

MINUTES

Antis Township Board of Supervisors Meeting

January 4, 2016 Antis Township Meeting Room

7:00 PM

ATTENDANCE

MEMBERS PRESENT:

Kenneth Hostler, Charles Caracciolo II, Leo Matuszewski, David Worthing, Robert Smith,

VISITORS:

Joe Smyder, Resident; Steve Shiffler, Road Foreman; Adeena Harbst, Tyrone Herald; Sean Sauro, Altoona Mirror; Susan Kensinger, Resident, Patrick Fanelli, Fanelli-Willett Law Offices; Lori Del Biondo, Township Secretary-Treasurer; Lucas Martsof, Township Manager; Chris Dutrow, Township Engineer

The meeting was called to order at 7:00 p.m. by Supervisor Hostler, followed by prayer and Pledge of Allegiance.

Patrick Fanelli, Solicitor was appointed temporary Chairman. In accordance with the rotating chairmanship policy, the solicitor asked for a motion to appoint C.J. Caracciolo as chairman. Supervisor Caracciolo was appointed Chairman on the motion of Supervisor Worthing and seconded by Supervisor Matuszewski followed by a 4-0 voice vote with Supervisor Caracciolo abstaining.

Supervisor Caracciolo assumed the Chairmanship and asked for nominations for Vice-Chairman. Supervisor Smith moved to nominate Supervisor Matuszewski. The nomination was seconded by Supervisor Smith followed by a 5-0 voice vote.

Authorization for the following was given on a single vote with a motion by Supervisor Smith, seconded by Supervisor Matuszewski followed by a 5-0 voice vote:

- Appoint Lori Del Biondo as Secretary Treasurer
- Establish the amount of the Treasurer's Bond at \$750,000
- Appoint Patrick Fanelli, Fanelli –Willett, Solicitor
- Appoint Chris Dutrow, and approve the Engineering Agreement for Stiffler, McGraw & Associates
- Appoint Accounting Firm of Fiore, Fedeli, Snyder and Carothers, LLP, to perform the annual audit for the year 2015 and adopt resolution #1-2016
- Appoint Mary Ann Bennis as the Real Estate Transfer Tax Collector.
(Commission to be received by Antis Township is ½ of 1% of the deed transfers.)
- Appoint Ray Nycum Vacancy Board Member Chairman

The depository for all township funds will remain with M&T Bank on the motion of Supervisor Smith, seconded by Supervisor Matuszewski, followed by a 4-0 voice vote with Supervisor Worthing abstaining.

Authorization for the following was given on a single vote with a motion by Supervisor Smith, seconded by Supervisor Matuszewski followed by a 5-0 voice vote:

- Establish 2016 meeting dates and time as the first Thursday of every month at 7:00 PM
- Certify Supervisor Worthing as the delegate to the 2016 State Convention in Hershey in April
- Appoint Susan Kensinger to be the delegate at the 2016 Tax Collector's Convention in October
- Appoint Norm Saylor and Tom DelMastro to the Antis Township Planning Commission for a 4 year term.
- Appoint Supervisor Hostler to the Blair Region Code Administrative Committee
- Appoint Supervisor Smith to the Blair County Sanitary Administrative Committee for 2016
- Appoint Supervisor Worthing to the 24- Member Government Advisory Committee to the Blair County Planning Commission for 2016
- Appoint Supervisor Caracciolo to the Antis Township Ag Security Area Committee
- Appoint Supervisor Hostler to the Bellwood-Antis Public Library Board for 2016
- Appoint Supervisor Worthing as the primary delegate to the Blair County Tax Collection Bureau
- Appoint Lucas Martsolf as the alternate delegate to the Blair County Tax Collection Bureau
- Appoint Supervisors Smith, Hostler and Matuszewski to the Capital Improvements Committee

The 2016 Antis Township Wage Scale and IRS mileage reimbursement rate of .54 a mile was approved on the motion of Supervisor Smith, seconded by Supervisor Matuszewski, followed by a 5-0 voice vote.

Reorganization being complete, Chairman Caracciolo called to order the Regular Board of Supervisors meeting.

