Gregg Township Board of Supervisors
Reorganization Meeting Minutes
January 6, 2025

The reorganization Board of Supervisors (BOS) meeting for Gregg Township, Centre County, was held on Monday, January 6, 2025, at 106 School Street, Suite 203, Spring Mills, PA with Charles Stover, Ben Haupt, and Vicky Vanada. Others in attendance: David Gaines, Solicitor.

Solicitor Gaines called the reorganizational meeting to order at 6:30 pm., followed by the Pledge of Allegiance.

David Gaines said that we needed to elect the Chairman, Vice-Chairman, and Secretary. Mr. Gaines said that we could let everyone in the positions they are in and do a single vote or we can make nominations to change the Chairman and Vice-Chairman. Ms. Vanada nominated Mr. Haupt as Chairman. Mr. Stover second the nomination. No further discussion. Vote was unanimous.

Mr. Haupt made a motion for Mr. Stover to be Vice-Chairman. Mr. Stover second the motion. No further discussion. Vote was unanimous.

Mr. Haupt made a motion for Ms. Vanada to remain as Secretary. Mr. Stover second the motion. No further discussion. Vote was unanimous.

Public Comments:

1. Husam Obeid – Stated they applied for Bitner Hollow Road project DEP permit and it took a while before they heard anything. He said they had a conference call on December 26 and had to make some revisions and they expect to have a conference call with DEP this Thursday, January 9, 2025. Husam said that the bank was asking for a PennDOT approval of their estimate. He said that their estimates are in line, but they questioned the box culvert. He said that they added fabricator's cost and then bumped the cost up to make sure it is all covered. He said it was at $540,000, then up to $560,000, and now it is at about $580,000. Husam said that we have the $500,000 grant and also the $100,000 County grant. He said that they want to be conservative and they hope that the project is a little less.
   Husam said that the bridge opening wing wall is already in the stream and that the stream bed is a little deeper. He said that on the revision, they actually made the stream a little wider. Mr. Stover asked if the BOS has done everything to keep this project moving and they (Husam and Marty Mallone) said that the BOS have. Husam said that he has asked about Right-of-Way, explaining that the stream has its own easement. He said that after doing some research to see where the easement is, they will need permission from the residents in that area. Mr. Stover asked if there was any reason why this couldn't be put out for bid. Husam said that they are waiting to hear comments from DEP on the stream opening. Mr. Stover said that he is concerned that we are going to be behind schedule and that he was under the impression that the bids were to go out last fall. Husam said that they need a better understanding of what DEP wants. He said that once they have the conference call with DEP, they can put this out for bids in about 1 ½ weeks. Husam said that there is a scour hole in the stream and there is an

area with no bottom. Marty Mallone said that they can move forward with the bid before DEP approval but they need to give notice to fabricate the culvert box. He said that he can write it so that it is contingent on DEP approval. All agree that Marty needs to attend the February BOS meeting to give an update.

2. Kylie Topeka – She said that she has been begging and pleading to get answers from PV Code and that she can't take off work to deal with this. She said that she sent a lengthy email on November 14, 2024. Mr. Haupt responded that the Code Office is to respond to her email. Kylie said that there are questions that she wants answers to:
    a. Is a safety inspection going to be done?
    b. Stated that the Auman portable garage was on the Neideigh property due to the winds. Their portable garage is not of the material listed on the permit.

   Kylie asked for recommendations on how to get the Code Office to answer their emails. She said that it has been 1 ½ months. She said that she filed a RTK Request and she said that Mike Lesniak sent records that show that they have not cited the property. David Gaines said that he will look into this and David will get in touch with the Code Office.

REORGANIZATION MEETING CONTINUED:
MOTIONS:

1. Consent Agenda Appointments Items #1 - #33 –
    a. Line #2 – SEO –(Sewer Enforcement Officer) – Justin Dashem
    b. Line #3 – SEO Alternates – Add John Howell and Jeff Kreger
    c. Line #15 – Remove CPA Baker Tilly. No replacement at this time
    d. Line #19 - ACTS (American Computer Technology Solutions) Dan Decker for IT
    e. Line #33 Holidays – Added Veteran's Day to the list for the Office to be closed

   Motion to approve Consent Agenda Items #1 - #33 by Ms. Vanada. Second by Mr. Stover. Vote was unanimous.

