

**SANDY TOWNSHIP SUPERVISORS
SANDY TOWNSHIP MUNICIPAL BUILDING
1094 CHESTNUT AVENUE, PO BOX 267
DUBOIS, PA 15801**

MONDAY, APRIL 17, 2023 @ 7:00 P.M.

AGENDA

MEETING CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE TO THE FLAG

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

EXECUTIVE SESSION

APPROVAL OF THE MINUTES OF THE REGULAR MEETING HELD APRIL 3, 2023

TABLED BUSINESS

UNFINISHED BUSINESS

NEW BUSINESS

1. Approval to Hire Township Secretary-Treasurer
2. Resolution 11-2023 – Budget Transfer Resolution
3. Gabriel Fera Invoice – March 2023
4. DuBois Mall – Outdoor Amusement Application
5. Dave Roman Excavating – Pay Application No. 3 - \$304,479.63

CORRESPONDENCE RECEIVED

CORRESPONDENCE SENT

ADMINISTRATIVE REPORTS

1. Equipment Expense Report – March 2023
2. Tax Collector's Report – March 2023
3. Pennsafe Permit & Fee Report – March 2023
4. Zoning Report – March 2023
5. Public Works Report – March 2023
6. Police Department Report – March 2023
7. Fire Department Report – March 2023
8. Dusan Report – March 2023
9. Engineer's Report
10. Manager's Report

SUPERVISORS COMMENTS

OPEN MEETING TO THE FLOOR

CLOSE MEETING TO THE FLOOR

PAYING OF BILLS

Checks written from April 3, 2023 – April 17, 2023

General Fund	\$ 199,760.91
Stoltz	\$ 487.28
State Fund	\$ 15,745.72
Payroll #7	\$ 125,090.91

ADJOURN

**SANDY TOWNSHIP SUPERVISORS
1094 CHESTNUT AVENUE, PO BOX 267
DUBOIS, PA 15801**

MONDAY, APRIL 3, 2023 @ 7:00 P.M.

MINUTES

MEETING CALL TO ORDER

Chairman Beers called the Board of Supervisors meeting to order at 7:04 p.m.

ROLL CALL

Board Present:

Barry Abbott

William Beers

Samuel Mollica

Kevin A. Salandra

Mark Sullivan

Staff Present:

Shawn Arbaugh, Manager, Engineer

Secretary-Treasurer

Patrick Green, Zoning Officer

Others see attendance sheet.

PLEDGE OF ALLEGIANCE TO THE FLAG

ADDITIONAL ANNOUNCEMENT

Chairman Beers added an Executive Session was held in the morning of March 27th and again tonight at 6:00 p.m. to go over Personnel Issues and Matters.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

APPROVAL OF MINUTES OF SNYDER PUBLIC HEARING HELD

MARCH 20, 2023

Motion by Mark Sullivan second by Kevin Salandra to approve the Minutes of the Snyder Public Hearing held March 20, 2023. A roll call vote was taken.

Barry Abbott – aye

William Beers – aye

Samuel Mollica – aye

Kevin A. Salandra – aye

Mark Sullivan – aye

Motion carried.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING

MARCH 20, 2023

Motion by Mark Sullivan second by Kevin Salandra to approve the Minutes of the Regular Meeting held March 20, 2023. A roll call vote was taken.

Barry Abbott – aye

William Beers – aye

Samuel Mollica – aye

Kevin A. Salandra – aye

Mark Sullivan – aye

Motion carried.

TABLED BUSINESS

1. Gabriel Fera Invoices – December 2022, January and February 2023

Motion by Mark Sullivan second by Barry Abbott to pay the Gabriel Fera Invoices for December 2022, January and February 2023. A roll call vote was taken.

Barry Abbott – aye
Samuel Mollica – aye
Mark Sullivan – aye

William Beers – aye
Kevin A. Salandra – aye

Motion carried.

UNFINISHED BUSINESS

NEW BUSINESS

1. Clearfield County Grant Award – Slab Run Waterline Project

Manager Arbaugh requested Board approval to accept a \$200,000 grant award for the Slab Run Waterline Replacement Project. Commissioner Dave Glass gave a brief explanation of the Grant Award. Commission Glass reported that this grant was scheduled to become available in the second round but has been moved up to the first round due to other issues. The grant is from State and Local Fiscal Recovery Funds (SLFRF).

Motion by Mark Sullivan second by Kevin Salandra to execute the Grant Agreement between the County of Clearfield and Sandy Township as presented. A roll call vote was taken.

Barry Abbott – aye
Samuel Mollica – aye
Mark Sullivan – aye

William Beers – aye
Kevin A. Salandra – aye

Motion carried.

2. Resolution 9-2023 Acceptance of the TASSA Grant and Authorization of Signatory

A Resolution authorizing the execution of an agreement with the Pennsylvania Department of Transportation for acceptance of the funds for the Maple Avenue/Shaffer Road/Dubois walkway connector project in Sandy Township.

Motion by Mark Sullivan second by Kevin Salandra authorizing the Township Manager to sign, on behalf of the Board of Supervisors, the federal aid Reimbursement Agreement between Sandy Township and the Pennsylvania Department of Transportation. A roll call vote was taken.

Barry Abbott – aye
Samuel Mollica – aye
Mark Sullivan – aye

William Beers – aye
Kevin A. Salandra – aye

Motion carried.

3. Christ the King Manor – Lot Consolidation

Code Zoning Enforcement Officer Green presented a request for a lot consolidation plan submitted by John Koptchak, PLS on behalf of Christ the King. This Project is located at 1029 West Long Avenue, DuBois. Christ the King is proposing to consolidate three neighboring lots. The newly formed lot will measure 0.512 acres in size. Future plans for the property include a possible day care center for CTK employees or a public gym. No definitive plans have been submitted at this time. The project will be served by public water and sewer.

Motion by Kevin Salandra second by Mark Sullivan to approve the request for Christ the King Manor Lot Consolidation as presented. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin A. Salandra – aye
Mark Sullivan – aye	

Motion carried.

4. Towing RFP – Authorization to Advertise

Manager Arbaugh presented a Request for Proposal for Vehicle Towing and Storage Services for July 2023 – December 2025. Mr. Arbaugh explained the intent of the towing and storage services. Township personnel may encounter situations in which a vehicle(s) must be towed due to a violation of law or ordinance or because the vehicle(s) is being seized as evidence, or because of an accident, disabled vehicle, or similar circumstance. Authorized tow services will provide on-call towing and storage of impounded private vehicles or towing and clean-up vehicles involved in a crash within the Township. Proposals are due May 9, 2023 by 2:00 p.m.

Motion by Mark Sullivan second by Kevin Salandra to authorize the advertisement of Towing Request for Proposal. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin A. Salandra – aye
Mark Sullivan – aye	

Motion carried.

5. DCED Financial Audit

Manager Arbaugh said the purpose of this agenda item is to seek Board approval to execute a Resolution to amend our STMP grant from DCED to reduce the monetary amount for the architectural services consultant and engage in an RFP and award process with the City of DuBois and DCED to hire a consulting firm to conduct a forensic financial audit of the City's financial records.

Depending on the costs for the consultant, the remaining funds would be used for architectural services for the Municipal Building upgrade. This Resolution number will be 10-2023. DuBois will contribute 5% for DuBois and additionally the other 5% for Sandy Township. (total 10%). DuBois, DCED and Sandy Township are working on the Resolution.

Motion by Samuel Mollica second by Mark Sullivan to execute a Resolution to amend the STMP grant from DCED to hire a consulting firm to conduct a forensic financial audit of the City of DuBois financial records.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin A. Salandra – nay
Mark Sullivan – aye	

Motion carried.

