

January 6<sup>th</sup>, 2020

## Reorganization Meeting Minutes

The Supervisors of Towanda Township held their reorganization meeting of January 6, 2020 at the Township Municipal Office at 44 Chapel Street, Towanda PA 18848, at 10:00am 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 Wilma Lindsey and all agreed. Present at the meeting were Charlotte Sullivan, Gary Scranton, Wilma Lindsey, Lori Kepner, and Ray Green Jr. Visitors present were Bill Roof and Bill Sheets from the Towanda Fire Department and a local resident Nelson Welles.

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

Charlotte Sullivan a motion to appoint secretary/treasurer, Lori Kepner with a cost of living increase of 3% with a rate of \$17.50 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.

Charlotte Sullivan made a motion to appoint Gary Scranton as our Emergency Management Coordinator, with a rate of \$13.40 per hour. We do not yet have an assistant EMA coordinator since the passing of Bill Manvel. Wilma Lindsey seconded and all agreed.

Charlotte Sullivan made a motion to appoint Gary Scranton as representative for the Fire Board, the BC Airport and our representative for the Bradford County Trail. Wilma Lindsey seconded the motion and all agreed.

Charlotte Sullivan made a motion to appoint Ray Green Jr. as Road master with his new rate at \$23.90 per hour. Gary Scranton seconded and all agreed.

Charlotte Sullivan made a motion to increase employee's wages with a 3% cost of living increase. Roadmaster(Ray Green) - \$23.90, CDL Driver- \$20.75 on call only, General Laborer(time summer workers) \$14.60(Clay Green & Bryant Green), \$16.85(Larry Morse). All wages for new hires will be at the discretion of the board of supervisors, depending on experience etc. Gary Scranton seconded the motion and all agreed.

Charlotte Sullivan made a motion that the recommended wages for the working supervisors to our auditors be as follows: Gary Scranton, Wilma Lindsey and Charlotte Sullivan will receive a rate of \$16.40 per hour as a working supervisor. Gary Scranton as EMA director will receive \$13.40 per hour and Charlotte Sullivan as assistant secretary at \$16.40. Gary Scranton seconded and all agreed.

Charlotte Sullivan made a motion to establish the treasurers bond at \$900,000.00, Gary Scranton seconded the motion and all agreed.

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

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

Gary Scranton made a motion to appoint Charlotte Sullivan TMA representative, CBPA Representative and as the Township representative for the Bradford County Tax Committee. Wilma Lindsey seconded and all agreed.

Gary Scranton made the motion to appoint the following as BCTCC Representatives: Charlotte Sullivan-First Delegate, Gary Scranton as 1<sup>st</sup> alternate, and Lori Kepner as seconded alternate. Wilma Lindsey seconded and all agreed.

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

Charlotte Sullivan made a motion that whoever wanted to attend could attend the monthly COG meetings and represent the township, Gary Scranton 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. All checks will require two signatures on the checks one being a Township Supervisor and the other being the Township Treasurer. Wilma Lindsey seconded and all agreed. Berkheimer Associates will continue as the Township Earned Income Tax Collector which is in compliance with Act 32.

Charlotte Sullivan made a motion to retain Jonathan Foster as our township solicitor at a rate of \$125.00 per hour which is the same as the previous year. Gary Scranton 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 Kreischer. Fred Smith will be held as the Zoning Solicitor. Charlotte Sullivan seconded the motion and all agreed.

Gary Scranton made a motion to retain Code Inspections as our Building Permit Official, as well as the Township Flood Plain Management Official. Charlotte Sullivan 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 at 10:0am, these dates were set at the November 2019 Township Meeting. The meetings will be held on the second Monday of each month. The meeting dates are as follows: Jan 6th, Feb 10th, March 9th, April 13th, May 11th, June 8<sup>th</sup>, July 13<sup>th</sup>, August 10<sup>th</sup>, Sept 14<sup>th</sup>, October 12th, November 9<sup>th</sup>, December 14<sup>th</sup>. Gary Scranton seconded and all agreed.

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

Gary Scranton 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, Roller \$75.00, tractor/mower \$185.00; these rates do not include operators wages. The operator must be a Township employee and will be at their rate of pay per hour. The contracted Sidewalk snow removal located along South Main Street at \$150.00 per job(David Sullivan). Wilma Lindsey 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 2020 at .575 cents per mile.

