

## MINUTES OF THE MARTIC TOWNSHIP BOARD OF SUPERVISORS

**DATE:** April 3, 2017

**PLACE:** Township Building, 370 Steinman Farm Road, Pequea, Pa. 17565

**ATTENDANCE:** Beth Birchall, Duane Sellers, Carl Drexel, Charley Braught, Jr. and Don Snyder were present.

### ORDER OF BUSINESS

**CALL TO ORDER:** Duane Sellers called the meeting to order at 7:00 PM and led with the Pledge to the Flag.

### MINUTES & TREASURER'S REPORT

Don Snyder made a motion and was seconded by Carl Drexel to approve the minutes of the March 6, 2017 Supervisors Meeting. The motion passed 5-0.

Beth Birchall presented the Treasurer's Report for the period ending April 1, 2017. With no questions asked, a motion was made by Carl Drexel and seconded by Don Snyder, to approve the Treasurer's Report. The motion passed 5-0.

### AUDITOR'S REPORT

Daphne Hathaway, Chairman of the Auditors presented to the Supervisors the 2016 Audit findings. The elected auditors, Judy Duke, Barbara Stokes and she conducted the audit where they reviewed all revenues and expenses, confirmed fund balances and was happy to report that sound accounting controls are in place. They had made procedural recommendations the year before and were please to find that they had been implemented. They encouraged the Supervisors, Secretary and Treasurer to continue to consistently use the strong audit controls that are in place. Duane Sellers thanks the Auditors for their commitment and time spent in conducting this task.

### 2017 ROAD BID RESULTS

#### **Paving (in-place)**

<b>Bid Items:</b>	<b>Long's Asphalt</b>		<b>Pennsy Supply, Inc.</b>	
Crystal Dr & Street Rd: Item #1 Base Repair SY	\$33.90	\$8,441.10	\$75.85	\$18,886.52
Crystal Dr. & Street Rd: Item #2 Widening SY	\$18.90	\$49,952.70	\$24.05	\$63,564.15
Crystal Dr. & Street Rd: Item #3 Widening Tons	\$62.10	\$39,371.40	\$79.50	\$50,403.00
Pinnacle Rd: Item #4 Base Repair SY	\$38.80	\$10,476.00	\$77.09	\$20,814.30
Pinnacle Rd: Item # 5 Widening SY	\$23.80	\$61,927.60	\$27.52	\$71,607.04
Pinnacle Rd: Item #6 Widening Tons	\$62.10	\$38,812.50	\$79.50	\$49,687.50
<b>Totals:</b>	<b>\$208,981.30</b>		<b>\$274,962.64</b>	
<b>Awarded Bid:</b>	<b>Yes</b>		<b>No</b>	

A motion was made by Beth Birchall and seconded by Charley Braught to award the paving in-place contract to Long's Asphalt. The motion passed 5-0.

**Oil & Chip (Seal Coat)**

Bid Items:	Asphalt Industries, Inc.	Martin Paving, Inc.	Hammaker East LTD
Pennsy Road (Providence Line to Rt 324)	\$1.65 \$32,727.75	\$1.115 \$22,116.02	\$1.11 \$22,016.85
Creamery Road	\$1.65 \$19,800.00	\$1.115 \$13,380.00	\$1.11 \$13,320.00
McKelvey Lane	\$1.65 \$12,094.50	\$1.115 \$8,172.95	\$1.11 \$8,136.30
Totals:	<b>\$64,622.25</b>	<b>\$43,668.97</b>	<b>\$43,473.15</b>
<b>Awarded Bid:</b>	<b>No</b>	<b>No</b>	<b>Yes</b>

A motion was made by Don Snyder and seconded by Carl Drexel to award the Oil & Chip (Seal Coat) contract to Hammaker East Ltd. The motion passed 5-0.

**Stone**

Bid Items:	New Enterprise Stone & Lime (dba Martin's Limestone)		Pennsy Supply	
50 Ton - AASHTO #8 1/2" stone	\$18.37	\$918.50	\$16.15	\$807.50
400 Ton - PA-2A Subbase	\$14.52	\$5,808.00	\$12.24	\$4,896.00
100 Ton - AASHTO #57	\$17.07	\$1,707.00	\$13.53	\$1,353.00
500 Ton - AASHTO R-4	\$20.57	\$10,285.00	\$18.20	\$9,100.00
300 Ton - AASHTO R-6	\$27.54	\$8,262.00	\$25.54	\$7,662.00
300 Ton - AASHTO R-7	\$28.79	\$8,637.00	\$25.54	\$10,216.00
Totals:	\$35,617.50		\$34,034.50	
<b>Awarded Bid:</b>	<b>No</b>		<b>Yes</b>	

A motion was made by Carl Drexel and seconded by Don Snyder to award the Stone contract to Pennsy Supply. The motion passed 5-0.

	New Enterprise Stone & Lime (dba Martin's Limestone)		Pennsy Supply	
500 Ton- AS 2 (Anti-Skid)	\$18.12	\$9,060.00	NO BID	
<b>Awarded Bid:</b>	<b>Yes</b>			

A motion was made by Beth Birchall and seconded by Charley Braught to award the anti-skid contract to New Enterprise Stone & Lime Company. The motion passed 5-0.