6. First Regular Baptist Church – Easement Acceptance

Manager Arbaugh presented a Grant of a Permanent Easement and Right of Way between First Regular Baptist Church of DuBois, 197 Eastern Avenue, DuBois and Sandy Township Board of Supervisors. The Township has commenced a storm water line project whereby a certain storm water line will be constructed in the area of Sandy Township wherein the real property of the First Regular Baptist Church of DuBois. The stormwater line will alleviate storm water runoff onto the soccer field. Funding is in the Maple Avenue grant account.

Motion by Kevin Salandra second by Mark Sullivan to accept the Easement between First Regular Baptist Church and Sandy Township as presented. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin A. Salandra – aye
Mark Sullivan – aye	

Motion carried.

7. Angry Goat – Outdoor Amusement Application

A representative of the Angry Goat Enterprise presented an Outdoor Amusement application at the 1290 Rich Highway location. Application, Certificate of Liability Insurance, Off-Site Shuttle Parking Agreement with Miller Brothers Furniture, an events calendar 2023 and a check in the amount of \$400.00 (license fee) were received.

Supervisors questioned the applicant about parking. They were assured that with the shuttle service the parking will not be an issue.

Motion by Mark Sullivan second by Kevin Salandra to approve the Angry Goat Outdoor Amusement Application as presented. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin A. Salandra – aye
Mark Sullivan – aye	

Motion carried.

CORRESPONDENCE

1. Hoover Email

David Hoover thanked the Supervisors for the demolition and clean up of the house located in his neighborhood, South Main Street. Manager Arbaugh thanked the Township staff for the good job they did.

Motion by Mark Sullivan second by Kevin Salandra to Receive and File Correspondence. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin A. Salandra – aye
Mark Sullivan – aye	

Motion carried.

ADMINISTRATIVE REPORTS

Manager Arbaugh thanked DeLean Shepard for her assistance interviewing the position of Township Secretary-Treasurer.

Manager Arbaugh recognized the passing of Dave Roman, an electrician and traffic light guru for the Township. He said the Township will miss him.

Mr. Arbaugh said he is working with several banks to move Township monies into CD's or Sweep accounts to make sure the Township is using the best interest rates available with some of its funding.

Working with the City of DuBois and PennDOT to upgrade intersections at Shaffer Road and Maple Avenue in the Township and Division Street and RT 255 in the City under the Green Light Go Project.

Manager Arbaugh reported a Municipal Risk Management for loss control, safety workplace audit was conducted by MRM. We passed that audit. MRM came and inspected our facilities, and everything was up to standard besides a few minor items.

Manager Arbaugh reported the Township will be having an Earth Day cleanup on April 20 beginning at 8 a.m. If any residents are interested, they are welcome to join us. We will meet at the Township Building. He said groups will be split up and hit as many roads as we can in Sandy Township, starting with the ones that we know are the worst. He said anyone that has suggestions on roadways to contact the Township.

Motion by Mark Sullivan second by Kevin Salandra to Receive and File Administrative Reports. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin A. Salandra – aye
Mark Sullivan – aye	

Motion Carried.

SUPERVISORS COMMENTS

Barry Abbott apologized to the Board of Supervisors and Township Manager for a statement he made in a recent news article in which he said he thought they (Board of Supervisors) held a meeting in violation of Pennsylvania's Sunshine Act. (Mr. Abbott, in a March 30, Courier Express article, expressed his concerns about a statement issued on March 29 by the Board regarding the recent

allegations against DuBois City Manager John “Herm” Suplizio held a meeting earlier in the week and conveniently forgot to call him to tell him that they were having this meeting to discuss the statement, and he stated that he thought it was a violation of the Sunshine Law). Mr. Abbott said they met with the Township Solicitor earlier and the solicitor was very clear that, in his opinion, that there was no violation of the Sunshine Law.

