

COVINGTON TOWNSHIP SUPERVISORS  
WORK SESSION MINUTES – JULY 26, 2022

The July 26, 2022 Special 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, Supervisor Marshall Peirce, Supervisor William Willson, Attorney Joel Wolff, and Secretary Melinda Musso

Absent: Vice Chairwoman Vicki Williams, Supervisor Wanda Andreoli

Also Present: Police Chief Robert Bastek

**AGENDA:** As presented

**ANNOUNCEMENTS:** Chairwoman Kearney announced the Board met with Comcast tonight at 6:00 p.m. concerning upgrading the phone system.

**PUBLIC COMMENT:** None

**MINUTES:** July 5, 2022 Meeting Minutes presented

**BILLS:** No report submitted

**TREASURER’S REPORT:** No report submitted

**ADMINISTRATIVE ACTIONS:**

**Resolution 2022-11 Procedure for selling personal property valued less than \$2,000.00:** There was a lengthy discussion on past practice, the second-class township code, and whether the township will still need to advertise if the cost goes over \$2,000.00 in Municibid. There was further discussion on Municibid regarding whether the Board wants a reserve on certain items and to start selling smaller items to see how Municibid works.

**Hire Mary Kizer effective July 11, 2022:** Mary Kizer is the new part-time police secretary. Chief Bastek asked if she could be increased from 24 hours to 28 hours per week.

Roz Davis asked why there were two police secretaries because Dawn Coco was also hired to do this. Chairwoman Kearney explained Ms. Coco wouldn’t be helping the police department because they needed more time and she was needed more as the zoning secretary.

**PLANNING COMMISSION:** No report submitted

**BUILDING INSPECTOR:** No report submitted

**ZONING CODE ENFORCEMENT OFFICER:** No report submitted

**ENGINEER:** No report submitted

**SOLICITOR:**

**Engine Breaking Ordinance:** There was a discussion on enforcement and the required signage needed, what roads were to be included, and if a traffic study was needed through PennDOT. Ms. Musso was asked to call PennDOT for information pertaining to state roads.

**DIRECTOR OF PUBLIC WORKS:**

**Millings:** Supervisor Peirce discussed the township’s purchase for \$5,000.00 worth of millings from PennDOT and in a joint effort with Madison and Jefferson Townships, shared the cost of hiring an excavator and two trucks for loading and hauling the materials needed.

Supervisor Peirce requested a letter be sent to Madison Township Supervisors thanking Phil Setzer for all of his help and coordinating this joint milling project.

Supervisor Peirce will be meeting with the engineer next week regarding the Langan Road project. There was a discussion on allowing the contractor to begin tree removal outside of the sixty-day contract.

**ROADMASTER:**

Chairwoman Kearney stated the monthly report will be reviewed at the next meeting.

**MOFFAT MAINTENANCE:** No report submitted

**POLICE DEPARTMENT:** No report submitted

Chief Bastek discussed the Costar quote received on a Chevy Tahoe and the needed equipment if the Board decided to order it, shredding needs for the police department with quotes from Shred-It, and cost of purchasing a new shredder for the office. There was a discussion on having shredding services included in the electronic recycling event in September.

Chief Bastek advised the Board they passed their juvenile inspection and are in compliance.

**RECREATION COMMITTEE:** No report submitted

**SEWAGE ENFORCEMENT OFFICER:**

Chairwoman Kearney stated the monthly report will be reviewed at the next meeting.

**NEW BUSINESS:**

*Auditor's Meeting re: July 21, 2022 Minutes:* Chairwoman Kearney briefly reviewed the minutes.

*Auditor's Letter re: 2021 Audit:* No comments were made.

**OLD BUSINESS:**

*Daleville Cemetery:* There was a discussion on the township taking over the Daleville Cemetery. Ms. Musso reported that PSATS advised it would vary as to who owns the deed. If the church keeps the deed, then the township would bill them for the services to the cemetery. If the township obtains the deed, then the church can make the donation they wanted to make and the township would continue the upkeep of the cemetery.

There was a discussion on groups that may be looking for community service to help maintain the cemetery.

There was a discussion about a large ash tree on the adjoining property that is dead and there's concern of it coming down on the tombstones and causing a lot of damage. Mr. Peirce asked Ms. Musso to send a certified letter to the owner for permission to knock the tree down to avoid property damage.

**CORRESPONDENCE:**

*Preferred Management re: Short-Term Rental updates:* There was a brief discussion on the location of the applicants.

**SUPERVISOR'S COMMENTS:**

Supervisor Willson stated he is unable to be the township's Emergency Management Coordinator. There was a brief discussion to put it on our website and Facebook page for interested candidates.

**PUBLIC COMMENT:** None

**ADJOURNMENT:**

Meeting was adjourned at 8:02 p.m.

Respectfully submitted,  
Melinda Musso, Secretary

Approved: