

The regular October meeting, was called to order by Chairman James Zefran on October 4, 2023 at 7:00 PM at the Clinton Township municipal building. Chairman James Zefran, Vice Chair Brad Bates, and Supervisor Brian Non were in attendance.

- A. **Pledge of Allegiance** - The Pledge of Allegiance was recited.
- B. **Hearing Check** – The hearing check was done.
- C. **Minutes of the September 13, 2023 Regular Monthly Meeting** - *Supervisor Non made a motion, seconded by Vice Chair Bates to accept the minutes of the September 13, 2023 meeting. All voted yes. The motion carried.*
- D. **Public Comment –Items on Agenda Only** – No public comment was made
- E. **Correspondence**
 - a. **Wayne County Board of Elections is seeking permission to use the building and facilities to conduct the municipal election on Tuesday, November 7, 2023** – Mrs. Salak inquired as to whom would clean the building and was told that township workers Lance Cobb and David Hauenstein would clean the building. *Supervisor Non made a motion, seconded by Vice Chair Bates give permission to the Wayne County Board of Elections to use the building and facilities to conduct the municipal elections on Tuesday, November 7, 2023. All voted yes. The motion carried.*
 - b. **PennDOT has notified the township that the *estimated* Liquid Fuels Allocation for 2024 is \$146,393.87** – This was noted and read aloud.
 - c. **\$15,604.34 Volunteer Fire Relief Association monies was received and must be distributed** - *Supervisor Non made a motion, seconded by Chair Zefran to give all of the funding to the Browndale Fire Department. All voted yes. The motion carried.*
 - d. **Annual Audit and Financial Report (AFR), (DCED-CLGS-30)** – Secretary Droppa reported that this was not yet reported on line by the township auditors. When the reminder to report had been received in the mail, she had sent the reminders by email to both Mr. Lopatosky and Mr. John Doyle. She has not heard back from them.
- F. **New Business**
 - a. **Township Space Rental** – Vice Chair Bates reported that work was scheduled to be started on the steel grate bridge next month. PennDOT was willing to pay \$250.00 a month to the township to have a desk for a state inspector to be able to use his computer for up to twenty-four months. Mrs. Salak asked about security and it was explained that only the state inspector would have the key. Another option would be for PennDOT to place a 12'x60' trailer on the property, but there would be no income for the township. *Vice Chair made a motion, seconded by Supervisor Non to give space for PennDOT in the township building for \$250.00 (two-hundred and fifty dollars) or better for up to twenty-four months. All voted yes. The motion carried.*
- G. **Road Master Report**
 - a. **Vehicle Mileage and Usage Reports** – A report was given by Road Master and Supervisor Brian Non.
 - b. **Road Reports** – Non reported that the hydraulic plow had been converted. There is no plow for the 2015. It would cost \$2,800 for a kit to convert for plowing. Concerning posting the 1999 International on Municibid, Non reported that if the 4-wheel drive for about \$500, we

could sell it for more money. Additionally, the township might fare better if we sold it privately. Chair Zefran asked if it could be sold privately, to which Non replied yes. Chair Zefran told him to check with the solicitor. *Supervisor Non made a motion, seconded by Vice Chair Bates to put Browndale out for snow removal. All voted yes. The motion carried.* Chair Zefran said to use the same ad as last year. Chair Zefran explained that Wayco was still owed \$98,000 for paving Martin Street. With money expected to come in through the end of the year, it is expected that there would be roughly \$120,000 in the general account to carry over to 2024. Supervisor Non said that he had talked to Josh Devec about putting a floor in the salt shed. Chair Zefran said he was going to recommend doing an FDR (Full Depth Reclamation) of Smith Road.

c. **Cinder Bids –**

Bidder	Address	Type of Material	Price per Ton
Bill Pykus Excavating, Inc.	1880 Great Bend Tpke., Honesdale, PA 18431	1,000 tons (+/-) of #1 stone	\$19.00 delivered
Jen Rutledge Materials	2434 Hancock Highway Equinunk, PA 18417	AS-3 Antiskid	\$24.70 delivered

Bids were opened by Supervisor Non. He said that there was already 60 tons of cinders in the yard. *Supervisor Non made a motion, seconded by Vice Chair Bates to accept the low bid of Bill Pykus Excavating, Inc. All voted yes. The motion carried.*

- d. **PSATS compliance for CDL Testing** – Chair Zefran explained that he had been in touch with James Wheeler, director of the PSATS CDL program and that Supervisor Non had twenty-four hours to get he random urine collection test done or it would be recorded as a positive test. Chair Zefran said Non is to call him (Zefran)tomorrow if he doesn’t get it done.
- e. **Probable Cause Training for CDL Supervisory Personnel, Virtual Class on 11/30.23 from 9:00-11:30 am. This is required by law.** – Secretary Droppa will sign both Non and herself up for this class
- f. **Placement of Road Signs within the Township** – Chair Zefran said that Supervisor Non should check with the Solicitor to see if we could put road signs up on Little Keen Drive, as per Don Salak’s request.

H. Treasurer’s Report Including Bills for Payment – Chair Zefran inquired as to the bill for Allegiance Trucks for \$1,438.71, to which Supervisor Non replied that it was for parts, and he would get the invoice emailed to Secretary Droppa. Chair Zefran also asked about the WRM bill for \$13,755.50 and Non explained that it was for machines to take stone out of ditches and put back on Long Pond Road. Chair Zefran read off all of the Midland bills and noted that they came in roughly \$17,000 less than the proposal. *Supervisor Non made a motion, seconded by Chair Zefran to pay the bills as presented. All voted yes. The motion carried.*

I. Browndale Fire Department – No one was on hand to give a report.

J. Old Business

- a. **Building Renovation (Exterior Ramp, Interior Flooring, Bathroom) – Bid Openings** – There were no bids. *Chair Zefran made a motion, seconded by Vice Chair Bates to readvertise for the December meeting. All voted yes. The motion carried.* Secretary Droppa was instructed to readvertise for the December 6, 2023 meeting.
- b. **Monetary discrepancy with Clinton Township Building Permit Application** – It was explained that Permit Officer Donald Salak made an error in charging a permit fee of \$130.00 to resident Michael Dyer. *Supervisor Brian Non made a motion, seconded by Vice Chair Brad Bates, to reimburse Michael Dyer one hundred and thirty dollars. All voted yes. The motion carried.* At

that time Permit Officer Salak had a question about a demolition permit paper from the Department of Labor and Industry. Chair Zefran told him to talk to UCC Permit Officer Bob Bates.

- c. **Solar Panel Ordinance Comments** – Solicitor Treat was not on hand to discuss the ordinance.

- K. Public Comment** – Supervisor Non said that he was sorry to have to even bring it up, but that 4-wheelers are driving in the cemetery and that he had reported it to the state police. Ron Poska said that it was very disrespectful. Ray Vogt said that roughly twenty years ago he had been told that a driveway of 200' or more had to be named to be compliant with 911 Emergency Services and that he had complied by naming his driveway Swallow Hill Drive. His surveyor said that it had never been filed. Mr. Vogt submitted a letter detailing his request. Chair Zefran asked Secretary Droppa to refile it. Ron Poska said that Route 296 to Yarnes Road is a dangerous intersection that needs hot patch and modified. Chair Zefran said to have Township Engineer Jeff Weinberger take a look at it.

- L. Adjournment** – The meeting was adjourned at 7:52 pm.