Mr. Abbott congratulated Manager Arbaugh for being nominated for the Building Community Partnership for 2023 Governor’s Award.

Mark Sullivan accepted Mr. Abbott’s apology.

William Beers accepted Mr. Abbott’s apology because we try to do everything aboveboard with the solicitor and it’s trying times in the area. He also thanked Shawn Arbaugh for everything he does for the Township.

Samuel Mollica accepted Mr. Abbott’s apology.

Kevin Salandra accepted Mr. Abbott’s apology. He said the Board does everything aboveboard with the solicitor.

OPEN MEETING TO THE FLOOR

Henry Daugherty, Sierra Heights Road asked if there is a possibility to reverse consolidation.

Chairman Beers responded that you would need to get a petition, bring the petition in front of the Board and the County Judge, get as many signatures as possible throughout the community to sign the petition.

Mr. Daugherty asked that if reversal of consolidation could be accomplished, if not Sabula voting precinct is interested in succeeding out of the township. He said he touched base with the State and they sent him all of the paperwork.

Supervisor Sullivan responded that Henry is correct. The only legal subdivision that you can succeed from is a second class township, just like Treasure Lake tried to do many years ago. He said it is possible to legally succeed from a second class township.

Supervisor Mollica told Mr. Daugherty that he would have to show that he was able to establish the same type of government and there would probably be substantial cost involved. Mr. Mollica also said that after 5 years a revote can take place to unconsolidate. A judge would have to decide.

David Whitaker, township resident, asked the Supervisors how they feel about consolidation now.

Chairman Beers said that he personally feels there is a lot of unknowns that need to be answered by the other party, get a clearer picture of this new municipality going forward. He said he did not want to put Township citizens in financial stress. He said we do not want to go into this as a new municipality under Act 47, so that’s why we went into this venture with this forensic audit. Mr. Beers said hopefully it will leave no stone unturned to see where the City is at.

Mr. Whitaker said he feels the same way.

Supervisor Mollica said that he and Supervisor Abbott were instrumental in putting the consolidation vote on the ballot and that if the allegations were known back then, there would have been no sense putting it on the ballot.

Mr. Whitaker noted that the vote for consolidation was decided by 33 votes. He said he doesn’t have a lot of confidence in the Pennsylvania election system.

Supervisor Abbott said he feels that consolidation is the best thing for the area. Mr. Whitaker said you must have partners you can trust, and he has lost his trust. Supervisor Mollica responded that we need new partners. Supervisor Salandra commented that we need to wait for this forensic audit to get done. We need to see some of these accounts, what the fund balances are, what the revenues are, what the expenses are. He said he agrees with Supervisor Mollica that maybe we need to see some new partners on council. Mr. Whitaker asked what the timeline of the forensic audit is. Supervisor Salandra said the first step is a Request for Proposal, then do interviews and these audits could take awhile.

CLOSE MEETING TO THE FLOOR

PAYING OF BILLS

Checks written/withdrawals from March 21,2023 to April 3, 2023.

General Fund	\$39,647.40
CDBG Fund	\$83,669.40
State Fund	\$ 3,729.23
Payroll #6	\$137,952.54

Motion by Mark Sullivan second by Kevin Salandra to Pay all Bills as presented. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin A. Salandra – aye
Mark Sullivan – aye	

Motion carried.

ADJOURN

Motion by Kevin Salandra second by Samuel Mollica to adjourn at 7:40 p.m. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin A. Salandra – aye
Mark Sullivan – aye	

Motion carried.

Respectfully submitted,

Shawn Arbaugh, Manager
Secretary-Treasurer

**SANDY TOWNSHIP SUPERVISORS
1094 CHESTNUT AVENUE, PO BOX 267
DUBOIS, PA 15801**

MONDAY, APRIL 17, 2023 @ 7:00 P.M.

MINUTES

MEETING CALLED TO ORDER

Chairman Beers called the Board of Supervisors meeting to Order at 7:04 p.m.

