

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

MONDAY, DECEMBER 4, 2023 @ 7:00 P.M.

AGENDA

MEETING CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE TO THE FLAG

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

APPROVAL OF THE MINUTES OF THE MEETINGS HELD NOVEMBER 6, 2023

**Flockers Lot Consolidation Public Hearing Minutes 11-06-23
Lombardo and Kellgren Lot Consolidation Public Hearing Minutes 11-06-23
Maynard Lot Consolidation Public Hearing Minutes 11-06-23
Spillane Lot Consolidation Public Hearing Minutes 11-06-23
Board of Supervisors Regular Meeting Minutes 11-06-23**

TABLED BUSINESS

UNFINISHED BUSINESS

NEW BUSINESS

- 1. 2024 Final Budget**
- 2. 2024 Meeting Dates**
- 3. Police Pension Resolution No. 2023-33**
- 4. 2024 Tax Resolution No. 2023-34**
- 5. 2024 Salary Resolution No.2023-35**
- 6. Budget Transfer Resolution No.2023-36**
- 7. Rusty Gate Apartments – Phase 1 – Bond Reduction Request**
- 8. Dave Roman Excavating Inc. Pay Application 10a – \$34,200**
- 9. Dave Roman Excavating Inc. Pay Application 10 – \$82,697.50**
- 10. Dave Roman Excavating Inc. – Change Order No. 1 - \$29,112.50**
- 11. Dave Roman Excavating Inc – Pay Application 11 - \$108,107.63**
- 12. Dave Roman Excavating Inc – Pay Application 11A - \$4,275.00**
- 13. Maple Avenue Agreements of Sales**
- 14. Maple Avenue Easements Acceptance**
- 15. Lilja Lot Consolidation**
- 16. Core Psychiatric Land Development Plan**
- 17. Ordinance No. – Rescinding a previous Ordinance that established the**

Sandy Township Fire Chief Position

CORRESPONDENCE RECEIVED

- Sandy Township Fire Board Letter
- Tax Appeal Hearings Results Letter
- Tax Claim Sale – Lot 468 Section 19
- Tax Claim Sale- Lot 194 Section 19
- Tax Claim Sale- Lot 134 Section 19
- Tax Claim Sale- Lot 175 Section 13 Crooked Island Road

CORRESPONDENCE SENT

ADMINISTRATIVE REPORTS

1. Tax Collector Report
2. Pennsafe Permit & Fee Report
3. Zoning Report
4. Public Works Department Report
5. Police Department Report
6. Fire Department Report
7. AmServ Report
8. Manager's Report

SUPERVISORS COMMENTS

OPEN MEETING TO THE FLOOR

CLOSE MEETING TO THE FLOOR

PAYING OF BILLS

Checks written from October 17 – November 6, 2023

General Fund	\$	240,864.26
State Fund	\$	4,489.47
CDBG Fund	\$	12,030.00
Payroll # 23	\$	107,966.09
Payroll # 24	\$	89,923.14
		<u>\$455,272.96</u>

ADJOURN

**SANDY TOWNSHIP SUPERVISORS
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MONDAY, DECEMBER 4, 2023 @ 7:00 P.M.

MINUTES

MEETING CALL TO ORDER

EXECUTIVE SESSION—Chairman Beers stated that an executive Session was held before the meeting for Personnel and Legal Issues.

ROLL CALL

Board Present:

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

Staff Present:

Shawn Arbaugh, Manager
Theresa Bracken, Secretary-Treasurer
Patrick Green-Zoning Officer *Via Phone*

Others: See sign in sheet.

PLEDGE OF ALLEGIANCE TO THE FLAG

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

APPROVAL OF THE MINUTES OF THE MEETING HELD NOVEMBER 6, 2023

- **Flockers Lot Consolidation Public Hearing Minutes 11-06-23**
- **Lombardo and Kellgren Lot Consolidation Public Hearing Minutes 11-06-23**
- **Maynard Lot Consolidation Public Hearing Minutes 11-06-23**
- **Spillane Lot Consolidation Public Hearing Minutes 11-06-23**
- **Board of Supervisors Regular Meeting Minutes 11-06-23**

A Motion was made by Supervisor Sullivan to approve the Meeting Minutes from November 6, 2023. The motion was seconded by Supervisor Salandra.

