

The regular November 13, 2024 meeting was called to order by Chair James Zefran on November 13, 2024 at 7:00 PM at the Clinton Township municipal building. 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 October 9, 2024 Regular Monthly Meeting –*Supervisor Non made a motion, seconded by Vice Chair Bates, to accept the minutes of the October 9, 2024 meeting. All voted yes. The motion carried.*

D. Public Comment-Items on Agenda only

E. Correspondence

- a. Wayne County 911 meeting with Elected Officials will be held on Monday, December 2, 2024, at 6:30 pm, 648 W Park St, Honesdale, PA- Supervisor Brian Non, Vice Chair Brad Bates and Treasurer Lisa Lopatofsky will attend.
- b. Quarterly EMA Meetings will be held on Wednesday November 20, 2024, and Wednesday, February 19, 2025. Supervisor Brian Non and Treasurer Lisa Lopatofsky will attend the 11/20/24 meeting. Attendees for the February 19, 2025 meeting will be discussed at a future date.

F. New Business

- a. **2025 Budget** – *Supervisor Brian Non made a motion, seconded by Chair Brad Bates to advertise prior to December 11, 2024 Regular Monthly Meeting. All voted yes. The motion carried.*
- b. **Clarify Pay Rate for Administrative Assistant (\$16)/Treasurer (21.50)**- Treasurer Lisa Lopatofsky performing both Administrative Assistant and Treasurer duties. *Chair James Zefran made a motion, seconded by Supervisor Brian Non, to pay separate rates for each duty and to re-address at the January 6, 2025 Re-Organization meeting. All voted yes. The motion carried.*
- c. **Minor Subdivision of Christopher Matoushek**- *Supervisor Brian Non made a motion, seconded by Vice Chair Brad Bates, to table. All voted yes. The motion carried.*

G. Road Master Report

- a. **Vehicle Mileage and Usage Reports** – Vice Chair Bates reported the vehicle mileage as follows:

Vehicle	Total mileage during the month
2015 Ford F550	223
2018 Ford F550	169
2022 International Dump Truck (CV)	44
2018 Peterbilt 580 (purchased in 2023)	33
580 Backhoe	15 hours
New Holland	35

- b. **Road Reports** – Road Master/Supervisor Brian Non said that the Peterbilt and the 2022 International are ready for snow and cinders are in good shape. Road Master/Supervisor Brian Non stated Gravel project has been applied for Long Pond Road and residents on Long Pond Road have been informed that road will not be maintained. Road Master/Supervisor Brian Non said the divot on Little Keen Road requires replacement of pipe due to washout and permit will not be required. Supervisor Non will be meeting with a contactor after which time a bid request will be established. Don Salak asked where a School Bus Stop sign she be placed, Supervisor Non said the School District would need to be contacted.
- c. **Peterbilt damage** -insurance claim or pay outright- Invoice for repair was received from John Bonham in the amount of \$1,200.00, *Chair Zefran made a motion, seconded by Vice Chair Bates to file insurance claim and to pay \$500.00 deductible. All voted yes. The motion carried.*

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

General Acct. Bills Total	State Acct. Bills Total	Sewer Acct. Bills Total	UCC Acct. Bills Total
\$14,475.68	\$0.00	\$525.70	\$21,568.00

a. Grants in Progress

- i. Resolution to apply for LSA grant. Supervisor Non read the Resolution aloud to request an LSA grant of \$196,777.00 to be used for the purchase of a 2026 Freightliner M2 4x4. *Supervisor Non made a motion, seconded by Chair Zefran to accept resolution. All voted yes. The motion carried.*
- ii. *Chair Zefran made a motion, seconded by Supervisor Non stating that in applying for future grants administrative fees will not be granted to the person applying for the grant. All voted yes. The motion was carried.*

I. Browndale Fire Department – Fire Chief Debevec was not present to give an oral report. Vice Chair Brad Bates supplied an oral report on behalf of Fire Chief Debevec.

J. Old Business

- a. Secretary Bonding or Blanket Crime Insurance Coverage (Stacking or Non-Stacking)
 - i. Resolution to Bond Secretary- Resolution read aloud by Chair Zefran. *Supervisor Non made a motion, seconded by Vice Chair Bates to accept resolution to bond secretary for the amount of \$400,00.00. All voted yes. The motion was carried.*
 - ii. Resolution to Obtain Blanket Crime Insurance Coverage – *Chair Zefran made a motion, seconded by Supervisor Non not to obtain blanket crime coverage. All voted yes. The motion was carried.*

Town Hill resident Steve Kokia presented an estimate of repair to Chair Zefran for his shed in which the stone underneath the shed was previously washed out by storm damage. Chair Zefran said the township is not responsible and handed the estimate to Solicitor Treat who said the township has immunity, Mr. Kokia stated the township is responsible since they take care of the road. Supervisor Non said County Commissioners are aware of the problem and also said the ditch should be behind the mailboxes. Solicitor Treat stated might be possible to divert water from road. Supervisor Non said

if road is slanted it will create crown causing ice in winter, Solicitor Treat agreed may have a new problem if road is pitched on both sides. *Supervisor Non made a motion, seconded by Chair Zefran to clean ditch and to contact Conservation District and Township engineer to establish ditch behind mailboxes. All voted yes. The motion was carried.*

Chair Zefran made a motion, seconded by Supervisor Non to have an audit performed by CPA Murry since the prior secretary/treasurer has resigned. All voted yes. The motion was carried.

- K. Public Comment- Don Salak mentioned invisible dog fences and how far they should be placed from road, Supervisor Non said they should be installed a distance from the right of way. A citizen asked if there is an ordinance on solar panels and if a change can be made to the ordinance that the solar panels used be made in the USA. Solicitor Treat said solar panels made in USA only may not be possible.
- L. **Adjournment** – *Chair Zefran made a motion, seconded by Supervisor Non to adjourn the meeting at 7:45 pm. All voted yes. The motion carried.*

Respectfully Submitted,

Michele Durmiaki
Secretary