

ROSS TOWNSHIP SUPERVISORS MEETING

February 7, 2022

The Ross Township Supervisors Meeting was called to order on February 7, 2022 at 6:00PM. In attendance were Chairman James Zahoroiko, Vice Chairman David Shay and Supervisor Randy Detrick. Also present was Solicitor Timothy McManus. The meeting was held at the Township Municipal Building.

The Pledge of Allegiance was recited by all present.

A motion was made by Supervisor Detrick to approve the meeting minutes of the January 3, 2022 Supervisors meeting, seconded by Vice Chairman Shay and carried.

A motion was made by Supervisor Detrick to approve the meeting minutes of the January 10, 2022 Supervisors Special meeting, seconded by Vice Chairman Shay and carried.

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

OLD BUSINESS:

Township Fee Schedule

Chairman Zahoroiko discussed the updates to the current Township fee schedule. The Board of Supervisors reviewed the updated document. After a brief discussion, a motion was made by Vice Chairman Shay to adopt the fee schedule as printed in addition to the recreation fee, increase to \$1,000. The motion was seconded by Supervisor Detrick and carried.

OPEN TO THE PUBLIC:

Planning Commission Chairman Roger Christman inquired on the Planning Commission Secretary position status. Also discussed were the Planning Commission Secretary duties and hours suggested. Planning Commission Chairman Christman recommended contacting another Township to request the new hire training to be completed by their Township Planning Commission Secretary. Chairman Zahoroiko stated the Ad for the position has been placed and interviews will be held soon. Also discussed was AG Security and the secretary's responsibilities regarding this assignment, which had been held in prior years by the Planning Commission Secretary.

Resident, Ross Township Historical Society Member Martha Rezeli inquired on an update regarding the Annex building repairs in addition to the pending Historical Society and Annex building signs ordered last year. Vice Chairman Shay stated he will follow up with the proposals for the Annex repairs, the new signs and provide an update at the next meeting.

A resident of Vista Estates discussed the poor road conditions in Vista Estates and was looking for help/direction, etc. from the Board of Supervisors. The resident also discussed maintaining the unpaved roads and inquired on the possibility of the Vista Estates roads to be taken over by the Township. Much discussion took place by the Board of Supervisors, in addition to audience comments. Also discussed was the request for salt, cinders, etc. to be supplied by the Township. County Waste was also topic of discussion. Many residents of Vista Estates stated they have not received a trash collection since January 6, 2022.

OPEN TO THE PUBLIC (continued)

A resident of Collins Avenue discussed an ongoing problem concerning neighbors. The State Police had been contacted several times regarding the noise from frequent parties being held at all hours of the night, the large amount of garbage everywhere, vehicles blocking the road, in addition to inactive septic. The resident also noted seeing large amounts of oil on the road. The Township Zoning Department had also been contacted regarding these issues and violations have been served as stated by Township Zoning Administrator Jeff Snyder. Vice Chairman Shay suggested contacting DEP to the resident in regard to the oil on the road. Solicitor McManus discussed the Township process regarding the unsafe structure, etc. Vice Chairman Shay suggested the Township Zoning Officer and Sewage Enforcement Officer visit the property with police escort.

Township Residents discussed a Landlord/Tenant situation involving violations that had been issued by the Township Zoning Department.

West End Park and Open Space Commission Executive Director, Bernie Kozen provided a document to the Board of Supervisors listing future WEPOSC events and discussed the upcoming Ross Township Easter Egg Hunt event. The event will be held at Ross Township VanBuskirk-Haney Park on April 16, 2022 at 1PM.

NEW BUSINESS:

2022 Election – Polling Location

The documentation received from the Monroe County Voter Registration office was discussed by the Board of Supervisors. The letter was regarding the request to use the Township Municipal Building as a pole location. A motion was made by Vice Chairman Shay to allow the 2022 elections to be held at the Township Municipal Building, seconded by Supervisor Detrick and carried.

Township Spring Clean-Up

Road Foreman Ethan Brewer discussed the dates available for the Township Spring Clean-up. After a brief discussion by the Board of Supervisor and Road Foreman Ethan Brewer, a motion was made by Vice Chairman Shay to hold the Spring Clean-Up on April 22, 2022 and April 23, 2022. The motion was seconded by Supervisor Detrick and carried.

