

**GENESEE TOWNSHIP
REGULAR MONTHLY MEETING
Minutes**

October 13, 2020

The Genesee Township Supervisors held the Regular Monthly Meeting at the Genesee Township Building on October 13, 2020 beginning at 7:00pm. Present were: Chairman Dann Thompson, Vice Chairman William Baker, Supervisor Smoker, Secretary Ashlee Dreas and Roadmaster Travis Miles. Visitors were: Dennis Matteson Sr., Sarah Gilner, Roxan Thompson, John Nordquist, Bernie Seligman, Sandra Baker, and Susan Valentine.

CALLED TO ORDER@ 7:00pm

PLEDGE OF ALLEGIANCE

ROLL CALL: Chairman Thompson- Present, Vice Chairman Baker- Present, Supervisor Smoker- Present, Secretary Dreas- Present, Roadmaster Miles- Present.

REVIEW & APPROVAL OF MINUTES: Regular Monthly Meeting held on August 11, 2020 – Supervisor Smoker motioned to approve meeting minutes, Vice Chairman Baker 2nd motion – unanimous – motion carried.

PUBLIC COMMENT: Susan Valentine shared her concern that the ATV Slow signs had not been put up like DCNR stated they would by September 23rd on Dogtown and River Road. She requested the point of contact for DCNR that Secretary Dreas spoke to. Secretary Dreas stated that after the meeting she would give her the requested information.

Donnie Reed from the Water Authority board stated that the Township is still under a boil water advisory. This is due to the fact that according to DEP, in order to find a leak in a line the valve has to be shut off, and during the shut off period a boil water advisory is required. He shared that the Water Authority is searching for a location for another well, that they need to expand so water can feed at both ends. DEP will not allow them to use the two wells in the park since it is less than 100 feet from gas lines. He stated that one of the locations that have been looking into is near Herbert Cooper, the other is down to the park. He stated that the park location is the ideal location of the two because DEP has already tested the water. –Chairman Thompson motioned to give permission for the Water Authority to continue research and have Park board give their input, Supervisor Smoker 2nd motion – unanimous – motion carried.

Bernie Seligman shared his concern regarding a willow tree 3 ft in diameter that has fallen into the river. The tree stretches across the entire width of the river and is causing a dam. – Supervisor Smoker stated that the Potter County Conservation District has given the Township authority to remove the tree in cases like this. Chairman Thompson asked Secretary Dreas to contact Hoopes to see if they would like the wood from the tree, and to have Roadmaster Miles remove the tree as soon as possible.

REPORTS:

Supervisors: Vice Chairman Baker asked Roadmaster Miles if the joint seal was put on the big pipe on Kinney Road. Roadmaster Miles stated that they have not yet put it on, that they just finished the top on it and the seal was coming this week. Supervisor Smoker shared that we had an executive meeting on September 14th to watch the PSATS Virtual training on developing budget. He stated that one of the suggestions he learned in training was that we have a three-year comparison for budget rather than just the previous year. Supervisor Smoker stated that him and his wife had bought a house in Myrtle Beach, S.C. in the spring and stated that he feels he is cheating the Township as being a Supervisor due to his time away. He shared that he believes the Board of Supervisors will be okay since the bridge loan is almost paid off and the loader is as well. He told Roadmaster Miles that there are a lot of Supervisors out there that serve as a Supervisor and a Roadmaster and believes that he would make an excellent Supervisor. Chairman Thompson read the resignation letter that

Supervisor Smoker submitted to the Board of the Supervisors. Supervisor Smoker stated that Secretary Dreas had helped him put the resignation letter together, and the letter shared his thoughts completely. Chairman Thompson stated that the Board of Supervisors had a second executive meeting prior to the regular meeting on October 13th. to discuss Jason Bilby's performance review and evaluation for his 2-year anniversary.

Roadmaster: The past month has been busy, the crusher came in and we ran roughly 3000 tons of material, and we ran our pile of blacktop through was about 100 tons. We used that to fill shoulders. I met with Andy from the dirt and gravel program to discuss projects for the 2022 season. We are looking at Dogtown from Wunderlich's up to the top of the first hill, there are a lot of bad pipes in that area and drainage problems. The other one we are looking at is the pipe between Dogtown and Ore Bed on Kinney Rd. We finished mowing roadsides and we have been hauling gravel out and putting it on roads, we've added to Pumpstation, Raghill, and Dogtown. We also fixed the driveway on the recycling center side of the township barn. We helped at the park winterizing the bathrooms. In the month to come we will be finishing up hauling gravel to the roads. We have a little spot grading to do. Crack sealing and patching potholes. We plan to run the leaf blower and I will continue to work with the dirt and gravel group on future projects. And start looking at our snow removal equipment as that time of year is coming on us. We have been taking full advantage of the weather and that will not change.

Secretary: Ad for budget workshops was submitted on September 22nd and was in the Olean Times on September 24th. I also posted the notice on the Township's website and Facebook page. On September 22nd, the Township received the Foreign Fire Relief for 2020 in the amount of \$4,549.33. A check for the exact amount was sent to the Fire Department on September 24th. On September 29th, Township received the 2020 Municipal Pension State Aid in the amount of \$6,706.81. Second notices for Solid Waste delinquent accounts were mailed out to residents that have an overdue balance. The Township has received \$1,970 worth of payments. 18 out of the 66 delinquent accounts have responded and paid in full. The Water Authority mailed Boil Water Advisory notices to residents. They also included a contact information form that they would like all residents to fill out and return. They can be returned to them by mailing them, e-mail, or drop off at Reed's or the Township office. The Township building has a drop-box where documents can be dropped off any time day or night. Roxan Thompson notified the Township that she will be handing over the Secretary/Treasurer books from the Park board to Merranda Taylor. She requested to have her name removed from the Park bank accounts and to Merranda Taylor as an authorized signature. A letter to the bank requesting this will be discussed in New Business. The Liquid Fuels Audit for 2018 and 2019 was finished on October 1st, the exit conference memorandum will be discussed further under Notice Correspondences. Supervisor Smoker asked Roxan Thompson if Merranda needed to be bonded. She stated that all information was submitted to Ryan Agency.

Account Balances as of 10/8/20:

General: \$44,590.06

State: \$139,147.64

Impact Fund: \$42,351.05

Solid Waste: \$231.64

Park General: \$9,077.34

Park Building: \$3,331.20

* The park account balances were provided by the park Secretary/Treasurer Roxan Thompson.

Officers/Boards/Committees: 2021 Budget workshop meetings will be held at the Township Building on 10/20, 10/21, and 10/22 from 12-3pm and is open to the public.

UNFINISHED BUSINESS:

- Property for sale beside Township. Tax parcel 100-005-044A; .840 acre – First Citizens recommended two names to conduct the appraisal; Dean Appraisals and Diane Young.

Secretary Dreas contacted both individuals. Dean appraisals quoted the cost of an appraisal to be \$350 and would be 4-5 weeks out from the order date. Diane Young stated to Secretary Dreas that she does not conduct appraisals this far out from her location in Wellsboro and recommended Dean Appraisals. Chairman Thompson motioned pay Dean Appraisals \$350 to appraise the property, Supervisor Smoker 2nd motion – unanimous – motion carried. Sandra Baker shared her concerns with purchasing the property with the possible loss of revenue next year. Secretary Dreas stated that for the Township to consider purchasing the property, an appraisal must be completed, that this is just the first step to see if the property is even worth considering purchasing. An Appraiser from Dean Appraisals went to property to take photos on September 25th, the appraisal documents are scheduled to be completed on October 22nd. – tabled until appraisal documents are sent to Township.

- Jason Bilby: Two-year anniversary and performance review, hire date was 9/17/18. Chairman Thompson asked Roadmaster Miles to complete the performance review and the Board of Supervisors will have an executive session to discuss the review and possible wage increase. – Supervisor Smoker motioned to increase the wages to \$14.50 with a 3% increase and once he obtains his CDL then increase to \$15.50, Vice Chairman Baker 2nd motion – unanimous – motion carried.

NEW BUSINESS:

- Debra Herr is requesting a minor subdivision for the Moore Property on Raghill Road. – Presented by John Nordquist Land Surveying of 6 acre split with existing house and sewer. Dann motioned to approve the request, Supervisor Smoker 2nd motion – unanimous – motion carried.

- Floodplain variance request from C.J. Wallace Engineering. LLC for building permit at 116 Commercial Street. The Township's floodplain administrator, Terrica from ERB supports this request. – Supervisor Smoker motioned to approve variance request, Vice Chairman Baker 2nd motion – unanimous – motion carried.

- Letter to First Citizens Community Bank requesting to remove Roxan Thompson from all park bank accounts and to add Merranda Taylor effective immediately. – Vice Chairman Baker motioned to approve request, Supervisor Smoker 2nd motion – unanimous – motion carried.

- Water Authority board application; Steven Baker. – Chairman Thompson motioned to accept application to serve with a three-year term, Supervisor Smoker 2nd motion, Vice Chairman Baker abstain – motion carried.

- Statewide Tax Recovery LLC; Per Capita exemption request form for Ashley Aldrich. – Supervisor Smoker motioned to approve exemption request, Vice Chairman Baker 2nd motion – unanimous – motion carried.

- Statewide Tax Recovery LLC; Per Capita exemption request form for Travis Fuhrer. – Chairman Thompson motioned to approve exemption request, Vice Chairman Baker 2nd motion – unanimous – motion carried.

- Trick or Treat hours. – Secretary Dreas suggest to have the same hours as the previous year; 5-7pm so that it will be more daylight hours for parents to have their young children walking around, and if residents wish not to participate due to health concerns of COVID-19 then to leave their porch light off. Chairman Thompson motioned to set the Trick or Treat hours to be 5-7pm on October 31st, Supervisor Smoker 2nd motion – unanimous – motion carried.

- Ad for appointment of Supervisor. – Chairman Thompson motioned to approve the ad and be submitted to the Olean Times, Vice Chairman Baker 2nd motion – unanimous – motion carried.

ACTION ITEM and/or NOTICE CORRESPONDENCES:

- Liquid Fuels Audit (year 2018 & 2019) Exit Conference Memorandum. – Secretary Dreas stated that the two findings from the audit were; the project completion report for Whitney Hill was not signed by the Municipal Services Coordination, and a duplicate check was sent to New Enterprise for anti-skid. Supervisor Smoker stated that it was a good outcome.

- General Inspection Report for Brenda Ann Cook Loring property (150 Hickox Rd). – FYI only.

- Notice for DEP Permit Application for Herbert Cooper Company, Inc. – FYI only.

REVIEW & APPROVAL:

Review and Approval of financial bills that come due: Chairman Thompson motioned to approve Secretary Dreas to pay and/all bills that come due, Vice Chairman Baker 2nd motion – unanimous – motion carried.

Meeting Adjourned at 8:10pm

Respectfully Submitted



Ashlee M. Dreas
Secretary/ Treasurer