2. Consent Agenda Appointments Items #34 - #41
    a. Line #39 – Gregg Twp Sewer & Water Authority Liaison – Remove Mr. Haupt and put Mr. Stover in for this appointment

   Motion to approve Consent Agenda Items #34 - #41 by Ms. Vanada. Second by Mr. Stover. Vote was unanimous.

3. Resolutions: Items #42 - #48 – Motion to approve Resolutions #42 - #48 by Mr. Stover. Second by Ms. Vanada. Vote was unanimous.

4. Motion #4 – IRS Mileage rate at 67 cents per mile for 2025. Motion to approve IRS rate at 67 cents per mile by Mr. Vanada. Second by Mr. Stover. Vote was unanimous.

Correspondence Associated with Appointments:

1. Justin Dashem, SEO
2. Jeff Kreger, Alternate SEO

3. John Howell, Alternate SEO
4. P. Joseph Lehman, Inc., Engineer
5. ACTS, Dan Decker – IT

Motion to approve correspondence by Mr. Stover. Second by Ms. Vanada. Vote was unanimous.

Closed reorganizational meeting at 7:04 pm.

Mr. Haupt, Chairman called **regular Board of Supervisors meeting** to order.

Public Comment: Already covered during the reorganizational meeting.

Roadmaster Report: Given by Mr. Haupt. Have plowed snow, cleaned trucks and equipment and did some tree trimming.

Liaison Reports:

1. **Solicitors Report**:
   a. Update on previous secretary – David Gaines called the bonding company today and was told that he should get a response any day. David said that it seems that the arrest has helped to move this along. The formal arraignment is scheduled for January 29, 2025 @ 1 pm in Courtroom 2 with Judge Oliver.
   b. There have been questions over the past month in emails regarding the auditors. The township has used an auditing firm. David doesn't think that the auditors have played a role in this incident.
2. **Emergency Management Coordinator** – Jim Smith not at the meeting.
3. **Fire Company** – Troy Parker, Fire Chief not at the meeting.
4. **Old Gregg School**:
   a. **Advisory Board Report** – Molly Miller, President not at the meeting.
   b. **Maintenance Report** – Dave Sweeley said he has cleaned up snow in the last month, put plastic up at some windows, a new hot water heater was put in the Friday after Christmas and had heating oil delivered to OGS last Friday.
5. **Penns Valley Code Enforcement Agency** – Justin Dashem not at the meeting
6. **Penns Valley Emergency Medical Services** – Mr. Stover said there is a meeting this Thursday evening.
7. **Penns Valley Regional Planning Commission** – Meeting scheduled for January 22, 2025
8. **Planning Commission** – Meeting scheduled for January 13, 2025
9. **Sewer and Water Authorities** – No one present from the authorities

Secretary/Treasurer Report:

1. Motion to approve the December 12, 2024 BOS meeting minutes by Ms. Vanada. Second by Mr. Stover. Vote was unanimous.
2. Motion to accept the November Balance and P&L (Profit & Loss) by Mr. Stover. Second by Mr. Haupt. Vote was unanimous.
3. Motion to approve attendance at PSATS Annual Conference from May 4 – 7, 2025 in Hershey, PA by Mr. Haupt. Second by Mr. Stover. Vote was unanimous.

4. Change next BOS meeting date at the bottom of the agenda from February 8, 2025 to February 13, 2025.

Unfinished Business:

1. Recreation Fee-in-Lieu – David Gaines said that it is a little tricky on how this money can be spent according to the ordinance. (Chapter 9, Part 1 – Any funds collected as fees-in-lieu of dedication of open space shall be deposited in an interest-bearing account. This account shall be separate from other municipal accounts and shall be clearly identified for the purpose of funding acquisition and development of recreation facilities. Interest earned on all monies deposited in such accounts shall become funds of that account. Funds from such accounts shall be expended at the discretion of the Board of Supervisors in properly allocable portions of the cost incurred to design, construct or acquire the specific recreation facilities that will benefit the subdivision or land development from which they were collected.)

