

**SCOTT TOWNSHIP
BOARD OF SUPERVISORS
MINUTES— February 21, 2024**

The Scott Township Board of Supervisors met on the above date in the Municipal Building, 350 Tenny Street (Espy), Bloomsburg, PA. The meeting was called to order at 6:30 p.m. and opened with the Pledge of Allegiance to the Flag. In attendance were Supervisors William G. Hafner, Layne D. Kocher, Kathleen A. Lynn, Lanny R. Sheehan, and Dennis N. Wildt. Police Chief Raymond J. Klingler, Maintenance Supervisor Douglas Kashner, and Secretary/Treasurer Brittany M. Bacon were also in attendance.

Chairman Kocher announced that the hearing to address two draft ordinances will be conducted at the March 2024 meeting of the Board of Supervisors.

Stewart Morcom, auditor with Scott Township auditor BBD, LLC, addressed the status of the 2023 financial audit. A draft audit has been provided to Scott Township along with the financial performance analysis. Mr. Morcom stated that the budget categories reported as expected and all appear to be in order. Further, Mr. Morcom noted that Treasurer Brittany M. Bacon is his only client who is prepared each January for the annual audit to begin. The final audit will be issued with minimal changes from the draft so that Supervisor acceptance can be addressed at the March 2024 meeting.

QUESTIONS FROM THE AUDIENCE – There were no questions.

APPROVAL OF MINUTES

Minutes of the January 17, 2024, meeting were presented for approval. Ms. Lynn made a motion to approve the minutes as presented. Mr. Wildt seconded the motion. The motion carried 5-0.

APPROVAL OF MONTHLY REPORTS

The January 2024 Police, Roads, Secretary, Treasurer, Budget, Zoning, and the Barry Isett & Associates Inc. reports were presented for approval. Doug Kashner stated that the new traffic signal at the Cinema Center is through the 30-day trial period and is now in a 6-month warranty period. Mr. Hafner made a motion to approve the reports as presented and Mr. Sheehan seconded the motion. The motion carried 5-0.

APPROVAL OF BILLS TO BE PAID

The January 17 through February 21 General Fund bills to be paid were presented as two electronic fund transfers and check numbers 18148 through 18189 for \$314,960.32. Chairman Kocher noted the invoice totaling \$231,700.00 was paid to C. M. High, Inc. for the Cinema Center light. In addition, the Liquid Fuels Fund bills to be paid were presented as check numbers 1935 through 1937 for \$11,463.16. Chairman Kocher noted the invoice totaling \$7,088.60 was for salt. Mr. Wildt made a motion to approve the bills to be paid. Mr. Sheehan seconded the motion. The motion carried 5-0.

SUBDIVISION & LAND DEVELOPMENT

Brittany Bacon addressed the application for the Zekauskas subdivision plan at 1115 Lightstreet Road. The plan is to subdivide the property for the house on one parcel and an apartment over the garage on the other parcel. Ms. Bacon noted that all issues previously raised by township engineer, Todd Pysher of Pysher & Associates, Inc., have been addressed/updated and Mr. Pysher is now recommending approval. Ms. Bacon noted that an occupancy permit would be required if someone resides in the apartment. Connection to the public sewer line was previously addressed by the Scott Township Authority. Mr. Hafner made a motion to approve the Zekauskas plan for subdivision. Mr. Wildt seconded the motion. The motion passed 5-0.

OLD BUSINESS

Cinema Center Light Payment #1 – Ms. Bacon stated that payment to C. M. High, Inc. in the amount of \$231,700.00 is required. Upon receipt of the cancelled check from that payment, a request will be submitted to PennDOT for 80% reimbursement through the ARLE grant program. The approval for payment to C. M. High was included in the approval of the bills to be paid. Chairman Kocher noted that a future agenda item will be discussion of the 20% portion of all expenses related to the Cinema Center Light project.