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

Charlotte Sullivan made a motion to participate in a Township Pension Plan for our employees and the Township contributing 3% towards the plan for 2020. Gary Scranton seconded and all agreed.

Charlotte Sullivan made a motion to donate \$650.00 to the Bradford County Humane Society, \$200.00 donation to the veteran's memorial park (which is near the Veterans Memorial Bridge, Towanda), and \$1600.00 to the Towanda Public Library, Gary Scranton seconded and all agreed. Any other donations will be determined by the board as it may occur.

Gary Scranton made a motion to authorize the Road master to make purchases up to \$1000.00 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 per visitors to be heard during our township meetings. Charlotte Sullivan seconded the motion and all agreed.

Charlotte Sullivan made a motion to set holidays (10) & benefits (insurance, pension, personal days, vacation days, bereavement days) which are determined by the employee manual. Gary Scranton seconded the motion and all agreed.

Citizens to be heard. No citizens were heard during the reorganization meeting.

There was no old business. Gary Scranton made a motion to adjourn at 10:30am. Charlotte Sullivan seconded and all agreed.

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

Signed: \_\_\_\_\_  
Lori Kepner, Secretary

# TOWANDA TOWNSHIP SUPERVISORS

## Regular Monthly Meeting

January 6<sup>th</sup>, 2020

The Regular Monthly meeting was held on January 6<sup>th</sup>, 2020 at 10:30am at the Towanda Township Building at 44 Chapel Street, Towanda PA. The meeting was called to order by Chairman Charlotte Sullivan. Supervisors Present were: Charlotte Sullivan, Gary Scranton and Wilma Lindsey. Others present were Ray Green, Road Master, and Lori Kepner, secretary. There were three visitors present. Bill Roof and Bill Sheets from the Towanda Fire Department and a resident, Nelson Welles.

**Visitors:** Bill Roof and Bill Sheets discussed the purchase of a New Ladder Fire Truck for the Towanda Fire Department. They had been searching for a new truck for some time now and finally found one that would be perfect for the Department and the Fire Protection coverage they need it for. They requested that the Township contribute \$50000.00 towards the purchase of the new fire truck because Towanda Township contracts with the Towanda Fire Department for their Fire Coverage. The board reviewed the information provided by the Towanda Fire Department on the new truck. Gary Scranton made a motion to contribute \$50000.00 towards the purchase of the New Ladder truck. Charlotte Sullivan seconded the motion and all agreed. Towanda Borough will also be contributing \$50000.00 and then the other \$50000.00 will come directly from the Towanda Fire Department. This is a down payment on the truck and the balance will be financed through the Towanda Fire Department. The Representatives from the Towanda Fire Department also asked that Towanda Township would consider contributing towards the payments of the new Fire Truck throughout the financing several years. The board would discuss this request before the end of the year 2020 for the 2021 budget year.

Nelson Welles was present to discuss his concerns and situations with the Bradford County Airport and the hunters that he leases out part of his farm land to, during hunting season for Geese. Mr. Welles went into great detail with the board, which included showing the board text messages and face book posts. He addressed the board that the hunters didn't violate any laws and that they have been hunting in the same location now for over 15 years. The board noted all his concerns and will discuss the situation with their solicitor. The board thanked Mr. Welles for coming to the meeting and voicing his concerns.

**Minutes:** Gary Scranton made the motion to accept the December 17th, 2019 Regular Meeting Minutes. The motion was seconded by Wilma Lindsey, and all agreed.

**Treasurer's Reports** and bills to be paid were approved. The motion was made by Gary Scranton to accept the treasurer's Report and bills to be paid which Gary had approved prior to the meeting, motion was seconded by Wilma Lindsey, and all agreed.

**TMA/CBPA REPORT:** Nothing new at the present time, for the TMA, CBPA or the BCTCC. We received all reports from Charlotte, which included the agendas and minutes.

**Gary Scranton's Reports:** The BC Airport construction seems to be done. There is nothing new right now with the BC Trail or the Hazard Mitigation Plan.

