

The regular July meeting was called to order by Chairman James Zefran on July 12, 2023 at 7:00 PM at the Clinton Township municipal building. Chairman James Zefran, Vice Chair Brad Bates, and Supervisor Brian Non were in attendance. 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.
- C. Minutes of the June 14, 2023 Regular Monthly Meeting** - *Supervisor Chair Non made a motion, seconded by Vice Chair Bates to accept the minutes of the June 14, 2023 meeting. All voted yes. The motion carried.*
- D. Minutes of the June 29, 2023 Special Monthly Meeting** - *Supervisor Chair Non made a motion, seconded by Vice Chair Bates to accept the minutes of the special June 29, 2023 meeting. All voted yes. The motion carried.*
- E. Public Comment –Items on Agenda Only** – No comments were made.
- F. Upgrades to the building - Including ramp, outside lighting for ramp, flooring, bathroom renovation, fireproof storage room for records and audio and visual recording system** – Chair Zefran said that we need to come up with a plan and get several bids. He asked Ken Coles who did the original audio and visual system. Ken replied that the work was done by Justice Satellite, out of Justice, PA. *Chair Zefran made a motion, seconded by Supervisor Brian Non, to bid out upgrades for the building, including the ramp, outside lighting for the ramp, sub-flooring, flooring, bathroom renovations to make it ADA compliant, a fire-proof record storage room, and audio-visual recording system. Individual bids will be accepted on all items. All voted yes, the motion carried.* The money will come from the thirty thousand dollars from the Wayne County Commissioners.
- G. Full depth reclamation of 1.5 miles of Ravnikar Rd. starting at Flat Rock Rd. – Three coats of tar and chip with all material to be supplied by the township and all equipment and labor to be supplied by Midland.** – Chair Zefran explained that he wanted to do reclamation, involving building it up by coring it, grinding it, injecting it, ending with three coats of tar and chip of 1.5 miles of a heavily populated township road, which would use up \$120,000 of COVID money. Vice Chair Bates said that he was talking to the township engineer about an option to do blacktop. Chair Zefran said that reclamation would save roughly \$65,000 over the cost of blacktop but that they should get a bid for blacktop as well, with all material to be supplied by the township and all equipment and labor to be supplied by Midland. Ray Vogt asked why this was not being done to Smith Road. Chair Zefran explained that Flat Rock Road was reclaimed two years ago. The windmills are twenty-five years old and will have to be repowered with newer, bigger windmills. To do this, the road will need to be widened and straightened to accommodate them. It was his expectation that the windmill company will be paying for that. *Chair Zefran made a motion, seconded by Supervisor Non to do a Full Depth Reclamation of 1.5 miles of Ravnikar Rd. starting at Flat Rock Road with three coats of tar and chip, (or seventeen millimeters of blacktop unless it's placed on after road is FDR'ed.) All voted yes. The motion carried.* Chair Zefran explained that the township would supply the stone, and Midland would supply the equipment and the people to run the equipment. It would cost roughly \$120,000.00, and by doing it this way it would not have to be bid out. Midland is working in Lackawanna County now and it is unsure when they will be available for Clinton Township work.
- H. Correspondence** – There was no correspondence.

**I. New Business**

- a. **Dan Fitzsimmons help with meeting legal requirements for township vehicle maintenance documentation, Daily Vehicle Inspection Report (DVIR) and more** – Supervisor Non showed PSATS approved record keeping books for all of the township vehicles which included inspection, mileage, maintenance, etc. He stated that a concern brought up at a previous meeting, according to PSATS, the hour limit that CDL drivers worked did not apply to the township. One record book will be kept in each vehicle. Additionally, Chris Matoushek is willing to come twice a month for vehicle maintenance and repairs. Ron Poska said that he knew of a fellow who would be interested in doing the maintenance and Chris could do the repairs.
- b. **Discussion of sale of used township equipment** – Supervisor Non said he wanted to sell some township vehicles. Supervisor Non made a motion to put the 1999 International, 2015 Ford 550 without the plow, 2018 Ford 550, and New Holland tractor on Municibid. He said there were two plows for the big truck. Solicitor Treat said to include in the photographs to Municibid, every piece of equipment that goes with it. Ron Poska said that he would like to keep the plow. Chair Zefran asked about the mileage on the two F550's. Non reported roughly 29,000 miles on the 2015 F550 and roughly 30,000 miles on the 2018 F550. Chair Zefran then asked several questions pertaining to the fleet. Why are we getting rid of the older of the two trucks when it has less mileage? Why would we get rid of the 2015 when it only has 29,000 miles and we just spent \$10,000 on a new fuel system? Why aren't we keeping all three trucks? What are we gaining by selling them? Chair Zefran suggested that Non get an accurate value for both the 2015 and 2018 F550s for the next meeting, stating that we need hard numbers for them to determine whether we want to get rid of one, both, or none of them. Non changed his motion. *Supervisor Non made a motion, seconded by Vice Chair Bates, to get rid of the New Holland Tractor and the 1999 International. The old plow could go with the International. All voted yes. The motion carried. Chair Zefran made a motion, seconded by Vice Chair Brad Bates for Supervisor Brian Non to find the value for the 2015 and 2018 F550s by the next meeting. All voted yes. The motion carried. Supervisor Non made a motion, seconded by Chair Zefran, to put a reserve on the 1999 International. All voted yes. The motion carried.*
- c. **Change October monthly meeting date from Wednesday, October 11 to Wednesday, October 4, 2023** – Supervisor Non made a motion, seconded by Chair Zefran to change October monthly meeting date from Wednesday, October 11 to Wednesday, October 4, 2023. All voted yes. The motion carried.