20 Shawnee Road – Ms. Bacon explained that the Emergency Demolition Notice posted on the property required completion of a structural integrity inspection report from a qualified engineer by 2/1/24. As this was not completed, Scott Township could proceed with demolition on 3/15/24. Further action is tabled until retention of a Township Solicitor.

Park Grant Bid – Chairman Kocher reported that he and Ms. Bacon spoke with URDC on Phase II of the Park Grant Project. This project went out for bids with all bids received considerably higher than budgeted by URDC. The low bid received was \$202,399 as compared to the budget of \$146,000. Ms. Bacon had previously requested an additional \$70,000 match from DCNR, however DCNR will not address our request until the project has been put out to bid, with results, and considered over-budget. Chairman Kocher explained that if Scott Township accepts the low bid now, there is the possibility that DCNR would not approve the additional funding. Chairman Kocher further explained that if Scott Township rejects all bids received, then the request will be addressed by DCNR. If the additional funding is approved by DCNR, then the project can be rebid. If DCNR funding is not approved, Scott Township can adjust the Phase II plan and related budget. Ms. Bacon noted that this is the same process that happened with the original Phase I of the Project. Ms. Lynn made a motion to reject all bids received for the Park Project Phase II. Mr. Hafner seconded the motion. The motion passed 5-0.

Township Solicitor – Chairman Kocher and Mr. Hafner met with two interest parties for the Scott Township Solicitor position. A Special Meeting of the Scott Township Board of Supervisors will be held on February 29, 2024, at 12:00 noon to consider the appointment of a Township Solicitor.

North Centre Township – Ms. Bacon stated that she received an email from North Centre Township regarding the Fire Services Agreement. Scott Township requested to amend the 2023 agreement to include language on Worker's Compensation, however North Centre Township did not agree with the proposed amendment. Scott Township Supervisors will consider a revised agreement if and when presented by North Centre Township.

Maintenance Truck Accident – Mr. Kashner reported that there was a motor vehicle accident on the Saturday of the snowstorm (2/17/24) that involved the township's 2015 Ford F550. The township driver was not at fault and the truck sustained minimal damage. The police department and insurance company were notified.

NEW BUSINESS

Maintenance Department Dump Truck Purchase – Mr. Kashner stated that he has begun gathering information to replace the 2015 dump truck. He is going to continue to get prices with the plan that the matter be considered by the Supervisors in June/July 2024 timeframe, noting it would take another 6-7 months after ordering for availability.

Part Time Maintenance Department Position – Mr. Kashner stated there is a part time maintenance position, included in the 2024 budget, that became vacant in 2023. Doug would like to begin the recruitment process. A motion was made by Mr. Hafner to proceed with advertising/interviewing the part-time maintenance position. Mr. Wildt seconded the motion. The motion carried 5-0.

Paving 2024 – Mr. Kashner reported that a meeting with PennDot had been scheduled to discuss paving plans in 2024, however the meeting was postponed due to inclement weather. He will have more information for review, including the annual Liquid Fuels allocation, at the March 2024 Board of Supervisors' meeting.

EMA Coordinator – Ms. Bacon reported that Earl Mordan, Arbutus Park Road, submitted an application for the Scott Township EMA Coordinator position. Ms. Lynn made a motion to appoint Earl "Skip" Mordan to the Scott Township EMA Coordinator position. Mr. Sheehan seconded the motion. The motion carried 5-0.

Police Department 2014 Sedan – Police Chief Ray Klinger noted that the Police Department's 2014 sedan has not been run for over a year and the cost would be considerable for necessary repairs. Chief Klinger recommends either scrapping the vehicle (scrap value approx. \$500) or listing on Municibid for sale. He will have more information on this matter for the March 2024 meeting.

Mr. Hafner made a motion to adjourn the meeting. Mr. Wildt seconded, and the motion carried 5-0. The meeting was adjourned at 7:26 p.m.

Respectfully submitted,

Brittany M. Bacon
Secretary/Treasurer