**Road Report by Ray Green:** Ray Green gave his report. Ray plowed and cindered as needed during the past storms. He trimmed trees along Franklin Rd. & branches along the roads. He cleaned the equipment after each storm. He has been working with Eric Casanave from Stiffler and McGraw and the contractors on the Railroad Street project with slow progress as of this meeting nothing new.

**Jonathan Sr. provided a written report to the board via email.** Jonathan had forwarded a copy of the Property Maintenance Ordinance to review. Gary Scranton had reviewed the ordinance and did not find any changes that needed to be made. Charlotte Sullivan still needed to review it. Gary Scranton made a motion to have Jonathan move forward with the advertisement of the ordinance once Charlotte Sullivan had time to review it and give any concerns she may have. Wilma Lindsey seconded and all agreed.

**Miscellaneous Business:** The board handed in their request for insurance for the 2020 calendar year. Charlotte Sullivan made a motion to accept the agreement with Stiffler McGraw as their engineer. Gary Scranton seconded and all agreed. There were no subdivisions or new gas well NOIs for the month. All other correspondence throughout the month was forwarded to the board of supervisors. Our next meeting will be Monday, February 10th, 2020 at 10:00am. Gary Scranton made a motion to adjourn at 12:00pm, Charlotte Sullivan seconded and all agreed.

*Minutes submitted by, Lori Kepner, Secretary*

# TOWANDA TOWNSHIP SUPERVISORS

## Regular Monthly Meeting

February 10th, 2020

The Regular Monthly meeting was held on February 10<sup>th</sup>, 2020 at 10:00am at the Towanda Township Building at 44 Chapel Street, Towanda PA. The meeting was called to order by Chairman Charlotte Sullivan. Supervisors Present were: Charlotte Sullivan, Gary Scranton and Wilma Lindsey. At this time Wilma Lindsey was sworn in as a Towanda Township Supervisor. Others present were Ray Green, Road Master, and Lori Kepner, secretary. There were three visitors present, Bill Roof and Joe Shay from the Towanda Fire Department and a Coy Gobble from the Daily Review.

**Visitors:** Bill Roof and Joe Shay were at the Township Building to receive the check from Towanda Township to the Towanda Fire Department as the Townships contribution towards the purchase of their new ladder truck. The contribution was in the amount of \$50,000.00. Gary Scranton presented the check to Bill Roof.

**Minutes:** Gary Scranton made the motion to accept the January 6<sup>th</sup>, 2020 reorganization meeting and the January 6<sup>th</sup>, 2020 Regular Meeting Minutes. The motion was seconded by Wilma Lindsey, and all agreed.

**Treasurer's Reports** and bills to be paid were approved. The motion was made by Gary Scranton to accept the treasurer's Report and bills to be paid which Gary had approved prior to the meeting, motion was seconded by Wilma Lindsey, and all agreed.

**TMA/CBPA REPORT:** Nothing new at the present time, for the TMA, CBPA or the BCTCC. We received all reports from Charlotte, which included the agendas and minutes.

**Gary Scranton's Reports:** The BC Airport construction is completed. There is nothing new right now with the BC Trail or the Hazard Mitigation Plan.

**Road Report by Ray Green:** Ray Green gave his report. Ray plowed and cindered as needed during the past storms. He still is working with Eric Casanave from Stiffler McGraw and the contractors on the Railroad Street project with slow progress as of this meeting nothing new. He will be replacing a sign on Mason/Center, he has been repairs pot holes as needed and he has serviced the equipment. Ray discussed the traffic on Patton Hill Rd from the Rose Well. This is a Chesapeake well so it is being used by trucks contracted with Chesapeake. They have been really damaging the shoulders of Patton Hill Road with their trucks. Lori is to pull the Road Maintenance agreement with Chesapeake to see what the time frame on the agreement states. Ray will try and contact someone from Chesapeake and discuss the road issues as soon as possible so it can get addressed and scheduled to get fixed by Chesapeake. The board received the information from Stiffler McGraw on the advertisement for the bids for the new addition to the garage building for a new garage office. Gary Scranton made a motion to advertise the bids. Charlotte Sullivan seconded and all agreed. Ray and Gary need to renew their Flagger course certification. Lori will look for upcoming classes. Charlotte suggested Wilma take the course if she wanted.

