

COVINGTON TOWNSHIP SUPERVISORS
MONTHLY MEETING MINUTES – APRIL 5, 2022

The April 5, 2022 Monthly Meeting of the Covington Township Board of Supervisors was called to order with a Pledge of Allegiance at 7:00 p.m. in the Municipal Building, 20 Moffat Drive, Covington Township, PA 18444, by Chairwoman Melissa Kearney.

Present: Chairwoman Melissa Kearney, Vice Chairwoman Vicki Williams, Supervisor Marshall Peirce, Supervisor Wanda Andreoli, Supervisor William Willson present at 7:29 p.m. (during Resolution 2022-07), Attorney Joel Wolff, and Secretary Melinda Musso.

Also present: Police Chief Robert Bastek, Engineer Mary Lou Butler, Zoning Officer Ronald Donati, Building Inspector David Lamm, Road Master Thomas Hall, and Moffat Maintenance James Hallock.

AGENDA:

ON MOTION duly made (Peirce), seconded (Andreoli), and carried to add lean-to at recycling garage and stonework estimate to the agenda.

ANNOUNCEMENTS: None

OPEN BIDS: ROLLER

Five Star Equipment: 2019 Bomag	\$89,900.00
United Rentals: 2016 Hamm	\$76,680.00
Highway Equipment Supply: 2020 Volvo	\$69,886.00
Highway Equipment Supply: 2021 Volvo	\$94,714.00

PUBLIC COMMENT: None

MINUTES:

ON MOTION duly made (Williams), seconded (Andreoli), and carried to accept the March 1, 2022 Monthly Meeting Minutes, March 29, 2022 Knox Box Ordinance Public Hearing Minutes, and March 29, 2022 Work Session Minutes as presented. Supervisor Peirce stated he is abstaining due to not being at the meeting.

BILLS:

There was a discussion on the format of this report. ON MOTION duly made (Williams), seconded (Andreoli), and carried to accept the bills.

TREASURER'S REPORT:

ON MOTION duly made (Williams), seconded (Andreoli), and carried to accept the Treasurer's report.

ADMINISTRATIVE ACTIONS:

Resignation re: Tiffany Moore: ON MOTION duly made (Andreoli), seconded (Williams), and carried to accept Tiffany Moore's resignation as of March 15, 2022.

Hire Zoning Secretary: Supervisor Williams discussed the interview process.

ON MOTION duly made (Williams), seconded (Andreoli), and carried to hire Dawn Coco as the part-time Zoning Secretary at a rate of \$20.00 per hour.

Hire Senior Center Coordinator: There was a discussion on the hours and days the center would be open.

ON MOTION duly made (Williams), seconded (Andreoli), and carried to hire Barbara Belasky as the part-time Senior Center Coordinator at a rate of \$17.00 per hour.

Hire Part-time Road Laborer: Supervisor Peirce discussed the candidate to hire.

ON MOTION duly made (Peirce), seconded (Williams), and carried to hire John Pavlicek at a part-time Road Laborer at a rate of no more than \$18.00 per hour. The pay rate is still being discussed.

Post Probation Wage Review re: James Hallock: There was a discussion on how well James Hallock has been taking care of the Estate.

ON MOTION duly made (Peirce), seconded (Andreoli), and carried to hire James Hallock as a regular full-time employee at a rate of \$21.00 per hour.

Resolution 2022-07 Revised PTO Time: Chairwoman Kearney read Resolution 2022-07.

Roz Davis asked if the township is having financial issues that employees are losing benefits now. There was a lengthy discussion on multiple resolutions, reduction of PTO time, and disability insurance. Chairwoman Kearney discussed how the Board is fixing the wrongs of the past, fairness to taxpayers and employees, along with the amount of work the Board put into this.

ON MOTION duly made (Williams), seconded (Andreoli), and carried to accept Resolution 2022-07 the revised PTO schedule.

Cancel April 26, 2022 Work Session: ON MOTION duly made (Peirce), seconded (Williams), and carried to cancel the April 26, 2022 Work Session.

Advertise for Planning Commission secretary: ON MOTION duly made (Williams), seconded (Peirce), and carried to advertise for Planning Commission Secretary. Details for this position will be given to the secretary to advertise.

Resolution 2022-08 Short Term Rental Fee Schedule: Chairwoman Kearney read Resolution 2022-08. ON MOTION duly made (Willson), seconded (Andreoli), and carried to adopt the Short Term Rental Fee Schedule Resolution 2022-08.

