott and Chris said they would attend our August meeting and have more information at that time for us. Jonathan should have the new agreements drawn up by then.

NEW BUSINESS:

1. TMA/CHARLOTTE: The last meeting was canceled. Charlotte would like to move forward with the Woodside Sewer Project. We have budgeted money towards the project. Charlotte also turned in the agenda from the TCC meeting and their minutes.
2. CBPA/CHARLOTTE: Nothing new right now. We received the May meeting minutes.
3. FIRE REPORT: The board received a copy of the previous meetings minutes.
4. EMA REPORT: Nothing new
5. ROADS/FRANK: They have started roadside brush cutting and repairing roads. They've been busy mowing grass at the township offices and Cole Cemetery. They have also been helping out North Towanda Twp with some of their work. In return North Towanda will assist us when needed. They have been replacing sluices pipes as well; five pipes have been replaced on Franklin Road. Frank is working on getting prices for Franklin Road and Mahoney Road. They will have to grind up Franklin Road and then tar & chip it the costs should be covered under the COSTARS program, explained Frank. Roberts Paving explained the work that they would do on Mahoney Road would cost less than \$10,000.00. Frank and Ray need to make sure the work done at Chestnut Hill apartments by their contractor is adequate. Lois Vanderwart's property is getting flooded; Frank will make sure he stops and checks the situation out. She is also going to buy another plot at the cemetery. We should buy another tractor; Frank explained and start pricing out a 4X4 plow truck.

6. Miscellaneous.

- a. Jonathan is still working on the Flood Plain Ordinance.
- b. Jonathan is to contact Chief and Chesapeake on the repairs to Sheppard Hill Road. He will review the release from Chief Gathering and direct Frank on when to sign off.
- c. Charlotte Sullivan made a motion to direct Ray Green to get prices on a new Heating system for the Garage, possible propane, Gary Scranton seconded and all agreed.

7. Wells/Subdivisions:

- a. We received a NOI from Chief Oil on the Elliot well in Monroe Township.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from June 4th, 2013 through July 1st, 2013. Gary Scranton made a motion to pay the bills, with the addition of Jonathan Fosters bill of \$2391.25, and also some bills from the Garage, seconded by Charlotte Sullivan and all agreed. The next meeting will be on August 5th, 2013 at 6:00PM.

Charlotte Sullivan made a motion to adjourn, Gary Scranton 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 on August 5th, 2013. The meeting was called to order by Chairman Francis Lindsey at 6PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan, and Lori Kepner were present. Jonathan Foster Jr., our 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

Visitors to be heard: Wayne Vanderpool, Eveleen Vanderpool, Nelson Welles, Scott Middendorf, and Chris Roof were all visitors present. Wayne, Eveleen, and Nelson were concerning about the various crime situations which they have noticed in the village. They are scared for their safety. They asked the Township if they could use the building as a meeting place for possible crime watch meetings. The Township was in agreement that if they were to form a crime watch committee, that they could use the buildings. The Township supervisors explained that they must contact the State Police for any issues that they may have, or be concerned about. The Township does not have their own police force. They must use the State Police for all matters. Scott and Chris were present to discuss the Hemlock Hills subdivision agreement. They would like to have the agreement before the next County Meeting which is August 20th, 2013, so they can present it to the County and be able to sell lots. Their plans originally were to have the Hemlock Hill Subdivision done in phases, the first was only to include approx twenty homes, which was the first agreement the Supervisors approved. MR Dirt is now changing the plans to include the whole subdivision. This would mean the Township would have to maintain the whole road once completed and accepted by the Township; and not just to a certain point, whether there is a house only at the very top of the Subdivision. The Supervisors expressed their concerns about the water issues along the road, that some of the nearby residents were complaining about water runoff onto their properties. Scott Middendorf explained, that all the ditches weren't completed yet, but they would be shortly after the utilities had been finished being put in. All of the utilities are not in yet. They also expressed the safety of maintaining the road during the winter months. There is not a bond figure in the Agreement, which needs to be. The Supervisors were in agreement to sign the Maintenance Agreement, once Jonathan Foster the solicitor added the bond figure of \$105000.00 to the agreement and any other conditional uses were approved by Jonathan. The agreement only requires Frank Lindsey's signature, so we wouldn't have to have a special meeting for him to sign it. Gary Scranton made the motion to include the \$105000.00 figure to the bond amount, seconded by Charlotte Sullivan and all agreed. The County will have their Engineer do a preliminary inspection of the subdivision within the next couple of weeks. Chris Roof explained that the road has not been constructed yet to the extent where it needs inspected. They are not ready to Tar and Chip yet, and probably won't yet this year.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received the May meeting minutes. Water sales are down. Towanda Borough will be putting in a meter station at the pumping station by the Township Garage.
2. CBPA/CHARLOTTE: No July Meeting. Eric Casanave will be present from Stiffler McGraw at our next meeting.
3. FIRE REPORT: The board received a copy of the previous meetings minutes.
4. EMA REPORT: Gary explained that the Code Red was addressed again, but it will probably be covered by the County.
5. ROADS/FRANK: Frank is still working on getting prices for road repairs and tar/chip projects. They did a lot of repairs to the Top Kick. They have been mowing sides of roads, and normal grass maintenance of the buildings and the cemetery. Greg Dibble will be up to look over some roads that Frank is considering working on. There have been some complaints about water runoff on Franklin Road. Frank will address the matter. Ray will finish up mowing the sides of the roads this week.
6. Miscellaneous.
 - a. Jonathan is still working on the Flood Plain Ordinance and Maps.

