



MIDDLE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS OCTOBER 24, 2019 MINUTES

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, October 24, 2019 at 7pm at the Schoonover Municipal Building with Annette Atkinson presiding.

Board members present; Annette Atkinson, Mike Dwyer and Mark Oney. Also, in attendance, Township Solicitor Michael Gaul, Esq., Township Engineer Christopher McDermott, P.E. and Township Secretary Michele L. Clewell.

Pledge of Allegiance

Approval of Minutes

Annette Atkinson made a motion to approve the October 10, 2019 minutes. Mike Dwyer seconded the motion. Motion passed 3-0.

Report of Executive Session

Attorney Gaul reported that an executive session was held prior to the meeting to discuss legal matters with the Township Solicitor.

Correspondence

A thank you letter was received from the Retired Senior Volunteer Program ("RSVP") thanking Annette for attending their annual awards dinner that was held at Kalahari Resort.

Bid Opening

Golf Carts; Mike Dwyer stated that one bid was received and opened from Golf Car Specialties for the used carts in the township's possession. The bid received is \$152,500 for (60) golf carts and (1) beverage cart. Attorney Gaul stated that these companies typically lease from another entity then lease to you. It must be clear at the closing that the lease is released from the other company or approved subject to compliance with the closing requirements. A Bill of Sale, free and clear title(s) and an affidavit swearing that that the seller has a clear title is required as part of the closing.

Mark Oney made a motion to accept and award the bid contract to Golf Car Specialties for \$152,500 subject to meeting the closing requirements. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer stated that the golf course superintendent will be directed to physically inspect each cart and document what is wrong with each one.

Treasurer's Report

Mike Dwyer made a motion to approve the general fund payables in the amount of \$253,943.64. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the sewer fund payables in the amount of \$33,860.38. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the sewer fund 2012 GOB payables in the amount of \$240,555.63. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the golf course fund payables in the amount of \$22,114.65. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the library & cultural center fund payables in the amount of \$15,713.30. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the liquid fuels payables in the amount of \$162,306.82. Mark Oney seconded the motion. motions passed 3-0.

Solicitors Report

SC Place PA, LLC., Drainage & Construction Easement, Part of Tax Map Parcel 09/113775 Part of PIN: 0097343000084728; Deed of Dedication of Drainage Easement and Deed of Dedication of Temporary Construction Easement Agreements as signed by Sam Chang, Manager of SC Palace, P. LLC; Mike Dwyer made a motion to have the Chairman sign the documents on behalf of the Township. Mark Oney seconded the motion. Motion passed 3-0.

Engineers Report

Chris McDermott stated that he was directed to obtain costs for an outside company to do a Phase 1 Environmental Site Assessment for the township owned property of approximately 409 acres, which includes the golf course and neighboring undeveloped land. He received two proposals; (1) Spartans cost is \$7,500 plus expenses and the other is ARM at \$3,400. Mr. McDermott recommends the Supervisors approve the ARM proposal.

Following discussion, Annette Atkinson made a motion to approve the ARM Phase 1 Environmental Site Assessment. Mike Dwyer seconded the motion. Motion passed 3-0.

Community Building

The pervious pavement for the parking lot is complete. The pavers have been installed up to the building pad. Framing should begin next week. Contractors have permission to park in the church parking lot.

New Business

Resolution 10-2019-9; Jo Parks Joinder Deed. Mark Oney made a motion to approve Resolution 10-2019-9. Mike Dwyer seconded the motion. Motion passed 3-0.

Resolution 10-2019-10; a Resolution Authorizing the Submission of a PA Transportation Multimodal Transportation Fund Grant Request; Designating a Township Official to Execute all Documents and Agreements in connection with the Requested Grant and Assist in Obtaining the Requested Grant, and Providing for Miscellaneous Matters; Mike Dwyer made a motion approving Resolution 10-2019-10. Annette Atkinson seconded the motion. Motion passed 3-0.

Authorize the Township Secretary to Advertise the Board of Supervisors’ Intent to Appoint a Certified Public Accountant to Perform the 2019 Annual Audit. Mike Dwyer made a motion authorizing the Township Secretary to advertise the Supervisors’ intent to appoint a CPA to perform the 2019 annual audit. Mark Oney seconded the motion. Motion passed 3-0.

Approval of McKeown Real Estate; Contract for Professional Services; Annette Atkinson made a motion to accept the McKeown Real Estate Contract for Professional Services in the amount of \$1,700 for an appraisal of Township owned land. Mike Dwyer seconded the motion. Motion passed 3-0.

