



FORWARD TOWNSHIP
BOARD OF SUPERVISORS
Monthly Meeting
January 10, 2017
7:00 PM

PRESENT:

Jay Rape, Chairman	Rodger Lees, Supervisor
Charles Behm, Roadmaster	Lindsey Everett, Secretary
Donna Behm, Auditor	Jim Rape, Planning Commission
Brian Miller, CEO	Rhonda Miller, Tax Collector
Tom May, Solicitor	Jeff Argyros, Engineer

VISTORS:

Matt Otto, ECVFD	Brian Greenawalt, ECVFD
Tom Hartwig, Arcadis	

CALL MEETING TO ORDER:

Chairperson Rape called the public meeting to order & welcomed everyone at 7:00 PM. All stood for the Pledge of Allegiance to the Flag at the Forward Township Municipal Building located at 207 Ash Stop Road, Evans City, Pennsylvania.

PUBLIC COMMENT:

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- Tax Collector, Ronda Miller, asked about making a resolution to authorize new fees. The fees would include NSF check fee – up to \$25.00 and Paid receipt fee - \$5.00.

Chairman Rape made a motion to pass the 2017-1 resolution. Supervisor Lees seconded the motion, motion passed unanimously.

- Ronda also asked the supervisors about reimbursing her for her education and training credits.

Supervisor Lees made a motion to refund \$50.00 to Ronda Miller for her education and training credits. Chairman Rape seconded the motion, motion passed unanimously.

APPROVAL OF MINUTES:

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- December 13, 2016 – Supervisors Monthly Meeting Minutes – tabled until February’s BOS Meeting

- December 15, 2016 – Reconvened Meeting

Supervisor Lees made a motion to approve the December 15, 2016 Reconvened Meeting Minutes. Chairman Rape seconded the motion, motion passed unanimously.

- December 29, 2016 – Budget Meeting

Supervisor Lees made a motion to approve the December 29, 2016 Budget Meeting Minutes. Chairman Rape seconded the motion, motion passed unanimously.

- January 3, 2017 – Reorg Minutes – tabled until February’s BOS Meeting

APPROVAL OF BILLS:

Bills:

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- The Board reviewed outstanding bills for the month of December 2016 in the amount of \$21,111.81 for payment from the PLGIT General Fund.

Supervisor Lees made a motion to approve the December 2016 payables in the amount of \$21,111.81. Chairman Rape seconded the motion, motion passed unanimously.

Payroll

- Tabled until February 14, 2017 Meeting

CODE ENFORCEMENT OFFICER

- Brian Miller updated the supervisors on the Took sheds located on the property. All sheds are not permanent therefor do not require a building permit.

EVANS CITY VOLUNTEER FIRE DEPARTMENT:

- Matt Otto presented their monthly report to the supervisors.
 - December 2016 – 17 total calls
 - 6 – were in Forward Township

ENGINEER:

- Engineer Jeff Argyos spoke about the upcoming MS4 waiver application, letting the supervisors know the application is due September 16, 2017.
- Tom Hartwig presented the supervisors with a fiscal budget plan for the Meadow Ridge Sewer System. Solicitor Tom May said the Sewer Authority Board has to work out a few more details and then present to the Board of Supervisors.

ROADMASTER

Roadmaster Behm presented about the following:

- Shields Paving – Meadow Ridge

The cracks in asphalt located at Meadow Ridge Phase 2, reporting that a mix design and test was needed. The Township should be receiving the mix design soon.

- Perc test for building

Due to recent weather (rain and snow) the township will need to hold off on the perc test for the new building. The start date for construction will need to be held until March 1, 2017.

- CoStars Salt

Deadline for ordering salt from CoStars is March 15, 2017. Supervisor Lees suggested waiting until the February 2017 meeting in order to determine tonnage needed.

- Park Renovation Grant

The township received a park renovation application to receive up to \$7,500.00 in grant funding to update the township park/baseball field.

Chairman Rape made a motion to allow Roadmaster Behm to gather more information on applying for grant. Supervisor Lees seconded the motion, motion passed unanimously.

- Water Run off at Meadow Ridge (141 Williams Pt. Drive)

Solicitor May informed Roadmaster Behm that the resident will need to contact developer/landscaper.

OLD BUSINESS

- Blanket and work comp insurance

Chairman Rape made a motion to accept Matson Insurance as the townships 2017 Blanket and Workman's Comp insurance provider. Supervisor Lees seconded the motion, motion passed unanimously.

NEW BUSINESS

- 2017 Fee Schedule

The supervisors will be presenting a 2017 Fee Schedule early in 2017.

- Employee Manual

Chairman Rape stated that he is going to work on a revised employee manual to be presented early in 2017

NEXT PUBLIC MEETING:

February 14, 2017 – BOS Monthly Meeting.

EXECUTIVE SESSION

Chairman Rape made a motion to go into Executive session to review personnel matters. Supervisor Lees seconded the motion, motion passed unanimously.

Start: 8:09 PM **End:** 8:26 PM

Supervisor Lees made a motion to adjust the pay of Bette Spithaler to \$18.00 per hour. Chairman Rape seconded the motion, motion passed unanimously.

ADJOURNMENT:

Chairman Rape made a motion at 8:28 PM to adjourn the January 2017 meeting. Supervisor Lees seconded the motion, motion passed unanimously.

Respectfully Submitted,
Lindsey Everett
Lindsey Everett
Township Secretary