

MINUTES of MEETING
Durham Township Board of Supervisors
Tuesday, January 10, 2017
Township Building Meeting Room

Present: **Supervisors:** Bartley E. Millett, Chairman
Richard M. Johnson, Vice Chairman
Kathleen A. Gentner, Member

Secretary: Joseph M. Kulick

Solicitor: Peter Nelson, Esquire

Zoning Officer: *Not in Attendance*

Road Master: Andy Volak

Absent: None

Meeting called to order by Chairman Bartley E. Millett at 7:35 PM. Most stood and recited the Pledge of Allegiance to the American Flag.

Approval of Minutes from December 13, 2016 Regular Meeting

The Vice Chairman made a **motion** to approve the Minutes as submitted and the Chairman **seconded** the motion. A vote was taken and the **motion passed** unanimously. There were no further comments or questions.

Approval of Financial Report Ending December 31, 2016

The Vice Chairman made a **motion** to approve the Financial Report as submitted and the Chairman **seconded** the motion. A vote was taken and the **motion passed** unanimously. Township Manager Joe Kulick presented a positive financial recap of the past year. There were no further comments or questions.

Review & Approval of Accounts Payable for January 2017

The Vice Chairman made a **motion** to approve the Accounts Payable Report as submitted and the Chairman **seconded** the motion. A vote was taken and the **motion passed** unanimously. There were no further comments or questions.

Updates: None

New Business:

Approval to Refund Developers Escrow / Letter of Credit:

Township Manager Joe Kulick requested the approval of the board to refund the following escrows as requested by the applicants and approved by the Township Engineer, Scott Mease:

1. Brian Finney, Lehnenberg Rd....Partial Release #1 of **\$29,917.21** of **\$157,755.36** cash Development Agreement Escrow. Authorized by Township Engineer Scott Mease. (*Escrow Check#2269 to be signed*)
2. Edward Patterson, Kintner Road...Full Release of the **\$17,535.72** Development Agreement Letter of Credit. Authorized by Township Engineer Scott Mease. A General Escrow of \$1,575.00 will remain to maintain a section of silt fence.

The Vice Chairman made a **motion** to approve the above escrow releases and the Chairman **seconded** the motion. Member Kathy Gentner **abstained** from voting since she had no prior knowledge of the contracts' terms or conditions. She (Gentner) had not been provided the items prior to the meeting and was not comfortable voting. **Motion passed.** Solicitor Peter Nelson pointed out that the township was not with-holding the normal 15% as is usually the practice in a larger development. There were no further comments or questions.

Old Business:

Recruitment of New Township Administrator/Secretary:

The Chairman announced that the board interviewed five (5) potential candidates for the township administrator position. Interviews by the board were conducted on Tuesday, December 20, 2016 and Thursday, December 22, 2016 between the hours of 10:00AM and 2:30PM. An executive session will be held immediately after this meeting to discuss personnel matters and the possible selection and compensation of the successful candidate. The results of the executive session and possible appointment will be announced and approved at the February 14, 2017 regular public meeting. There were no motions or further comments or questions.

Zoning & Building Report:

Zoning Officer Ed Child was not present so Joe Kulick read aloud a provided report; building & zoning permits were issued to Mark Woehrel on Island Rd. for an existing garage 2nd floor in-law apartment conversion. Zoning Officer Ed Child is continuing his review and possible update of the existing zoning ordinance. There were no further comments or questions.

Public Works Report:

Road Master Andy Volak was present at the meeting and advised the board; routine maintenance on the equipment on an on-going basis, picking up several branches & tree limbs resulting from high winds, continuously patching potholes on dirt & gravel roads, litter patrol picking up beer cans and trash on all roads, retrieved a couch that was dumped on Sunday Road, repaired a small sink hole on a Kintner Road drainage pipe, rebuilt the shoulder on Springhill and Durham Roads. Ordered and received another two (2) loads (@ 47 ton) of road salt.

I requested (and received) PennDOT repair numerous potholes and damaged roadsides along Durham Hill Road (a State Road), as not to damage my snow plow since we are paid by the state to plow that roadway. There were no motions, comments or questions.

Environmental Advisory Council Report (EAC):

Member Lois Oleksa reported; EAC requesting use of the meeting room to hold a “Speaker Series” on various subjects in the township meeting room on the 2nd Saturday of each month from about 1:00PM to 2:00PM. Joe Kulick will advertise the event on the townships’ social media when provided the details. The board unanimously approved of the venture. She (Oleksa) also thanked the board for their recent EAC appointments. There were no motions, comments or questions.

Planning Commission Report:

Member Kathy Gentner reported the unanimous election of Heath Millett as the new Chairman and Matt Crouse as the new Vice Chairman of the Planning Commission. Work continuing on the last chapter of the updated Comprehensive Plan. There were no motions, comments or questions.

Public Service Announcements: The Chairman announced:

State Senator Bob Mensch’s office will be present tomorrow, January 11, 2017, 9:00AM to 12 Noon to assist you with any State related concerns.

Community Fire Company #1 Monthly Breakfast will be held on Sunday, January 15, 2017 8:00 AM to 12:00 Noon... Order by Menu.

Township Offices will be closed for the Martin Luther King Holiday on Monday, January 16, 2017.

Regional Monthly Recycling Day will be held on Saturday, February 04, 2017, 9:00AM to 12 Noon

Public Comments:

- Library Board Member/Resident David Oleksa provided a public library update.
- Resident Sarah Snider commented on the removal of Lois Oleksa from the Planning Commission (PC).
- Resident John-Paul Russell also commented on the removal.
- Supervisor Millett explained his rationalization on not voting to reappoint Lois Oleksa to the Planning Commission. *(To allow other residents a chance to serve and for her to focus on her EAC membership).*
- Supervisor Gentner expressed her dismay over the non-reappointment of Lois Oleksa to the PC.
- Unknown attendees questioned the status of the PE Pipeline and possible widening of the Stouts Valley & Springhill Roads intersection. *(no information received to date)*
- Resident Lois Oleksa also commented on the PE Pipeline's possible alternative routes.

Close Meeting:

The Chairman made a **motion** to close the meeting and the Vice Chairman **seconded** the motion. **All agreed.** Meeting adjourned. There were no further comments or questions.

The meeting was adjourned to an executive session *(to discuss personnel matters)* at 8:32 PM.

Minutes Submitted by: Joseph M. Kulick, Manager/Secretary