ROLL CALL

Board Present:
Barry Abbott
William Beers
Samuel Mollica
Kevin A. Salandra
Mark Sullivan

Staff Present:
Shawn Arbaugh, Manager, Engineer,
Secretary-Treasurer
Patrick Green, Zoning Officer

Others: see sign in sheet

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

Chairman Beers announced an Executive Session was held before this evening's meeting regarding personnel.

APPROVAL OF MINUTES OF REGULAR MEETING HELD APRIL 3, 2023

Motion by Mark Sullivan second by Kevin Salandra to approve the Minutes of the Regular Meeting held April 3, 2023. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin Salandra – aye
Mark Sullivan – aye	

Motion carried.

TABLED/UNFINISHED BUSINESS

NEW BUSINESS

1. Approval to hire Township Secretary-Treasurer

Manager Arbaugh is seeking Board approval to hire Theresa Bracken as the new Township Secretary-Treasurer with a start date of May 1. Ms. Bracken has 5 years' experience as the Curwensville Borough Secretary-Treasurer conducting accounts payable and receivable, payroll, benefits management, record digitizing, grant applications, code enforcement, and planning and zoning. Additionally, she brings 12 years' experience running a small computer business. Ms. Bracken will be able to conduct the duties of the Secretary-Treasurer and assist with computer issues, website management, digitizing records, grant applications and other Municipal functions outside the immediate job duties of secretary-treasurer. Both interviewers ranked her the highest based upon her direct experience doing the job, the extra skill sets she brings to the Township, and overall great personality. All her references and other contacts had great things to say about her and her work. A criminal background check was also conducted by Chief

Kruzelak. The background check came back clean, with the only negative record being a minor speeding violation from 2015. Ms. Bracken was in the audience. Motion by Mark Sullivan second by Barry Abbott to hire Theresa Bracken as the new Township Secretary-Treasurer with a start date of May 1, 2023. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin Salandra -aye
Mark Sullivan – aye	

Motion carried.

2. Resolution 11-2023 Budget Transfer Resolution

Manager Arbaugh reported this Resolution is to outline the \$148,517.34 budget transfer. These funds were originally held in separate funds for the Industrial Drive turning lane project and Industrial Drive Roadway extension project. These two bank accounts were recently closed as they were no longer being utilized or needed, and the funds in the amount of \$148,517.34 were transferred into the General Fund. The purpose of the transfer into the General Fund is to pay for the engineering work associated with the Maple Ave./Shaffer Road TASA sidewalk project. The only match the Township had in the grant of \$1.5 million was the design fees. Motion by Mark Sullivan second by Kevin Salandra to adopt Resolution No. 11, 2023 Budget Transfer Resolution as presented. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin Salandra – aye
Mark Sullivan – aye	

Motion carried.

3. Gabriel Fera Invoice – March 2023

Gabriel Fera, P.C. Invoice total \$1,446.50. (City of DuBois \$723.25; Sandy Township \$723.25.) Motion by Mark Sullivan second by Barry Abbott to pay the Township share of Gabriel Fera invoice in the amount of \$723.25. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin Salandra – aye
Mark Sullivan – aye	

Motion carried.

4. DuBois Mall – Outdoor Amusement Application

Zoning Officer Green and a DuBois Mall representative presented an Application for Outdoor Amusement License. The proposed amusement is for a food truck event on April 23-29, 2023 and a June or July BBQ, a Fall Festival in October and November and a Fire & Ice Event December 2023 to be held in the Sears Parking Lot. Motion by Mark Sullivan second by Barry Abbott to approve the requested DuBois Mall Outdoor Amusement Application as presented. A roll call vote was taken.

Barry Abbott – aye William Beers – aye
Samuel Mollica – aye Kevin Salandra – aye
Mark Sullivan – aye
Motion carried.