**Jonathan Sr. provided a written report to the board.** Jonathan was not present at the meeting. Jonathan had forwarded a copy of the Property Maintenance Ordinance to review. Gary Scranton made a motion to advertise the Property Maintenance ordinance to be advertised for adoption at our next meeting. Charlotte Sullivan seconded and all agreed. There is nothing new with Hemlock Hills, the Employee Manual, or Codification at the present time.

**Miscellaneous Business:** The board discussed call out pay for the Road Master. This would be when he is not working normal hours and he is not out during a snow storm. Charlotte suggested a minimum of 2hrs for call out pay, whether he is only out 15 minutes. The other board members will review and discuss at the next meeting. There is nothing new with the new township web site. The township will be closed on February 17<sup>th</sup>, 2020 for the Holiday. The board reviewed the quote for two new computers for the Township; one for the Garage office and one for the Township office. Gary Scranton made a motion to accept the quote from SCI Computers, Wilma Lindsey seconded and all agreed. Our next meeting will be Monday, March 9th, 2020 at 10:00am. Gary Scranton made a motion to adjourn at 12:00pm, Charlotte Sullivan seconded and all agreed.

*Minutes submitted by, Lori Kepner, Secretary*

# TOWANDA TOWNSHIP SUPERVISORS

## Regular Monthly Meeting

March 9th, 2020

The Regular Monthly meeting was held on March 9th, 2020 at 10:00am at the Towanda Township Building at 44 Chapel Street, Towanda PA. The meeting was called to order by Chairman Charlotte Sullivan. Supervisors Present were: Charlotte Sullivan and Gary Scranton. Wilma Lindsey was unable to attend due to an illness. Others present were Ray Green, Road Master, Jeff Nason from Stiffler McGraw, and Lori Kepner, secretary.

**Visitors:** Visitors present were attending for the opening of the garage addition bids. Hunter Lewis from Spectrum Electrical, Steve Noviello from Bechtel, John Savage from GR Noto, and Ryan Welch from Middendorf Contracting.

At this time Charlotte Sullivan directed Jeff Nason from Stiffler McGraw to open up all the bids received for the new Garage office addition. After opening all the bids, Charlotte Sullivan made a motion that Stiffler McGraw was to review all the bids at their office and award each bid to the lowest bidder for each project as long as they all adhered by the requirements. If the lowest bid did not qualify then the next lowest bidder would be awarded the project. Gary Scranton seconded that motion and the motion carried.

**Minutes:** Gary Scranton made the motion to accept the February 10<sup>th</sup>, 2020 meeting minutes. The motion was seconded by Charlotte Sullivan, and all agreed.

**Treasurer's Reports** and bills to be paid were approved. The motion was made by Gary Scranton to accept the treasurer's Report and bills to be paid which Gary had approved prior to the meeting, motion was seconded by Charlotte Sullivan, and all agreed.

**TMA/CBPA REPORT:** Nothing new at the present time, for the TMA, CBPA or the BCTCC. We received all reports from Charlotte, which included the agendas and minutes.

**Gary Scranton's Reports:** There is nothing new with the BC Airport, the BC Trail, the Fire Report or the Hazard Mitigation Plan.

**Road Report by Ray Green:** Ray Green gave his report. Ray plowed and cindered as needed during the past storms. He still is working with Eric Casanave from Stiffler McGraw and the contractors on the Railroad Street project with slow progress as of this meeting there is nothing new. Ray spoke to the representative at Chesapeake about the berm conditions along Patton Hill Rd. Chesapeake will contract someone to fix the issues as soon as the weather permits. Ray had another random drug test. The pressure washer has been fixed. He has serviced all the equipment as needed. We have submitted the salt contract to costars for the 2020-2021 calendar years.

**Jonathan Sr. provided a written report to the board.** Jonathan was not present at the meeting. Charlotte Sullivan made a motion to pass the Property Maintenance ordinance. Gary Scranton seconded and all agreed. There is nothing new with Hemlock Hills, the Employee Manual, or Codification at the present time.