b. Supervisors to review Road Maintenance agreement for Airport. To discuss at the next meeting.

7. Wells/Subdivisions:

a. We received a subdivision request from the Bradford County Planning on the Beckwich property. The Township had no adverse comments. We also received a NOI from Hanover Engineers for Appalachia Midstream on another pipe line crossing; all information was given to Frank.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from July 1st, 2013 to August 5th, 2013. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on September 9th, 2013 at 6:00PM.

Charlotte Sullivan made a motion to adjourn, Gary Scranton 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 on September 9th, 2013. The meeting was called to order by Chairman Francis Lindsey at 6PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan, and Lori Kepner were present. Jonathan Foster, our 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.

An Executive Meeting was called by Frank Lindsey to discuss Personnel issues and Legal matters. Gary Scranton called the Board out of Executive Session. The Board resumed regular business meeting agendas.

CITIZENS TO BE HEARD

Visitors to be heard: Scott Middendorf and Chris Roof were present to discuss the Hemlock Hills subdivision agreement. The Board discussed the issues of Hemlock Hill subdivision. They are concerned with the safety of the people traveling the road and also the safety of our Road crew maintaining the road during normal conditions and also winter conditions. Guardrails will be looked at by the Planning Commission. Scott and Chris gave us their word that they would address any safety issues, with either guardrails or berms. The Board will consider hiring a separate engineer to do some inspections on the construction of the road. The Construction of the road is extremely important for the stability and longevity of the road. Scott and Chris explained they would contact Frank once they started construction of the road base, etc so that Frank can also inspect it.

Eric Casanave was present from Stiffler, McGraw to discuss some concerns about Woodside. It is his opinion not to take action on Woodside right now. It is not cost effective for anyone. He went over many issues that could come up on the project.

NEW BUSINESS:

1. TMA/CHARLOTTE: Nothing new right now.
2. CBPA/CHARLOTTE: Nothing New.
3. FIRE REPORT: The board received a copy of the previous meetings minutes. Gary explained that they are having difficulty finding volunteers for the Fire Police. There may not be a lot of help this year for our portion of Trick or Treat night.
4. EMA REPORT: Nothing New. County still working on Code Red.
5. ROADS/FRANK: Frank explained that Franklin Road was 100% completed, and that Mahoney Road was about 99% completed. He explained the roads look good. They have been mowing and maintaining the cemetery. They have been working on equipment and getting ready for winter.
6. Miscellaneous: Jonathan is still working on the Flood Plain Ordinance and Maps. Election Day is November 5th, 2013. Gary will check on Trick or Treat at the next Fire Board Meeting. We haven't received information back on the installation of some new street lights along Railroad Street yet.
7. Wells/Subdivisions:
 - a. We received NOI from Chesapeake on permit renewals for Farr, Crystal, Knickerbocker, and the DJ well sites.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from August 6th, 2013 through September 9th, 2013. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on October 7th, 2013 at 6:00PM.

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

The Supervisors of Towanda Township met at the township building for the regular monthly meeting on October 7th, 2013. The meeting was called to order by Chairman Francis Lindsey at 6PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan, and Lori Kepner were present. Jonathan Foster, our 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 visitors to be heard.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received the July TMA meeting minutes, otherwise nothing new for Towanda Township.
2. CBPA/CHARLOTTE: Nothing pertained to Towanda Township. Charlotte turned in the July CBPA meeting minutes.
3. FIRE REPORT: The board received a copy of the previous meetings minutes. Gary will check on the date for Trick or Treat at the Towanda Fire Board Meeting, Tuesday October 8th, 2013. He will let the secretary know so she can advertise Trick or Treat in Towanda Township.
4. EMA REPORT: There had been a Tornado warning called on October 7th, 2013 but they called it off at 5PM, Gary explained the storm traveled north.
5. ROADS/FRANK: Franklin Road and Mahoney Roads are done. Normal daily maintenance getting done. They are preparing for winter. All roads are mowed back, and trees are trimmed.
6. Miscellaneous: Jonathan is still working on the Flood Plain Ordinance and Maps. Charlotte Sullivan made a motion to advertise for a CPA firm to perform the 2013 audit of the Towanda Township books, along with the Towanda Township Tax Collectors books. Gary Scranton seconded and all agreed. We will review the budget at our next meeting, if there is anything that the supervisors are interested in getting on the budget then it is to be brought to the November meeting. Bradford County Sanitation will be implementing their surcharge on on-lot sewer systems in the year 2014 and it will be at \$3.00 per person. Gary Scranton made a motion to sign the road maintenance agreement with the Bradford County Airport for Dayton Road. They will be using it to assess the run way for construction. Charlotte Sullivan seconded the motion and all agreed.
7. Wells/Subdivisions:
 - a. We received NOI from Chesapeake on permit renewals for Madden, and Landmesser wells. We also received NOI for permit renewal of a couple Chief Wells, Kingsley and Leh.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from September 10th, 2013 through October 7th, 2013. Gary Scranton made a motion to pay the bills, seconded by Charlotte Sullivan and all agreed. The next meeting will be on November 4th, 2013 at 6:00PM.

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

The Supervisors of Towanda Township met at the township building for the regular monthly meeting on November 4th, 2013. The meeting was called to order by Chairman Francis Lindsey at 6PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan, and Lori Kepner were present. Jonathan Foster Jr 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: Roy Johnson was present to discuss a tree which is in his alley way, and if it was alright for him to remove it. The board explained the alley way reverts back to the landowner and is not the responsibility of the Township. Tim Gourley, from Dietz-Gourley Consulting, Mark Albrecht, from Emmert International, and Terry Emmert from Emmert international were present to discuss the situation of their companies traveling Tip Top road, and what type of construction to the road they will have to do to move equipment up the road to get to a new Power Plant site. They gave the township a packet of information. They will be tree trimming by the 1st of the New Year. They will make approximately 30-40 trips up Tip Top. They will start moving the unit hopefully in May of 2014. They will also keep Frank Lindsey informed of all the necessary information he will need to protect the Township and its roads. Gary Scranton made the motion to accept the improvements that they have brought before the board for Tip Top Road, so they can start the application process to the State. Charlotte Sullivan seconded the motion and all agreed.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received the September TMA meeting minutes, otherwise nothing new for Towanda Township. They are close to getting a new water source in North Towanda Twp.
2. CBPA/CHARLOTTE: Nothing pertained to Towanda Township. Charlotte turned in the September CBPA meeting minutes.
3. FIRE REPORT: The board received a copy of the previous meetings minutes. Gary reported that the flares were out for Trick or Treat night and it seemed to go well.
4. EMA REPORT: Nothing new right now.
5. ROADS/FRANK: The road crew went behind Metaldyne and it needs to be cut back. Cold patch was completed on Bennett Road. Jonathan is to contact Chesapeake about the condition of Bennett road and see what he can come up with. We need to have the oil Furnace serviced in the Garage. Otherwise they have been plowing and cindering as needed. Ordered one load of cinders and will order salt in the near future.
6. Miscellaneous: Jonathan is still working on the Flood Plain Ordinance and Maps. Charlotte Sullivan made a motion to advertise the proposed budget. Gary Scranton seconded and all agreed. Ray Green had received a quote on a new furnace system using propane, which would run about \$2176.00. The board suggested we put it in the budget in case they decide to do that in the next year or so. The December meeting was changed from December 2nd, to the 9th, because of a conflict with the date. Lori will attend the PSATS committee meeting scheduled for November 12th, with all expenses paid for by PSATS. Gary Scranton made the motion that Lori attend. Charlotte Sullivan seconded the motion and all agreed. We still need to get new Penelec lights installed on about 3-4 poles. Ray and Frank will need to check to see what poles they want it on and if they already have electrical service on them, if so then Penelec will install them with no charge to the Township, except monthly electric fees.

