

Black Creek Township Supervisors Regular Meeting Minutes July 3rd, 2018 2:00pm

The Regular Meeting of the Black Creek Township Supervisors- held on Tuesday, July 3rd, 2018, at 2:00p.m.

Present: Lescowitch, Rohrbach, & Adams

Pledge of Allegiance to the Flag

Public Comment on Agenda Items: Ed Vergari- recommended stating “total funds” instead of “total available funds” for the financial report. Dr. Rohrbach stated she will change the wording.

Minutes:

Chairwoman Adams will ask if there are any additions or corrections to the Minutes of the Regular Meetings June 5th, 2018. A motion by Lescowitch, seconded by Rohrbach, to approve the minutes of the Regular Meeting, as presented.

Roll Call: Lescowitch yes; Rohrbach yes; Adams yes

Financial Report:

Supervisor Rohrbach will give the township’s financial report from June 1st, 2018 through June 30th, 2018.

General Fund:	\$183,667.09 (\$22,799.70 of general fund money in escrow for fire)
State Fund:	\$93,587.21
Money Market Account:	\$80,408.91
<u>Total Funds:</u>	\$357,663.21
Alumni Account:	\$4,587.79

A motion by Adams, seconded by Lescowitch, to approve the financial report.

Roll Call: Lescowitch yes; Rohrbach yes; Adams yes

Bills:

Payment of the bills, as presented.

A motion by Lescowitch, seconded by Adams, to approve the bills as presented and to pay any and all bills in all funds that become due before the next regular meeting.

Roll Call: Lescowitch yes; Rohrbach yes; Adams yes

Correspondence:

e-mail from Tarah Toohill’s Office:

Fish free on July 4th- Residents and non-residents are allowed to fish free without a fishing license

Township Reports:

Zoning Report:

- Zoning Officer, Paul Kattner read the zoning report

Fire Company:

- Fire Chief Joe Lescowitch reviewed the activity report

Emergency Management:

- Steve Motil was not in attendance

Engineer Report:

Engineer: Joe Calabrese

- Not present, given by Attorney Karpowich
- Level 2 storm water permit was given to a landowner in Eagle Rock
- Tower Road bridge replacement- waiting on consultant form PPL to confirm that pole relocation plan is acceptable. Project should be bid out in early August and begin in September.
- Proposed Multimodal Transportation Fund Grant for Chicks Lane, due July 31st. A 30% match must be made by township. Total construction cost for the project \$350,000. \$245,000 is the grant amount. A \$105,000 match must be made by Black Creek Township. Resolution 1 of 7/3/2018.
- A motion by Lescowitch, seconded by Rohrbach, to pass Resolution 1 of 7/3/2018 for the grant.
- Roll Call: Lescowitch Yes; Rohrbach Yes; Adams Yes

Solicitor: Donald Karpowich, Esq.

- Tax sale for Carty/Pumpkin house- was purchased by an adjoining landowner, the Eberts and they have been notified by Attorney Karpowich that the house must be taken down. Will take a few weeks for the sheriff to send the deed.

Road Department:

- The road department report was reviewed by Chairwoman Adams
- Dr. Rohrbach added that a bridge closed sign and weight limit signs were stolen and theft was attempted to the stop sign, which was left partially unbolted, at the intersection of Chicks Lane and Tower Road. The stolen signs were reported to state police. A report was made. The troopers said that anytime anything is stolen in the future, it should be reported.

Old Business:

No Sewer Authority replacement for George Currilla

Dirt, Gravel, and Low Volume Road Maintenance Grant for T329 Derringer Street, "Dump Rd". Dr. Rohrbach contacted the LTAP engineer as requested by the supervisors to look at Derringer Street again. He can review the road in September. Additionally, Nancy Tolotti, an adjoining landowner of Derringer Street, requested that the township apply for the grant. Adams and Lescowitch stated that there was partying on the road.

- A motion by Lescowitch, seconded by Adams, to deny applying for the grant.
- Roll Call: Lescowitch Yes; Rohrbach No; Adams Yes

New Business:

Twin County Joint Municipal Authority Audit Report is now complete

Pennsylvania Department of Transportation has completed our evaluation of the costs of the winter service for that 2017/2018 winter season. Black Creek Township will be reimbursed \$7,203.35. We should receive this payment in the next 60 days.

Schedule Regular Township Meetings for the first Tuesday of every month at 6:00pm April through September and then 10:00am October through March.

- A motion by Dr. Rohrbach to approve changing the meeting times.
- No second was made

Keep copies of all township records at the Black Creek Township Municipal Building.

