

## February 2023 Meeting Minutes

The regular monthly meeting of West Branch Township Board of Supervisors was held on Monday, February 6, 2023 at 6:00pm at the Township Municipal Office, located at 533 Germania Road, Galeton, PA 16922.

Present were Steve Piaquadio, Edward Dingman, Jim Succowich, Katie Bodendorf, Jill Campbell, Bill Reineck, Jack Cochran, Zach Adam, Tony Rachiele, Ken Loiacono, Andrew Mickey and Fred Hurd.

The meeting was called to order at 6:00pm by Steve Piaquadio.

The Pledge of Allegiance was recited.

A motion was made by Jim Succowich to approve the minutes of the January 2023 regular meeting and was seconded by Edward Dingman.

A motion was made by Steve Piaquadio to approve the financial report of January 2023, as presented and was seconded by Jim Succowich.

**All in favor, motions passed.**

### **PUBLIC COMMENT PERIOD:**

N/A

### **Continued Business:**

**Blue Ridge Franchise Cable Agreement:** Cox, Stokes & Lantz have sent a formal letter requesting changes and additions to the proposed agreement in January. Awaiting update / response. Secretary to continue to follow up.

**Appalachian Energy:** Road Bond Agreement template has been sent to Jack Cochran for review. Further proceedings will take place with solicitor to draft addendums to current template for maintenance and repairs to Crippen Run Road. Jack Cochran to submit written notes in response as well as schedule a work plan site visit with D&G Rep, Andrew Mickey and WBT Roadmaster.

**2023 D&G Application Round:** A discussion was held regarding the request to visit Germania Street Ext for a possible application to submit. Andrew Mickey will also revisit Crippen Run Road and formulate a work plan for Bull Run Road up the hill towards Gross Road, for an approximate 3,500 ft.

**DCNR Dust Control Agreement:** Preferred routes are reimbursable up to \$50,000 of approved dust suppression material. This would include Notch, Gross, Pigeon, Straley, Button Hollow, Paul Hollow and Crippen Run and Tyoga Road. Without this agreement, only \$10,000 of approved material would be reimbursable. Suggested material – Ultrabond 2000 (applied in May and again in August) – Signed agreements are due in February.

A motion to enter into cooperation with DCNR / ATV Pilot program for reimbursable dust suppression agreement was made by Jim Succowich and seconded by Edward Dingman. All in favor, motion passed and signatures obtained.

**Gas Impact Fee Project:** Discussed Tar & Chip Project – tabled to March meeting for financial projections of approved Gas Impact Fee budgeted amount for 2023.

**Permit-By-Rule DEP:** Application to operate dump facility under the permit-by-rule has been approved.

### **New Business:**

**County Aid:** 2021 & 2022 Encumbered amounts (\$3355.44) must be used before March. This amount can be used towards stockpiled gravel, anti-skid or any materials needed for a project of our choice. Starting in 2023, County Aid will start to be reported on DOTGrants website. All encumbered amounts must be closed out before electronic filing starts.

A motion to approve the purchase of 2RC Limestone, up to the amount of \$3355.44 for road maintenance and repair purposes, to be stockpiled, purchased from Lehigh Hanson, was made by Steve Piaquadio and seconded by Jim Succowich. All in favor, motion passed.

**Gale Hose Ambulance:** Gale Hose Ambulance Association was not in attendance as anticipated, however, the Secretary presented the Board with information regarding the Volunteer Tax Incentive Program. Information was given to Tony Rachiele for the Germania Fire Company. West Branch Township will need the fire company to provide an outline of eligible township residents in order for us to compile a financial projection for consideration of adoption in the future.

**Emergency Operations Plan:** Distributed, reviewed, obtained signature confirmations as well as Board signatures for review, maintenance and concurrence (County / DES). Secretary to forward to Kathy Brooks – DES to satisfy 2023 Annual Reporting for our Emergency Operations Plan.

**D&G DSA Notch Road Project:** Bid Letting – Sealed bids received from Ianson Farms, R.C.Bowman, GOH and Dean Construction.

A motion to award Ianson Farm's bid proposal in the amount of \$87,200 for DSA placement on the Notch Road under the Dirt & Gravel / Low Volume Roads program funding regulations was made by Jim Succowich and seconded by Steve Piaquadio, all in favor. Motion passed.

Additional funding from the Potter County Conservation District will be requested by the Board in the amount of \$19,700 to cover the inflation of the cost of materials and service since the cost estimate was provided.

**2022 Municipal Audit:** The 2022 Annual Municipal Audit was completed, in entirety on February 5, 2023 by the Board of Elected Auditors, Margo Germino, Donna Vangorder and Judy Paul. Secretary to advertise Audit Report to the Free Press. Auditors have submitted the DCED Annual Report electronically.

**Building & Assessment Permits:**

1. **UCC: Demo** – Rodney Zeger 117 Sugar Bush Lane. Recreational Cabin Permitting in process.
2. **UCC: Pole Barn** – Rick Hoffman 526 Pigeon Hill Road (over 1,000 sq ft) – **2023-2 Assessment Permit** filed

**Sewage Permits:**

1. **Rodney Zeger** – Documentation verification needed from Terry Meyers for Rec Cabin permitting

**Gas Industry Notifications:**

1. Chesapeake Energy: Beech Flats ESCGP-3 Permit application notification
2. S.T.L Resources: Gaines Twp (5 new wells) ESCGP-3 Permit application notification

**Road Bonds:**

1. 2022-1: CS Timber Company – Schaar Road expires 1/26/2023 – RELEASED
2. 2022-3: SLT Resources, LLC – Button Hollow, Paul Hollow & Pigeon Hill – Signatures obtained for renewal.
3. 2022-4: Herb Kilmer & Sons – Crippen Run Road expires 8/17/2023

**Correspondence:**

**Potter County Conservation District:** ACAP Informational Farmer Breakfast to be held on February 17, 2023 at the Pine Creek Inn Restaurant, starting at 9:00am. RSVP to the Conservation District Office by February 15, 2023 @ 814-274-8411 ext 4, or email: [j.dickerson@pottercd.com](mailto:j.dickerson@pottercd.com) - Katie Bodendorf and Steve Piaquadio to attend.

**Mid-Month payroll and checks will be available to sign / disburse on Monday, February 20, 2023 @ 9:00am**

**The next Board of Supervisors Meeting will be held on Monday, March 6, 2023 @ 6:00pm**

**Reviewed correspondence and signed checks**

**Motion to adjourn this meeting at 7:20pm by Steve Piaquadio and seconded by Ed Dingman, all in favor, meeting adjourned. Executive Session to take place – see next page.**

An executive session was called to order at 7:30pm after the public was dismissed from the regular meeting, by Steve Piaquadio.

An interview took place for Frederick Hurd to fill a vacant dump laborer position.

A motion to hire Frederick Hurd, part time, as a dump site laborer, starting at \$15.00 an hour was made by Steve Piaquadio and seconded by Edward Dingman, all in favor, motion passed.

Fred Hurd was dismissed from the executive session and a discussion was then held on the need for a new municipal truck.

Quotes were reviewed for a 2023 Ford Super Duty Chassis from Hondru Ford.

The 2023 approved budget was reviewed as it pertains to budgeted Gas Impact Fee Funds to ensure we could still perform the necessary Tar & Chipping on Pigeon Hill Road, purchase the new municipal truck as well as pay off outstanding mower debt. The approved 2023 Gas Impact Fee Fund Budget allows for the above necessities, and the budget does not have to be amended at this time.

The executive session was adjourned at 9:00 by Jim Succowich and seconded by Edward Dingman. All in favor, meeting adjourned.