5. Dave Roman Excavating – Payment Request #3 \$304,479.63

Manager Arbaugh presented a Payment Request for \$304,479.63 to Dave Roman for the Platt Road Wastewater Collection and Conveyance System contract No. 02-2022. The Township Engineers Gwin, Dobson & Foreman, Inc. reviewed and recommended payment. The Township Municipal Authority approved payment. Motion by Mark Sullivan second by Kevin Salandra to approve Dave Roman Excavating Payment Request #3 in the amount of \$304,479.63 for the Platt Road Wastewater Collection and Conveyance System. A roll call vote was taken.

Barry Abbott – aye William Beers – aye
Samuel Mollica – aye Kevin Salandra – aye
Mark Sullivan – aye
Motion carried.

ADMINISTRATIVE REPORTS

- 1. Equipment Expense Report – March 2023**
- 2. Tax Collectors Report – March 2023**
- 3. Pennsafe Permit & Fee Report – March 2023**
- 4. Zoning Report – March 2023**
- 5. Public Works Report – March 2023**
- 6. Police Department Report – March 2023**
- 7. Fire Department Report – March 2023**
- 8. DuSan Report – March – 2023**
- 9. Engineers' Report**
- 10. Managers' Report**

Manager Arbaugh reported Quarterly Reports are submitted; DCED Grant Reports submitted; Moved funds into CD's at 4.15% interest; continues to meet with Acting City Manager Chris Nasuti on several items.

Motion by Mark Sullivan second by Kevin Salandra to Receive and File Administrative Reports. A roll call vote was taken.

Barry Abbott – aye William Beers – aye
Samuel Mollica – aye Kevin Salandra – aye
Mark Sullivan – aye
Motion carried.

SUPERVISORS COMMENTS

Supervisor Abbott welcomed Theresa Bracken as the new Township Secretary-Treasurer.

Supervisor Mark Sullivan welcomed Theresa Bracken as the new Secretary-Treasurer.

Supervisor William Beers welcomed Theresa Bracken.

Supervisor Mollica welcomed Theresa Bracken.
Supervisor Kevin Salandra welcomed Theresa Bracken. Mr. Salandra said he has the consensus of several Township Board members to pause any committee meetings regarding the City and Township Consolidation. He said the next meeting for the Board is May 22nd and does not want committees to be incurring costs until after the May 22nd meeting. All Supervisors agreed. Manager Arbaugh will discuss with Acting Manager Nasuti.

OPEN MEETING TO THE FLOOR

CLOSE MEETING TO THE FLOOR

PAYING OF BILLS

Checks written from April 3, 2023 – April 17, 2023

General Fund	\$199,760.91
Stoltz	\$ 487.28
State Fund	\$ 15,745.72
Payroll #7	\$125,090.91

Motion by Mark Sullivan second by Kevin Salandra to pay General Fund \$199,760.91; State Fund \$15,745.72, and Payroll #7 \$125,090.91. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin Salandra- aye
Mark Sullivan – aye	

Motion carried.

Motion by Mark Sullivan second by Barry Abbott to pay Stoltz \$487.28. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin Salandra – abstain – employed by Stoltz.
Mark Sullivan – aye	

Motion carried.

ADJOURN

Motion by Kevin Salandra second by Mark Sullivan to Adjourn at 7:25 p.m. A roll call vote was taken.

Barry Abbott – aye	William Beers – aye
Samuel Mollica – aye	Kevin Salandra – aye
Mark Sullivan – aye	

Motion carried.

Respectfully submitted:

A handwritten signature in black ink, appearing to read 'SA', with a stylized flourish extending to the right.

Shawn Arbaugh, Manager
Secretary-Treasurer



SANDY TOWNSHIP

SIGN IN SHEET

Date: 17 Apr 2023

Name / Address

Name / Address

Steven McPike - GANT

TABITHA STONER - DUBAS MALL

Elan Haskin C-E

Jerr Bracken

Louise Bennett Sunnyvale