A roll call vote was taken.

Barry Abbott – aye

Samuel Mollica – aye

Mark Sullivan – aye

William Beers – aye

Kevin Salandra – aye

Motion carried.

TABLED BUSINESS

UNFINISHED BUSINESS

NEW BUSINESS

1. 2024 Final Budget

We are seeking approval of our final budget for the calendar year 2024. There is no projected tax increase and we do have a balanced budget. There were no comments received on the preliminary budget that was advertised.

A Motion was made by Supervisor Sullivan and seconded by Supervisor Salandra to approve the 2024 Final Budget.

A roll call vote was taken.

Barry Abbott – aye

Samuel Mollica – aye

Mark Sullivan – aye

William Beers – aye

Kevin Salandra – aye

Motion carried.

2. 2024 Meeting Dates

The meeting dates for 2024 will remain the first and third Mondays of each month at 7:00pm. With the exceptions of the Reorganizational Meeting January 2nd and September 2nd which is Labor Day.

A Motion was made by Supervisor Sullivan and seconded by Supervisor Salandra to approve the 2024 Meeting Dates.

A roll call vote was taken.

Barry Abbott – aye

Samuel Mollica – aye

Mark Sullivan – aye

William Beers – aye

Kevin Salandra – aye

Motion carried.

3. Police Pension Resolution No. 2023-33

Resolution 2023-33 sets the annual police pension contribution at 5%.

A Motion was made by Supervisor Sullivan and seconded by Supervisor Salandra to pass Resolution 2023-33.

A roll call vote was taken.

Barry Abbott – aye

Samuel Mollica – aye

Mark Sullivan – aye

William Beers – aye

Kevin Salandra – aye

Motion carried.

4. 2024 Tax Resolution No. 2023-34

Resolution No 2023-34 sets the tax rates for 2024 as follows:

1. Real Estate Taxes- Tax rate for General Purposes, the sum of **13 mils** on each dollar of assessed valuation, or the sum of **\$13.00** per thousand dollars.
2. Fire Protection Taxes – Tax rate for Fire Protection Purposes, the sum of **3.0 mils** on each dollar of assessed valuation, or the sum of **\$3.00** per thousand dollars.
3. Library Use Taxes - Tax rate for Library Use Purposes, the sum of **0.5 mils** on each dollar of assessed valuation, or the sum of **\$0.50** per thousand dollars.
4. Earned Income Tax- **½ of 1%**
5. Real Estate Transfer Tax- **½ of 1%**
6. Local Services Tax- **\$52.00** on each employee earning more than \$12,000 per year

Assessments: Special Revenue Funds:

1. Fund 04: Highway Equipment Fund
 - a. The sum of **0.75 mils** on each dollar of assessed valuation, or the sum of **\$0.75** per thousand dollars.
2. Fund 05: Public Building Fund
 - a. The sum of **1.0 mils** on each dollar of assessed valuation, or the sum of **\$1.00** per thousand dollars.

Penalties:

1. Real Estate, Fire Protection, and Library Use Tax; after July 1= 10%
2. Local Services Tax; after due date = 6% plus ½ of 1% of the amount
3. Funds 04 and 05; after July 1= 10%

A Motion was made by Supervisor Sullivan and seconded by Supervisor Salandra to pass Resolution 2023-34.

A roll call vote was taken.

Barry Abbott – aye

Mark Sullivan – aye

Kevin Salandra – aye

Motion carried.

Samuel Mollica – aye

William Beers – aye

5. 2024 Salary Resolution No.2023-35

Resolution No. 2023-35 sets the salaries and benefits for employees for 2024.