**Miscellaneous Business:** The board discussed call out pay for the Road Master. Charlotte made the motion to add Call out pay for township employees as a pay of 2hrs regardless if only out for 15 minutes; anything over 2 hours will be at time and half. Gary Scranton seconded and all agreed. The board discussed comp time carry over from prior years and agreed that if the employee did not use the comp time carried over from the previous year by March 31<sup>st</sup> of the current year that they could get paid for it. Valley Energy may extend their gas line from Fox Chase Rd across South Main Street to the other side. If they do so they will need to put the new gas line extension within the Township right of way. They board was in agreement with this if Valley Energy extends the line. We received two subdivisions one for McNeal and one for Johnson. Gary Scranton had reviewed both before the meeting. The board found no adverse comments to either one. Gary Scranton made a motion to change our next meeting to Wednesday April 15<sup>th</sup>, 2020 at 10:00am, from Monday, April 13th, 2020 at 10:00am. Charlotte Sullivan seconded the motion and all agreed. Gary Scranton made a motion to adjourn. Charlotte Sullivan seconded and all agreed.

*Minutes submitted by, Lori Kepner, Secretary*

**TOWANDA TOWNSHIP SUPERVISORS**  
**Regular Monthly Meeting**  
**April 13<sup>th</sup>, 2020**

The Regular Monthly meeting set for April 13<sup>th</sup>, 2020 at 10:00am was canceled due to the Covid-19 pandemic. The supervisors felt for the safety of everyone this was the best decision.

Gary Scranton made the motion. Charlotte Sullivan seconded and all agreed.

# TOWANDA TOWNSHIP SUPERVISORS

## Regular Monthly Meeting

May 28<sup>th</sup>, 2020

The Regular Monthly meeting was held on May 28th, 2020 at 10:00am at the Towanda Township Building at 44 Chapel Street, Towanda PA. The meeting was called to order by Chairman Charlotte Sullivan. Supervisors Present were: Charlotte Sullivan, Gary Scranton and Wilma Lindsey. Others present were Ray Green, Road Master and Lori Kepner, secretary.

**Visitors:** There were no visitors present.

**Minutes:** Gary Scranton made the motion to ratify and accept the March 9<sup>th</sup>, 2020 meeting minutes since we had no meeting in April 2020. The motion was seconded by Wilma Lindsey, and all agreed. The April meeting was canceled due to the COVID-19 pandemic. The meeting cancellation was advertised according to the Second Class Township Code. No visitors showed up for the meeting that day, and we received no phone calls or emails about that meeting cancellation.

**Treasurer's Reports** and bills to be paid were approved. The motion was made by Gary Scranton to ratify and accept the Treasurer's Report and bills to be paid list for April and May, which Gary had approved prior to the meeting, motion was seconded by Charlotte Sullivan, and all agreed.

**TMA/CBPA REPORT:** Nothing new at the present time, for the TMA, CBPA or the BCTCC. We received all reports from Charlotte will provide the reports at a later time. They had no physical meetings due to the COVID-19 pandemic.

**Gary Scranton's Reports:** There is nothing new with the BC Trail, the Fire Report or the Hazard Mitigation Plan. There is a new board member for the BC Airport and it is Evan Barnes. There is also a new Airport manager and Gary will verify this information after the meeting.

**Road Report by Ray Green:** Ray Green gave his report. Ray has been mowing as needed. He is still working with Stiffler McGraw and the contractors on the Railroad Street project with slow progress as of this meeting there is nothing new. Chesapeake has fixed the berm conditions they created along Patton Hill Rd. Ray has been replacing driveway pipes. He has been doing the concrete work on Woodside. He has replaced 3 stop signs and got 3 new ones to keep in stock. He will be working on patch work that needs done. Ray explained there are 3 pipes along Patton Hill Rd that need replaced, but it maybe too large of a project for the Township themselves to do. There are concerns over the employee's safety and if we have the equipment to do the work needed to replace the pipes correctly. He asked if he could call and get some quotes for the job to be done. The supervisors discussed the issue and felt for the safety of our employees and the task to complete the work needed for the pipes along Patton Hill Road that Ray should call and get pricing. If it falls under the phone quote requirements he is to let the supervisors know of the outcome and start work as needed.

