

JEFFERSON TOWNSHIP
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John Burkett • Garth Falkner • William Dunn
Supervisors

The monthly meeting of the Jefferson Township Board of Supervisors was called to order by Mr. Falkner on March 11th, 2019 at 7:00 pm at the Jefferson Township Building, 7407 Lamor Rd, Mercer, PA 16137.

The Pledge of Allegiance was recited and Roll Call was taken. In attendance were Supervisors Garth Falkner, John Burkett, William Dunn, and Secretary Linda Adams. Also present were Barb McWilliams, Rich Graul.

A motion was made by Mr. Falkner to approve the minutes from the February 11th, 2019 Supervisor's Meeting. Seconded by Mr. Dunn. Motion passed with 3 yes votes.

Motion was made by Mr. Dunn, seconded by Mr. Falkner to pay the following payables:

General Fund	\$39,464.63	Sewer	\$29,518.69
State Liquid Fuels	\$ 4,943.08	Parks & Recreation	\$ -0-

Motion passed with 3 yes votes.

A motion was made by Mr. Falkner to approve the reconciliations on all accounts for the month of February 2019, Seconded by Mr. Dunn. Motion passed with 3 yes votes

Public Comment Period: None

Correspondence:

National Fuel Engineering Service letter regarding planned projects reviewed by the Supervisors

PennDot Liquid Fuels notice of payment in the amount of \$161,775.18 read by Mr. Falkner
PennDot Turnback notice of payment in the amount of \$13,080.00 read by Mr. Falkner.

Borough of Mercer letter requesting additional financial support to the Brandy Springs Park read by Mr. Falkner and discussed by the board of Supervisors and unanimously voted not to increase donations to the Park.

Charter Communications letter regarding change to channel lineup read by Mr. Falkner.

Mercer County Controller's Office copy of Internal Audit Report of Jefferson Township Tax Collector reviewed by Mr. Falkner.

Administrative Actions:

Mr. Dunn made a motion to set the pay rate of Temporary NON-CDL employees at \$13.60 per hour. Seconded by Mr. Falkner. Motion passed with 2 yes votes. Mr. Burkett abstained due to conflict of interest.

Staff Reports:

- **Police Department** – Report of February 2019 was read by Mr. Falkner
 - Donation by the Mercer VFW for the purchase of Toughbooks for the Police Department acknowledged.
 - Collective Bargaining packet reviewed by board. Mr. Burkett will meet with Police Department Union Representative Officer Chase to discuss the contract and will report back to Supervisors.
 - Mr. Burkett advised the board that Green Acres and G & J Fencing will be submitting quotes to replace the guard rail on Charleston Road damaged in a vehicle accident. Quotes to be given to the Police Department.

- **Fire Department** - Report of February 2019 was read by Mr. Falkner
- **Parks and Recreation** - Secretary is compiling quotes and information to apply for a DCNR grant to do repairs to the Lodge and upgrade the ADA parking to standards. Also plan to lay new stone on driveway, replace 2 picnic table with ADA approved ones.
- **Road Report** – COG Bid Tabulations reviewed by Supervisors. Mr. Burkett to talk with Mr. McCullough, Road Foreman, about choice of supplier and quality of materials provided.

- Mr. Chapman's complaint of large pot holes at 37 & 38 Clayfurnace Road presented by the secretary. Mr. Burkett advised that they should be filled this week.
 - Mr. Dunn reminded the board that they have a meeting with Jon Wilson of Penn DOT on Friday, March 15th, 2019.
 - Secretary, Linda Adams after attending the "Posting of and Bonding of Roadways 101 & 201" by Penn DOT presented the recommended use of Excess Maintenance Agreements. The board is not interested in adopting any changes at this time.
- Sewer Department -
 - Mr. Dunn reported that one residential pump failed.

Unfinished Business:

Proposal from Moon Construction for repairs to the Lodge tabled until application to DCNR Grant application completed.

Mr. Dunn advised that he had discussed the proposal from Moon Construction for repairs to the Water Shed and could not reach a decrease in cost. Mr. Dunn will attempt to obtain another bid. Matter tabled until more information available.

The use of Purchase Order or Requisitions was declined as the current text messaging by Road Foreman and Supervisors appears to be satisfactory.

Mr. Falkner made a motion to invite the Road Foreman to attend the monthly Supervisor's Meeting when available with pay for the duration of the meeting. Seconded by Mr. Dunn. Motion passed with 3 yes votes.

New Business:

Mr. Dunn suggested to the board that he step aside on the Road Crew and that a full time position for the sewer and road crew be advertised. Question as to obligation to offer medical insurance to be submitted to PSATS for verification. Position to be advertised as "wage compensatory with applicable work experience" and must have valid CDL license. Chief Lockard would be asked to check driving record of any applicant before hiring.

Meetings: Read by Mr. Falkner

Adjournment: Motion by Mr. Falkner to adjourn at 8:10 p.m., seconded by Mr. Dunn. Motion passed with 3 yes votes.

MINUTES March 11th, 2019

Approved by:  Date 04-8-19
 Garth Falkner, Chairman