Public Comment

None

Adjournment

Annette Atkinson made a motion to adjourn the meeting at 7:40pm. Mike Dwyer seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell
Township Secretary
October 24, 2019

General fund

Num	Name	Memo	Credit
65318539	Met Ed	100016915751 Municipal light	25.89
65318494	Met Ed	100036091245 bldg b	364.99
65318439	Met Ed	100016951467 bldg A	412.16
65394267	Met Ed	100124280825 Oak Grove light	31.17

17888	AARDVARK Entertainment Inc	inv 1084 trunk or treat entertainment	1,175.00
17889	Klingels Farm	inv 151 pumpkins for trunk or treat	600.00
17890	Raven Entertainment	balloon twister for trunk or treat	275.00
17891	Fisher & Fisher Appraisals, Inc.	balance for appraisal	1,250.00
65535484	Met Ed	100126688959 Dancing Ridge	27.54
17892	Kraft Fluid Systems	torque hub	2,345.20
17893	Alura Business Solutions LLC	inv 34300 monthly service agreement	1,179.25
17894	Amazon	a/c 6045787810579207	34.10
17895	American United Life Insurance Company	g006129990001000 Aug	2,440.81
17896	Arthur Trovei & Sons, Inc.	inv 34867 parts	675.00
17897	Autozone	invs 6787664689,677174 parts	49.42
17898	Bergey's, Inc	inv ph662032r parts	255.89
17899	Blackout-Design.Com	Person of the year website	2,000.00
17900	Bradco Supply Co	inv 184089 cylinder	716.50
17901	Claude S. Cyphers, Inc	inv 687864 filters	145.50
17902	Cleveland Brothers	inv inpp3463653 parts	134.16
17903	CNH Capital	5043-9355-0140-9770	333.28
17904	Colours 06	inv 4093825 rust shield	248.16
17905	Corporate Protective Services	inv 580 security guard 9/30-10/11 inv	2,008.44
17906	Gotta Go Potties, Inc	89770,771,91871,72,92059,60,61,87502	810.00
17907	Grainger, Inc.	inv 9318876472 trash bags 1000ft of Street	676.90
17908	Horns Outdoor Inc	inv 118286 parts	86.23
17909	Huffmans' Electric	inv 10432 new LED parking lot lights	5,895.24
17910	Hunter Keystone Peterbilt, LP	inv x210081279:01 parts	46.36
17911	Karen Stapleton.	reimburse for cleanup expenses	19.96
17912	Kimball Midwest	inv 7297039 parts	79.10
17913	Lehman Township	shared insurance Fire & Ambulance	18,986.74
17914	Mailfinance	inv n7954881 postage machine	478.74
17915	Miggys Five	supplies 8/22-10/9	463.80
17916	Neopost	7900 0444 6025 7144	1,000.00
17917	Oak Grove Multi-Municipal Compost PA Municipal Health Insurance Cooperative	addition 2019 contribution	4,873.75
17918	Cooperative	15472-0 health insurance -Nov	55,371.05
17919	PA State Association of Boroughs	id 26980 2020 dues	225.00
17920	PAPCO	inv 2799312 diesel	3,513.60
17921	Pennsylvania American Water	1024220008909318 bark park	179.34
17922	Penteledata	inv b3579496 email boxes	291.84
17923	Reilly Associates.	project #19002.01 Mt. Nebo Apartments	235.50
17924	Staples Advantage	inv 8054757188 office supplies	155.24
17925	Steve Shannon Tire co	inv 18024908 tires	563.50
17926	Stiff Oil Co.	inv 47673 heating oil invs 43228, 42763A community map & supplies	3,985.05
17927	Sun Litho Print	supplies	3,260.00
17928	Tulpehocken Spring Water	inv 5686236 water	71.29
17929	Verizon	a/c 450395041000125	379.19

17930	Warehouse Battery Outlet, Inc	invs 43550,435593 batteries	145.74
17931	Waste Management	inv 339812802033 dumpsters	557.02
17932	William Andrade.	event cancelled	100.00
			<u>119,177.64</u>
1011	Sheeley Insurance	insurance 11/19-11/20	84,684.00
1012	H.A.R.I.E	307441611-19 worker comp 11/4/19-11/4/20	50,082.00
			<u>134,766.00</u>
			<u>253,943.64</u>