- Adams stated 3 years of township records are kept in the current municipal building, then transferred to the old township building and stored. Rohrbach disagreed and stated that she has asked for recent documents and was told that they were not stored at the current office and she had to retrieve them from Karpowich's and Calabrese's offices. Adams stated that there was confusion on what Rohrbach requested to see, Rohrbach disagreed.
- A motion by Rohrbach was made to store the documents at the current municipal building, with no second.
- Karpowich suggested adopting a record retention policy and then once the policy is adopted, the township can see how much room will be needed, once they are able to purge certain documents. He will have this prepared for the next meeting.
- Lescowitch made a motion to table the action, seconded by Rohrbach
- Roll Call: Lescowitch Yes; Rohrbach Yes; Adams Yes

Change the employee handbook to require that all disciplinary actions must be documented in writing.

- Rohrbach wants to ensure that there is no confusion in the future with reprimands, as there was with a recent personnel issue. If someone was reprimanded in any form, it should have to be documented in their file and they must be informed that it was added to their file.
- Karpowich will research this for the next meeting.
- Lescowitch made a motion to table the action, seconded by Rohrbach
- Roll Call: Lescowitch Yes; Rohrbach Yes; Adams Yes

The next scheduled Regular Supervisors Meeting will be held on August 7th, 2018 at 2:00pm.

Lescowitch brought up a topic not listed on the agenda. He stated he has been fielding complaints about Paul Kattner, Zoning and Code Enforcement Officer, for the last 4 or 5 months and has 7 or 8 written complaints.

- Lescowitch made a motion to terminate the employment of Paul Kattner, Zoning and Code Enforcement Officer. Rohrbach stated that public comment must be allowed prior to a decision. She added that she had no idea what Lescowitch was talking about.
- Lescowitch answered that Paul was riding around and looking and writing out code violations. Kattner stated that he was doing his job.

- Adams opened the floor for public comment on the agenda item:
Rick Davis- That is Paul's job, when Paul sees something he must enforce the codes. He asked Joe if he has anything in writing. Lescowitch states it is in writing somewhere.

Rohrbach asked Karpowich why the supervisors would not tell her about this and leave her in the dark. Karpowich suggests Rohrbach ask for an executive session, which she then did.

Ed Vergari- Member of Zoning Hearing Board. When Paul showed up, the township was falling apart. Believed it was the zoning officer's job to take care of something when he sees it, not wait until someone reports it. There will always be complaints about the zoning officer and it would be very quick to come to judgment and fire based on the accusations made.

Denise Davis- Pointed out that state of Joe Lescowitch's place. No one likes a code officer when they come and tell you that you have to clean up your place, but if you do what you are supposed to do, you will never have to see Paul at your place.

Donna Lupcho- She could wallpaper her walls with papers from the codes officer, but has nothing against Paul, he was just doing his job. She wanted to see Paul go from one end of the township to the other and not pick on the same people. She also mentioned to Paul about the state of Lescowitch's property.

The supervisors broke for an executive session on the Personnel matter of Paul Kattner at 2:38p.m.

- Upon returning, a second was made by Adams to terminate Paul Kattner's employment.
- Rohrbach thought the decision was very rash and unwarranted
- Roll Call: Lescowitch Yes; Rohrbach No; Adams Yes

Lescowitch makes a motion to appoint Barry Isett as an interim zoning and code enforcement officer, seconded by Adams.

- Roll Call: Lescowitch Yes; Rohrbach No; Adams Yes

Lescowitch made a motion to adopt a policy where all complaints must be in writing and be signed by the complainant.

- Rohrbach asked why this item was not put on the agenda. Lescowitch said he was not asked, but Rohrbach replied that he knew that all he has to do is put what he wants on her desk or let her know. Some residents are afraid of the people they are reporting and shouldn't have to put their name on a form.
- Rohrbach asked if it can be guaranteed that the residents filing the report are not disclosed.
- Ed Vergari asked how much Barry Isett will cost- Lescowitch answers \$65 an hour
Asked if someone is being terminated, who he thinks is doing a good job on the basis of complaints, shouldn't these complaints be made to be in writing and signed and then decide if these complaints are legitimate.

Adams seconds the motion made by Lescowitch

- Roll Call: Lescowitch Yes; Rohrbach No; Adams Yes

Lescowitch made a motion to advertise for a new zoning/code enforcement officer, seconded by Adams.

- Roll Call: Lescowitch Yes; Rohrbach No; Adams Yes

Public Comment:

Sharon Rohrbach- 6 weeks ago Tower Road bridge was closed. No detour signs were put up, causing a hardship for all who use the bridge. Called Tarah Toohil's office, who contacted Department of Roads and Bridges. They contacted her 2 days later and put up a detour. Thankful to Tarah Tohill's Office and the Department of Roads and Bridges for their help.

Adjournment:

A motion by Lescowitch, seconded by Rohrbach, to adjourn the meeting at 3:00p.m.