

## December 2023 Meeting Minutes

The regular monthly meeting of West Branch Township Board of Supervisors was held on Monday, December 4, 2023 at 6:00pm at the Township Municipal Office, located at 533 Germania Road, Galeton, PA 16922.

Present were Steve Piaquadio, Edward Dingman, Katie Bodendorf, Bill Reineck and a representative from the PA State Police, Coudersport Barricks.

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

The Pledge of Allegiance was recited.

A motion was made by Ed Dingman to approve the minutes of the November 2023 regular meeting and was seconded by Steve Piaquadio.

A motion was made by Steve Piaquadio to approve the financial report of November 2023, as presented and was seconded by Edward Dingman.

**All in favor, motions passed.**

### **PUBLIC COMMENT PERIOD:**

N/A

### **Continued Business:**

**ARPA Fund / Project:** \$14,211.77 remaining in fund for further building repairs & maintenance. Architectural stamped plans have been obtained. Erb Inspections commercial code building permit application has been submitted and approved to proceed. Construction to begin, weather permitting.

**2024 Budget:** 2024 Budget Proposal was available for public inspection for 30 days prior to meeting. No public requested any changes or edits to proposal.

A motion to approve and adopt the 2024 budget proposal was made by Steve Piaquadio and seconded by Ed Dingman. All in favor, motion passed.

**Gale Hose Ambulance:** Gale Hose has provided a new agreement for paid EMT shared services, which has been drafted by their solicitor. There are recommended edits that need to be made before board approval / signatures. Gale Hose Ambulance to provide a new agreement which includes an indemnification clause before proceeding.

**Coudersport Ambulance Association:** A discussion was held regarding the request for an annual contribution to Coudersport Ambulance. Discussion tabled.

**DCNR ATV Feedback Session:** Steve Piaquadio attended this conference and provided an update on the feedback provided for anticipated additional funding for 2024. DCNR is working with PennDOT to possibly open Germania Station to Lyman Run Road.

### **New Business:**

**EOY Hourly Wages:** Township General Fund YTD wages are under budget by \$8000.00. Reviewed the projection of an estimated \$1,000 taxable wage hourly bonus for each active employee.

A motion to approve 2023 EOY Hourly Wage Bonus for all active employees was made by Steve Piaquadio and seconded by Edward Dingman. All in favor, motion passed.

### **Building & Assessment Permits:**

- 1. Planning Approval:** Braden Piaquadio subdivision plan final approval
- 2. Driveway Permit:** Cicuto / Boutorabi – 200 Crippen Run Road 300-001-032-1
- 3. UCC:** West Branch Township – Storage Bldg. Addition Commercial

**Sewage Permits:**

1. Jack Parr: 101 Pigeon Hill Road – Non-Building Waiver Review

**Gas Industry Notifications:**

1. None

**Road Bonds:**

1. 2022-3: **STL Resources, LLC** – Button Hollow, Paul Hollow & Pigeon Hill – expires 01/12/2024 \*Interim Inspection needs completed
2. 2022-4: **Herb Kilmer & Sons** – Crippen Run Road expires 08/30/2024
3. 2023-2: **Kettle Creek Drilling (Appalachian Energy)** – Crippen Run Road expires 06/08/2024

**Correspondence: None**

Mid-Month payroll and checks will be available to sign / disburse on Monday, December 18, 2023 at 9:00am

**The next monthly Board of Supervisors meeting will be held on Tuesday, January 2, 2023 immediately following the Annual Organizational Meeting, starting at 6:00pm.**

**The Annual Auditor's Meeting to be held on Wednesday, January 3, 2023 at 6:00pm.**

**Review Correspondence and Sign Checks**

**Executive Session**

At 6:25pm, the public was dismissed and the Board of Supervisors entered into an executive session to discuss new hire Kadin Wilson, dump laborer.

A motion to hire Kadin Wilson to perform part time duties and responsibilities for the West Branch / Abbott Township Dump Facility was made by Steve Piaquadio and seconded by Ed Dingman at the hourly wage rate of \$15.00/hr.

Executive Session adjournment by Steve Piaquadio and seconded by Ed Dingman at 6:40pm.

The Holiday Dump Schedule was discussed – Dump to be closed Christmas Day and New Years Day. Holiday Pay applicable for Christmas Eve and New Years Eve.

Secretary to coordinate January meeting with all dump laborers to discuss 2024 schedule.

A representative from the PA State Police arrived at 7:00pm to make an appearance. The concern about ATV enforcement based on the municipality structure was addressed and the Board was informed of the current police shortage which is creating the need for stricture prioritization of calls received.

Motion to adjourn this meeting at 7:15pm by Steve Piaquadio and seconded by Jim Succowich, all in favor, meeting adjourned.