

PINE CREEK TOWNSHIP  
MEETING MINUTES OF JUNE 7, 2023

The Pine Creek Township Board of Supervisors held their regular monthly meeting on June 7, 2023, at 7:00 p.m., with Supervisors John M. Reese, Dean L. Edwards, Jr., and Kenneth J. Packard present.

Also present: Bonnie Nichols, Bryan Poorman, Joan Summerson, Stephen Bianchi, Matt Stover, Ken Leitch, Jim Hess, Amy and Bob Friedman, Jennifer Albright, PLS, Brandon Coleman, Michele Whitney, Erin Winslow, Pam Smith, Kevin Ferrara, Rick Macklem, Deb Reese, Rhonda and Ben Sweeney, Police Chief Dave Winkleman and Thom Rosamilia, Esquire

Chairman Edwards requested that individuals video recording the meeting identify themselves, those individuals are listed below:

1. Michele Whitney recording on behalf of the Clinton County Watchdogs.
2. Kevin Ferrara recording for himself.
3. Brandon Coleman recording for himself.

### **Meeting Minutes**

Chairman Edwards asked if there were any changes or additions to the minutes from the May 3, 2023, monthly meeting and the Special Meeting held on May 24, 2023, there being none, Supervisor Packard made a motion to approve the minutes as presented; seconded by Supervisor Reese, MCU.

### **Financial Report & Invoices**

Supervisor Packard made a motion to approve the financial reports and invoices as presented.

Supervisor Reese questioned Check No. 2839 issued to Saar's Tree Service in the amount of \$1,500.00, asking if it was payment for removing the tree that fell in the Woolrich Park.

Secretary/Treasurer Macklem indicated that the invoice from Saar's was for cutting down and removing four trees and the Township was invoiced separately for the emergency removal of the tree that fell in the Park.

Supervisor Packard explained that \$1,500.00 was quoted by Saar's to cut down the dead trees at the Woolrich Park and Supervisor Reese questioned if Supervisor Packard obtained any other quotes to remove the trees.

Supervisor Packard said he had obtained other quotes for the work and was questioned by Supervisor Reese as to why the quotes were not brought before the Board of Supervisors for approval to which Packard said he thought the Board had already discussed the matter.

Supervisor Reese disagreed stating the Supervisors discussed tagging trees to be cut down at the Woolrich Park but the Board did not review or discuss quotes for the tree work.

Secretary/Treasurer Macklem requested Supervisor Packard provide copies of all the quotes he obtained for the work for the township records.

## **Public Participation**

Secretary Macklem asked the Supervisors if any of them had been in the office looking for something after Saturday June 3<sup>rd</sup>, because documents that were to be filed were out of order.

Chairman Edwards indicated he had not in the municipal office and the Chairman asked Supervisor Reese who said he was not in the office. Chairman Edwards also questioned Supervisor Packard as to whether he had been in the office and Packard stated he had been in the office on June 4<sup>th</sup> to pick up items in the file holder outside the office door and opened the office door, looked around and then left the building. Chairman Edwards also asked Solicitor Rosamilia and Chief Winkleman if they had been in the office and both responded that they had not been in the office.

### **Joan Summerson**

Resident Joan Summerson questioned why the May meeting minutes were not posted on the Township website, asking if the minutes are posted after approved by the Supervisors how residents can ask questions if they have not read the minutes prior to the meeting.

Chairman Edwards explained that until the Supervisors approve the minutes, they are only a draft and will not be posted on the website until they are approved at a meeting.

Mrs. Summerson also said she has concerns about Woolrich Park and asked for a list of the members on the Recreation Committee. Erin Winslow, Chair of the Recreation Committee agreed to provide the list to Mrs. Summerson.

### **Stephen Bianchi**

Resident Stephen Bianchi presented a complaint signed by seventeen residents and photographs of property at the intersection of Main and Locust Streets in Woolrich, formerly the parking lot of Woolrich Inc., showing debris, garbage, vehicles, containers, and potentially hazardous materials.

