

PINE CREEK TOWNSHIP SPECIAL MEETING
MINUTES OF MAY 24, 2023

The Pine Creek Township Board of Supervisors held a special meeting on May 24, 2023, at 4:00 p.m., with Supervisors John M. Reese, Dean L. Edwards, Jr., and Kenneth J. Packard present.

Also present: Kevin Ferrara, Michele Whitney, Bryan Poorman, Township Engineer Todd Pysher, Police Chief Dave Winkleman and Thom Rosamilia, Esquire

Public Participation:

Chairman Edwards asked residents in attendance that were recording the meeting to announce that they are video recording the meeting and who the recording is for.

Kevin Ferrara announced he was video recording the meeting on behalf of himself.

Michele Whitney announced she was video recording the meeting on behalf of the Clinton County Watchdog Group.

Michele Whitney questioned why the Board has an employee who is on probation for child endangerment working at the Woolrich Park, stating she obtained copies of criminal proceedings about the employee from the Clinton County Courthouse.

The Supervisors held a discussion on the matter with Police Chief Winkleman and Solicitor Rosamilia and Chief Winkleman stated that the employee is not on Megan's List, and he would prefer not to discuss the background check on an employee during a public meeting. The Board agreed that they would investigate the claims made about the employee by Ms. Whitney.

Bryan Poorman questioned why the special meeting was scheduled for 4:00 pm when most residents are unable to attend and was advised by Chairman Edwards that the meeting was scheduled at 4:00 pm at the request of Township Engineer Todd Pysher and to accommodate Solicitor Rosamilia's schedule.

Kevin Ferrara asked for a job description for employee Gene Gallagher and Supervisor Packard said he prepared a job description and provided it to Supervisors Reese and Edwards for review. It was the consensus of the Board to review the job description prepared by Packard before the June meeting.

Kevin Ferrara claimed it was a conflict of interest for Roadmaster/Supervisor Reese to rent a tractor from his father-in-law and said it was addressed by Attorney Ryan who was acting as the Township Solicitor and Supervisor Reese abstained from voting on the payment of the invoices which included the invoice for the tractor rental.

Mr. Ferrara also asked Chairman Dean Edwards if he was recording the meeting and if he has a township cell phone, stating he has heard that Chairman Edwards records certain individuals using his cell phone.

Chairman Edwards responded that he was not recording the meeting and does not have a township cell phone.

Mr. Ferrara then questioned why Chairman Edwards did not have a township cell phone and advised Edwards that his cell phone was subject to the Right To Know Law.

Todd Pysher, P.E. – Greenway Trails & Recreation Grant Application

Township Engineer Todd Pysher explained that one of the reasons for the special meeting is that the township wishes to apply for a Greenways Trails & Recreation Grant through the Commonwealth Financing Authority through the PA Department of Community and Economic Development. Adding that the grant funds would be used for improvements to the Woolrich Park.

He explained that eligible applicants include municipalities and eligible projects include public park and recreation areas. Grant funds may be used for development, improvements, and rehabilitation of public parks. There is a cost share requirement for the project and the Township will have to pay 15% of the cost of the project.

The project is subject to the Prevailing Wage Act and all materials, unless purchased through Co-Stars, must be bid out and ideally all materials would be purchased through CoStars.

According to Pysher, he will advance the \$100.00 application fee; the grant application is online, and grants cannot exceed \$250,000.00. He said the project could cost more than \$250,000.00 but the grant amount cannot exceed \$250,000.00. The application is due by May 31, 2023 and Mr. Pysher is in the process of finalizing costs for the park improvement project and noted that the estimate must be prepared by either an Engineer or a Contractor.

The application includes a description of the project, cost estimate, and a match funds commitment letter which he will prepare for the township to be placed on township letterhead and signed by the Township Secretary.

The project includes adding four pickleball courts; a dog park; two playground areas, two ballfields and two restroom facilities and a walking trail; and there no permits are required for the project, however, a letter is needed from Clinton County Planning stating that the project meets the requirements of the County's Comprehensive Plan.

Todd Pysher, P.E., presented Resolution 05-24-2023 for the Board to approve the submission of the grant application for funding for the Woolrich Park Improvement Project and the Supervisors need to approve Secretary Macklem and Chairman Edwards to execute all documents for the grant.

Mr. Pysher will determine the amount for the grant application and Pine Creek Township will receive 85% of the total cost of the project which is limited to \$250,000.00. The township will have three years to complete the project and the grant provides, upon request, for one-year extensions and is limited to three extensions. The project would be completed by June 30, 2026, absent any requests for an extension.

Chairman Edwards made a motion to adopt Resolution 05-24-23 to apply for funding for the Woolrich Park Improvement Project; seconded by Supervisor Reese, MCU.

Supervisor Reese made a motion to authorize Chairman Dean Edwards and Secretary Darlene Macklem to sign all documents required for the grant; seconded by Supervisor Packard, MCU.

A discussion was held regarding the restrooms and Supervisor Packard asked if the old restrooms would be refurbished or if new restrooms would be purchased.

Todd Pysher, P.E. explained that two self-contained restrooms will be purchased, and the old restroom facilities will be converted for storage.

Additional questions were answered about the waterless aspect of the restrooms i.e., there will be chemicals used and a tank installed under the restroom. Hand sanitizer will be used in lieu of soap and water.

Mr. Pysher recommended that the Supervisors obtain letters of support from legislative and civic organizations for submission in support of the grant application after the application has been submitted.

Adjournment

There being no further business, Chairman Edwards adjourned the meeting at 4:30 pm.

Respectfully submitted,

Darlene S. Macklem

Darlene S. Macklem, Secretary