Payroll Account – Signatures Required

Chairman Zahoroiko discussed the current requirement and the need to amend the payroll account to only require (2) authorized signatures on a check. The account currently requires (3) signatures, which at times was not attainable on the scheduled payroll day, therefore paychecks were provided to employee's days later. A motion was made by Supervisor Detrick to modify the payroll account to require (2) signatures, seconded by Chairman Zahoroiko and carried. Opposed by Vice Chairman Shay.

Municipal Office Wi-Fi Upgrade

Supervisor Detrick discussed the current office Wi-Fi status and possible upgrades. After a brief discussion from the Board of Supervisors, the upgrade was determined to be unnecessary at the current time.

Municipal Office Laptop Computer

Consideration to purchase a laptop for the Township office was discussed by Chairman Zahoroiko. The laptop would be utilized by the Township secretary at home on days out of the office due to weather or any other reason. Supervisor Detrick stated he would like to receive additional information regarding the software, expense, etc. The topic will be discussed further at next month's meeting. Vice Chairman Shay stated he was not in favor purchasing a laptop.

Part Time Secretary

Chairman Zahoroiko discussed the update on the Part Time Secretary position. The request had been made to revise the current Ad. Planning Commission Chairman Christman will be contacted regarding recommendations with phrasing for the new Ad. The revised Ad will also include Planning Commission Secretary responsibilities.

Township Roads – Anti-Skid

Much discussion took place by residents regarding the Township roads which are private and therefore not maintained by the Township Road Department. Some residents discussed their concerns and disappointment with the Township due to the poor condition of their private roads. Residents living on private roads have requested the Township Road Department plow, salt and cider their roads during inclement weather. Residents also requested the ability to come to the Township to obtain anti-skid material for their roads and driveways. Solicitor McManus discussed the Township liabilities, etc. in addition to Road Foreman Ethan Brewer discussing the possibility of the anti-skid placement at the Township Maintenance Building property.

County Waste

The Board of Supervisors along with residents discussed County Waste and how trash collection has not been picked up regularly. Some complaints made were regarding 3 or more weeks without collection in addition to being charged for the service by the company. Vice Chairman Shay requested that Secretary/Treasurer Danielle Romano post a list of Approved Haulers for Monroe County at the Township and on the Township website.

State of the Township Address

Chairman Zahoroiko welcomed residents, discussed the purpose of having Township meetings and also thanked prior Chairwoman Tina Drake, for her 18 years of Service to the Township. Chairman Zahoroiko also introduced Supervisor Randy Detrick. Chairman Zahoroiko recalled the many topics discussed during the meeting.

PLANS:

Spruce Road Subdivision

Art Swallow of AASA Land Surveyors was present to represent the plan and to request an Extension of Time. After a brief discussion regarding the plan and the request, a motion was made by Vice Chairman Shay to grant the extension of 90 days for the Spruce Road Subdivision Plan and reference the plan back to the Township Planning Commission for their review, seconded by Supervisor Detrick and carried.

A motion by Chairman Zahoroiko to amend the agenda to add the plans for Seiler Subdivision and Lot Joinder, seconded by Vice Chairman Shay and carried.

PLANS (continued)

Seiler Subdivision and Lot Joinder

Jonathan Shupp of JLS Surveying LLC was present to represent the plan. The plans and documents were provided to the Board of Supervisors for review. The request made was for conditional approval. After much discussion from the Board of Supervisors and Solicitor McManus, a motion was made to grant final conditional approval based upon Township Engineer Russ Kresge's email dated 02/04/2022, comply with all comments listed, and obtain a Highway Occupancy Permit from PennDot to access Upper Smith Gap Road as required by Ross Township SALDO §702.B.2., seconded by Supervisor Detrick and carried.

ROAD FOREMAN REPORT:

The report completed by Road Foreman Ethan Brewer was review by the Board of Supervisors. Road Foreman Ethan Brewer discussed the upcoming salt bid for the COG and the State. Vice Chairman Shay discussed the preparation for the 2022 Road Project and requested that Road Foreman Brewer construct a list of the most necessitated roads. Also discussed were the 2 current roads in need of repair; Ross Road and Mt Eaton Road. An update regarding the 2 roads will be discussed during the meeting next month.

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 by Vice Chairman Shay to pay all current bills, seconded by Supervisor Detrick and carried.

There being no further business, the motion to adjourn the meeting at 8:20PM was made by Vice Chairman Shay, seconded by Supervisor Detrick and carried.

Respectfully submitted,

Danielle Romano
Secretary/Treasurer