- A. Police personnel to receive wages and benefits as specified in the Police contract in effect for the years 2021 – 2024.
- B. Road Department to receive wages and benefits as specified in the Labor Agreement for the years 2022 – 2025.
- C. Police Chief to receive an annual salary of \$103,830 and receive those benefits specified in the Employment Agreement.
- D. Township Manager to receive an annual salary of \$113,909 and receive those benefits specified in the Employment Agreement. The exceptions will be the Manager's health care contribution is based upon the chosen health care plan.
- E. Public Works Director to receive an annual salary of \$76,862 and receive those benefits specified in the Labor Contract between Sandy Township and the Road Department. The exceptions will be the Public Works Director is not eligible for overtime or compensatory time, and the health care contribution is based upon the chosen health care plan.
- F. Secretary/Treasurer to receive an annual salary of \$54,590 and receive those benefits specified in the Labor Contract between Sandy Township and the Road Department. The exceptions will be the Secretary/Treasurer is not eligible for overtime or compensatory time, and the health care contribution is based upon the chosen health care plan.
- G. Confidential Administrative Assistant to receive an annual salary of \$52,475 and receive those benefits specified in the Labor Contract between Sandy Township and the Road Department. The exception will be the Confidential Administrative Assistant's health care contribution is based upon the chosen health care plan.
- H. Zoning, Code, Sewage Enforcement Officer/Planner to receive an annual salary of \$57,494 and receive those benefits specified in the Labor Contract between Sandy Township and the Road Department. The exceptions will be the Zoning, Code, Sewage Enforcement Officer/Planner is not eligible for overtime or compensatory time, and the health care contribution is based upon the chosen health care plan.

A Motion was made by Supervisor Sullivan and seconded by Supervisor Salandra to pass Resolution 2023-35.

A roll call vote was taken.

Barry Abbott – aye

Samuel Mollica – aye

Mark Sullivan – aye

William Beers – aye

Kevin Salandra – aye

Motion carried.

6. Budget Transfer Resolution No.2023-36

A Motion was made by Supervisor Sullivan and seconded by Supervisor Salandra to pass Resolution 2023-36.

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A roll call vote was taken.

Barry Abbott – aye

Mark Sullivan – aye

Kevin Salandra – aye

Motion carried.

Samuel Mollica – aye

William Beers – aye

7. Rusty Gate Apartments – Phase 1 – Bond Reduction Request

A Motion was made by Supervisor Sullivan and seconded by Supervisor Salandra to approve the Rusty Gate Apartments Phase 1 Bond Reduction in the amount of \$345,009.

A roll call vote was taken.

Barry Abbott – aye

Mark Sullivan – aye

Kevin Salandra – aye

Motion carried.

Samuel Mollica – aye

William Beers – aye

8. Dave Roman Excavating Inc. Pay Application 10a – \$34,200.00

9. Dave Roman Excavating Inc. Pay Application 10 – \$82,697.50

10. Dave Roman Excavating Inc. – Change Order No. 1 - \$29,112.50

11. Dave Roman Excavating Inc – Pay Application 11 - \$108,107.63

12. Dave Roman Excavating Inc – Pay Application 11A - \$4,275.00

A Motion was made by Supervisor Sullivan and seconded by Supervisor Salandra to approve the four pay applications and the change order for Dave Roman Excavating.

A roll call vote was taken.

Barry Abbott – aye

Mark Sullivan – aye

Kevin Salandra – aye

Motion carried.

Samuel Mollica – aye

William Beers – aye

13. Maple Avenue Agreements of Sales

14. Maple Avenue Easements Acceptance

The owners of those parcels for the temporary easements would get paid \$500 because the Township is working on the property and will have some impact to the properties. The permanent easement was for \$1800 for Christina's property. Those are figures calculated by Penndot's Real Estate Team. So, we just need to authorize the approval of those temporary easements for construction and that Manager Arbaugh would be the signatory for those and then to accept the Permanent easement.

A Motion was made by Supervisor Sullivan and seconded by Supervisor Salandra to approve the Sales Agreements and accept the Easements for Maple Avenue and appoint Manager Arbaugh as the signatory.

A roll call vote was taken.

Barry Abbott – aye

Mark Sullivan – aye

Kevin Salandra – aye

Motion carried.

Samuel Mollica – aye

William Beers – aye

15. Lilja Lot Consolidation

Zoning Officer Green explained that these are consolidation plans for future development. The combined lot will measure .9182 acres and this lot is serviced by city water and sewer.

A Motion was made by Supervisor Sullivan and seconded by Supervisor Salandra to approve the Lilja Lot Consolidation.

A roll call vote was taken.