There were no comments during the Public Comment Period.

The December 4, 2014 Board of Supervisor Meeting Minutes were approved on the motion of Supervisor Smith, seconded by Supervisor Worthing, followed by a 5-0 voice vote.

Supervisors Reports

Supervisor Smith recognized efforts being done to provide direct deposit for payroll.

Supervisor Caracciolo announced that the Park & recreation Authority Reorganization Meeting would be held next Monday.

Solicitor's Report

Attorney Fanelli reported that a late March trial date has been established for the ongoing litigation matter.

Manager's Report

The Manager requested retroactive approval to amend the contract with Mackin Engineering to add three site drawings as part of the Park & Recreation Comprehensive Plan at an additional cost to the Township of \$9,570 with a DCNR matching grant. Retroactive approval was granted on the motion of Supervisor Worthing seconded by Supervisor Smith followed by a 5-0 voice vote.

Engineer's Report

On the recommendation of the Township Engineer the road bond held by JM Wood Products for logging activity on Riggles Gap Road was approved for release on the motion of Supervisor Smith, seconded by Supervisor Worthing followed by a 5-0 voice vote.

Planning Commission

Supervisor Smith presented the ABCD Re-subdivision for property (3-16-13-1) located in the I-99 Enterprise Campus Development where Lot 7 containing 9.495 acres is divided into two separate lots (7R and Lot 8). The newly created parcel, Lot 8, would contain 1.33 acres. It has frontage on Business Route 220 and is intended to be combined with adjoining land located to the southwest of this parcel by a future lot merge plan. Public utility facilities currently exist at or near the two lots. On the recommendation of the Planning Commission, Supervisor Smith moved to approve the re-subdivision and authorize execution of the *Request for Planning Waiver & Non Building Declaration*. The motion was seconded by Supervisor Worthing followed by a 5-0 voice vote.

Supervisor Worthing, moved to accept the waiver of the 90 day time requirement to act upon the Jeff Long Land Development and extend the review period until March 9, 2016. The motion was seconded by Supervisor Matuszewski followed by a 5-0 voice vote.

Treasurer's Report

The Treasurer's Report was approved on the motion of Supervisor Worthing, seconded by Supervisor Matuszewski followed by a 5-0 voice vote.

Bills in the amount of \$47,353.76 from the General Fund and \$161,364.86 from the Capital Reserve Fund, \$13,211.93 from the Fire Hydrant Fund and \$11,205.53 from the Stormwater Improvement Fund were approved for payment, on the motion of Supervisor Smith, seconded by Supervisor Worthing , followed by a 5-0 yes roll call vote.

CDBG bills in the amount of \$3,860.83 for reimbursement and payment of CDBG administrative expenses were approved on the motion of Supervisor Worthing, seconded by Supervisor Matuszewski followed by a 5-0 yes roll call vote.

On the motion of Supervisor Worthing seconded by Supervisor Matuszewski the 2015 Q4 Earned Income Tax transfer of \$40,879.76 to the Capital Reserve Fund was approved on a 5-0 roll call vote.

New Business

On the recommendation of the Capital Improvements Committee, Supervisor Worthing moved to give approval to authorize execution of the *Richard Sutter & Associates Agreement* to provide grant writing services for three grant opportunities. The motion was seconded by Supervisor Matuszewski followed by a 5-0 voice vote.

On the recommendation of the Capital improvements Committee, Supervisor Worthing moved to authorize Stiffler McGraw & Associates to assess and make recommendations for MS-4 compliance of the Township's salt storage shed. The motion was seconded by Supervisor Smith followed by a 5-0 voice vote.

As per the collective bargaining Agreement for highway Maintenance employees, the Supervisors established the week of July 10-16 as shut-down week for the year 2016, on the motion of Supervisor Worthing, seconded by Supervisor Matuszewski followed by a 5-0 voice vote.

With no other business brought before the Board, the meeting adjourned at 7:40 PM on the motion of Supervisor Hostler, seconded by Supervisor Caracciolo.

Submitted by:
Lori Del Biondo
Antis Township Secretary-Treasurer