**OTHER BUSINESS – PUBLIC COMMENT:**

Dave Walter – RVFC President reminded everyone of the upcoming fire companies Annual Mud Sale, Saturday April 8. They will accept donations beginning on Wednesday through Friday.

**UNFINISHED BUSINESS**

Road Use Agreement: Duane Sellers explained that the Township's Solicitor and Engineer have been working on creating a Road Use Agreement with Transcontinental Gas Pipeline Company to maintain the integrity of the roads they will be using. With the heavy equipment and trucks, the Township needs to guarantee that the roads, if worn or damaged, will be rebuilt to as-is or better standard. After discussion: a motion was made by Beth Birchall and seconded by Carl Drexel to approve the Martic

Township Road Use Agreement between the Township and Transcontinental Gas Pipeline Company in the form submitted to the Board by the Township's Solicitor and that the Board approves the execution of the Agreement by the Board Chairman subject to and following execution of the Agreement in its current form by an authorized representative of Transco and receipt of security and escrow funds as set forth in the Agreement as verified by the Township Engineer and Township Solicitor. The motion passed 5-0.

Planning Commission met on March 16, 2017 to discuss and make recommendations to the Supervisors on the following plan reviews.

Plan Reviews:

Holtwood School District/ Henry & Elizabeth Stoltzfus 89 Pinnacle Road - Land Development Waiver request. No one was present to make a presentation. After discussion, a motion was made by Charley Braught and seconded by Don Snyder that the Supervisors grant waivers from the requirements to file, obtain approval of, and record a plan for the subdivision by lease and land development of the school and accessory facilities conditioned upon the filing of and obtaining approve of a storm water management plan which addresses all impervious surfaces installed on the Stoltzfus property since the enactment of the Storm Water Management Ordinance and all proposed impervious surfaces. The motion passed 5-0. Comment was heard from Barb Stokes, 888B Hilldale Road and Wayne Murray 63 Bethesda Church Rd East, regarding the Storm Water Management requirement of the motion. It was explained that the Stoltzfus property recently added impervious surface to the property, therefore when the plans are drawn up for the school house, driveway, etc, the previous improvements must be taken into consideration and the appropriate Storm Water Management application must be submitted for review.

457 Martic Heights Dr - Matthew & Michele Sipel Lot Add-on Plan. Timothy Trostle with Strausser Surveying & Engineering, Inc. presented for both the Sipel Lot Add-on plan and the Dussinger Lot line change plan. He explained that Mr. & Mrs. Sipel are purchasing just enough land from the Dussingers to have 10 acres where they can then be added to the Clean N Green. After more discussion a motion was made by Carl Drexel and seconded by Charley Braught that the Board of Supervisors grant approval of the Lot Add-On Plan for 457 Martic Heights Drive, Matthew and Michele Sipel, prepared by Strausser Surveying and Engineering, Inc. and to grant a waiver for 401.A.1, Plan Scale, to allow the use of 1" = 200' and subject to the following conditions:

1. All conditions of Wilson Consulting Group and the LC Planning Commission have been considered and met.
2. Applicant shall provide proof to the Township that newly created deeds have been recorded within 30 days after the release of the Plan for recording.
3. All required certifications shall be appropriately signed and sealed when the Plan is submitted for signature to the Township.
4. Applicant shall reimburse the Township for all reasonable engineering and legal fees incurred in the review of plans and supporting information under the Subdivision and Land Development Ordinance and other governing ordinances; review or preparation of documentation required in connection with the Plan; review and approval of other documentation; and for other costs as set forth in the Township's fee resolution in 30 days after the date of such invoice, Applicant shall be in violation of this condition.

I also move that the Township Manager sign the DEP Form B Non-Building Declaration in association with the 457 Martic Heights Drive, Matthew and Michele Sipel Plan.

The motion passed 5-0.

142 Steinman Farm Road – Keith & Paula Dussinger Lot Line Change Plan. Tim Trostle continued the presentation that the Sipel plan and the Dussinger plan go hand-in-hand since the Sipels have purchased a portion of land from the Dussingers for their lot add-on, this then requires the Dussingers to change their lot line. A motion was made by Beth Birchall and seconded by Charley Braught that the Board of Supervisors grant approval of the Lot Line Change Plan for 142 Steinman Farm Road, Keith and Paula Dussinger, prepared by Strausser Surveying and Engineering, Inc. and to grant a waiver for 401.A.1, Plan Scale, to allow the use of 1" = 200' and subject to the following conditions:

1. All conditions of Wilson Consulting Group and the LC Planning Commission have been considered and met.

2. Applicant shall provide proof to the Township that newly created deeds have been recorded within 30 days after the release of the Plan for recording.
3. All required certifications shall be appropriately signed and sealed when the Plan is submitted for signature to the Township.
4. Applicant shall reimburse the Township for all reasonable engineering and legal fees incurred in the review of plans and supporting information under the Subdivision and Land Development Ordinance and other governing ordinances; review or preparation of documentation required in connection with the Plan; review and approval of other documentation; and for other costs as set forth in the Township's fee resolution in 30 days after the date of such invoice, Applicant shall be in violation of this condition.

