

MEETING MINUTES
HEGINS TOWNSHIP SUPERVISORS' BOARD MEETING
February 3, 2021 7:00 P.M.
HEGINS TOWNSHIP MUNICIPAL BUILDING
421 S. Gap Street
Valley View, PA 17983

EXECUTIVE SESSION: An Executive Session was held at 6:30 p.m. Wednesday, February 3, 2021 to discuss a personnel and legal matter at the conclusion of the advertised 6:00 p.m. public hearing on the No Parking Ordinance to be adopted during this meeting.

CALL TO ORDER

Chairman Douglas Lucas called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL (DECLARATION OF QUORUM)

Supervisors Present: Chairman Douglas Lucas, Vice Chairman Bruce Klouser, Brad Carl, Ken Graham, William Wolfgang.

APPROVAL OF MEETING MINUTES

Board of Supervisors' Meeting Minutes from January 6, 2021.

Motion to Approve: Klouser Second: Wolfgang
Motion unanimously approved.

PUBLIC COMMENT (ONLY ON THE ITEMS ON THE AGENDA): None.

BUDGET & FINANCE COMMITTEE

TREASURER'S REPORT: Gary Hornberger issued his treasurer's report for the month of January.

Income:	\$ 31,358.01
Expenses	\$ 55,964.33
Expenses Exceeding Income	\$ 24,606.32
General Fund Balance	\$639,480.75
PLGIT Fund Balance	\$127,125.31

Motion to Approve: Graham Second: Wolfgang
Motion unanimously approved.

PAYMENT OF BILLS

Motion to Approve: Wolfgang Second: Graham
Motion unanimously approved.

PUBLIC SAFETY COMMITTEE

POLICE REPORT 2021: Chief Yarmush submitted his January police report and a recommendation on hiring a part-time officer applicant with a 120-hour probationary period at \$17.00/hour, as per the reorganizational meeting Wage Resolution 1 of 2021-01-04.

Calls to Service:	92
Offense/Incident Reports:	11
Reportable Accidents:	2
Traffic Citations:	15
Traffic Warnings:	19

Patrol Unit Mileage	2009 Durango	2020 Ford	2016 Ford	
Odometer End of Month:	134,449	10,159	45,257	
Monthly Total Miles:	118	599	536	TOTAL: 1,253

Motion to Accept the Resignation of Officer Tyler Dissinger: Graham Second: Klouser
Motion unanimously approved.

Motion to Approve Hiring PT Officer Samuel Pollock (120-hour probationary, at \$17.00/hr.): Carl Second: Graham
Motion unanimously approved.

Motion to Approve Police Report: Graham Second: Klouser
Motion unanimously approved.

ROADS COMMITTEE: Road Foreman Craig Coleman submitted his January written activity report. Supervisors discussed ordering storm drain pipe and box for the Forest Drive Drain Project. Coleman said the township received half of the grant money (approximately \$1,800 of the \$3,600), but prices have gone up since we received the quotes for our grant application. Coleman will check to see if the quantities and sizes we need are in stock or if they have to be special ordered and what the lead time would be.

Motion to Approve Ordering Drain Project Materials: Carl Second: Graham
Motion unanimously approved.

Motion to Approve Road Report: Klouser Second: Graham
Motion unanimously approved.

PLANNING & ZONING COMMITTEE: At the Wednesday, January 27th meeting the committee recommended the plan submitted for Ed Morgan at 50 Industrial Road not be accepted at this time due to lack of information. Mr. Morgan must submit the items on the engineer technical review plan. Items not yet submitted/received include: NPDES approval, a septic plan, an application for a driveway permit and a developer agreement. This will give the Hegins Township Planning Commission time to address and review comments from the Schuylkill Planning Commission which have not yet been received. It will be re-advertised that the planning commission will change its meetings to 6:30 p.m. the 4th Tuesday of each month. The Hegins Township Zoning Hearing Board also plans to set a monthly date to meet as needed.

