

MADISON TOWNSHIP

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May 8, 2017 MEETING MINUTES

The May 8, 2017 meeting of the Madison Township Supervisors was called to order by Michelle Densberger at 7:00 PM. Also attending the meeting were Glenn Titman & Terry Rider.

Employees in attendance: Beverly Lutcavage, Jon Swank, Jen Alexander

Guests in attendance: Nancy Welliver, Bob & Mary McWilliams, Wayne Yeager, Carol Yeager

Opening of Bids:

Dump Truck: Received one bid from Bradco in the amount of \$50,000

Used 2009 Peterbilt Model 335 Dump Truck

Motion by Glenn Titman 2nd by Terry Rider to accept Bradco bid \$50,000 for 2009 used Peterbilt Dump Truck.

Recognition of Guests: Dale Yeager had questions regarding ordinances for trash and burning. Secretary will look into ordinances to see if there is any ordinance regarding trash and burning. Both Dale and Carol Yeager also voiced their opinion in agreement for more police coverage and better equipment such as the Enrad system that the police told them they needed for speed enforcement.

The minutes of the regular meeting held April 10, 2017 were accepted and approved. The Treasurer's Report that includes the check register, balance sheet and the Profit and Loss Reports were accepted and approved. Bills were approved for payment.

Motion by Terry Rider 2nd by Glenn Titman. Motion carried

Motion: Approve minutes of April 10, 2017 meeting

Motion by Glenn Titman 2nd by Michelle Densberger. Motion carried

Motion: Accept the financials as submitted and pay the bills

Municipal Authority: held a short meeting

Planning Commission: Gross Subdivision Humpty Dumpty Road. County comments were addressed/corrected. Removal of not for development clause.

Motion by Terry Rider 2nd by Glenn Titman. Motion carried

Motion: Accept the Gross subdivision as submitted.

Transfer Tax Report: (1 - \$4483.38 – Pfeiffer/Slater))

SEO Report: ()

Permit Officer Report: ()

Ordinance Enforcement Officer:

Road Master Report: Terry Rider submitted his report.

Police: Report submitted by John Swank.

Old Business:

Slate Road Bridge Project still on hold pending Terry talking to the game commission

Community Center Ramp - \$1500 held back pending completion on project

Tunnel Road Project – Extension granted until May 31, 2017

Metrocast – They will review the area and decide if they want to pursue service in the area, it could take many months to complete the process.

New Business:

Direct deposit of payroll – Secretary Lutcavage requested permission to add direct deposit of payroll as an option at a cost of \$10 flat fee per month. Discussion was held and it was decided to mandate direct deposit of payroll.

Motion by Michelle Densberger 2nd by Terry Rider. Motion carried

Motion: Mandate direct deposit of payroll for all employees.

Employee Handbook changes – Discussion on number of hours worked for FT & PT status. It was decided that Regular Full Time will be 37 or more hours per week. Regular Part Time will be less than 37 hours per week. A discussion was held on a policy for emails and text to be added to the employee handbook. This item was tabled until next month so that information can be gathered for policy wording. Discussed policy for unused vacation time earned by part time employees.

Motion by Michelle Densberger 2nd by Terry Rider. Motion carried

Motion: To change employee handbook to reflect full time and part time hours of 37 or more hours per week for full time and less than 37 hours per week for part time.

Motion Michelle Densberger 2nd Terry Rider. Motion carried

Motion: Any unused vacation time earned by part time employees will be paid in a lump sum in the last paycheck of the year.

The Massey Ferguson tractor need to be replace. Franklin Township Lycoming County is selling a Case Model 895 1986 International Tractor for \$6500. Terry, Glenn and Tom went to look at it and it is in good shape.

Motion by Terry Rider 2nd by Glenn Titman. Motion carried

Motion: to purchase the tractor from Franklin Township for \$6500.

Discussion on a DMI machine from JAMAR Technologies. This device will measure roadways making quicker and easier for the road crew to measure, also has a software program that can be added on in the future to do other things such as sign inventories.

Motion by Terry Rider 2nd by Glenn Titman. Motion carried, Michelle Densberger voted no.

Motion: To purchase the DMI for \$800

Backup alarm on the grader and sterling truck not working but will be fixed.

Terry requested to purchase signs needed by road crew when working on the roads. Cost of the purchase is \$1153.06.

Motion by Terry Rider 2nd by Michelle Densberger. Motion carried

Motion: Purchase signs from Bradco as per quote.

Discussion was held on the financing of the equipment being purchased as approved earlier in the meeting. The tractor will be paid for with funds from the Liquid Fuels account. The dump truck will be purchased using a lease purchase. A rate quote was received from First Columbia Bank and

Secretary Lutcavage will get rates from multiple other banks for both a 3 and 5 year lease purchase with no prepayment penalty.

Motion by Glenn Titman 2nd by ~~Glenn Titman~~ Michelle Densberger. Motion carried

Motion: Finance the dump truck with a lease purchase with no prepayment penalty from the financial institution with the lowest interest rate.

Application for employment received from James Charles Jr. for part time work.

Motion by Terry Rider 2nd by Michelle Densberger. Motion carried

Motion: to hire James Charles Jr. as an unskilled laborer at a rate of \$10.25 per hour

Terry requested to change the status of Nathan Han from part time unskilled laborer to part time semi-skilled laborer.

Motion by Michelle Densberger 2nd by Terry Rider. Motion carried

Motion: Change the status of Nathan Han from unskilled laborer to semi-skilled laborer at a rate of \$13.75 per hour.

Discussion on tabled item from April meeting regarding the crack sealing of Woodland and the Community Center.

Motion by Michelle Densberger 2nd by Glenn Titman. Motion carried

Motion: To accept the bid from Floyd Fry crack sealing on Woodland and the community center and repairs to the lot at the community center.

Discussion on 2017 chip and oil. Will be advertised in the press enterprise. Deadline for signup will be June 12th prior to the regular meeting. Prices will be

MC-70 - \$150.00 per 100'

CRS2-PM - \$100.00 per 100'

EDP Dust Oil - \$50 per 100'.

Correspondence: submitted and reviewed

For the Good of the Township:

Jerseytown Ladies Aide did a great job with the easter egg hunt.

Community Center - Election day Tuesday May 16th selling soup by the quart, Auction May 9th and May 23rd. May 21st is the last Blue Grass for the year. June 11th Community Dinner/Home Coming

Motion by Michelle Densberger 2nd by Glenn Titman to adjourn at 21:48. Motion carried.

Respectfully submitted,

Beverly Lutcavage
Secretary-Treasurer