

**MEETING MINUTES – West Bethlehem Township Supervisors Meeting Tuesday,
December 13, 2022 @ 6pm**

Attendees: Thomas Donahoo/Chairman-Roadmaster Supervisor, Lars Lange-V Chairman-Supervisor, Dave Garland-Supervisor, Betsy Benning-Secretary Treasurer, Solicitor Eric Betzner

Announcement: This meeting is being audio and video taped as an aid to the Secretary only and is not to be considered an official record of business.

Please be aware: Any recordings made of this meeting, by other individuals, likewise, are not an official record of business.

Pledge of Allegiance: I pledge Allegiance to the flag of the United States of America, and to the Republic, for which it stands, one Nation, Under God, indivisible with Liberty and Justice for all.

Citizen's participation: Resident John Sargent in attendance.

6:05 PM: BID OPENINGS FOR DIESEL FUEL

~only 1 bid packet received from Sprague Energy.

Bid awarded to **Sprague Energy (Solicitor reviewed bid paperwork during meeting)**

Minutes from previous Monthly Meeting/s:

Motion: to accept last month's meeting minutes as well as Special meeting minutes.

2nd Tom Donahoo M Lars Lange _____ Dave Garland, **all voted yeas, Motion carried.**

Bills Paid since Last meeting: West Penn Power, \$36.78 (Gen); SPWA, \$77.20 (Gen); Columbia Gas, \$230.00 (Gen); West Penn Power, \$450.33 (Street Light)

New Bills to be paid: FCC Federal Licensing (Motorola radios) \$119.00 (Gen); Observer Reporter, \$638.31 (Gen); Quality Quick Printing, \$91.50 (Gen); B B & T Heavy Truck & Auto Repair \$180.00 (State); UniFirst, \$319.37 (Gen); Lowes \$744.77 (Gen); Downstream Strategies \$2500.00 (Capital Improvement); Piccolomini Development, \$7900.00 (Act 13); Sam's Club Mastercard, \$1050.83 (Gen); Smith's Auto Supply, \$257.48 (Gen); Cumberland Truck Parts, \$1099.20 (Gen); Solomon Auto Group, \$520.00 (State); Hunter Truck, \$10991.13 (State); Bigs Sanitation, \$110.00 (Gen); Ivy Green Floral \$100.00 (Gen); Suburban Propane, \$1272.65 (Gen); The Ivy Green \$100.00 (Gen); Yablonski, Costello & Leckie \$400.00 (Gen); MWBJSA, \$49.00 (Gen); PSATS, \$992.00 (Gen);

Motion: to pay the bills

_____ Tom Donahoo 2nd _____ Lars Lange M _____ Dave Garland,

All voted yeas, Motion carried.

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Correspondence

~Thank you notes written and sent to EQT and Equitrans Midstream thanking them for the donations to Community Days.

~Received quote for WBT *personalized* thank you cards from Quality Quick- price of 250 cards and envelopes = \$200.75, or 125 quantity for \$141.47.

~letter of recommendation needed for Southwest Water regarding Lone Pine Water Project.

Roadmaster Report:

Working on Roads and equipment

Solicitor Report:

Nothing to report

Old Business:

~Records Retention files need addressed as per Resolution 06-2022, records include: Payroll Voucher Registers (7 years), Cancelled or voided payroll checks (7 years); employee payroll adjustment records (4 year) park use records (3 years).

~Working on the Park Grant

New Business:

Motion: to renew Workers compensation insurance & Commercial package through Higbee Insurance, retro to 11-17-2022.

_____ **M** _____ Tom Donahoo _____ Lars Lange _____ **2nd** _____ Dave Garland,

All voted yeas, Motion carried.

Motion: to adopt the finalized 2023 Budget with no revisions.

_____ **M** _____ Tom Donahoo _____ **2nd** _____ Lars Lange _____ Dave Garland,

All voted yeas, Motion carried.

Motion: to schedule the 2023 Township Organizational meeting for 2pm on **Tuesday**, January 3rd, 2023, at the Township Building-247 Jefferson Ave. Suite 2, Marianna, PA 15345, immediately following will be the regular Monthly Supervisors Township meeting. The Board of Auditors meeting will be held, **Wednesday**, January 4th, 2023 @ 3:00pm.

_____ **2nd** _____ Tom Donahoo _____ **M** _____ Lars Lange _____ Dave Garland,

All voted yeas, Motion carried.

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Replacement boiler for Township Building, received quote from Mitchell Plumbing, Heating, cooling \$9495.00; McKean Plumbing & Heating, quoted \$ 23,000.00 McMurray Heating and Cooling \$ 8980.00 (excluding removal) (MOTION: listed below -please see below):

Motion: to accept Proposal from Mitchell Plumbing, Heating, and cooling.

 M Tom Donahoo 2nd Lars Lange _____ Dave Garland, **all voted yeas, Motion carried.**

Motion: to hire HMT Engineering to help manage the DCNR Park Grant.

 M Tom Donahoo 2nd Lars Lange _____ Dave Garland, **all voted yeas, Motion carried.**

Motion: West Bethlehem Township has appointed and advertised the outside auditors of the McCall, Scanlon and Tice Accounting Firm, who will be performing the annual audit, as CPA's, in place of the elected auditors.

