

May 13, 2020
Clinton Township Board of Supervisors Meeting

The regular May meeting of the Clinton Township Board of Supervisors was called to order by Chairman James Zefran on May 13, 2020 at 7:00 PM at the Clinton Township municipal building garage for purposes of social distancing. Chairman James Zefran, Vice Chair Brian Non, and Supervisor Russell Curtis were in attendance along with Solicitor Jeffrey Treat.

A. Pledge of Allegiance

The Pledge of Allegiance was recited. Vice Chair Non requested a moment of silence in memory of Kevin Weist, a township employee who passed away since the previous meeting.

B. Hearing Check - Noted

C. Public Comment – None

D. Minutes of Regular Meeting April 8, 2020 – Vice Chair Non made a motion, seconded by Supervisor Curtis to approve the minutes of the regular meeting on April 8, 2020. All voted yes. The motion carried.

E. GlidePath – Alternate Solicitor Christopher Farrell got up to discuss the easement proposal set forth by GlidePath. He asked for the record to show that Attorney Jeff Treat left the building prior to his speaking. He then read the proposal out loud. A copy is on record and will also be posted on the township website. Chair Zefran made a motion to table it and bring it up at the next meeting to give constituents time to learn and study the plan. Vice Chair Non seconded the motion and added that he would like to have a work session beforehand. Chair Zefran added to his motion that there would be an executive work session an hour before the next regular meeting on June 10, 2020. All voted yes.

F. Correspondence

a. **PSATS PA Township News Magazine Subscription** – three free issues with the remaining 6 issues for 2020 of \$12.00.

G. Road Master Report – Road Master and Vice Chair Non gave a report. The township will start the dust calcium and the grading should be wrapped up soon. Vice Chair Non made a motion, seconded by Chair Zefran, nominating the new building be named the “Kevin Weist Memorial Building”. All voted yes. The motion carried. Vice Chair Non stated that employee **Ryan Wilmarth** got his CDL license and paid for it himself. He proposed that the township reimburse Wilmarth the \$1,500.00 it cost to get the license with a two-year agreement that Wilmarth will continue to work for the township. Chair Zefran and Supervisor Curtis disagreed. Vice Chair Non made wanted it on record that Ryan Wilmarth would be paid the CDL rate. The issue of the use of DSA came up, with Vice Chair Non stating that he thought the township had to use DSA as dictated by PennDot. Chair Zefran stated that we have to get correct information, with exact verbiage from the state regarding what Liquid Fuels will pay for and what they require. Zefran noted that all call slips must be turned into the office. Vice Chair Non stated that there would be a viewing for work done on Ravnkar Road on Wednesday, May 27 at 8:30 a.m. The meeting will take place on the east side of Ravnkar and it would be mandatory for all bidders. He also stated that he wanted the work on Burns Road put out for bid and to just contact the road master for packets. Matt Curtis asked about the status of Burns Road and was told by Solicitor Treat that previous Supervisor Ken Coles had the money from Flagge in a bank account and that the solicitor was handling it.

H. Open Issues

a. **Quarterly donation to Browndale Fire Company** – Chair Zefran noted that \$10,000.00 had been budgeted for the Browndale Fire Company for the year and this was the first quarter payment.

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- b. **General Account Debit Card for Secretary's use** – Chair Zefran made a motion, seconded by Supervisor Curtis to get a general account debit card for the secretary's use. All voted yes. The motion carried.
- c. **Proposed SALDO addition** – Chair Zefran explained that the SALDO addition was inspired by an article from Preston's SALDO concerning telecommunications. It has come back from Wayne County GIS with a recommendation for separation of articles for telecommunication and windmills. Solicitor Treat recommended getting a constituent to draft the addition and then have the Supervisors vote on it. Chair Zefran made a motion, seconded by Vice Chair Non, to have Solicitor Treat contact some constituents and see about the cost. All voted yes. The motion carried.
- d. **Resolution to Implement ACT 15 of 2020's Property tax Relief Provisions** -Chair Zefran made a motion, seconded by Vice Chair Non, to pass the Resolution to Implement ACT 15 of 2020's Property tax Relief Provisions. All voted yes. The motion carried.
- e. **Payroll twice a month** – Chair Zefran explained that there would be a \$17.00 a month QuickBooks cost for payroll software. The payroll report would be printed out and sent to the accountant. All employees would be paid two times per month. Supervisor Curtis made a motion to use QuickBooks payroll and pay employees twice a month, seconded by Vice Chair Non. All voted yes. The motion carried. Chair Zefran said additionally that he was looking at putting in a refurbished laptop computer in the garage building to allow employees to sign in with fingerprints.
- f. **MMM Waste Removal** – Vice Chair Non reported that MMM Waste Removal would charge \$54.00 a month as a flat rate that would include trash pick up twice a month. Currently, the township is paying \$30.00 a month bin rental plus pick up fees. Vice Chair Non made a motion, seconded by Chair Zefran, to have MMM Waste Removal take care of township refuse. All voted yes. The motion carried.
- g. **Clinton Township trucks** – Vice Chair Non stated that there were two used trucks in Vermont, and Ron Poska added that the township's big truck is getting worked on.
- h. **Audit report** – Chair Zefran stated the audit of Clinton Township's 2019 books showed that all monies was accounted for, and that township auditors may look at the books anytime they want.
- i. **Designation of Agent Resolution for EM-3441 – COVID-19** – It was noted that currently Clinton township had no expenses due to COVID-19, but that the resolution would be signed. It was acknowledged that there is less money coming in from the wage tax, referring to the $\frac{1}{2}$ of 1 percent in Clinton II and one percent in Clinton 1, because fewer people are working due to COVID-19, but that the supervisors will make the budget work. Supervisor Curtis asked if the township could pre-buy fuel at the going price, to which Zefran said it could be looked into. Vice Chair Non said that he would call Highbush Fuels.

I. New Business

- a. **Respond to the Census. You can do so online at: 2020census.gov or call 844-330-2020** - noted
- b. **Map approval: Juul, Captain & McDonnell** – Vice Chair Non made a motion, seconded by Chair Zefran to sign the maps presented by surveyor Ed Harsh of Juul, Captain & McDonnell. All voted yes. The motion carried.

J. Treasurer's Report Including Bills for Payment - Vice Chair Non made a motion, seconded by Supervisor Curtis to pay the bills on the bills list. All voted yes. The motion carried.

K. Browndale Fire Department – no member was present

L. Old Business - none

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- M. Public Comment** – Matt Curtis asked why unapproved minutes were not posted on the website, to which Chair Zefran said that at a previous meeting the Supervisors rescinded the motion and enacted PSATS recommendation to post approved minutes. Mr. Curtis then asked why the township meeting was being held in person rather than by electronic platform as it was done the previous month, to prevent putting township residents at risk. Chair Zefran explained that he wanted the issue of GlidePath presented in person, and that all precautions as laid out by Governor Wolf and the CDC had been adhered to.
- N. Adjournment** – Vice Chair Non made a motion, seconded by Chair Zefran to adjourn the meeting at 7:45 pm.