

The regular February meeting, was called to order by Vice Chairman Brad Bates on February 14, 2024 at 7:00 PM at the Clinton Township municipal building. Supervisor Brian Non was in attendance. Chairman James Zefran was in attendance by FaceTime during the bid opening portion of the meeting. Solicitor Jeffrey Treat was also in attendance.

- A. **Pledge of Allegiance** - The Pledge of Allegiance was recited.
- B. **Hearing Check** – The hearing check was done. Supervisor Brad Bates wished everyone a happy Valentine’s Day.
- C. **Minutes of the January 2, 2024 Reorganization Meeting** - *Supervisor Non made a motion, seconded by Vice Chair Bates to accept the minutes of the January 2, 2024 reorganization meeting. All voted yes. The motion carried.*
- D. **Minutes of the January 2, 2023 Regular Monthly Meeting** - *Supervisor Non made a motion, seconded by Vice Chair Bates to accept the minutes of the January 2, 2024 meeting. All voted yes. The motion carried.*

At 7:02 pm Vice Chair Bates requested an executive session regarding an employee matter. Vice Chair Bates, Supervisor Non, and Solicitor Treat returned to the general meeting room at 7:09. Upon return Solicitor Treat requested that the minutes show that the executive session regarded an employee matter.

- E. **Public Comment – Items on Agenda Only** – No comments were made.

F. **Correspondence**

- a. **School Bus Stop Ahead sign in Browndale** – Solicitor Non said that he did not know what to do in regards to the request for a “School Bus Stop Ahead” sign. He said that he’d like to have one for his kids, and for all Clinton Township kids. The address for which the request is made is not a Clinton Township Road, but a PennDOT road. In response to a citizen’s query, Non said that the cost of a sign, pole, and breakaway was over \$100. Jacky Scubic suggested state police patrolling to which Non said they were way to short-handed to make that an option. Jeff Treat said that a state road is not in our jurisdiction and if you put a sign up, you are assuming the duty of keeping up that sign and maintaining it. He recommended that Brian reach out to those from the school that wrote the letters on behalf of the parents requesting the sign (Jocelyn Olsommer, Administrative Assistant to the Superintendent and Daniel L. Gilroy, Superintendent of Schools, both of Forest City Regional School District)
- b. **Letter from Fell Township Chairman regarding issues with DEP** – *Supervisor Non made a motion, seconded by Vice Chair Bates, that the township should not spend township money to contribute to Fell Township located in Lackawanna County. All voted yes. The motion carried.*
- c. **The NEXT MEETING FOR EMC and township Boro folks is FEBUARY 21at 2024 at 43 Volunteer DR Honesdale PA 18431 at the EOC at 6:00pm. Dinner will be around 5:30pm if you wish to come early.** – Fire Chief Josh Debevec said that someone from his office would be attending.

- G. **New Business** - Vice Chair Bates brought up the results of the work session for developing the 2024 Road Plan on Saturday, January 13, 2024. There was a discussion of millings or deep reclamation to be used on Smith Road. Supervisor Non said that PSATS is looking at the possible passing of a law that a township will have first refusal at any and all millings when PennDOT is working on a state road. PSATS argues that township citizens have already paid for millings with tax money. Bates said that the

main purpose of the work session is to look at the numbers. Non said that using millings this year and tar and chipping the next year gives basically a paved road for a quarter of the cost. Bates spoke up, saying that a lot of our roads don't have enough base to use that method. He stated that the Supervisors are trying to be methodical. Supervisor Non said that they are waiting till warm weather so the township can get millings and go right to the site. If tar and chip will be used on Smith Road, it needs to be core sampled first.

#### H. Road Master Report

- a. **Vehicle Mileage and Usage Reports** – Road Master and Supervisor Non reported that the 2018 vehicle was driven 384 miles. The 2015 vehicle was driven 667 miles. The Peterbilt accrued 344 miles, the International had 293 miles and the New Holland had 15 hours put on it in the month of January. Because of the storms, there was a total of 1,688 miles put on the vehicles.
- b. **Road Reports** – Non reported that every road across the township is soft right now. He would like to put out the same bid as last year for grading and rolling by the hour. Ray Vogt spoke up that Goodwin did a phenomenal job grading and rolling last year. He would like a separate bid for ditching as directed by the roadmaster. *Supervisor Non made a motion, seconded by Vice Chair Bates, to put out two separate bids, one for grading and rolling by the hour, and one for ditching as directed by the roadmaster. All voted yes. The motion carried.* Non said that he wanted to put in place a code system for keeping track of how much time road work employees put into specific jobs (snow clearing, pot holes, etc.) He said that when Chair Zefran get back, they would come up with codes. Solicitor Treat said that time sheets work very well. Vice Chair Bates said that he would like to bid out replacement culvert pipes. Supervisor Non suggested waiting and working on the wording of the ad for next month. Non said that an employee expressed quitting working for the township to another employee. Problems arise because there was no letter of resignation, no verbal resignation to a member of the board of supervisors, nor were keys turned in to a supervisor. Non apologized to those in the audience who may have come seeking employment.

- I. **Treasurer's Report Including Bills for Payment** – *Supervisor Non made a motion, seconded by Vice Chair Bates, to accept the Treasurer's report and pay the bills as listed. All voted yes. The motion carried.*

- J. **Browndale Fire Department** – Fire Chief Debevec was on hand to give an oral report. A written report is on file.

#### K. Old Business

- a. **Building Renovation (Exterior Ramp, Interior Flooring, Bathroom)** – Chair Zefran was called on FaceTime for the opening of the bids. Bids were opened from the following three companies:

Company Name	Description of Bid	Amount of Bid
Matts Home Improvements, LLC	Renovations as listed	\$30,000.00
Grimm Construction Inc.	Handicap Ramp Railing Replacement	\$14,729.00
	Meeting Room Flooring	\$14,600.00
	Renovate Restroom	\$17,351.00
D&M Construction Unlimited, Inc.	Renovations as listed	\$98,500.00
	Add alternate Vestibule Area	\$12,000.00

Chair Zefran said to table all bids, not to reject them, and to contact all bidders for ADA compliance. Supervisor Non asked the Forest City News representative to please leave the monetary folders out of the newspaper. Auditor Fitzsimmons spoke up and said that you do NOT have to be ADA compliant until you do a remodel. Until that time, older buildings are grandfathered in. Jacky Scubic said that her wheelchair could go into the bathroom. She suggests a different position for a more reachable sink. *Supervisor Non made a motion, seconded by Vice Chair Bates to table the bids. All voted yes. The motion carried.*

- L. Public Comment** – Permit Officer Donald Salak spoke up and said that he would like to talk to the Supervisors to update his permit requirements book and that at times, there would be a discrepancy between Bob Bates requirements and his. Solicitor Treat said that the Supervisors would meet with Salak for one half hour before the next regular monthly meeting; from 6:30 to 7:00 pm on March 13, 2024. He asked Secretary Droppa to advertise a work session to discuss permit officer requirements and fees, with no public input.
- M. Adjournment** – *Vice Chair Bates made a motion, seconded by Supervisor Non, to adjourned the meeting at 7:50 pm. All voted yes. The motion carried.*

Respectfully Submitted,

Jill Droppa  
Secretary / Treasurer