Barry Abbott – aye

Mark Sullivan – aye

Kevin Salandra – aye

Motion carried.

Samuel Mollica – aye

William Beers – aye

16. Core Psychiatric Land Development Plan

Zoning Officer Green explained that this is a request to approve land development plans by Geotech Engineering on behalf of Core Psychiatric. This project is located within a vacant lot off Chestnut Ave. at 14th St. Intersection directly across from Adamson Funeral Home. They are intending to construct a new doctor's office facility and parking lot. The proposed building will be approximately 6700 square feet with 48 parking spaces. This will also be serviced by city water and sewer. The Planning Commission did recommend, due to the close proximity of the stormwater basin to the parking lot building, that a protective fence be installed around the stormwater basin to prevent any potential safety concerns.

A Motion was made by Supervisor Sullivan and seconded by Supervisor Salandra to approve the Core Psychiatric Land Development Plan.

A roll call vote was taken.

Barry Abbott – aye

Mark Sullivan – aye

Kevin Salandra – aye

Motion carried.

Samuel Mollica – aye

William Beers – aye

17. Ordinance No. 5– Rescinding a previous Ordinance that established the Sandy Township Fire Chief Position.

Manager Arbaugh noted that the Township received a letter from the Township Fire Companies requesting the Fire Chief position be eliminated.

Supervisor Abbott: “I'd like to make a motion to pause this recommendation until we have further discussion, and you know, get more information from all four departments. I would like to hear from all four departments. You know, if we have to have a Special meeting and bring them in, let's have a discussion. Let's talk about it in a rational manner. Hey, come January, whenever, if this goes, if we pause it, I may vote for it you know. But I would like to hear further discussion.”

After some discussion, Supervisor Sullivan seconded the motion.

A roll call vote was taken.

Barry Abbott – aye

Samuel Mollica – No

Mark Sullivan – aye

William Beers – No

Kevin Salandra – No

Motion failed to carry.

Supervisor Salandra asked what the advantages and disadvantages of having a fire chief. Current Fire Chief Jason Runyon stated that this vote was pushed through quickly and he felt the Oklahoma Company did not get a vote.

Supervisor Abbott added, “Well, the reason for my motion was exactly about the discussion we're having here with our Fire Chief, but I, you know, I wanted to have people from the different companies meet with us and let them express their views. And as I said to you, Bill, I may vote for that come, you know, January or February or whenever we decide we're going to come and do this or you know, I'd look at it and say, geez, we're two years from consolidation, do we really need to make a change. That's my question.”

After more discussion about a lack of communication and disgruntlements Supervisor Salandra made a motion to adopt Ordinance 2023-5. Supervisor Mollica seconded the motion.

A roll call vote was taken.

Barry Abbott – No

Samuel Mollica – Aye

Mark Sullivan – No

William Beers – Aye

Kevin Salandra – Aye

Motion carried.

- **Sandy Township Fire Board Letter**
- **Tax Appeal Hearings Results Letter**
- **Tax Claim Sale – Lot 468 Section 19**
- **Tax Claim Sale- Lot 194 Section 19**
- **Tax Claim Sale- Lot 134 Section 19**
- **Tax Claim Sale- Lot 175 Section 13 Crooked Island Road**

A Motion was made by Supervisor Sullivan and seconded by Supervisor Salandra to receive and file correspondence.

A roll call vote was taken.

Barry Abbott – aye

Samuel Mollica – aye

Mark Sullivan – aye

William Beers – aye

Kevin Salandra – aye

Motion carried.

CORRESPONDENCE SENT **ADMINISTRATIVE REPORTS**

1. **Tax Collector Report**
2. **Pennsafe Permit & Fee Report**
3. **Zoning Report**
4. **Public Works Department Report**

Manager Arbaugh reported that the Township did apply for some grants through the Dirt and Gravel Road Program for Gamelands Road storm drainage. The plan is to do storm drainage in 2024 and go back and do DSA material in 2025 and also the remainder of Breck Rd.

5. **Police Department Report**
6. **Fire Department Report**
7. **AmServ Report**
8. **Manager's Report –**

Sargeant Josh Johnston has done a real nice job on the auction. We did bring in \$53,000 from the vehicles and one didn't sell. We'll auction that back off. That's the recycling truck.