ZONING/UCC/CODE ENFORCEMENT OFFICER REPORT: Ed Wenger of Lehigh Engineering submitted his January report, with three zoning permits issued and one incomplete. Wenger also requested a list of speed limits for all posted roads from Road Foreman Craig Coleman. As the result of a fire at 715 East Main Street, Wenger issued a Notice of Violation and Condemnation Notice for the property, giving the owner an April 1st deadline to submit a repair plan or tear down the badly damaged structure. Solicitor Karpowich suggested the NOV be cleared before the township releases the \$36,000 fire escrow money received to the homeowner.

Motion to Approve Planning & Zoning Reports: Graham Second: Klouser
Motion unanimously approved.

ENGINEER'S REPORT: Joel Schmoyer, Lehigh Engineering, submitted his monthly written report for January. The Forest Drive Bridge H&H study will be done by February 19th, according to Wenger. An MTF Status conference call with PennDOT project manager Cristie Barry scheduled for 2:00 p.m. February 2nd was postponed and will be rescheduled. The new municipal building grant discussion with Williams, originally scheduled for Friday February 5, 2021 has been canceled and moved to March 5th at 11:00 a.m.

Motion to Approve Engineer's Report: Wolfgang Second: Klouser
Motion unanimously approved.

SEWAGE ENFORCEMENT REPORT: William Brior, SEO, submitted a written report for the month of January.

Design Reviews	1
Permits Issued-New	1
Malfunction Inspections	3

Motion to Approve SEO Report: Graham Second: Wolfgang
Motion unanimously approved.

SOLICITOR'S REPORT:

School Crossing Sign Easement. Solicitor Karpowich stated once the state is notified and approves the new location, new easement agreements will be drawn up with a map and a picture of the new crossing zone sign location at the Hegins-Hublely school to be presented to affected landowners, while accompanied by a Hubley Township supervisor.

A public hearing was held at 6:00 p.m. prior to this board meeting for the No Parking Ordinance 1 of 2021-02-03 as duly advertised.

Motion to Adopt Ordinance 1 of 2021-02-03: Graham Second: Klouser
Motion unanimously approved.

Motion to Submit Traffic Study for PennDOT Approval before placing sign: Graham Second: Klouser
Motion unanimously approved.

Solicitor Karpowich forwarded the \$1080 reimbursement check received for the July 2020 accident claim approved last month and also sent a new reimbursement demand letter for the most recent Grove Drive rollover accident. A fee schedule revision proposal will be done for the next meeting with deductions for the review hours officers spend on accidents. Supervisor Carl asked if emergency services costs were reimbursed for similar accidents, which passed by ordinance in October 2020. Karpowich suggested the fire company submit their expenses to him at the same time as the township expenses in order to prepare a complete demand letter.

Motion to Approve Solicitors' Report: Klouser Second: Graham.
Motion unanimously approved.

OLD BUSINESS:

The supervisors discussed a DEP Notice of Violation for Hembiere Group, LLC for unpermitted discharge at the 1171 W. Main Street car wash. Ed Wenger of Lehigh Engineering sent DEP a scan of the existing stormwater layout plans, and asked to have their engineer Joel Schmoyer included when DEP inspects the property.

NEW BUSINESS:

Approval of Resolution 1 of 2021-02-03, Destruction of Records. Vote to authorize the disposition of records as set forth in the Municipal Records Manual approved December 16, 2008. Total of 15.625 cubic feet.

- AL-1 General Correspondence for the year 2012.
- AL-8 Contract Files for years 2007–2010.
- AL-17 Insurance Claims and Policies for years up to 2014.
- FN-2 Accounts Payable Files and Ledgers for years 2002–2014.
- FN-9 Bank Statements and Reconciliations for years 2007–2014.
- FN-10 Cancelled Checks for years 2004–2014.
- PL-5 Payroll Earnings & Deductions Registers for years 2007–2015.
- PL-14 Time Cards and Attendance Records for years 2008–2017.
- PS-6 Employee Health Insurance Claims Files for years 2007–2015.
- PW-8 Maintenance Records-Routine for Road/Building/Facility for years 2007–2015.
- TA-15 Tax Duplicates for years 2007–2014.