7. Wells/Subdivisions:

- a. We received NOI from Chesapeake but none of them were for Towanda Twp.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from October 7th, 2013 through to November 4th, 2013. Charlotte Sullivan made a motion to pay the bills, seconded by Gary Scranton and all agreed. The next meeting will be on December 9th, 2013 at 6:00PM.

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 on December 9th, 2013. The meeting was called to order by Chairman Francis Lindsey at 6PM. The Pledge of Allegiance was recited. Gary Scranton, Frank Lindsey, Charlotte Sullivan, and Lori Kepner were present. Jonathan Foster 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: No visitors to be heard.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received the October TMA meeting minutes, otherwise nothing new for Towanda Township. They are close to getting a new water source in North Towanda Twp.
2. CBPA/CHARLOTTE: Nothing new. Charlotte turned in the October CBPA meeting minutes.
3. FIRE REPORT: The board received a copy of the previous meetings minutes. The Borough is going to fix the ladder truck. It will cost approximately \$45,000 to \$50,000.
4. EMA REPORT: Nothing new right now.
5. ROADS/FRANK: They have been plowing and cindering as needed. Ordered one load of cinders and have ordered two loads of salt. Also doing daily routine maintenance on trucks. Jonathan Foster is still working on repairs on Bennett Road.
6. Miscellaneous: Charlotte attended the BC Tax Collection Committee meeting and turned in the minutes and agenda. We will need to appoint the delegates for the BC TCC at the reorganization meeting in January. Gary attended the BC Sanitation meeting on November 7th. He brought back minutes and financials from the meeting. Mary is to send any other information that Gary requested past minutes, financials, etc. Bradford County Sanitation has also moved to the Progress Authority building in Towanda Borough. Jonathan is still working on the Flood Plain Ordinance and Maps. We still need to get new Penelec lights installed on about 3-4 poles. Ray and Frank will need to check to see what poles they want it on and if they already have electrical service on them, if so then Penelec will install them with no charge to the Township, except monthly electric fees. Gary Scranton made a motion to pass the 2014 Budget, Charlotte Sullivan seconded and all agreed. Frank Lindsey made a motion to approve the Auditors agreement with Frank Melly for the 2013 audit of the Towanda Books. Gary Scranton seconded and all agreed. Gary Scranton made the motion to sign the agreement with Stiffler, McGraw and Associates for 2014, Charlotte Sullivan seconded and all agreed. The Reorganization meeting will be on January 6th, 2014 at 10:00am, the Auditors meeting will be on January 7th, 2014 at 9am.
7. Wells/Subdivisions:
 - a. We received NOI from Chesapeake but only two of them were for Towanda Twp, Farr and Landmesser.

BILLS TO BE PAID LIST: The supervisors received a detailed list of the bills to be paid from November 5th, 2013 through December 9th, 2013. Charlotte Sullivan made a motion to pay the bills, seconded by Gary Scranton and all agreed. The next meeting will be on January 6th, 2014 at 10:00am.

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