

Connoquenessing Township's Supervisors Meeting was called to order by Chairman Terry Steinheiser at 6:00 p.m. on December 1, 2021 at the Connoquenessing Township Municipal Building. Present were Supervisors Terry Steinheiser, Ed Rupert and Ricky Kradel. Also attending was Solicitor Andrew Menchyk, Jr., Engineer William Braun, Treasurer/Asst. Secretary Lee Kradel and Secretary/Asst. Treasurer Brenda Davis to take the minutes. Twenty-six people signed in on the public sign in record on file. The meeting opened with the Pledge of Allegiance and Prayer.

### **REVIEW MINUTES**

Reviewed minutes of November 3, 2021. Rupert stated a correction needed made under "Comment Period" under Wayne Kaltenbaugh section, 3<sup>rd</sup> sentence - "thinks a bigger pipe and installing a smaller orifice" should have said "installing a smaller orifice in a larger pipe". Rupert motioned to accept the November 3, 2021 minutes with these changes. Kradel seconded. Roll call, yes. Reviewed minutes of November 18, 2021. Brendan Linton stated on Page 3 where he said "city of New Castle has to use Cranberry Township for back up" should clarify only for medical calls, not fire fighting. Rupert motioned to accept the November 18, 2021 minutes with these changes. Kradel seconded. Roll call, yes.

### **FINANCIAL REPORT**

Lee Kradel reported the beginning balance in the General Fund is \$132,773.69 but after deposits of \$129,041.65 and checks in the amount of \$74,798.08 are approved tonight the ending balance will be \$187,017.26. Lee Kradel stated the Escrow account beginning balance is \$58,733.50 but with deposits of \$1,380.00 and checks in the amount of \$1,812.00, the ending balance is \$58,301.50. Lee Kradel said the Highway Aide beginning balance was \$38,506.72 but with interest in the amount of \$1.69, the ending balance is \$38,508.41. Lee Kradel stated the Act 13 Impact Fee fund beginning balance is \$242,570.60 but with interest in the amount of \$42.53 the ending balance is \$242,613.13. Lee Kradel stated the Act 13 CD beginning balance remained the same at \$728,843.49 but with interest of \$549.48, the ending balance is \$729,392.97, leaving a grand total of \$972,006.10. Lee Kradel stated the American Relief Plan had a beginning balance of \$203,269.83 but with interest in the amount of \$35.64 the ending balance is \$203,305.47. Kradel motioned to approve the financial report and pay the bills. Rupert seconded. Roll call, yes.

### **COMMENT PERIOD** - three minute limit pertaining to agenda

Calvin Wonderly mentioned the SEO report on the agenda is always blank and asked if the SEO ever comes here and who does he work for. Steinheiser stated he would only attend per the board's request. Mr. Wonderly feels the public supplies more facts than the SEO about the sewage issues. Lee Kradel stated Dave Ice's findings are in the Act 537 Plan and that is where the public attained the information. Rupert stated Mr. Ice would have to be asked to do more testing and the Township be charged before more reports could be furnished. Kradel stated he has not been sent out yet because the Sewer Plan is on hold. Kradel stated after the meeting with DEP then it will be determined if he needs to do testing and where. Wonderly asked why the SEO report is on agenda if he never reports. Rupert stated per the second class code this is a required line item. The board stated he does do current testing for new homes and other requested tests and those reports are turned over to the Township. Brendan Linton suggested stating what he is currently testing under the SEO report but there is nothing else for him to report about at the present time. Wonderly asked what Dave Ice does if there are malfunctioning systems. Rupert stated he goes out and inspects and gives them their options to correct and then follows up. Kay Double asked how many is Dave Ice currently working on. Kradel stated it's mainly new homes estimated at one per month. Brenda Davis stated she could report everything under the SEO Report but Steinheiser stated it is public information and not necessary to list under the report. Kradel doesn't want Mr. Ice to do anything until after the meeting with DEP.

**REQUEST TO BE HEARD - three minute limit**

Mark Williams asked if we could place a section on the agenda for updates on the Act 537 Plan. Kradel thought that would be a good way to update the community once a month on where the Act 537 Plan stands. Steinheiser stated DEP has given the board some dates for the meeting but nothing is set yet. Kradel stated the advertisement for a second opinion for an engineer to review the plan is open until December 30, 2021 then the board will have to review. Mr. Menchyk, Jr. feels the meeting will not take place until February. Rupert stated he feels they shouldn't meet until the board has a plan to present to the DEP. Mr. Williams questioned if the Rt. 68 corridor has been established yet. Kradel stated his Rt. 68 corridor would be from Moose Rd. to Whitestown Rd. but stated that is his opinion and the corridor is not yet determined. Kradel hopes a professional will determine where it is and pick up the side roads where there are malfunctioned systems. Steinheiser stated the Township won't know until a meeting with the DEP.

