

ROSS TOWNSHIP SUPERVISORS MEETING
November 1, 2021

The Ross Township Supervisors Meeting was called to order by Chairwoman Tina Drake at 7:00PM. Vice Chairman David Shay, Supervisor James Zahoroiko and Solicitor Timothy McManus were also in attendance.

The Pledge of Allegiance was recited by all.

The minutes of the October 4, 2021 Supervisors Meeting were approved as presented by motion of Vice Chairman Shay, seconded by Supervisor Zahoroiko and carried.

The minutes of the October 19, 2021 Budget Work Session Meeting were approved as presented by motion of Vice Chairman Shay, seconded by Supervisor Zahoroiko and carried.

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

OLD BUSINESS:

Township Fee Schedule:

Supervisor Zahoroiko discussed his review of the fee schedule from the local municipalities. The Eldred Township fee schedule would be very comparable with Ross Township fees. The Board of Supervisors discussed some of the current fees in need of adjustment and reviewed the Eldred Township fee schedule. Supervisor Zahoroiko stated he will continue to update the fee schedule documents. The Board of Supervisors would like to propose the new fee schedule next month or in January 2022. Solicitor McManus was requested to prepare a Resolution for adoption once the fee schedule is prepared. The topic will be discussed during the next meeting.

Upcoming Township Events: Tree Lighting & Santa Visit:

The Board of Supervisors discussed the annual tree lighting and Santa visit event at the Township Municipal Building. The event will be held on Saturday, December 4, 2021 beginning at 4:00PM. Bernie Kozen, Executive Director of West End Park and Open Space Commission stated Santa will be arriving at the Township by the Blue Ridge Hook & Ladder Fire Truck. A Supervisor will be present to open the Municipal Building.

Chairwoman Drake and her husband will be donating a new tree to the Township.

OPEN TO THE PUBLIC:

Lois Buchman:

Resident Lois Buchman, Brick Church Road, discussed complaints in regard to neighbor's property. She had spoken previously with the Township Zoning Department. Completed complaint forms and photos were presented to the Board of Supervisors. Secretary/Treasurer Danielle Romano was instructed to provide all documents to the Township Zoning Officer. After much discussion regarding the condition of the property, the Board of Supervisors and Solicitor McManus reviewed the Township Zoning Department procedure.

Open to the Public (Continued):

Debbie Sandt:

Resident Debbie Sandt, Vista Estates, thanked the Township for providing the estimates and additional information for the proposed road project.

Kevin Overfield:

Resident Kevin Overfield, Pine Cone Court, discussed the completed complaint form provided to the Township Zoning Department, the safety concerns and inquired on the process completed by the Zoning Officer. The complaint was in regard to an unsafe burned down property on Pine Cone Court. Mr. Overfield stated the Zoning Officer completed the site inspection last month. The Board of Supervisors and Solicitor McManus discussed the procedure required.

Holly Parker:

Resident Holly Parker, Mt. Easton Road, discussed prior elections held at the Township polling location and the election pole location for November 2, 2021. Holly Parker, Judge of Elections apologized for the prior damage to the Municipal Building during the 2020 Presidential Election. A document was provided to the Board of Supervisors by Holly Parker regarding the conversation with Secretary/Treasurer Danielle Romano in October concerning her request for the Township doors to be braced open during the election. After discussion from the Board of Supervisors, approval for commercial heavy duty style door wedges were permitted. Holly Parker stated she will provide the product.

Frank Febbo:

Resident Frank Febbo, 197 Stone Hill Lane, discussed the existing guardrail bordering his property and request for consideration of extending the guardrail. Vice Chairman Shay questioned if the Monroe County Conservation District had been contacted due to the stream, etc. Vice Chairman Shay and Solicitor McManus discussed the procedure. Vice Chairman Shay instructed Road Foreman Ethan Brewer to inspect the site and request estimates. Vice Chairman Shay suggested that Mr. Febbo contact the Monroe County Conservation District. The topic will be discussed at a future meeting.

NEW BUSINESS:

2022 Budget-Authorize Proposed Budget to be Advertised for Public Inspection:

A motion was made by Vice Chairman Shay to advertise the proposed budget for public inspection in the newspaper, seconded by Supervisor Zahoroiko and carried.

Monroe County Meals on Wheels – Holiday Gift Drive:

The Board of Supervisors discussed the letter received by Monroe County Meals on Wheels. The organization's request is to place a donation box in the Township office vestibule area. As per the Board of Supervisors, the list of suggested items for donation can be placed on the front door and the donation box may be placed in the vestibule area. Secretary/Treasurer Danielle Romano will contact the representative with the Supervisors decision.

Township Park Restrooms – Fall/Winter Hours:

After a brief discussion from the Board of Supervisors regarding the public restroom fall/winter hours, the current hours will change from 7:00AM-7:00PM to 8:00AM-4:00PM.

Designate CPA:

The Board of Supervisors discussed the advertisement of the notice of intent to appoint a CPA to perform the audit for fiscal year 2021. A motion was made by Vice Chairman Shay to advertise in the newspaper, seconded by Supervisor Zahoroiko and carried.

PLANS:

Nothing to address.

ROAD FOREMAN REPORT:

The Board of Supervisors reviewed the report presented by Road Foreman Ethan Brewer. Road Foreman Ethan Brewer discussed contractor quotes received for Tree Removal.

ADD to the Agenda: Awarding a bid for Tree Removal for 2021:

A motion was made by Vice Chairman Shay to add to the agenda, awarding a bid for tree removal for 2021, seconded by Chairwoman Drake and carried. A motion was made by Vice Chairman Shay to award the bid to the lowest bidder to have the work completed by the end of 2021, seconded by Supervisor Zahoroiko and carried.

Road Foreman Ethan Brewer discussed his meeting with PennDOT in regard to the 2021 Road Project. The Invoices and other documents were reviewed by Kevin O'Donnell PennDOT representative. The discrepancy of approximately \$1,200 was discovered. The request was made to the Board of Supervisors to conditionally approve the Invoice and make the payment to Hanson Aggregates LLC. Vice Chairman Shay denied the request, stating the error was made by Hanson and the revised invoice can be presented for payment at the next Supervisors meeting.

Road Foreman Ethan Brewer discussed the need for Part Time Snow Removal Drivers. The advertisement had been placed in the newspaper, Ziprecruiter and also on the Township website. Inquiries have been received, though no qualified applicants. Vice Chairman Shay responded, he may have phone numbers for 4 applicants to forward to the Road Foreman.

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 to be paid, a motion was made to pay all current bills by Vice Chairman Shay, seconded by Supervisor Zahoroiko and carried.

ADJOURNMENT:

There being no further business, the motion to adjourn the meeting at 7:35PM was made by Supervisor Zahoroiko, seconded by Vice Chairman Shay and carried.

Respectfully submitted,

Danielle Romano
Secretary/Treasurer