Chairwoman Kearney addressed Roz Davis with a discussion regarding the township not having money troubles, not giving things away, employees fair wages with a lot of paid time off and perks, and the Board is just trying to make things better. Ms. Davis expressed concerns over the possibility of losing good employees.

PLANNING COMMISSION: No report submitted

BUILDING INSPECTOR:

David Lamm reviewed his monthly report. ON MOTION duly made (Williams), seconded (Peirce), and carried to accept the Building Inspector's report as submitted.

ZONING CODE ENFORCEMENT OFFICER:

Ronald Donati reviewed his monthly report. On motion duly made (Peirce), seconded (Williams), and carried to accept the Zoning Code Enforcement Officer's report.

ENGINEER:

Mary Lou Butler reviewed her monthly report.

Storm Road – Application for payment #2 and Change Order #1: Mrs. Butler recommended payment #2 in the amount of \$9,144.93 to Wayco, Inc. that would finalize the contract. Mrs. Butler also received a final change order for \$250.04 below the approved amount.

ON MOTION duly made (Peirce), seconded (Willson), and carried to make the final payment on the Storm Road project in the amount of \$9,144.93.

ON MOTION duly made (Williams), seconded (Andreoli), and carried to sign the change order regarding the contract being \$250.04 below the approved amount.

Union Mill Road Project re: Wayco payment: Mrs. Butler received the invoice based on the proposal for \$13,320.00 for their work on Union Mill Road in accordance with the proposal and recommends payment. There was a brief discussion on if this item needed to be added to the agenda.

ON MOTION duly made (Willson), seconded (Andreoli), and carried to add the Union Mill Road Project payment to the agenda.

ON MOTION duly made (Willson), seconded (Williams), and carried to make the payment of \$13,320.00 for the Union Mill Road Project to Wayco, Inc.

Mrs. Butler submitted an invoice for \$8,500.00 for Engineering on the Langan Road Project. ON MOTION duly made (Peirce), seconded (Willson), and carried to pay \$8,500.00 Engineering invoice for the Langan Road project.

ON MOTION duly made (Williams), seconded (Andreoli), and carried to sign and submit the invoice to DCED for grant reimbursement.

ON MOTION duly made (Williams), seconded (Andreoli), and carried to accept the Engineer's Report as submitted.

SOLICITOR: Attorney Wolff had nothing to report.

DIRECTOR OF PUBLIC WORKS:

Recycling Building: Mr. Peirce received a proposal today from Burkholder Pole Buildings and Renovations for \$17,800.00, not to exceed \$20,000.00. Mr. Peirce recommends moving ahead with these repairs. The township would need to rent a scissers lift for the contractor to use and the Road Department would help if needed. There was a brief discussion on if there were other quotes and if this qualified under emergency repairs.

ON MOTION duly made (Willson), seconded (Andreoli), and carried to hire Burkholder Pole Buildings and Renovations to fix the Recycling Center roof.

Recycling Electronics: There was a discussion on when to hold a recycling event, electronics to include,

weeknights versus weekends, and the cost involved. Roz Davis suggested different time frames to accommodate residents.

Stump removal at Moffat: Mr. Peirce reviewed four quotes for digging or grinding the stumps out, with the best price being from Custom Ag. Services to grind them for \$2,600.00. There are approximately 48 stumps. Mr. Peirce explained the Road Department may need to dig out a couple if there are large boulders in the way and the Road workers would need to clean up after the grinding is completed.

ON MOTION duly made (Willson), seconded (Andreoli), and carried to hire Custom Ag. Services to grind the stumps down for \$2,600.00.

Municibid: Mr. Peirce would like to sell stuff and the township would only need to advertise that we are selling an item on Municibid and wants the township to sign up.

ON MOTION duly made (Andreoli), seconded (Peirce), and carried to sign up for Municibid.

Generator: Mr. Peirce noted there is a generator in the recycling center that's not used and is in the way of Roof repairs and asked the Board to consider donating this generator to the Fire Company.

ON MOTION duly made (Williams), seconded (Andreoli), and carried to donate the generator to Covington Fire Company.

Stonework estimate: Mr. Peirce received an estimate from David Lindsey to repair a sixteen-foot section of stone wall for \$7,275.00 or \$102.00 per hour for three men plus materials. There was a discussion on cutting rhododendrons down to approximately six inches and reaching out to the Moffat Trust. Roz Davis asked if it was \$102.00 per hour for three men or for each man. It's for three men.

ON MOTION duly made (Willson), seconded (Williams), and carried to hire David Lindsey to repair the main patio stonework for \$102.00 per hour plus materials with it not to exceed \$7,275.00.

