MINUTES

**Clymer Township Board of Supervisors**

JANUARY 6, 2025

**CALL TO ORDER @7:01 PM**

**ATTENDEES:** TEONNA SOUTHARD, BILL PLUMMER, MARGE WALLACE, MICHELE SHEPLEY-SINCK, TRUDY PIETRZYK, DON CREW

**PLEDGE OF ALLEGIANCE**

**PUBLIC PARTICIPATION**

* All visitors will be given 3-5 minutes to discuss their concerns or provide their comments. (Sunshine Law 710.1 Public Participation)

**MINUTES REVIEW-**minutes attached.

* Review of December 9, 2024 Meeting Minutes.

**FINANCIAL STATEMENTS**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **As of December 31, 2024** | | | | | | |
| State Fund Checking: | $ | 1801.55 |  | Act 13 Fund | $ | 772.08 |
| Township Checking: | $ | 111,188.53 |  | Payroll Account | $ | 4251.22 |
|  |  |  |  | Northwest Business Insured Money Fund | $ | 22,097.65 |

**REPORTS/BILLS**

|  |  |
| --- | --- |
| * Budget Report-attached | * Monthly Bills-attached |
| * Income Report-attached | * Loan Report-attached |
| * Payroll Report-attached |  |

* MOTION TO APPROVE: MINUTES/FINANCIAL STATEMENTS/REPORTS/MONTHLY BILLS.
  + Phil Druck motioned to approve minutes, financial statements, reports and monthly bills, Bill Plummer seconded, all in favor, motion carried.

**CORRESPONDANCE**

**TOWNSHIP REPORTS**

* ROAD REPORT
* TAX COLLECTOR-Trudy Pietrzyk
  + Total Collected-$100,014.41
    - March Report-$30,093.03
    - April Report-$53,824.96
    - May Report-$3,563.17
    - June Report-$7,298.49
    - July Report-$0.00
    - August Report-$727.01
    - September Report-$466.22
    - October Report-$3,662.49
    - November Report-$379.04
    - December Report-none as of meeting
* PERMIT REPORT
  + December-No Permits Issued
  + On-lot Sewage Report-none
* AFFILIATED REPORTS

|  |  |
| --- | --- |
| * EMC-Don Crew | * Community Association-x-mas lights coming down, 2 were not lit-will look at new places to hang these. Planning Memorial Day Service. |
| * Municipal Authority-Annual Payments, working on payment plans and sewer plant upgrades. | * Clymer Hose Fire Department-Held Elections. Chief has a new system for active fire fighters for Recruitment and Retention. Twp will revisit the $500.00 allotted for R&R in 2026. |
| * COG-Don Crew-Meeting in April 2025 | * Sabinsville Firemen’s Ambulance-quarterly meeting on Jan 8. 2025. |

**OLD BUSINESS**

* PIB Loan-under review as of 12/30/2024.
* Knowlton Road 911 Address
  + Discussed what address they should be using, since the road is no longer a road what should the address be? Where mailbox should be placed? Check into cost of Brown road sign. Teonna will investigate. UPDATE: Scott Zubek received a call from a resident on Knowlton Road concerning the address. Scott and Teonna had already been in communication on the issue. Scott consulted with the DES technical director and the most practical solution is to retain the current road name and replace the signage. Scott will order the private-lane post and signs. They will update the geospatial addressing model by reclassifying the road centerlines as “private”.
* FEMA-4815-DR-PA
  + Declared for public assistance on November 8, 2024.
  + Nov.18, Teonna completed the mandatory Applicant’s Briefing
    - Federal Share= 75%
    - Emergency Work-Debris Removal must be completed by May 7, 2025.
    - Permanent Work-Roads and Bridges must be completed by May 7, 2026.
  + Nov. 25 Application Submitted
  + PEMA-forms for signature
  + Recovery Scoping Meeting Dec. 12, 1:30pm.
* Tioga County Mitigation Advisory Committee
  + Need to complete forms for areas to submit.

**NEW BUSINESS**

* FEMA
  + Teonna and Phil met with the PEMA/FEMA group on Dec.12.
  + Pema Representative came on Dec. 16, 2024 and scanned all of the documents and photos into their system. She is working with FEMA to see if we can get paid for our completed projects and make the 2A Resurfacing and RIP RAP one project for the Spring.
  + All required forms for Financial Assistance have been filed.
* Tioga County Conservation Grant
  + Received a grant for $344,470.06 for Woodcock Road.
  + Project: Install 10-18” Pipes, 1-15” Pipe, Headwalls/Endwalls, 2RC-Fill, 2A, DSA, R3.
  + Phil Druck is the ESM Certified Person for this project.
  + Approval for Teonna Southard to open a Checking Account at C&N Bank to deposit the 1st payment of $172,235.03 and any future payments for the Dirt & Gravel Project on Woodcock Road.
    - Phil Druck motioned to open a Checking Account, as required by the Depart of Conservation, at C&N to deposit the 1st payment and any future payments for the Woodcock Road Dirt and Gravel Project, Bill Plummer seconded, all in favor, motion carried.
* Clymer Township Municipal Authority Yearly Letter.
* Auditor Pay Increase-Resolution #01-06-2025-01
  + Phil Druck motioned to adopt resolution #01-06-2025-01, effective January 1, 2026. Bill Plummer seconded, all in favor, resolution adopted.
* Department of the Auditor General-Audit performed on Dec.9, 10, 11 & 16. No Findings.
* PA Unemployment Rate Increase as of 01/01/2025 from 1.14190 to 1.6374.
* Tioga County Elections and Registration
  + 2025 Ballot
    - Tax Collector 4 year term
    - Township Supervisor 6 year term
    - Auditor 6 year term
    - Auditor 4 year term
    - Auditor 2 year term

**NEXT MEETING**

* February 10, 2025

**ADJOURNMENT:** Phil Druck motioned to adjourn, Bill Plummer seconded, all in favor, meeting adjourn at 9:05pm.