The complaint also states there are structures on the property and some excavation has been done on the property. Also, there is a camper on the property and individual(s) are living in it and are using generators at the site for power.

Mr. Bianchi requested the Supervisors and the Zoning Officer take action against the property owner on behalf of the residents who signed the complaint.

Chairman Edwards said the Board would have Code Enforcement Officer Terry Crawford and Zoning Officer Dave Winkleman investigate the matter.

### **Michele Whitney - Clinton County Watchdogs**

Michele Whitney of the Clinton County Watchdogs requested an update on the employee that is working at the Woolrich Park that has a criminal background i.e., corruption of a minor, as to whether the employee is still working at the Park. She also asked if the Township has a hiring policy and if a background check had been done before this individual was hired.

Supervisor Reese advised Ms. Whitney that the employee she is referring to is still working at Woolrich Park and Chairman Edwards requested Solicitor Rosamilia respond to Ms. Whitney's questions.

Solicitor Rosamilia stated that this is a personnel matter and should be discussed during an Executive Session, adding that the Board has investigated the charges and he has more information to share with the Supervisors.

Ms. Whitney claimed that employees should be hired "in the public eye" and stated that the Supervisors also hired a web designer asking if Nate Gilbert was hired and why people are being hired outside of the public eye to work on the website.

Chairman Edwards and Secretary Macklem explained to Ms. Whitney that Nate Gilbert is not an employee, and that he is an independent web designer.

Michele Whitney complained that the Right To Know Law is not posted on the Township's website and that the Township is charging \$.75 per page for copies and that is outside of the scope of the law and that the Township is only allowed to charge \$.25 per page up to 1,000 pages and then may charge \$.27 per page. She also complained that the website does not provide information as to submitting Right To Know Requests by email.

Chairman Edwards indicated that the information will be corrected on the website and Resident Rhonda Sweeney pointed out that there is a request form available on the Office of Open Records website that may be used by any township in Pennsylvania.

### **Deb Reese**

Resident Deb Reese said her friend, Bill Garverick, whose father was a Supervisor in Lamar Township for years about why nothing has been done in Pine Creek Township to recognize Tom Wilt for his many years of service.

Bill's father, Bill Garverick, Sr., did a lot of partnering with Tom Wilt and, she thought it was a very good question to bring before the Supervisors, adding that Mr. Garverick said other people have noticed that after his many years of service, the Township had no memorial service and no recognition has been done by the Township. She said she feels that Tom Wilt is deserving of being recognized and requested the Supervisors consider some type of memorial to honor Tom Wilt.

Bryan Poorman said Tom Wilt has a bridge named after him but was corrected by Supervisor Reese who explained that there was a plaque placed on the first bridge the Township replaced that included the names of all the Township Employees who worked on that bridge and that nothing was done in recognition of Tom Wilt.

It was the consensus of the Board to take Mrs. Reese's request into consideration.

## **Old Business:**

### **Recreation Committee**

Erin Winslow, Chair of the Recreation Committee, spoke to the Supervisors about proposed changes to the Recreation Committee Bylaws. The Supervisors previously received a copy of those changes and forwarded it to the Township Solicitor.

It was the consensus of the Board to request Solicitor Rosamilia to make the changes to the Bylaws and present them at the June meeting for adoption.

Erin Winslow reported that the Recreation Committee also discussed whether there was any advantage for the Recreation Committee to becoming a 501 (c)(3) nonprofit.

A discussion was held regarding the Committee remaining as is or whether becoming a nonprofit would allow for more grant opportunities. All agreed that the Committee will continue to function in an advisory capacity.

Erin also requested a copy of the Recreation Grant Application submitted to DCED for the Recreation Committee's files and Chairman Edwards agreed to forward an electronic copy of the submission to the Committee.

### **Pine Creek Municipal Authority Vacancy**

Marc Drier, Solicitor for the Pine Creek Municipal Authority, requested the Supervisors appoint Deb Reese, who was formerly a member of the Authority, to fill the vacancy on the Board and Mrs. Reese acknowledged she would like to serve on the PCMA.