Mr. Peirce addressed another quote for \$1,050.00 to tear down the chimney at the Senior Center, it's not being used and has been capped, then rebrick it since it's cracked.

ON MOTION duly made (Peirce), seconded (Willson), and carried to tear down Senior Center chimney and patch it for \$1,050.00.

Roz Davis asked if the chimney should be added to the agenda. The Board advised it was still stonework.

Lean-to at Recycling Garage: Mr. Peirce would like to construct a lean-to on the Recycling Center building to store equipment in the winter.

ON MOTION duly made (Willson), seconded (Andreoli), and carried to allow Mr. Peirce to get an estimate for the work.

ROADMASTER: Thomas Hall reviewed his monthly report.

Mr. Hall requested something be put in the newsletter reminding residents that they should not blow their leaves into the ditches.

ON MOTION duly made (Williams), seconded (Andreoli), and carried to accept the Roadmaster's report.

MOFFAT MAINTENANCE: James Hallock reviewed his monthly report.

ON MOTION duly made (Williams), seconded (Andreoli), and carried to accept the Moffat Maintenance report as submitted.

POLICE DEPARTMENT: Chief Bastek reviewed his monthly report.

ON MOTION duly made (Williams), seconded (Andreoli), and carried to accept the Police Department's report as submitted.

RECREATION COMMITTEE: No report submitted

SEWAGE ENFORCEMENT OFFICER: Monthly report

ON MOTION duly made (Peirce), seconded (Andreoli), and carried to accept the Sewage Enforcement Officer's report.

NEW BUSINESS:

Repository Sale re: Fiesta Drive R3-314: ON MOTION duly made (Peirce), seconded (Williams), and carried to accept the repository sale.

America250PA Resolution: There was a discussion on if the township wanted to pass a resolution to celebrate the 250th birthday of the United States. This was tabled until after the upcoming PSATS conference.

Knox Box purchases for township buildings: Supervisor Peirce recommends the purchase of two Knox Boxes, one for the mansion and one for the police station.

ON MOTION duly made (Willson), seconded (Williams), and carried to purchase two Knox Boxes.

OLD BUSINESS:

Preferred Management Proposal re: Short-term Rental Ordinance: Chairwoman Kearney explained Preferred Management would be able to have things up and running for June 1st.

ON MOTION duly made (Andreoli), seconded (Williams), and carried to accept the proposal from Preferred Management to go in accordance with Resolution 2022-08. Supervisor Peirce announced he had abstained from the vote.

Estimates for Moffat fire/burglar alarm system: Supervisor Willson spoke on the two quotes that were received and he recommended First Alarm Security.

ON MOTION duly made (Willson), seconded (Andreoli), and carried to hire First Alarm Security to install smoke detectors for \$5,986.00, plus \$570.00 per year for monitoring at the mansion. There was a brief discussion on needing more door switches for the burglar alarm system.

ON MOTION duly made (Peirce), seconded (Andreoli), and carried to hire First Alarm Security for security for \$635.00 plus the additional switches, plus \$390.00 per year for monitoring at the mansion.

Storm Subdivision Approval: Charwoman Kearney explained she spoke to the township sewage enforcement officer where he felt it would be fine for the Board to move forward since the sewage module application is being recommended for approval.

ON MOTION duly made (Peirce), seconded (Andreoli), and carried to sign plans approving the sewage plan module based upon the recommendations of DEP, Engineer who approved the land development, and the Sewage Enforcement Officer.

CORRESPONDENCE:

3/21/2022 Letter from Covington Independent Fire Company re: Thank you letter: Read by Chairwoman Kearney.

PA DOT Liquid Fuels Tax Fund Payment: Read by Chairwoman Kearney.

SUPERVISOR'S COMMENTS:

Roller Bids: Supervisor Peirce recommended not accepting any of the submitted bids as they were all too high and machines were too new. ON MOTION duly made (Peirce), seconded (Willson), and carried to not accept any of the bids on the roller.

Supervisor Peirce advised the lids for the recycling containers have arrived and they have begun to pass them out to residents that need them.

Thomas Hall asked if Municibid had rollers listed. There was a short discussion.

PUBLIC COMMENT:

Roz Davis complimented the EMS monthly report and hopes they continue.

Roz Davis asked about getting a Zoning Hearing Board Secretary. There was a discussion on asking the new Zoning Secretary.

ADJOURNMENT:

ON MOTION duly made (Williams), seconded (Andreoli), and carried to adjourn at 8:45p.m.

Respectfully submitted,
Melinda Musso, Secretary

Approved: