

ROSS TOWNSHIP PUBLIC HEARING
AND
ROSS TOWNSHIP SUPERVISORS MEETING
NOVEMBER 2, 2020

The Ross Township Public Hearing to Adopt Proposed Ordinance #88 Bed & Breakfast Inn was called to order by Chairwoman Tina Drake at 6:45PM. Vice Chairman David Shay, Supervisor James Zahoroiko were in attendance along with Solicitor Timothy McManus.

The Pledge of Allegiance was recited by all present.

Chairwoman Drake deferred to Solicitor McManus in regard to discussing the Ordinance.

Solicitor McManus discussed all documents and exhibits included with the Bed & Breakfast Ordinance and Amendment. Solicitor McManus stated that the Ordinance is to amend the existing Bed & Breakfast Ordinance. Three changes were made to the existing Bed & Breakfast Ordinance. Change the definition and requirement to be owned and operated by owner of the property and would reside at the property as their principle residence. The requirement for the building to exist prior to January 1, 1940 is being deleted. Only to be allowed in the Village Commercial and General Commercial zoning districts will be added.

Vice Chairman Shay and Chairwoman Drake discussed their concerns in regard to the Ordinance.

Solicitor McManus addressed their questions and concerns.

Public Comment:

Mr. Mike Galler and Mrs. Dawn Galler spoke in reference to the Ordinance and the short-term rental located at 257 High Point Drive.

Mr. & Mrs. Galler also questioned the term of each Supervisor. Requesting an exact ending date of each Supervisors term.

The Public Hearing was closed by Chairwoman Drake at 6:58PM.

ROSS TOWNSHIP SUPERVISORS MEETING

The Ross Township Supervisors Meeting was called to order by Chairwoman Tina Drake at 7:00PM.

Vice Chairman David Shay and Supervisor James Zahoroiko were in attendance along with Solicitor Timothy McManus.

The Pledge of Allegiance was recited by all present.

The minutes of the October 5, 2020 Supervisors meeting were approved as presented by motion of Supervisor Zahoroiko, seconded by Vice Chairman Shay and carried.

A motion was made to approve the current Treasurers Report by Vice Chairman Shay, seconded by Supervisor Zahoroiko and carried.

OLD BUSINESS:

Tree Lighting & Santa Visit:

The Board of Supervisors, Judy Breidinger, Park and Recreation Committee Chairwoman and Bernie Kozen, West End Park Open Space Committee Executive Director discussed the Township Tree Lighting Event and visit from Santa Claus. The Santa Visit will be a Drive Through Event at Ross Township Park on December 5, 2020 from 4:00PM-5:00PM. Santa will be outside and treat bags will be handed out to the children. At this time the Township will not be holding a Tree Lighting Event.

Resident Dave Trout Protective Barrier:

Mr. Dave Trout discussed the need for a protective barrier on his property. Much discussion took place in reference to options and recommendations for a protective barrier by the Board of Supervisors, Solicitor McManus and those in attendance. A meeting with Mr. Trout, Ross Township Engineer Russell Kresge, Road Foreman Ethan Brewer and Supervisor Zahoroiko will be scheduled by Secretary/Treasurer Danielle Romano.

Scantek, Inc:

Supervisor Zahoroiko discussed the details of the meeting with the representative from Scantek Inc. Supervisor Zahoroiko also mentioned that he had spoken with other Townships in regard to the process in acquiring the service and the possibility for Townships to coordinate and divide the expense. Chairwoman Drake made the request to inquire with additional companies to receive quotes. Vice Chairman Shay implied that he was not in favor of the service and made the suggestion to consider hiring a part time employee on a temporary basis to reorganize the existing files and records. Vice Chairman Shay stated that he would volunteer his time to assist with the process.

Township Office Computer Hardware Upgrades:

The Board of Supervisors discussed the need for upgrades to the existing computers and hardware and reviewed the recommendation letter received by Township IT Technician. A motion was made by Vice Chairman Shay to allow the service call for \$125.00, online backup files \$25.00-\$35.00 and \$100.00 set up machine fee, seconded by Supervisor Zahoroiko and carried.

Budget Workshop:

Scheduled for November 9, 2020 at 5:30. The Board of Supervisors and Secretary/Treasurer will be present.

Adopt Ordinance #88:

A motion was made by Vice Chairman Shay to adopt ordinance #88 as advertised, to approve altering the Bed & Breakfast Ordinance, seconded by Supervisor Zahoroiko. Opposed by Chairwoman Drake. Motion carried.

Blue Ridge Hook & Ladder:

Vice Chairman discussed the allocation to Blue Ridge Hook & Ladder towards their new fire truck. The amount of \$50,000 was budgeted for 2020. A motion was made by Vice Chairman Shay to grant the \$50,000 allocation, seconded by Supervisor Zahoroiko and carried.

DE&S:

Vice Chairman Shay discussed the DE&S Letter of Credit and the expiration date. The Letter of Credit will automatically renew and the bank will send updated documentation.

OPEN TO THE PUBLIC:

Chairwoman Drake discussed allowing a three minute time limit for residents to address their concerns to the Board of Supervisors, in attempt to keep the meeting moving forward.

Mrs. Janet Butchko addressed the Board of Supervisors and those in attendance with a prepared letter. The letter was in reference to short-term rentals, the 257 High Point Drive home, the Ross Township Zoning Officer and topics discussed from the Board of Supervisors meetings from July 2020 through October 2020. The letter also addressed questions to the Board of Supervisors.

Resident Mrs. Dawn Galler discussed concerns in reference to the home located at 257 High Point Drive and her frustration with the Township Zoning Officer. Mrs. Galler also questioned why the Township Zoning Officer was not present at the meeting. Mrs. Galler quoted from a letter received by the Zoning Officer.

Solicitor McManus discussed the Notice of Violation, enforcement process, appeals, and injunctions. Vice Chairman Shay and Solicitor McManus discussed the upcoming Zoning Hearing Board meeting and details related to the short-term rental process. The Ross Township Board of Supervisors and Solicitor McManus stated that they will be present for the upcoming Zoning Board Hearing. Much discussion took place in regard to short-term rentals by the Board of Supervisors, Solicitor McManus and those in attendance.

Mr. Bernie Kozen, West End Park Director discussed 2 Junior High School Honor Society members of the Commonwealth Charter School who propose to clean out the road sign area in front the Township building Saturday, November 7, 2020. If they have time, they will also clean the playground premise.

NEW BUSINESS:

Kirk, Summa & Co. LLC – 2021 Recommendations:

The Board of Supervisors reviewed and discussed an email the Township received from the office of Kirk, Summa & Company LLC. The email was in regard to their review of the Township annual statements and Township sufficient needs for 2021. The suggestion was to eliminate the financial statements, convert to the cash basis and just request the audit for filing the DCED Report only, to avoid a significant increase in fees. The Board of Supervisors complied with their suggestion. Chairwoman Drake instructed Secretary/Treasurer Danielle Romano to contact Kirk, Summa & Company to inform them of the Board of Supervisors decision.

2021 Township Positions:

Vice Chairman Shay discussed the possibility to opt out of building code official business and advertise for a Part Time Zoning Officer, salary \$25-\$30 and based on a 12 hour week.

Mr. Roger Christman, Planning Commission Chairman discussed his opinion with regard to Vice Chairman Shay's motion to opt out of Building Code Official Business. Mr. Christman discussed why he does not agree with Vice Chairman Shay's proposal.

A motion was made by Vice Chairman Shay to opt out of the building code official business. Motion was not carried. A motion was made by Vice Chairman Shay to advertise for a Part Time Zoning Officer, Planning Commission Solicitor and Sewage Enforcement Officer as of January 1, 2021, seconded by Supervisor Zahoroiko. Opposed by Chairwoman Drake. Motion carried.

Supervisors Meeting Letter:

Chairwoman Drake addressed Dave's letter from the Supervisors meeting on October 5, 2020 in regard to the Township Solicitor's billing. Vice Chairman Shay's letter stated the increase expense to the solicitor is up almost \$4,000 more year to date to deal with the barrage of emails received mostly surrounding zoning matters. The increase was not due to zoning matters. To clarify the discrepancy, Chairwoman Drake stated, rather it was due to the increased solicitor rates for 2020 and almost \$2,000 was due to COVID-19 related issues. Emails received from the Board of Supervisors, the Zoning Officer, the Township Secretary/Treasurer in regard to short-term rentals and drafting the Short-Term Rental Ordinance and the High Point Drive property was \$646.

Executive Session:

Vice Chairman Shay discussed the results from the Executive Session which was held on October 19, 2020 and apologized for missing the meeting. In attendance were; Chairwoman Drake, Supervisor Zahoroiko, Bureau Veritas Representatives and Solicitor McManus. Vice Chairman Shay discussed the recap he received from the meeting.

PLANS:

No Plans To Review.

ROAD FOREMAN REPORT:

The report completed by Road Foreman Ethan Brewer was review by the Board of Supervisors. A motion was made by Vice Chairman Shay to allow the 2004 truck frame and body sandblasted, primed and painted for \$2,300.00, seconded by Supervisor Zahoroiko and carried.

CORRESPONDENCE:

The list of Correspondence items were reviewed by the Board of Supervisors. Nothing to address, no comments were made.

RECEIPTS & EXPENDITURES:

After a review of the bills/expenditures to be paid, Chairwoman Drake requested to view the SEO's invoice. A motion was made to pay all current bills with the exception of Bureau Veritas bill by Vice Chairman Shay, seconded by Supervisor Zahoroiko. Opposed by Chairwoman Drake. Motion carried.

There being no further business, the motion to adjourn the meeting at 8:30PM was made by Vice Chairman Shay, seconded by Supervisor Zahoroiko and carried.

Respectfully submitted,
Danielle Romano
Secretary/Treasurer