Sewer fund

Num	Name	Memo	Credit
13633	ALLSTATE SEPTIC SYSTEMS, LLP		1,510.00
13634	C.H. REED INC.	5276090	4,890.08
13635	COYNE CHEMICAL	323805	3,525.00
13636	Evoqua Water Technologies	904188875	6,033.60
13637	Graymont Capital Inc.	425437	6,072.00
13638	Huffman's Electric	10431	2,502.56
13639	Jennifer Componvo	Refund duplicate payment	175.00
13640	PENNSYLVANIA AMERICAN WATER	1024-210031497597	15.68
13641	The Salvation Army	Refund - Tenant Leaving end of October	116.66
13642	MET-ED	100044863148 - WL Island View	5.61
13643	MET-ED	100016914275 PS #5 Municipal / 209	258.96
13644	MET-ED	100018446334 - PS#3 McCole & 209	132.56
13645	MET-ED	100018440378 - PS# 4 Maple Ln	230.40
13646	MET-ED	100016867432 PS# 8 LOTP	155.01
13647	MET-ED	100018442556 - PS #7 McCole & NP	96.51
13648	MET-ED	100081035618 Lift Station	22.05
13649	MET-ED	100083606630 - PS#9 BRD	105.18
13650	MET-ED	100018448652 Main STP	3,575.13
13651	MET-ED	100089058661 Rt 209	20.35
13652	MET-ED	100016629691 Sleepy Hollow Fairway	158.87
13653	MET-ED	100076523768 - WL Mtn Pass	533.44
13654	MET-ED	100080913799 Off Sleepy Hollow	129.62
13655	MET-ED	100044877809 WL Clubhouse Dr	21.87
13656	MET-ED	100080916826 PS # 2 Fairway Villas	33.80
13657	MET-ED	100080920901 - Tree Tops	27.86
13658	MET-ED	100018353951 PS#6 Sellersville	271.93
13659	VERIZON	250-395-051-0001-57 - PS#6 Sellersville	39.96
13660	VERIZON	450-395-051-0001-14 PS#5 Rt 209/Municipal	39.96
13661	VERIZON	250-395-181-0001-01 PS#9 Oak Grove	41.54
13662	VERIZON	250-395-204-0001-04 PS#10 BRD	39.94

13663	District Court 43-4-01	Civil Complaint	189.25
13664	District Court 43-4-01	Civil Complaint	189.25
13665	District Court 43-4-01	Civil Complaint	189.25
13666	District Court 43-4-01	Civil Complaint	189.25
13667	District Court 43-4-01	Civil Complaint	189.25
13668	District Court 43-4-01	Civil Complaint	189.25
13669	District Court 43-4-01	Civil Complaint	203.75
13670	District Court 43-4-01	Civil Complaint	203.75
13671	District Court 43-4-01	Civil Complaint	203.75
13672	District Court 43-4-01	Civil Complaint	203.75
13673	PROTHONOTARY	Liens - 10	752.50
13674	PROTHONOTARY	Liens - 5	376.25
			<u>33,860.38</u>
			<u>33,860.38</u>

Golf course

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
65318346	Met-Ed	100085171773 guard shack	(83.05)
65394107	Met-Ed	100081748848 clubhouse	(994.88)
367069221	PA American Water	1024-210033261244	(256.13)
65394149	Met-Ed	100081748855 pump house tomx rd	(644.16)
65394205	Met-Ed	100081784231 big ridge dr	(41.32)
65394315	Met-Ed	100104048101 pump house doral crt	(19.41)
61114	Golf Car Specialties, LLC	invs si139637,878,876 cart lease & repairs	(17,102.21)
61115	Gotta Go Potties	inv 92087 porta potties	(180.00)
61116	Huffman's Electric	inv 10355 light repairs	(350.00)
61117	Jonathan Townsend	return of deposit	(250.00)
61118	Nathan Fluck.	return of deposit	(250.00)
61119	Nauman Companies	invs 22123,22306 hvac repairs	(673.33)
61120	PAPCO	inv 2804931 diesel	(289.62)
61121	Pushpa Karri.	return of deposit	(260.00)
61122	Verizon	5702238140631 a/c 250732882000156	(54.42)
61123	Waste Management	inv 339943102030 maint bldg	(279.36)
61124	Waste Management	inv 339943002032 clubhouse	(386.76)
			<u>(22,114.65)</u>

Golf course 2012 GOB

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1021	Wilmington Trust Company	2012 gob principal & interest	- 240,565.63

Cultural Center/Library

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
10020	Abrams Consulting Firm	inv 202050 new renderings	315.00
10021	K.C. Mechanical Service, Inc.	application #2 plumbing	14,800.00
10022	Certifid Testing Labs, Bethlehem	inv A25378 concrete testing	<u>598.30</u>
			15,713.30

Liquid fuels

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
10055	Asphalt Maintenance Solutions, LLC	inv 4643 seal coat & line painting	- 182,306.82