**J. Road Master**

- a. **Vehicle log reports** - Supervisor Non made a motion, seconded by Vice Chair Bates that Non would oversee that the logs are filled in daily, every time the vehicles are moved, and will be reported on at each meeting. All voted yes. The motion carried.
- b. **Road Report** – Road Master and Supervisor Non gave a road report stating that the grading is done on Cole, Cavage, and Big John Roads. Calcium has been ordered for them. Tom Merrigan will be done with road-side mowing tomorrow. In response to an audience member, Non said that the mowing tractor was rented from Bradco. Another member asked if their road could have calcium applied one more time. He continued reporting that the ditching was done, and that the township went over budget on stone. Linda Zefran asked about a road Master Plan, and was told that the supervisors meet each February and make a plan annually. Non was asked about the ongoing issues with Long Pond Rd. He highlighted the key issue of a property owner not allowing work that effects their property and the township considering abandoning the road. He said that the issue would be put on next month's agenda. *Chair Zefran made a*

*motion, seconded by Supervisor Non to accept the Road Master's report. All voted yes. The motion carried.*

- K. Treasurer's Report Including Bills for Payment** – Chair Zefran gave an update on the current totals on all accounts. *Chair Zefran made a motion, seconded by Supervisor Non to pay the bills as submitted on the bills list. All voted yes. The motion carried.*
- L. Browndale Fire Department** – Chief Debevec gave an oral report. Chair Zefran noted that when the township Sewage Enforcement Officer came to the municipal building and did an inspection. Debevec did all of the digging work gratis for the township.

#### **M. Old Business**

- a. **Solar Panel Ordinance Update** – Solicitor Treat has a draft of a Solar Panel Ordinance. He said that the ordinance only pertained to commercial solar farms and will not affect homeowners with roof panels. Treat said that the big issue is the expense of decommissioning them when the owners walk away or go out of business. They are difficult and expensive to dispose of. Chair Zefran said that a solar farm was in front of the Planning Commission right now. Treat said you also need to make sure there is a contact person 24/7 as many solar farms are corporate or LLC owned. *Chair Zefran made a motion, seconded by Supervisor Non to review the ordinance at the August meeting. All voted yes. The motion carried.* Chris Martin called treat
- b. **Short-term Rental Ordinance Fees** – Clinton Township Sewage Enforcement Officer Chris Martin has yet to get back to the secretary regarding his fee for this. Chair Zefran asked for an executive session at 8:00 pm for the supervisors to discuss this with the solicitor. They returned at 8:03. *At that time Chair Zefran made a motion, seconded by Supervisor Non, to set the short-term rental ordinance fees at a total of five hundred dollars (\$500.00) for the combined costs of administration fees, and building and sewer system inspection fees. All voted yes. The motion carried.*

- N. Public Comment** – A citizen expressed concern about different ways to notify the public of things like meeting date changes, as so many no longer read the newspaper. He said an automatic reminder in an email would be great. There is a concern over making these notices on social media. Chair Zefran said the problem is implementing it. We will check into PSATS about it. Another citizen asked why road workers had to take one of the big trucks for small jobs, and wouldn't it be more economical to get a pick-up truck. Chair Zefran said that he would be all for a pick-up truck next year. This would be another reason for Supervisor Non to get firm values for the two Ford F550s and to sell the New Holland Tractor.
- O. Adjournment** – *Chair Zefran made a motion, seconded by Vice Chair Non to adjourn the meeting at 8:21 pm. All voted yes. The motion carried.*