The Township is looking at a green light go grant application so we have a scoping meeting that will happen next week and then we'll submit a full application in February. But that's going to be for the traffic light at Brady & Dixon and include curb ramps, push buttons, and all new mast arms.

Additionally, I want to let you know the TASA project is going very well. We are working on the final design, and it is just about done. We're tying up the easements. The last remaining issue is working with the railroad to get a lease agreement in place. We have a draft that we submitted comments on. I'm hoping to hear back and get that executed before January.

And last thing, we had a couple individuals present another option for Internet service at Treasure Lake, and so I did meet with them and got some pricing of what that would look like for consumers. Additionally, I had a meeting with the Pennsylvania Broadband Development Authority to discuss grant opportunities and other things.

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I also had a chance to discuss it with Ed Clark, the general manager of Treasure Lake. We just don't think it's cost effective for what you get for the service, so it's not something that I think we want to support at this time. Also, with the grant opportunities through the state, they are really looking for fiber. They're not really interested in Satellite or other technologies at this point. So, they're really kind of focused on that fiber development. They are going to come back to DuBois within the next few months to give another presentation on broadband development. Some monies are out there. We do have an underserved area. Windstream is looking at servicing that area. But Treasure Lake is covered and is not considered underserved.

Supervisor Sullivan made a motion to receive and file the monthly reports. Supervisor Salandra seconded the motion.

A roll call vote was taken.

Barry Abbott – aye

Samuel Mollica – aye

Mark Sullivan – aye

William Beers – aye

Kevin Salandra – aye

Motion carried.

SUPERVISORS COMMENTS

Supervisor Sullivan- I am just disappointed in the vote to get rid of the fire chief.

Supervisor Salandra- Just like to say that my vote was not reflective on any current or past people and how they've done in that position, it's just that if there's nothing that that compromises safety, which I think everybody in the room agreed there's not. It's more of an administrative type thing and if it saves us \$20,000 in the budget, Shawn is willing to take on that role with the monthly meetings that, since it doesn't compromise any resident and Township safety and it's going to help out our budget quite a bit and three of the four fire departments were in favor of it. That was the basis for the way that I voted, so I want to explain that to everybody.

Supervisor Mollica- I just wanted to say that I started calling around the different fire people that I knew from other towns to just find out what they did for the fire chief. Then I realized that a lot of them do not have a main Fire Chief and I asked him how that was working with their fire companies, and they said fine. Then I did more research to look at different townships and even municipalities, cities and that to see what they did and I just thought, "Well, we can try this to see how it works. See if it's better or not." That's how I voted for that.

OPEN MEETING TO THE FLOOR

CLOSE MEETING TO THE FLOOR

PAYING OF BILLS

Supervisor Minutes 12-04-23

Checks written from November 7 – December 4, 2023

General Fund	\$	240,864.26
State Fund	\$	4,489.47
CDBG Fund	\$	12,030.00
Payroll # 23	\$	107,966.09
Payroll # 24	\$	89,923.14
		\$455,272.96

Supervisor Sullivan made a motion to pay bills for the General Fund in the amount of \$240,864.26, the State Fund in the amount of \$4,489.47, the CDBG Fund in the amount of \$12,030.00, Payroll # 23 in the amount of \$107,966.09, and Payroll #24 in the amount of \$89,923.14

A roll call vote was taken.

Barry Abbott – aye

Samuel Mollica – aye

Mark Sullivan – aye

William Beers – aye

Kevin Salandra – aye

Motion carried.

ADJOURN

Supervisor Salandra made a motion to adjourn. Supervisor Mollica seconded the motion.

A roll call vote was taken.

Barry Abbott – aye

Samuel Mollica – aye

Mark Sullivan – aye

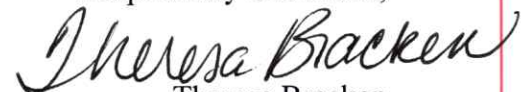
William Beers – aye

Kevin Salandra – aye

Motion carried.

Meeting adjourned at 7:50 pm.

Respectfully Submitted,



Theresa Bracken
Secretary Treasurer