

JENKS TOWNSHIP

135 PINE STREET
MARIENVILLE, PA 16239

MINUTES March 4, 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	Greg Geyer
Dave Yeany	Cliff Rizer
Jacob Tepke	Jim Hoffmann
John Habjan	

APPROVAL OF PREVIOUS MEETING MINUTES AND TREASURER'S REPORT:

Mr. Carter made a motion to approve the minutes of the regular meeting held February 5, 2024. Mr. Spicer seconded the motion; motion carried, 3-0.

Mr. Carter 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. Jim Hoffmann asked about fixing Greeley Farm this spring and stated there is a tree that is dead & needs taken down.

Mr. Dave Yeany stated a street light is out across from his driveway. The Township will report it. He appreciates the Christmas lights being taken down. Mr. Yeany stated he drove around with Kevin Carter and looked at where to park for Bigfoot Festival. The fire department is not permitting parking at their property on Route 66. Mr. Yeany wants to have South Forest Street closed for vendors and route traffic around to the old glass plant by way of East Spruce, Pine Street and Cypress and/or Locust Streets. Mr.

Stoner stated a plan for traffic and who is physically going to be there to direct the traffic is needed before Township approval.

Mr. John Habjan asked who the old gas station was deeded to and if there was contaminated material in it. Mr. Carter stated the Forest County IDA owns the property and DEP is testing the ground water when a grant is received. He asked if any other buildings were to be torn down in town. Not that the Township is aware. Mr. Habjan asked how many building permits were done in a year. He asked if the Township has a job description for the building code enforcement officers and do they need to have a physical? The Township does have a job description, it is in the employee handbook and only full time employees are required to have a physical. The code enforcement job is part-time/as needed only. Mr. Habjan asked if the Walnut Street storm water project was complete and who approves any changes for the project. He asked if the engineer approves the changes. He was informed the Phase I is complete, Phase II should begin this summer and any changes in the project are approved by CDBG, the Township engineer and then the Board of Supervisors. He asked who pays for downtime when the contractor is standing around. The Township does not pay extra for that. He was advised that there were some changes that had to be made as the water company and gas company did not provide the engineer with the correct drawings for the design and that caused some changes to be made. Mr. Habjan then asked why the Secretary got dirt from the project when he asked the contractor for the dirt and he didn't get any. He stated he went onto her property and saw what she had. Mr. Habjan stated he wanted that dirt. Mr. Spicer told him to move on to another topic if he had anything else to say.

AGENDA:

Mr. Dave Neill sent a report. It included updates on grant projects currently being worked on. The EADS Group recommended to not reapply for the snowmobile trail grant as it is for dedicated trails only. The Supervisors agreed.

Mr. Scott Dittman, WWTP, reported a the new screen has still not been installed at the Pattison Avenue lift station. Rankin & Sons has begun the door installation to the dewatering building. Mr. Dittman suggested rather than replace the dewatering building roof with metal to replace the shingles. They are concerned the snow would damage chlorine lines, etc. Faulty valve actuators are being replaced. Trainings are scheduled for Scott and Eric.

CORRESPONDENCE:

Notice of PennDot traffic counts in Jenks Township was reviewed. A letter of resignation from Ed Stoner was received regarding the EMS Authority. He will no longer serve on the Authority board.

NEW BUSINESS:

The January 2024 WWTP report was reviewed.

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

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

The Dirt & Gravel applications are due mid-April.

Mr. Spicer made a motion to allow an old case be dissolved through the Court of Common Pleas. Mr. Carter seconded the motion; motion carried, 3-0.

Mr. Geyer discussed Low Volume and Dirt & Gravel monies available.

The Treasurer provided the following balances:

Trust Fund- Northwest Savings Bank	\$ 864,730.14
General Fund	190,069.63
Payroll Account	17,588.56
Sinking Fund	1,965,771.11
State Checking Account	281.85
State Savings Account	735.90
Fire Protection Account	8,823.88

The Chairman adjourned the meeting at 5:40 pm.

Respectfully submitted,

Misty D. Dittman, Secretary/ Treasurer