

JENKS TOWNSHIP

135 PINE STREET
MARIENVILLE, PA 16239

MINUTES

January 2, 2024

The Supervisor called the regular meeting of the Board of Supervisors to order at 5:00 PM with the Pledge of Allegiance.

Those present at the meeting were as follows:

Edward Stoner Jr., Chairman	Andy Spicer, Supervisor
Misty Dittman, Sec/Treas	Kevin Carter, Supervisor
Scott Dittman, WWTP	Chuck Baxter
Dan Zimmerman	John Shoup
Greg Geyer	Steve Baxter
Patty Baxter	Roy Smith

APPROVAL OF PREVIOUS MEETING MINUTES AND TREASURER'S REPORT:

Mr. Spicer made a motion to approve the minutes of the regular meeting held December 4, 2023. Mr. Stoner seconded the motion; motion carried, 3-0.

Mr. Stoner made a motion to accept the report of the Treasurer, transfer to payroll and pay the bills as listed. Mr. Spicer seconded the motion; motion carried, 3-0.

PUBLIC COMMENT:

Mr. Roy Smith asked if some potholes on Lamonaville Road can be filled. He also asked if the notice sign in the middle of town can be moved back a little to help see both ways when pulling out onto Route 66. Mr. Smith asked if any Dirt & Gravel had been obtained yet. He thanked the Supervisors for donating to the Hometown Heros banners and wished everyone a Happy New Year.

Mr. Chuck Baxter introduced his son, Steve and his wife, Patty. Steve presented 3 shadow boxes with badges, uniform, pictures, and articles on the Jenks Township Police Department from the 1970's. They will be displayed in the meeting room at Jenks Township.

AGENDA:

Mr. Scott Dittman, WWTP, reported the screen shelter at Pattison will be in next week. The CAT agreement was approved as it was cheaper. Rankin & Son is waiting on materials then will start the tank replacement project.

There is one more booster to be fixed by Tepco. Mr. Dittman reported the Cherry Street Screen project grant was awarded. He wants to look at different screen augers as the one at Pattison is not the best. Both operators have continuing education classes scheduled. Finally, one basin is having issues, but everything else is running smooth.

CORRESPONDENCE:

Notice of award was received for the Cherry Street pump station as well as tax sale information from the Court of Common Pleas. Also received were notices of the Forest County EMC and the Jenks Township auditor. The fee schedule from Northwest Soil Services was reviewed. The PSATS News Bulletin was received.

NEW BUSINESS:

The November 2023 WWTP report was reviewed.

Mr. Spicer made a motion to approve building permits. Mr. Stoner seconded the motion; motion carried, 3-0.

Mr. Stoner made a motion to approve a change order for the Rankin tank replacement (decrease in cost). Mr. Spicer seconded the motion; motion carried, 3-0.

Mr. Spicer made a motion to approve employee leave requests. Mr. Stoner seconded the motion; motion carried, 3-0.

Cat maintenance quotes were reviewed and approved.

The Supervisors signed forms from the Northwest Bank to keep the Trust Fund the same.

Mr. Stoner made a motion to approve the CDBG subrecipient agreement for the next phase of Walnut Street stormwater. Mr. Spicer seconded the motion; motion carried, 3-0.

The 2022 Sinking Fund audit has been completed. The full audit will be complete this week.

Mr. Stoner made a motion to set clean-up day for May 4, 2024. Proof of property ownership in Jenks Township will be required. Mr. Spicer seconded the motion; motion carried, 3-0.

The Treasurer provided the following balances:

Trust Fund- Northwest Savings Bank	\$ 863,098.90
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General Fund	189,472.75
Payroll Account	15,616.76
Sinking Fund	1,939,826.58
State Checking Account	281.85
State Savings Account	780.90
Fire Protection Account	9,834.39

The Chairman adjourned the meeting at 5:40 pm.

Respectfully submitted,

Misty D. Dittman, Secretary/ Treasurer