

April 08, 2020  
Clinton Township Board of Supervisors Meeting

The regular April meeting of the Clinton Township Board of Supervisors was called to order by Chairman James Zefran on April 8, 2020 at 7:00 PM at the Clinton Township municipal building. Chairman James Zefran, Vice Chair Brian Non, and Supervisor Russell Curtis were in attendance along with Solicitor Jeffrey Treat. Due to COVID-19 constraints citizens were invited to attend via the social platform ZOOM. The agenda, bills list, and budget spreadsheet were posted on the Clinton Township website page.

**A. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**B. Hearing Check / Meeting is audio and visual recorded - Noted**

**C. Public Comment via email (jzefsuperv@gmail.com)** – Chair Zefran asked the citizens attending by social platform to please use their mute button and to send concerns via email. He spelled the email address out for clarification.

**D. Minutes of Regular Meeting February 12, 2020** – Vice Chair Non made a motion, seconded by Supervisor Curtis to approve the minutes of the regular meeting on March 11, 2020. All voted yes. The motion carried. Chair Zefran explained that according to PSATS best practice approved minutes would be posted on the Clinton Township website page. Vice Chair Non said that the minutes should be posted within one week of being approved.

**A. Correspondence**

a. **Wayne County Board of Elections seeking permission to use the building on June 2, 2020 for the postponed Pennsylvania Primary** – Supervisor Non made a motion, seconded by Supervisor Curtis, to allow the Wayne County Board of Elections seeking permission to use the building on June 2, 2020 for the postponed Pennsylvania Primary. All voted yes. The motion carried.

**B. Street lighting along state route 247** – Chair Zefran explained that along the new Browndale sidewalk between Front Street and the county line, there is only one or two street lights in a space of seven or eight telephone poles. Chair Zefran made a motion, seconded by Supervisor Curtis, to put streetlights on that stretch as needed to the county line. All voted yes. The motion carried.

**C. Road Master Report** – Vice Chair and Road Master Brian Non gave a report that, do to COVID-19 the D&G Ravnikar project and others are put on hold. Currently pot holes are being patched. Chair Zefran asked if the township could get an extension on the \$40,000.00 for Burns Road? Solicitor Treat said that certainly we could because of COVID-19 statewide dictates. Chair Zefran made a motion, seconded by Vice Chair Non, to request an extension, by the secretary, in writing, and in that request indicate that it is out for bid and that packets are available upon request. All voted yes. The motion carried.

The following was the only received GRADING AND ROLLING BID:

Company Name	Address	Description	Unit Price
Bill Pykus Excavating	Honesdale, PA	Motor Grader & Operator:	\$100 (per hour)
		Vibratory Roller & Operator	\$85.00 (per hour)
		Grade, shape, and roll unpaved Twp. roads	\$37,000.00

Chair Zefran noted that the prices were within the realm of what was expected. Chair Zefran made the motion, seconded by Russ Curtis to accept Bill Pykus Excavating's bid for rolling and grading. All voted yes. The motion carried.

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The following were the two MATERIALS BIDS:

Company Name	Address	DSA Description	Modified Description
Bill Pykus Excavating	Honesdale, PA	2,700+/- tons \$13.00 per ton	2,700+/- tons \$13.00 per ton
Wayco, Inc.	Waymart, PA	2,700+/- tons \$13.25 per ton	2,700+/- tons \$10.25 per ton

Vice Chair Non made a motion, seconded by Supervisor Curtis to award the bid for DSA to Bill Pykus Excavating. All voted yes. The motion carried. Vice Chair Non made a motion, seconded by Chair Zefran to award the bid for modified to Wayco, Inc. All voted yes. The motion carried. Later in the meeting Engineer Weinberger sent an email reminding the Supervisors that every load of DSA must be certified. Chair Zefran cautioned the Supervisors that they will make sure that there is paperwork on every load. Vice Chair Non made a motion that Kevin Weist get a 50 cent an hour raise like everyone else. Supervisor Curtis said that it's not fair to other workers and that Lance has worked for the township for thirty years and is making less. The motion failed for lack of being seconded.

- D. **Audit** – Chair Zefran said that there were areas in which we need to improve our accounting and he made a motion, seconded by Vice chair Non to send the first quarter 2020 books to the CPA to make sure that it is compliant. All voted yes. The motion carried. It had been previously stated that the local auditors would examine the books quarterly, Chair Zefran said, and that the Supervisors would wait and have them do it second quarter. Chair Zefran proposed to make a motion to have the CPA firm do the audit again in 2021 for the 2020 books, but Solicitor Treat said that an advertisement needed to be made and to push that off until fall.
- E. **Treasurer's Report Including Bills for Payment** – Chair Zefran asked for clarification on the Don Hiller and Tuleya bills and Vice Chair Non clarified that the Don Hiller bill was for the new building whereas the Tuleya bill was for the new heater in the secretary's office. Chair Zefran said that there was no invoice for the \$14.84 bill from the Waymart Building Center. It was explained that it was for marking fluid for trees. He then asked why we had two bills for propane, one from Highhouse and one from Firmstone. Vice Chair explained that the township had run out of propane, Firmstone was closed and Highhouse came. The NAPA Cube auto bill also had no invoice and reminded purchasers that all invoices needed to be turned in on time. Vice Chair Non made a motion, seconded by Supervisor Curtis to pay all bills. All voted yes. The motion carried.
- F. **Browndale Fire Department**
- G. **Old Business** – Chair Zefran explained that the issue of wage tax is still being explored, to ensure that all who ought to pay are. He further noted that Tax Collector Marianne Thorpe is turning names over to Berkheimer to look into. The proposed Sewer Advisory is on hold because of the constraints of COVID-19, as is the Zoning report. Furthermore, we are still waiting on SALDO changes that have been turned into GIS department of Wayne County. Vice Chair Non said that he is still looking into used trucks and that he would be exploring that more after COVID-19.

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Supervisor Curtis said that the Supervisors have to be careful of expenditures as the income from the wage tax will be less due to so many people not working.

- a. Secretary's Salary – after an executive session Chair Zefran reported that the secretary's salary will remain the same, with all parties in agreement.
- H. **Public comment via email ([jzefsuperv@gmail.com](mailto:jzefsuperv@gmail.com))** – Chair Zefran addressed emails from the public:
  - a. Regarding minutes - approved minutes will be posted within one week of the meeting.
  - b. Regarding Glidepath - on hold due to the COVID-19 situation. It was not included on the agenda and will not be brought up until the township can convene in a normal session, which Chair Zefran hoped would be next month.
  - c. Regarding the Board of Elections - Chair Zefran said that it would be left up to the state.
  - d. Regarding zoning feedback – on hold due to COVID-19, not a pressing issue.
  - e. Regarding Browndale Fire Company getting grants, Zefran suggested that the author of the email get in touch with Debevec directly.
  - f. Regarding nepotism not being acceptable – Zefran agreed and said that it is not an issue within the Township.
- I. **Adjournment** – Zefran made a motion, seconded by Vice Chair Non to adjourn the meeting at 8:00 pm. All voted yes. The motion carried.