I also move that the Township Manager sign the DEP Form B Non-Building Declaration in association with the 142 Steinman Farm Road, Keith and Paula Dussinger Plan.

The motion passed 5-0.

Martic Township Park; Forestry update: Duane Sellers stated that since there are many mature trees in the park and with a lot of those trees becoming diseased and dying, he requested permission to begin seeking proposals from arborist to harvest the older, mature trees. He stated that trees are a natural commodity that with proper harvesting, allows newer younger growth to mature. A motion was made by Beth Birchall and seconded by Don Snyder to seek proposals. The motion passed 5-0.

Road Report: Todd Simone read the road report for March 2017 as submitted to the Supervisors.

- 3/1-3/2- Pipe and inlet clean outs, Shop work. High wind= trees and limbs pick up. Sign Work. Service equipment
- 3/6-3/10- Finished Frogtown road ROW clearing. Shop work. Shoulder repair on Loop Road North and Frogtown Road. Sign work.
- 3/13-3/17- Snow removal, drifts, ice etc. 6 guys, 4 trucks. All week.
- 3/20-3/23- ROW clearing on Pennsy Road starting at Twp. Line heading west. Storm sewer man-hole repair in Lakewood Estates. Pothole repair. Truck tarps installed.
- 3/27-3/31- ROW clearing on Pennsy Road. Clean Trucks. Bid packet reviews. Clean plows. Tractor swap. Service Chipper. Clean Equipment. Brooms streets and no outlet streets. To2 Insp. Repair to trestle bridge.

Todd Simone commented that Jarod's tree service has been helping to remove larger trees from the Township's right-of-ways. Barb Stokes wondered why the need for a Jarod's? Because the trees are larger than what the Township Road Crew can handle with the equipment they have. Comment was also heard from Lydia Martin with Lanc Co Conservancy asking if the Township ever considered just limbing the trees. Duane Sellers stated that it is a liability issue and trees in the right-of-way must be removed.

Zoning Officer Report shows: 2 building permits, 9 zoning permits, 1 driveway and 4 road occupancy permits along with 7 building use and occupancy and 1 zoning certificate of use permits were issued in March.

The SEO Report showed there 1 Septic permit was issued in March.

March 2017 bills: Don Snyder made a motion which was seconded by Charley Braught, to approve the bills for payment totaling \$ 27,178.67. The motion passed 5-0.

## **NEW BUSINESS**

Planning Commission appointments: With the resignation of Barb Spiegelberg to the Planning Commission, a motion was made by Don Snyder and seconded by Carl Drexel to appoint Ralph Huber to the Planning Commission and Jessica Bernhardt as the PC Alternate. The motion passed 5-0.

Fulton Bank/ Jessica Bernhardt requested to meet with two Supervisors to discuss possible investment options for the Township. A motion was made by Don Snyder and seconded by Carl Drexel to have Beth Birchall and Duane Sellers meet with Fulton Bank. The motion passed 5-0.

Rawlinsville Fire Company notifications:  
Auxiliary will have a food sale on April 15, 2017  
Fire Companies Mud Sale on April 8<sup>th</sup>

Barb Stokes asked if the Zoning Hearing Board concluded with the Green N' Grow appeal. Duane Sellers stated that it was continued until April 13, 2017.

Beth Birchall stated that the Township finally received the FEMA reimbursement from the January 2016 snow storm, she would like the Board to consider, until the May meeting, into which account to move that money.

Beth Birchall commented that she was working at the Township office, one evening and there were several people trespassing on the Township's property. She asked the Board to consider different options for security, especially after hours. Lydia Martin commented on the problems the LC Conservancy is having at Shenk's Ferry. Comment was also heard from Todd Simone regarding evidence of trespassing that the Road Crew is seeing. Further discussion was tabled until the May meeting

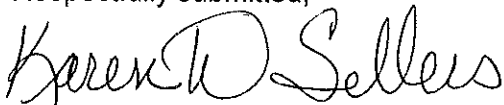
Duane Sellers stated that Todd Simone is looking for a used truck for the Road Department to use to run and pick up parts, run errands, etc. Duane Sellers stated that he would like to give Todd permission to spend up to \$10,000 if he should find a good used truck. A motion was made by Beth Birchall and seconded by Charley Braught to have Todd Simone look for a used truck with a maximum budget of \$10,000. The motion passed 5-0.

Beth Birchall stated that the Township's health insurance policy is about to be renewed. She asked permission to have Bill Ross, our Township agent, look into possible options.

The next meeting of the Martic Township Board of Supervisors is scheduled for May 1, 2017 at 7:00 p.m. at the Municipal Building.

They're being no further business the meeting was adjourned at 7:56 pm by a motion made by Beth Birchall.

Respectfully submitted,



Karen D. Sellers  
Martic Township Manager