 2nd Tom Donahoo M Lars Lange _____ Dave Garland, **all voted yeas, Motion carried.**

Motion: To order and purchase West Bethlehem Township Road signs.

 M Tom Donahoo _____ Lars Lange 2nd Dave Garland, **all voted yeas, Motion carried.**

Motion: to hire Appraising Greene to appraise the paper alleys bordering the Township Park at a price of \$500.00 total

 M Tom Donahoo 2nd Lars Lange _____ Dave Garland, **all voted yeas, Motion carried.**

Motion: to approve the basic plan regarding recreational facilities at 1456 Ten Mile Rd. as provided by Key Environmental for the AMLER Grant application.

 2nd Tom Donahoo M Lars Lange _____ Dave Garland, **all voted yeas, Motion carried.**

ADDITIONAL ACTION ITEM/S

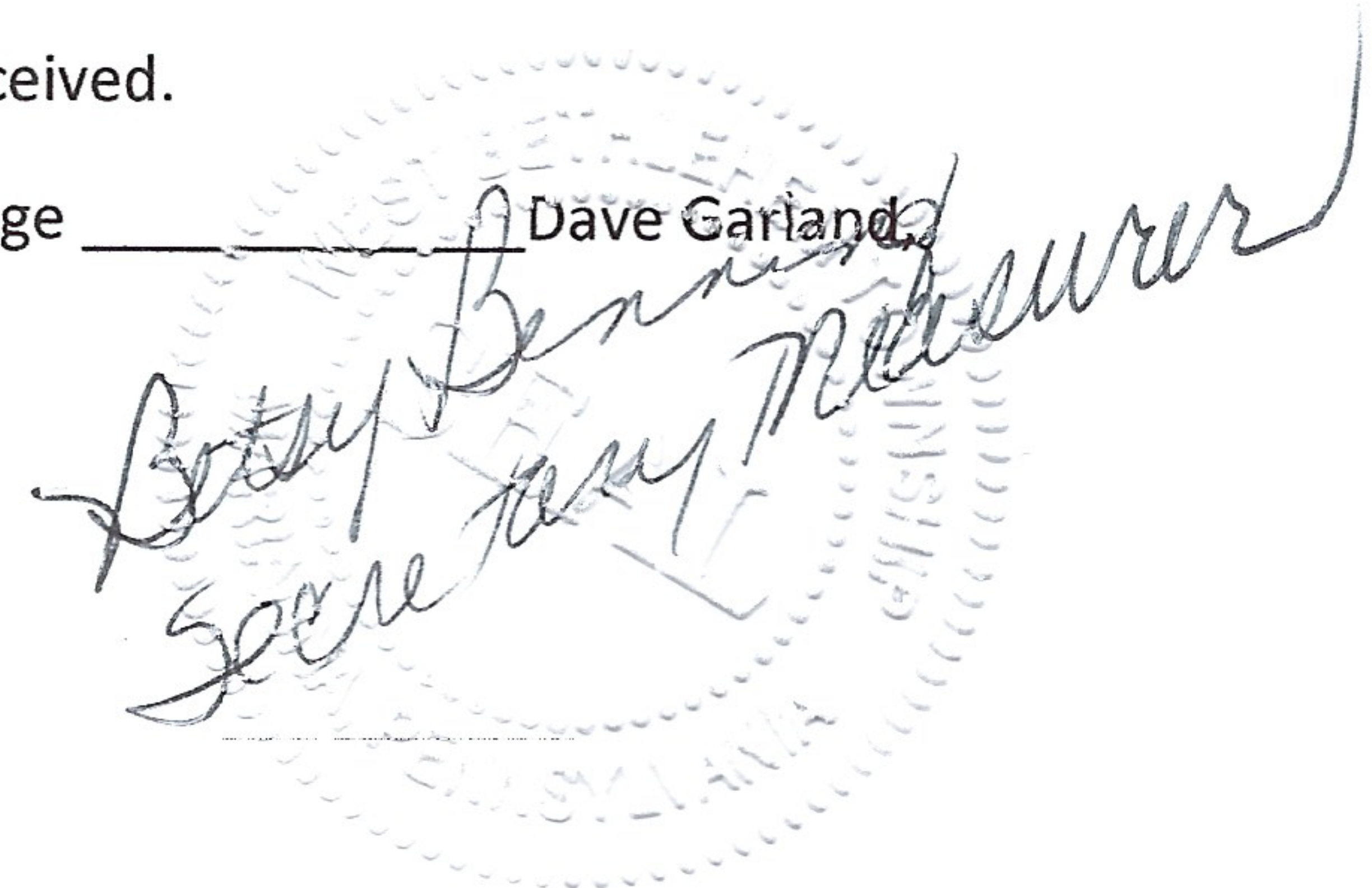
Motion: to add an additional action item to the agenda:

 M Tom Donahoo 2nd Lars Lange _____ Dave Garland, **all voted yeas, Motion carried.**

Motion: to accept bid from Sprague Energy as only diesel fuel bid received.

 M Tom Donahoo 2nd Lars Lange _____ Dave Garland, **all voted yeas, Motion carried.**

Meeting adjourned: 6:23pm



Handwritten signature: Betty Bennett
Secretary Treasurer
Circular seal: WEST BETHLEHEM TOWNSHIP