David said the BOS need to make sure the monies is being spent properly and we need to decide what we want to do moving forward. After some discussion, David said that we may need to look at the wording in the ordinance, and include the wording "upgrade to the parks" to the ordinance. Mr. Haupt said that the Planning Commission would want to be involved in this discussion if there is any consideration of changing the ordinance.
Mr. Stover asked if we could exclude a family member giving land to another family member from the Rec Fee-in-Lieu. David said that there needs to be more discussion on this and to leave this on the agenda for the February meeting.

2. Upgrade on gym and stage floor renovations (Lehman Engineering – Grant) & boiler and electrical upgrade (Lehman Engineering – Grant). Have not heard back from Lehman Engineers, but recently the Historical Society has gotten involved with the gym and stage floor renovations and we have to wait to see what the Historical Society decides.

3. Agricultural Security Areas – Supposed to be reviewed every 7 years, but hasn't been reviewed since 2003. Received an Ag Security Area request on Friday, November 8, 2024. David Gaines said that this is a Federal law and it gets complicated. David said that the township plan needs to be reapproved. David said that this is to preserve the farm land. David said to leave on the agenda for February's BOS meeting.

4. PA Background Checks for Township Supervisors – Mr. Stover submitted his PA Background Check on Sunday, January 5, 2025. Mr. Stover asked if we required this of employees also. Ms. Vanada said that when we voted this in, that we voted it in for township supervisors only.

New Business:

1. Overtime and discrepancies from what's currently being done and what is outlined in the Employee Handbook.
   Currently, if an employee uses paid holiday time for a day in that pay week and then on

another day, works their 8-hour day and then gets called back in later that day (ex – snow removal), the employee gets paid OT for the hours that he is called back into work, although they did not "work" their 40-hour week, due to the holiday.

The Employee Handbook states "Overtime pay is based on the actual hours worked. For this reason, time off for sick leave, vacation, and other paid or unpaid leaves of absence is not counted as hours worked when calculating overtime pay".

David Gaines said that we should probably continue to do what has been done in the past, until we are able to get back to updating the Employee Handbook. Mr. Haupt made a motion to continue with the past practice of paying the OT regardless of PTO or holiday time. Second by Ms. Vanada. Mr. Stover abstained from the vote.

2. Worker's Compensation Insurance – The Township Supervisor's E-mod rate is high due to claims in the last couple of years. Supervisors would like to see the Fire Co. volunteers and EMS volunteers receive safety training and to have the Fire Co. and EMS turn in documentation showing that the volunteers are receiving safety training. Mr. Haupt is to request documents from Troy Parker, Fire Chief and Mr. Stover to request documentation from PV EMS.

3. Cutting office costs – Printing of the agenda, previous months minutes, financial statements, etc. is posted online 24 hours in advance. Starting with February 2025's meeting, the public will need to print these prior to the meeting. There has been wasted supplies (paper and ink) due to printing of the meeting material. There is no way to predict how many people will be attending the meeting. This will help to save money in the township office supplies category.

4. Increasing the $1,000 limit to $5,000 limit on each of the two township credit cards. Difficult to run a business on a $1,000 limit. Motion to increase both township credit card limits to $5,000 made by Mr. Stover. Second by Mr. Haupt. Vote was unanimous.

5. Renew the Dunklebarger CD that matures on 1/19/2025. Motion made by Mr. Stover. Second by Mr. Haupt. Vote was unanimous.

6. Renew the Mount Nittany CD that matures on 1/23/2025. Motion made by Ms. Vanada. Second by Mr. Haupt. Vote was unanimous.

Correspondence: None

Adjourn Meeting: Motion to adjourn meeting at 7:41 pm made by Ms. Vanada. Second by Mr. Stover. Vote was unanimous.

Next BOS meeting scheduled for February 13, 2025 @ 6:30 pm in room 203.