

**Eldred Township Supervisors
Regular Meeting
March 8, 2023**

This meeting was held at the Eldred Township Building.

Call to order at 4:28 PM by Chairman Greeley.

The meeting was opened with a salute to the flag.

Roll Call: Supervisors John MacBeth, Lawrence Ross and Gordon Greeley were in attendance.

PUBLIC COMMENT PERIOD:

Laird Raybuck commented on the method of advertising meetings for the township. He said that newspapers are outdated, and asked what else the township could do to let people know what's going on. Supervisor MacBeth replied that getting a township website is part of the solution.

C.T. Rizer said that he had a permit for a fireworks display on O'Donnell Road in September, and that it needed to be signed. Supervisor Ross said that he could do that and told him that he could have stopped at any time, that he didn't have to wait for a meeting to get it signed.

A motion to approve the **February 8, 2023 Regular Meeting Minutes** and the **February 14, 2023 Special Meeting Minutes** was made by Chairman Greeley. The motion was seconded by Supervisor MacBeth. Vote: 3 ayes. Motion carried.

A motion to acknowledge receipt of the Treasurer's Report was made by Supervisor Ross. The motion was seconded by Chairman Greeley. Vote: 3 ayes. Motion carried.

Total Receipts (February 1, 2023 to February 28, 2023): \$34,621.36

Total Expenditures (February 1, 2023 to February 28, 2023): \$30,340.99

A motion to approve payment of the invoices for February 2023, in the amount of \$18,058.75, was made by Supervisor Ross. The motion was seconded by Chairman Greeley. Vote: 3 ayes. Motion carried.

A motion to approve payment of the payroll expenses for February 2023, in the amount of \$12,282.24 was made by Chairman Greeley. The motion was seconded by Supervisor MacBeth. Vote: 3 ayes. Motion carried.

ROADMASTER REPORT:

Supervisor/Roadmaster Ross said that the guys have been hauling gravel when the ground is frozen enough. The road crew has been fixing potholes, cleaning ditches, and they've had the grader out. He said that they've been working on Greeley Road, Miller Road, and Beers Road. Roadmaster Ross also said that he's been doing a lot of paperwork [for the bridge replacement project]. He said that in the last week, he has had calls about 5 stop signs that have either been stolen or knocked down, and the guys are going to start on the signs next week when their work hours start back to 10-hour days.

UNFINISHED BUSINESS:

1. New Building

Chairman Greeley opened a discussion about the bid packet for the new building. He said that the township may have to abide by the Davis-Bacon Act and pay federal prevailing wage for the labor on the new building, depending on the definition of the ARPA funds and whether they are considered a grant or a distribution. He said that he would call the solicitor to see whether the Davis-Bacon Act applies to this project. He said that prevailing wage will raise the bid prices considerably. Supervisor MacBeth asked if anyone knew the prevailing wage rate. Chairman Greeley said that a wild guess would be \$40 an hour for a carpenter. Supervisor Ross said that prevailing wage also applies to all contracted labor for the dirt & gravel road projects.

Chairman Greeley said that it also has to go into the bid packet that only American steel will be used, the contractor needs to have Worker's Compensation insurance, and we need a 100% performance bond and a payment bond. He said that we should wait to get word from the solicitor about the Davis-Bacon wage rate before continuing. He asked if the township should get the lawyer to do the bid packet and contract. Supervisor Ross said that we could do it ourselves and have the solicitor look over it to make sure everything is correct. Chairman Greeley said that we'll do the bid packet then. Supervisor MacBeth said that he thinks it'll come down to whether the ARPA funds are considered a grant or a loan or a distribution. Chairman Greeley asked whether they should specify separate bids for just the new building, for the building with a concrete floor, and for the building with concrete and the roof on the township building. Supervisor Ross said that he thinks they should ask for separate bids. He said that if we do them separately then maybe the township could just do the building right now and then later do concrete with radiant heat.

Chairman Greeley asked when the bid packets should be done. Supervisor Ross replied that as soon as they can be put together. Supervisor MacBeth said that they should wait until they get clarification from the solicitor, and he just hopes that it's considered a distribution and not a grant. Chairman Greeley said that he figured that he'd call the solicitor because he's never heard of the Davis-Bacon Act.

NEW BUSINESS:

1. Resolution 2023-3 Joint Resolution with Barnett Township (Jefferson County) Setting a Date for a Joint Public Meeting to Discuss Possible Merger

Chairman Greeley said that he talked to Terri Cunkle, the Local Government Policy Specialist from the PA Department of Community & Economic Development (DCED). He said that Ms. Cunkle told him that the only day she had available during the first week of April was April 3, 2023, and that she could attend a meeting held at 6:00 PM. Chairman Greeley also talked to Bob Fye from the Sigel Volunteer Fire Department about the availability of the firehall for the first week of April. He is waiting to hear back from Mr. Fye. Supervisor Ross said that he talked to members of the fire department as well and was told that the first week of April is open. Supervisor MacBeth asked if the fire department holds their meetings on Mondays. Supervisor Ross responded that the fire department has a siren test on Mondays, but nothing in the social hall. Chairman Greeley said that they would have to check with the Barnett Township Supervisors to make sure that April 3rd works for everyone. He also said that it is just an informative meeting and won't be about finances. Chairman Greeley made a motion to set April 3, 2023 as the date of the joint public meeting and to adopt Resolution 2023-3. He clarified that the date depends on Barnett Township approving April 3, 2023 as well. The motion was seconded by Supervisor Ross. Vote: 3 ayes. Motion carried and Resolution adopted.

2. Resolution 2023-4 Disposition of Specific Records

Resolution 2023-4 authorizes the destruction of specific records, in accordance with the Municipal Records Manual approved December 16, 2008 and amended March 28, 2019. Ashlyn Ross has continued going through old records that have been stored in the room above the office. She has been using the Municipal Records Manual, which was issued by the Pennsylvania Historical and Museum Commission Bureau of the Pennsylvania State Archives as a reference for the types and years of records that can be destroyed. She has compiled a list of specific documents, invoices, and financial records that are eligible for destruction. The documents to be destroyed are from the years: 1998, 2000, 2002, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2015, 2016, and 2017. The list of specific records is attached to Resolution 2023-4. Chairman Greeley made a motion to adopt Resolution 2023-4 and authorize the destruction of the specific records on the list attached to Resolution 2023-4. The motion was seconded by Supervisor Ross. Vote: 3 ayes. Motion carried and Resolution adopted.

3. Possible Additional Hours for Ashlyn Ross to Sort Records

At the May 11, 2022 Regular Meeting, Ashlyn Ross was approved as an intern for a period not to exceed 100 hours. As of the date of this meeting, she has worked 84.5 hours with 15.5 hours remaining. Supervisor Ross said that the Resolution from the February meeting approved the destruction of 12 boxes of records, and that this time there are probably 16 boxes to be destroyed. He said that Ashlyn has sorted about 90% of the records, and that there are maybe 15 or so boxes left. He clarified that the records that she is sorting are strictly from later years, nothing new. Lisa Kelso said that Ashlyn has the Records Manual basically memorized now and if you ask, she can tell you what can be destroyed and how old it has to be. Chairman Greeley suggested letting her finish her 100 hours and then see what's left to sort. He said that they can extend her hours if needed. Supervisor MacBeth said that he was okay with that. Chairman Greeley made a motion to extend Ashlyn Ross' total allowed work hours if needed, depending upon how many records are left after she completes her 100 hours. The motion was seconded by Supervisor MacBeth. Vote: 3 ayes. Motion carried.

4. Stone Bids

The Greater Jefferson Area Council of Governments (COG) is doing the stone bids. The COG is having a bid opening on March 20, 2023. The bids that the COG receives will be given to member townships to accept or reject at their April Regular Meetings. The stone types for Eldred Township are: DSA, #8 limestone, #57 limestone, #3 limestone, 2RC limestone, and PA-2A limestone. The COG is also doing bids for oils to be applied. The oil types for Eldred Township are: CRS2 and MC70. Chairman Greeley said that since the COG is doing the bidding, there is no action needed until the next meeting.

OTHER SUPERVISOR COMMENTS OR CONCERNS

Supervisor MacBeth told Supervisor/Roadmaster Ross that he would like to help with the Dirt and Gravel Low-Volume Road (DGLVR) grant application for Sharp Road. Supervisor Ross said that he would meet him at the bridge on Sharp Road on any day that would work for Supervisor MacBeth. He said that they would go to the proposed project site and measure the area so that a map could be drawn on paper to submit with the application, and then gravel amounts would need to be calculated. Supervisor Ross said that he is also submitting a DGLVR application for Beers Road. Chairman Greeley asked if there were any other areas that could benefit. Supervisor MacBeth said that for Sharp Road he would like to divert drainage water from going into the trout stream. Supervisor Ross said that for Beers Road he would like to install underdrains going to culverts and raise the road. He said there is damage from the water line expansion that needs to be repaired, and this is the perfect opportunity to get a DGLVR project. Chairman Greeley asked if an application would be put in for Mineweaver Road. Supervisor Ross said that the DGLVR grants go off a score sheet, the higher the score the better the chance the township has of getting a grant. He said that townships are competing against each other for the grants.

Chairman Greeley asked how the public information meeting should be advertised so that everyone could find out about it. Supervisor Ross said that maybe it could be put on the Sigel Facebook page. Laird Raybuck asked if the proposed merger would go on a ballot. Chairman Greeley and Supervisor Ross said "yes." Laird Raybuck then asked if it would be on the May ballot. Chairman Greeley responded that there is not enough time to get it on the May ballot, that it would be on the fall ballot. Supervisor Ross said that they would have a couple of public meetings to give information about the proposed merger and the process involved. Supervisor MacBeth said that what pre-empted the process was that Nancy Boyer is in her 80s and has been concerned about no one stepping forward to run. Chairman Greeley said that what was stopping some people in Barnett Township from supporting the proposed merger was the fact that they don't want to lose their identity. He said that Terry Cunkle from DCED suggested putting up a "Barnett Village" sign. Supervisor Ross said that he talked to Bob Fye, and Bob said that he was kind of against it until he was told the pros and cons, the road mileage, and that neither was in debt. He said that the townships need to have this meeting to give all of the information to people so that they understand. Chairman Greeley said that there's no one who wants to be a Supervisor, and they haven't had auditors since 2019. Supervisor MacBeth said that there was a question about Tax Collectors, but Marty Fye's term (for Barnett Township) would be up about the time a possible merger would be final, so that wouldn't be a problem. Chairman Greeley said that if the merger doesn't pass in both townships, then it takes five years before it can be brought up again. Supervisor Ross said that Nancy Boyer has been appointed three or four times to two-year terms, and that Paul Ross has to run for Supervisor again this year so that he can do the paperwork if the merger goes through. After that, Paul can either stay to finish his term or resign. Once the transition period is finished, the township will have three Supervisors and three Auditors, the same Ordinances, and uniform tax rates.

Dan Park asked the Supervisors how the Tax Collector can live in Muderf, Chairman Greeley said that Amber is Executrix of Deb's estate and the state mandated that she finish collecting the taxes. He said that it got clarified by three or four people and can't remember the wording. Dan Park then asked if Amber should have to maintain hours in the township. Supervisor Ross said that she would have to have a designated place and time for office hours in the township.

Chairman Greeley adjourned the meeting at 5:19 PM. He said that the public information meeting would be held at 6:00 PM on April 3rd if Barnett Township agrees.

The next regular meeting will be held at the Eldred Township Building on April 12, 2023, at 4:30 pm.

Lisa Kelso
Secretary