Motion to Approve Resolution 1 of 2021-02-03: Klouser Second: Graham.
Motion unanimously approved.

Approval of Resolution 2 of 2021-02-03, Replace Elected Auditors with Appointed Auditors.

Motion to Approve Resolution 2 of 2021-02-03: Klouser Second: Wolfgang.
Motion unanimously approved.

Approval of the 2-year services and equipment agreement renewal originated in 2013 between Hegin Township and Hegin-Hubley Authority, keeping the Township rates in Exhibit “A” the same for 2021-2022.

Motion to Approve HHA Agreement: Wolfgang Second: Carl.
Motion unanimously approved.

Adoption of Pennsylvania Municipalities Pension Trust Act 44 Disclosure Form.

Motion to Approve Disclosure Form: Wolfgang Second: Graham.
Motion unanimously approved.

Approval of Copycat Annual Service Agreement for Police Department copier. Cost is \$658.00.

Motion to Approve Copycat Agreement: Carl Second: Klouser.
Motion unanimously approved.

Hegin Township Declaration of Disaster Emergency January 31-February 2, 2021, following Governor Wolf’s state proclamation.

Motion to Approve Disaster Declaration: Wolfgang Second: Graham.
Motion unanimously approved.

CORRESPONDENCE

K&B Recycling, Minersville, sent a 2021 flyer with electronics and large recyclables clean-up event pricing information. DEP requires 60 days’ notice prior to scheduled events for permits. The supervisors chose to secure a date for late April or May 2021.

PUBLIC COMMENT

The Tri-Valley Youth Activities Fund is requesting permission for road closures from approximately 7:45 AM to 10:30 AM on June 12 in order to host the 8th Annual Hot Potato 5K Run/Fun Walk in Valley View, PA.

- Maple Street – between Broad Street and West Dead End of Maple Street
- Gap Street – section south of Maple to Broad. Local traffic will have access to Gap Street at Spruce and other alleyways.
- Walnut Street

Motion to Approve 2021 5K: Carl Second: Graham. Motion unanimously approved.

Demetrius Kasmari, Assistant Emergency Management Coordinator, requested access to the township’s Facebook page or website to post public emergency notices such as street closings, downed trees, flooding, road conditions, etc. if the township secretary is not on duty. Chairman Lucas recommended Kasmari contact the township treasurer for that login information.

Next Supervisors’ Board Meeting – 7:00 PM March 3, 2021.

Next Food Pantry – March 17, 2021, 8:00 – 10:00 AM.

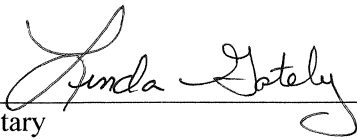
ADJOURNMENT OF MEETING

Motion to Adjourn at 7:45 p.m.: Klouser Second: Graham Motion unanimously approved.

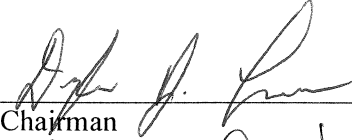
Township Office Hours – Weekdays 1:00 PM to 5:00 PM


Telephone: 570-682-9133; Email: heginstwp@comcast.net; Website: www.psatstwp.org/schuylkill/hegins/

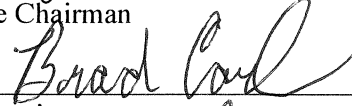
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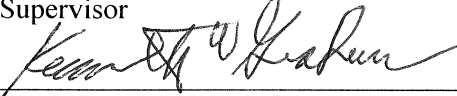

Secretary

HEGINS TOWNSHIP SUPERVISORS:

By: 
Chairman

By: 
Vice Chairman

By: 
Supervisor

By: 
Supervisor

By: 
Supervisor