

**MINUTES - RALPHO TOWNSHIP SUPERVISORS**  
**REGULAR MONTHLY MEETING - FEBRUARY 11, 2014**  
*Held in Municipal Building Meeting Room, 206 S. Market St, Elysburg, PA*

*Chairman Madara called the meeting to order at 6:30 p.m. and led the recitation of the Pledge of Allegiance to the flag.*

Attending were: Supervisors Blaine Madara, William Wetzel, Stephen Major and Daniel Williams, Supervisor Vince Daubert was absent. Also attending were: Township Manager Joseph Springer, Solicitor Todd Kerstetter, Township Secretary/Treasurer Debra Olson; Township Engineer Justin Keister, Roadmaster Howard Shaddock; Harvey Boyer Planning Commission Chairperson; Jeff Kyle and Dale Baumes of DGK Insurance; Jamie Shrawder SEDA-COG; Officer Steve Spade and 2 interested citizens.

**CHAIRMAN APPOINTED COMMITTEE/DEPARTMENT HEADS:**

**STREET DEPARTMENT** – Steve Major

**BUILDINGS** – Chip Wetzel

**POLICE DEPARTMENT/PUBLIC SAFETY** – Vince Daubert

**ZONING** – Dan Williams

**RECREATION** – Chip Wetzel

**RECYCLING** – Blaine Madara

Jamie Shrawder was present to give CDBG update. Major/Williams motioned to approve Community Development Block Grant Application Preparation Schedule for 2014. Motion carried.

Wetzel/Madara motioned to adopt Keystone Communities Program Funding Agreement between the Housing Authority of Northumberland County and Ralpho Township. Motion carried.

Jeff Kyle, DGK Insurance, was present to give insurance renewal presentation.

Wetzel/Williams motioned to accept the insurance proposal from DGK Insurance for \$29,447 package and \$26,971 worker's comp with EMC and worker's comp plan with State Worker's Insurance Fund for volunteer firefighters paying 25% with application and remaining in 10 equal installment payments. Motion carried.

**CITIZEN INPUT ON AGENDA ITEMS** – Steve Girardi and Jay Kleman from EPIC Construction were in attendance to ask how to do a proposed commercial development and subdivision of 13 acres. Secretary gave them the Code Officer's contact information and they were informed that they could ask him for guidance and also go on the township website to read up on the code themselves.

Minutes of January 6, 2014 regular monthly meeting and reorganization meeting were accepted as presented on Major/Wetzel motion and carried.

**TREASURER'S REPORT** was accepted as presented on Wetzel/Williams motion and carried.

Bills were approved as presented for payment, including those bills paid between meetings on a Major/Madara motion, motion carried unanimously.

**CORRESPONDENCE**

- Thank you was received from the Ralpho Business Association
- 2<sup>nd</sup> notice was received DEP Earth Disturbance Inspection Report was received on Kenneth Clark property at 369 E Center St. Code Officer is watching this site.
- Northumberland County Conservation District invitation to 2<sup>nd</sup> Annual Conservation District Winter Forum being held March 4<sup>th</sup> was received.

- Crossroads Group Letter re: DEP Permit Application for Pennsylvania State Sportsmen's Association was received.
- 2013 Annual Investment Reports for the Ralpho Township Police and Non-uniformed Pension Plans are available for review in the Township Office.
- Notice from Donald Free, Municipal Services Supervisor in regard to increases for price quotes and bidding requirements was received.
- Letter from Harding, Hill & Turowski regarding Catawissa Lumber & Specialty Co., Inc. adopting a plan of voluntary dissolution was received.
- Letter was received from Commissioners of the Township of Coal to invite the Board of Supervisors to a meeting scheduled for Wednesday, February 19 at 1:30 p.m. with a Pennsylvania Department of Community and Economic Development official to discuss the initial steps involved in doing a police regionalization study. Secretary was directed to tell them we are not interested at this time.

#### **COMMITTEE/DEPARTMENT REPORTS:**

##### **PLANNING – Harvey Boyer, Chairman**

- Katona subdivision plan was reviewed by Supervisors with explanation from Planning Commission Chairman Boyer. No action was taken at this time; plan is still being reviewed by the commission.
- Chairman Boyer asked for clarification on curbing issues before the commission. The commission will review and bring it to the next meeting.
- Wetzel/Major motioned to advertise Campground Ordinance and Zoning Fee Schedule change for next month's meeting. Motion carried.

##### **STREET DEPARTMENT – Williams**

- Report was received.
- Supervisor Williams updated the board on expenses for equipment recently with all the snow events and many equipment break downs.

##### **BUILDINGS – Major**

- none

##### **ZONING OFFICER'S REPORT – Madara**

- 2 permits were issued and \$50.00 in fees were collected during January and issued 2 burn permits and responded to 2 zoning information requests.

##### **POLICE DEPARTMENT/PUBLIC SAFETY – Daubert**

- Report was read.
- Chief Harvey Boyer gave a verbal report on the ambulance service.

##### **RECREATION - Wetzel**

- none

##### **RECYCLING – Madara**

- Notice was received from DEP that we will receive \$4,126 for Act 101 Recycling Performance Grant for the year 2012.

##### **MANAGER'S REPORT**

- Manager Springer updated the board on Atlantic Sunrise Expansion Project pipeline planning to go through a small corner of the Township.
- FEMA application for additional funds for Craze/Drumheller came back as rejected because the scope did not change it was just a cost overrun. Manager will put together final report for the additional funds.

##### **SOLICITOR'S REPORT**

- Roseview Estates Subdivision lot completed so the developer has requested the return of \$1,000 escrow on that lot. Major/Madara motioned to return the \$1,000 escrow. Motion carried.

**ENGINEER'S REPORT**

- none

**OLD BUSINESS:**

- Wetzel/Major motioned to appoint Jim Williams for the opening of Township Vacancy Board. The term is reappointed annually. Motion carried with Supervisor Williams abstaining from the vote.

**NEW BUSINESS:**

- Notice was received from the Police Officers Association to begin collective bargaining process. Agreement expires December 31, 2014. Mr. Daubert, Mr. Williams and Mr. Springer will be on committee.
- Wetzel/Madara motioned to have Chairman Madara sign the revised Advisory Agreement with Univest Municipal Pension Services, with fees of 1% annual and .25% quarterly. Motion carried.

**CITIZEN INPUT – none**

ADJOURNMENT – there being nothing further for discussion, meeting adjourned at approximately 8:19 p.m. on Major/Williams motion and carried.

Executive session was held for possible litigation.

Respectfully submitted,

Debra L. Olson  
Ralpho Township Secretary