

**NORTH CENTRE TOWNSHIP SUPERVISOR MEETING
Agenda and Minutes for November 13th, 2023**

The North Centre Township Supervisors held their regular monthly meeting on November 13th, 2023 at the Township Building.

Attendance

Supervisors	Present
Ronald E. LeVan Jr.	Yes
Steven D. Hess	Yes
Krunal Thakore	No
Secretary / Treasurer	
Mary Smith	Yes
Zoning Officer	
Jackie Hart	Yes
Police Officers	
Kristen Cunnington	Yes
Harold Morris	Yes
Guests- Participants: Carl Fedako, Harry L. Hartzell Jr., and Richard Davenport	

Call Meeting to Order, Pledge of Allegiance and Moment of Silence

The meeting was called to order by Supervisor LeVan at 7:00 PM. The Pledge of Allegiance and a moment of silence were completed by all participants.

Payment of Bills, Treasurer’s report, and Minutes from the August 2023 Meeting

Supervisor Hess motioned to approve minutes for the October 2023 meeting, to accept the payment of checks #6527 - #6587, fire checks #1076, #1077, and #1078, the Treasurer’s report, and the electronic payments made from October 9th, 2023, – November 13th, 2023. Supervisor LeVan seconded the motion, it passed 2/0.

Chairman Announcements

Supervisor LeVan made an acknowledgement of Veterans today and the Supervisors thanked our Veterans attending the meeting for their service. Supervisor Thakore will not be attending the meeting due to illness. The Township office will be closed on November 23rd and November 24th, 2023 for Thanksgiving. A Joint Comprehensive Plan Meeting will be held at the Briar Creek Township Building on November 20th at 6:00 pm. An Executive session will be held to discuss pending legal matters after meeting follow-up items to discuss two zoning matters and Hidlay Cemetery matters.

Recognition of Guests

Sergeant Harold Morris is a new member of the Briar Creek Township police department. He attended the meeting with Officer Cunnington. He will most likely be the officer attending the meetings and providing the monthly report.

NORTH CENTRE TOWNSHIP SUPERVISOR MEETING
Agenda and Minutes for November 13th, 2023

Police Report

Officer Kristen Cunnington reported that there were 44 calls answered, 36 incidents investigated, 2 Magistrate Hearings Attended, 4 traffic accidents investigated, 8 traffic citations issued, 6 traffic warnings issued, and 1 criminal arrest made.

Zoning Report

The Zoning Report was given by Jackie Hart. She issued 4 Zoning permits and 1 Building permit. There are 3 ongoing code and property maintenance issues that the Zoning officer is handling.

Committee Reports

Cemetery Committee- Carl Fedako reported they have not conducted work in the last couple of weeks but will be starting up again this week.

Park Committee- None

Historical Society- None

Volunteer Committee- Supervisor Hess reported there was a meeting Thursday, October 19th for Picnic follow-up.

Roadmaster Report

The following work activities were completed in October.

- Finished the mowing
- Swept roads
- Cleaned up down trees
- Worked on budget and 2024 work planning
- Cleaned up and moved pipe on hill and around buildings
- Pipe and inlet work
- Graded and hauled stone to dirt roads
- Cold patched roads
- Worked on trucks and equipment

November time will be spent working on ditches, signs, pothole patching, and getting trucks and equipment ready for winter.

Sewage Report

The Columbia County Sanitation Meeting will be held on November 30th at 6:00 pm at the Catawissa Township Building.

Planning Commission

Supervisor LeVan stated there will be a meeting held on November 16th at 7:00 pm at the North Centre Township Building. Subjects of this meeting are the Campbell's minor subdivision, a review of a land use letter, and an application review for a Cellular Verizon Tower.

NORTH CENTRE TOWNSHIP SUPERVISOR MEETING
Agenda and Minutes for November 13th, 2023

Old Business

No old business was discussed

New Business

It was recommended to the Township to develop a Conflict of Interest (COI) Policy covering all employees of the township. This policy could be developed into our policies and procedure book that all township employee's read and sign off on at the start of their employment and periodically. The Supervisors agreed to move forward in the next steps of developing a COI Policy.

Supervisor Hess made the motion to commit \$20,000 from the Township's General Fund for the grant match with Briar Creek Township Connect Humanity "Preparing Appalachian Communities for Broadband Equity, Access, and Deployment (BEAD) and Digital Equity Act (DEA)" Grant, Appalachia Digital Accelerator Program. Seconded by Supervisor LeVan, it passed 2/0. This grant would bring consultants into the Township to map both North Centre and Briar Creek Townships, to view the underserved and unserved by broadband. A guest comment was made by Carl Fedako. That he hopes the consultants conduct a thorough survey by knocking on doors and speaking to the people of the township.

The Budget Proposals for 2024 were reviewed. Supervisor LeVan brought up the salaries of the Township workers compared to the Salary Survey results through PSATS. At the budget meeting, it was discussed to raise the road crews' wages by 3.5% to match the cost-of-living increase. Supervisor LeVan recommended a Roadmaster wage increase of 4%, Road Crew wage increase of 5%, and discussing the Secretary wage after the completion of the probationary period. This increase would bring the Township employees closer to the "average" wage of others working in their position with close to the same township size per the Salary Survey. The Budgets were approved pending the change of the salary rate, Supervisor LeVan made a motion to advertise the budgets. Seconded by Supervisor Hess, it passed 2/0.

A discussion was held regarding the Fire Service Agreements. Supervisor LeVan discussed that the Township Supervisors of the fire companies should be signing the fire service agreements along with the fire company Chief's. Supervisor Hess agreed, and the agreements will be changed to reflect all signatures. Fire Chiefs and the Presidents of the Fire Company's will both be invited to an open discussion meeting on December 11th at 6:30 pm.

Supervisor LeVan made the motion to send annual checks out to the Bloomsburg Recycling Center, and our three local Libraries (including the traveling library) for the Township's donation. Seconded by Supervisor Hess, it passed 2/0.

Supervisor LeVan would like for the Township to advertise for alternate Zoning Hearing Board members. It has become difficult to schedule hearings within the 60-day allotted time frame, therefore having more alternates would make this process easier and able to be conducted in a timely matter.

Supervisor LeVan made the motion to advertise the Townships 2024 Meeting Schedule. The second Monday of each month at 7:00 pm works accordingly, the motion was seconded by Supervisor Hess. It passed 2/0.

NORTH CENTRE TOWNSHIP SUPERVISOR MEETING
Agenda and Minutes for November 13th, 2023

Correspondence

The Correspondence list was reviewed.

Long-Term Open Items List

The Long-term open list was reviewed.

Meeting Follow-Up Items

The items were set for action.

The Supervisors went into an Executive Session at 8:15 pm all guests were excused from the building. The Supervisors returned to the meeting at 8:45 pm.

Adjourn

Supervisor LeVan made the motion to adjourn, seconded by Supervisor Hess. It passed 2/0.

Respectfully submitted,

Mary Smith,

Secretary/ Treasurer
North Centre Township