**OLD BUSINESS**

\*NONE\*

**NEW BUSINESS**

Mr. Menchyk, Jr. stated the supervisor's meeting held on November 18, 2021 to discuss an increase in fire tax and if the supervisors are favorable to an increase he stated there are steps to be taken. First, Mr. Menchyk, Jr. stated a fire tax needs set by resolution however since there is an old Ordinance #54 dated December 22, 1993 with a stated .5 mill fire tax rate, a new ordinance would need enacted and the old ordinance would need repealed and then levy a new fire tax rate by resolution. Mr. Menchyk, Jr. presented a draft resolution approved by the second class township code stating the above. Rupert motioned to advertise the draft ordinance for possible adoption on "close of business" meeting on December 28, 2021. Kradel seconded. Roll call, yes. Mr. Menchyk, Jr. stated the ordinance and a resolution can be adopted at the December 28, 2021 meeting with the new fire tax rate which will go into affect January 1, 2022. Mr. Menchyk, Jr. stated the old Ordinance #54 will be repealed at the December 28, 2021 meeting. Rupert questioned whether the budget should be advertised now with the current rate. Mr. Menchyk, Jr. stated, "yes". Mr. Menchyk, Jr. stated he would do the advertisement.

Steinheiser mentioned the Township is in need of a cleaning person. Kradel stated it will be a part time position and a job description needs provided to the applicants. Kay Double asked what the pay is. Rupert said probably \$13-\$14 an hour. Ken Dambaugh asked if the Township would consider a cleaning company come in every other week. Rupert stated this was looked into before and since private companies have to provide their own insurance the rate is too much. Kradel motioned to advertise for a cleaning person stating the hours and/or days needed. Rupert seconded. Roll call, yes.

**PLANS**

Mike Lewis with Land Surveyors presented the Brenckle Lot Line Revision Plan. Rupert stated the plan went through the Planning Commission and Bill Braun stated Senate Engineering reviewed and approved their plan and the modifications they are requesting. Matt McConnell, who lives off Hoch Lane, questioned how Hoch Lane would be affected. Mike Lewis showed the lot line revision and stated Hoch Lane will remain the same, a 12' private lane. Rupert asked if a maintenance agreement needed made for Hoch Lane. Mr. Menchyk, Jr. asked if Hoch Lane was crossing the two properties. Mr. Lewis stated, "no". Mr. Menchyk, Jr. stated no maintenance agreement is needed. Rupert motioned to approve their modification be granted for providing contours on the Plan, since the plan is a lot line revision. Kradel seconded. Roll call, yes. Rupert motioned to approve the modification to the scale of 1" = 200' or greater since it is such a large property. Kradel seconded. Roll call, yes. Kradel motioned to approve the Brenckle Lot Line Revision Plan for preliminary and final approval. Rupert seconded. Roll call, yes.

**ENGINEER REPORT**

Bill Braun stated he inspected the stormwater pond again per request of #1 Cochran's engineer and said the holes don't match the elevation on the design drawings and recommends retaining the escrow money. The board agreed.

**SOLICITOR REPORT**

Mr. Menchyk, Jr. provided the supervisors with an amended Armstrong Franchise Agreement which he and Mr. Hassler from Armstrong have completed for their review and potential approval. Mr. Menchyk, Jr. stated the current agreement has expired. Rupert questioned if the video charges discussed before were taken out of the agreement. Mr. Menchyk, Jr. said, "yes". Ken Dambaugh questioned how long the term will be and what Armstrong services are paid to the Township. Mr. Menchyk, Jr. stated it will be a 10-year term and Township only gets a percentage on cable services. Mr. Dambaugh feels the term should only be 3-5 years and also suggested looking into whether the Township could get a percentage of the internet/broadband. After board discussion, Steinheiser tabled the Armstrong Franchise agreement until Mr. Menchyk, Jr. can discuss other terms, etc. with Mr. Hassler.

Mr. Menchyk, Jr. asked Brenda Davis about sending a letter to Golden L for them to pay their Occupancy Permit application fee. Ms. Davis stated she has already sent two requests but no response. Roy Gilliland questioned why not just put a judgment against them to get the money. Mr. Menchyk, Jr. stated the Township already has an estimated \$65,000 judgment against them and that hasn't been settled. Rupert motioned to have Mr. Menchyk, Jr. send a letter to Golden L for Occupancy Permit application fee. Kradel seconded. Roll call, yes.

**CODE ENFORCEMENT REPORT**

Rupert motioned to ratify the October 2021 amount to \$442.61 from incorrect amount of \$916.99 that was tabled last month. Kradel seconded. Roll call, yes.

Kradel motioned to approve invoice for November 2021 in the amount of \$245.02. Rupert seconded. Roll call, yes. Report in packets.