**Jonathan Sr. provided a written report to the board.**

**Miscellaneous Business:** Gary Scranton made a motion to ratify the EMA- Declaration of Emergency the supervisors had done in March, and also the Bradford County 2019 Emergency Operations Resolution and the Bradford County 2020 Hazard Mitigation Plan Resolution. Wilma Lindsey seconded and all agreed. There were no new NOI's or subdivisions issued to the Township. Our next meeting will be June 16<sup>th</sup>, 2020 at 10:00am; social distancing and face mask requirements will be enforced. Gary Scranton made a motion to adjourn at 11:05am. Charlotte Sullivan seconded and all agreed.

*Minutes submitted by, Lori Kepner, Secretary*

# TOWANDA TOWNSHIP SUPERVISORS

## Regular Monthly Meeting

June 16th, 2020

The Regular Monthly meeting was held on June 16th, 2020 at 10:00am at the Towanda Township Building at 44 Chapel Street, Towanda PA. The meeting was called to order by Chairman Charlotte Sullivan. Supervisors Present were: Charlotte Sullivan, Gary Scranton and Wilma Lindsey. Others present were Ray Green, Road Master and Lori Kepner, secretary.

**Visitors:** Bill Roof from Towanda Fire Department was present to give an update on the new ladder truck they had purchased. He thanked the Township again for their contribution and stated he will give updates as available.

**Minutes:** Gary Scranton made the motion to accept the May 28th, 2020 meeting minutes. Charlotte Sullivan seconded and all agreed.

**Treasurer's Reports** and bills to be paid were approved. The motion was made by Gary Scranton to accept the Treasurer's Report and bills to be paid. The motion was seconded by Wilma Lindsey, and all agreed. The board discussed investing \$100,000.00 in a CD for a year. PLGIT was at a net rate of .60 on June 16<sup>th</sup>, 2020. We are still waiting for CN Bank to get back to the Township on their rate. Gary Scranton made a motion to invest \$100,000.00 in a CD In Plgit Bank for a year, unless CN Bank contacts the secretary on June 16<sup>th</sup>, 2020 with a higher rate. Charlotte Sullivan seconded that motion and all agreed. CN Bank returned the phone call to the Township and they were at a net rate of .50 which was lower than PLGIT.

**TMA/CBPA REPORT:** Nothing new at the present time, for the TMA, CBPA or the BCTCC. We received all reports from Charlotte.

**Gary Scranton's Reports:** There is nothing new with the BC Trail, the Fire Report or the Hazard Mitigation Plan. The new Bradford County Airport manager is Scott Hauser. Gary will go down and introduce himself to Mr. Hauser at a later date.

**Road Report by Ray Green:** Ray Green gave his report. Ray has been mowing as needed. He is still working with Stiffler McGraw and the contractors on the Railroad Street project. We are still waiting on Insinger Construction to submit the final paperwork for the New Garage addition to Stiffler and McGraw. The Penelec guide wire still needs moved before construction can start. The secretary will check with Stiffler McGraw on that progress. The Patton Hill pipes are completed. The Woodside Rd culvert work is done. We will be getting the rest of the Salt that we had ordered delivered before the July 15<sup>th</sup>, 2020 deadline. Ray will meet with Vestal Asphalt on the Laurel Hill Rd tar and chip issues. Ray will be tar and chipping Hettick road within the next month. It will be contracted through Costars vendors. There is a spot on Bennett road that Ray will address with Suit Kote that hasn't held up as well as he'd like. Ray will be working on the McNamara road drainage within the next month.

**Jonathan Sr. provided a written report to the board.**

Jonathan also provided a draft of part of the Personnel Policy for the board to start to review. There is nothing new with Hemlock Hills or the Codification. Gary Scranton mentioned that Jonathan had suggested we change the language in our Airport Zoning Ordinance to reflect civil penalties instead of criminal penalties at a previous meeting. The board discussed this matter. Gary Scranton made the motion to change the language in our Airport Zoning Ordinance to reflect civil penalties not criminal penalties. Wilma Lindsey seconded and all agreed.

**Miscellaneous Business:** There were no new NOI's or subdivisions issued to the Township. Our next meeting will be July 13<sup>th</sup>, 2020 at 10:00am; social distancing and face mask requirements will be enforced. Gary Scranton made a motion to adjourn at 11:09am. Charlotte Sullivan seconded and all agreed.

*Minutes submitted by, Lori Kepner, Secretary*