Chairman Edwards made a motion to appoint Deb Reese to fill the vacant position on the Pine Creek Municipal Authority Board; seconded by Supervisor Packard, the motion passed 2-1 with Supervisor Edwards and Packard voting in favor of the motion and Supervisor Reese voting against the motion.

## **New Business:**

### **Reschedule July Meeting**

Chairman Edwards requested that the July meeting be rescheduled from July 5<sup>th</sup> to July 12<sup>th</sup> noting he will be out of town on July 5<sup>th</sup>.

Supervisor Packard made a motion to reschedule the meeting to July 12, 2023; seconded by Supervisor Reese, MCU.

### **Sohmer Trust Subdivision**

The Supervisors reviewed the subdivision plan presented by Marc Drier, Attorney for the Sohmer Trust which includes the separation of the Bellevue Cemetery from the wooded portion of the Sohmer property. The plan includes an existing right-of-way for the Bellevue Cemetery, the parcel being created, and the Steven and Jennifer Koch property.

Attorney Drier also presented a signed Road Maintenance Agreement for the existing right-of-way between the Sohmer Trust, the Kochs and the Bellevue Cemetery noting that the agreement does not require the Cemetery to assist with maintenance of the right-of-way.

A discussion was held regarding the Perpetual Care Fund for Bellevue Cemetery and it was noted that an Annual Affidavit of Compliance will continue to be required for the Cemetery.

Supervisor Reese made a motion to approve the Sohmer Trust Subdivision with the Road Maintenance Agreement as presented; seconded by Supervisor Packard, MCU.

### **Dubbs Subdivision**

The Board reviewed the Dubbs Subdivision presented by Jennifer Albright, PLS, for 38.734 acres owned by Rodgers Land Company being conveyed to Patrick and Kirsten Dubbs located in both Pine Creek Township and Gallagher Township. The 38.734 acres will be a lot addition to the Dubbs property located at 647 Dutch Hollow Road. Both the Pine Creek Township and Clinton County Planning Commissions have reviewed the Subdivision.

Supervisor Reese made a motion to approve the plan on the condition that the Township receives notification from Gallagher Township that they do not have any objections to the subdivision; seconded by Chairman Edwards, MCU.

### **Susquehanna Valley Big Twins - Harley Drive**

Marc Drier requested the Supervisors approve closing Harley Drive from 12:00 pm on June 30<sup>th</sup> through Sunday, July 2<sup>nd</sup> at noon for the annual Fourth of July celebration.

Supervisor Reese made a motion to approve the request to close the road; seconded by Supervisor Packard, MCU.

### **Resolution 06-07-2023 – Adoption of Pine Creek Township Act 537 Special Study**

The Supervisors explained that a special study was required for the Municipal Authority to move the pump station located on River Road in Wayne Township out of the floodplain.

Chairman Edwards made a motion to approve Resolution 06-07-2023 for Plan Adoption of Pine Creek Township Act 537 Special Study; seconded by Supervisor Packard, MCU.

### **Roadmaster's Report**

Roadmaster John Reese presented the Roadmaster's Report for May 2023, as follows:

#### Road Maintenance:

1. Installed catch basin and French drain in Briarwood Development
2. Pave intersection in Briarwood
3. Pave portions of Dutch Hollow Road
4. Trim along Dutch Hollow Road and Briarwood
5. Mowing within Township
6. Mowing at South Avis, Township Building and Woolrich Park
7. Made repairs to West Side Road (Pave)

Vehicle Maintenance:

1. Removed all snow equipment; washed and placed it in storage
2. Repair No. 8 broom on sweeper
3. Service Paver and prep roller for paving
4. Service police vehicles (2)

**Executive Session**

Chairman Edwards called an Executive Session at 7:40 pm to discuss personnel matters and the regular meeting was called back to order at 8:00 pm and Solicitor Rosamilia explained that the Executive Session was about process and procedures.

**Adjournment**

There being no further business, Chairman Edwards adjourned the meeting at 8:05 pm.

Respectfully submitted,

*Darlene S. Macklem*

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Darlene S. Macklem, Secretary