**ROAD MASTER REPORT**

Kradel stated the road crew has been out 3 nights so far with winter weather. Kradel said they continue to clean ditches and winter maintenance on equipment. Evelyn Hockenberry said the snow material put down on Boy Scout Rd. is rough. Kradel stated it's mixed 50/50 - salt and antiskid. Hockenberry said she likes it and it works well for ice/snow. Steinheiser mentioned Kradel got the Eagle Mill Rd. slippery spot milled down and thanked him for his expediency of this safety issue. Road superintendent report for November 2021 in packets.

**BUILDING PERMITS APPLIED FOR THIS MONTH**

50-21 - Ron Anthony - Whitestown Rd. - garage - 11/4/21  
 51-21 - Rolling Valley Estates - Eagle Mill Rd. - mobile demo - 11/3/21  
 52-21 - Judson Autobody - Evans City Rd. - addition - 11/8/21  
 53-21 - Gene Koebler - Dick Rd. - goat house - 11/8/21  
 54-21 - Mike Forbes - Rose Haven Dr. - garage - 11/9/21  
 55-21 - Ritenour Limited Partner II - Kriess Rd. - commercial building - 11/12/21

**TAX COLLECTOR REPORT**

Rupert motioned to approve invoice for postage expenses in the amount of \$198.67. Rupert stated this is a 1/3 of her expenses and a 1/3 is paid by the County and a 1/3 by School District. Kradel seconded. Roll call, yes. Lee Kradel said Ann Isaacs informed her that the Township was not billed for any of the mess up on hydrant taxes this year and said the County paid it all.

**SEO REPORT**

\*NONE\*

**EMERGENCY MANAGEMENT COORDINATOR REPORT**

Rupert stated the CVREMA will be having a meeting to approve their budget and our portion will be approved in our budget. Rupert stated at last meeting it was decided to stay with the CVREMA another year contingent on the 2023 budget would split the expense of the workers comp. and liability insurance equally between the three municipalities. Rupert stated in the past the Township was billed the most because it was based on population but feels this expense should be equal. Rupert stated the letter is prepared and ready to mail.

Matt McConnell jokingly said he went from a .5 mill fire tax guarantee at the beginning of the meeting to that ordinance being repealed and a new ordinance not in place yet, therefore going to zero. Steinheiser stated it takes time to go through the process but a new millage should be approved by the December 28, 2021 meeting. Rupert asked Mr. McConnell what is guaranteed income amount is. Mr. McConnell stated between \$150,000 - \$260,000 annually which a building would cost around \$4,000 - \$6,000 mortgage payment per month. Mr. McConnell did say they will probably pay a year premium when the fire tax comes in instead of monthly. These amounts are based on a mortgage of 1.5 million. Rupert questioned whether the fire company would purchase a used fire truck to reduce expenses. Mr. McConnell stated, "yes" that would be ideal but most used fire trucks don't fit in the current building, either too high or too long. Rupert asked how much revenue will the Connoquenessing Borough be giving annually if they raise to 3 mill. McConnell stated, roughly \$13,000 annually. Lee Kradel asked what revenues count as guaranteed income? Mr. McConnell stated mainly Fire Tax. Mr. McConnell said if you can show fundraising amounts from the same source over 5-10 years, they may take that. Lee Kradel did a quick calculation and stated if the Township did give 3 mill that would only be \$135,000 not the minimum of \$150,000. Mr. McConnell stated the Borough and other funds would be added to that amount. Mr. Roy Gilliland asked if donations will go down if the fire tax increases. Mr. McConnell does not feel it will be a major affect. Mr. Gilliland asked what would be in the fire building and whether there would be a hall they could rent out. Mr. McConnell said, "yes". Mr. McConnell also stated he wants the building large enough for a gym, sleeping rooms, etc. to accommodate 20-40 years in the future. Brendan Linton stated three members of the Cranberry Township fire department are paid. Mr. McConnell said Butler Township pays a stipend for the fire crew that stays on call for 24 hour shifts and need these type of facilities.

**MOTIONS & GENERAL INFORMATION**

**Steinheiser said the below, which was on the agenda, is for information:**

Close of Business meeting has been set for December 28, 2021 at 6:00 p.m.

Organizational meeting will be held on January 3, 2022 at 10:00 a.m.

First supervisors meeting of 2022 will be held immediately following the Organization meeting on January 3, 2022 at 10:00 a.m.

Elected auditors will meet on January 4, 2022 at 1:00 p.m.

Steinheiser stated the Township will be closed at 12:00 p.m. on December 23, 2021 for Christmas Eve, December 24, 2021 for Christmas Day and December 31, 2021 for New Years Day.

**MOTION TO ADJOURN**

Kradel motioned to adjourn the meeting at 6:55p.m. Rupert seconded. Roll call, yes.