

## WARREN TOWNSHIP SUPERVISORS

### Minutes Regular Monthly Meeting — May 1st, 2023

The Regular Monthly meeting for May 1st, 2023, was held at 5:00PM at the Warren Township Office at 187 School House Road, Warren Center PA. The meeting was called to order by Chairman William Franklin. Supervisors present were William Franklin, Matt Wilks, and Mark Wheaton. Also present were Joe Vrabel, Road master, Jim Russell, road crew and Lori Kepner, Secretary-Treasurer.

Amendments to the agenda: Visitors present that wanted to speak that weren't on the agenda. Janice Young and Craig Wolfe.

**Pledge to Flag** was recited. All correspondence had been given to supervisors prior to the meeting. Visitors present were Robert Rabuttinio, Craig Wolfe, and Janice Young. Rabuttinio voiced his concerns again about the Arbor Glade Road parking lot for the Game Commission. He has spoken with Warden Casper, and they would both like to meet with the Supervisors if they are available on May 5<sup>th</sup>, 2023, at 11am. The supervisors will do their best to meet with them and discuss all the concerns. Craig Wolfe meet with Scott Williams to discuss Glenmar Road and Craigs questions and concerns on right of ways and subdivisions etc. Craig was pleased with the meeting. Craig would like to move forward with the board vacating that road if the board chooses to do that. Wheaton made the motion to move forward with vacating Glenmar Road and all the requirements that will have to be done to move forward. The Township Solicitor will get involved with the language etc. We will all work together to get it done in a timely manner with the Wolfe family and everyone else involved. Wilks seconded and all agreed. Janice Young was present to discuss her concerns on the website and the incorrect minutes posted and that the January 2023 minutes have not been posted yet. Though she did comment that she was glad to see that it had started to be updated. She also voiced her concerns on the article in the Saturday paper, because Warren Township didn't receive money from the BC Commissioners office, but other townships did and why didn't they. Though none of the board was aware of money that they did not receive or the secretary; they will look into this matter and find out what regulations and requirements the BC Commissioners had for giving money to other Townships. She wanted to know if we needed her credit card information for the QuickBooks program anymore; we do not. She was also concerned about the 706B report that in the minutes it stated that the auditor's general's office called the township because it hadn't been filled for 2022, but she addressed the board that she had done it in 2022. The auditor general's office couldn't find the report, all the monies had been paid, but there was no report submitted; with that the township submitted the completed form in 2023 and sent it to the auditor general's office. She also voiced her concerns over the ARP reports not being filed.

**Minutes:** A motion by Wheaton was made to accept the April 5<sup>th</sup>, 2023, regular meeting minutes. Franklin seconded the motion, and all agreed.

**Treasurers Report and Bills:** were approved by motion by Franklin and seconded by Wilks, and all agreed.

<u>General Fund Balance</u>	\$85,880.39
<u>Impact Fee Balance</u>	\$685,643.31
<u>State Fund Balance</u>	\$261,748.33
<u>First Citizens Balance</u>	\$13,264.68
<b>Total all funds</b>	<b>\$1,046,536.71</b>

**Fire Dept:** Nothing to report currently. **EMA:** Nothing new to report currently.

**Road master verbal report** was given by Joe Vrabel: They have been grading roads, cleaning ditches, and cleaning up brush and tree limbs as needed. They have been working on the equipment maintenance as it occurs and have gotten the equipment which needs inspected done.

We will start working on phone quotes for all road materials, fuel, gas etc., along with calcium and dust oil control if needed by the liquid fuel requirements and second-class township code.

Wheaton made a motion to bid out any required items if needed by the second-class township code. Wilks seconded and all agreed.

**Township Solicitor:** Nothing to report from the Solicitor. The Keirs have received their 30-day notice on the Code Inspections concerns and violations.

**New Business:** Spring cleanup went well. The board found no adverse comments on the Gamble subdivision. The board received one person interested in the cleaning position.

Wheaton made a motion to hire Lorie Wilks for the position at \$16.00 per hour. Franklin seconded and all agreed. Matt Wilks abstained from voting. The Psats convention was April 23-26<sup>th</sup>, 2023, Mark, Bill, Joe, and Lori attended. A reminder the Spring BCTOA Dinner is May 11<sup>th</sup>, at the Grand Victorian Inn, Sayre. All the board will be attending. May 16<sup>th</sup>, 2023 is election day. We received a quote from Josh Quiles for edging, weeding, and pruning, 10 yards of mulch installed for the labor and mulch to install it, fuel charges, labor for the clean out of the beds, and edging of \$2120.00 Wilks made a motion to have Quiles contract the work. Franklin seconded and all agreed.

**Old Business:** We are still updating the website; there is a lot of information that needs addressed and corrected. Kepner is still working on the new rental agreement. Kepner is still working on the language to set a public comment time frame during their public meetings.

We had no NOI's to report. The next meeting will be held on June 5<sup>th</sup>, 2023, at 5pm. Franklin made a motion to adjourn at 6:15pm.

Minutes prepared by Lori Kepner, Secretary