

**NORTH CENTRE TOWNSHIP SUPERVISOR MEETING
Agenda and Minutes for February 12th, 2024**

The North Centre Township Supervisors held their regular monthly meeting on February 12th, 2024 at the Township Building.

Attendance

Supervisors	Present
Ronald E. LeVan Jr.	Yes
Steven D. Hess	Yes
Krunal Thakore	Yes
Secretary / Treasurer	
Mary Smith	Yes
Zoning Officer	
Jackie Hart	Yes
Police Officers	
Kristen Cunnington	Yes
Cole Shaffer	Yes
Guests- Participants: Harry Hartzel Jr., Kristie Rospendowski, Richard Davenport, Timothy Hippensteel, Alan Sutton, Amanda Bradly, Carl Fedako, Joe Martin, Bob Paden, and Lenny Treat	

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

The meeting was called to order by Supervisor LeVan at 7:00 PM.

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

Supervisor Hess motioned to approve minutes for the January 2024 meetings, to accept the payment of checks #6644 - #6704, the Treasurer’s report, and the electronic payments made from January 2nd, 2024 to February 12th, 2024. Supervisor LeVan seconded the motion, it passed 3/0.

Chairman Announcements

An executive session will be held before the closing of the meeting to discuss a personnel matter.

Recognition of Guests

Bob Padden questioned if the Township received the conditions from a previous Zoning Hearing, which the Township has not received yet. Joe Martin spoke on park updates, see the park section below for details.

Police Report

Officer Shaffer reported there were 43 calls answered, 26 incidents investigated, 2 magistrate hearings attended, 3 traffic accidents investigated, 11 traffic citations issued, 3 traffic warnings issued, and 1 criminal arrest. In the description of traffic citations

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Supervisor LeVan requested an explanation of “other”, the officers will be reporting back to the Supervisors with an explanation of the citation description.

Zoning Report

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

Committee Reports

Cemetery Committee- Meetings will restart in the spring.

Park Committee- Joe Martin removed the old bridge, he discussed replacing the bridge and will be getting in touch with Steve for project supplies. Trash and tires collected from the stream can be brought here to the Township for discarding. The gate was discussed to inform everyone attending.

Historical Society- Meetings will restart in April.

Volunteer Committee- Meeting scheduled for May

Roadmaster Report

The following work activities were completed in December.

- Worked on trucks and equipment
- PA One calls
- Sign Work
- Cleaned up downed trees and branches
- Plowed and cindered roads
- Took Macks for service
- Cut brush
- Cleaned up salt building and received salt
- Mixed cinders
- Worked on reports due in January

February’s time will be spent on winter operations, servicing equipment, brush cutting, pothole patching, and sign replacements.

A guest comment was made that there is a dip starting to open up on Dohl Road, the crew will take a look at this.

Sewage Report

No report

Planning Commission

The meeting will be held Thursday, February 15th, at 7:00 pm with a full agenda.

Old Business

The Fee Schedule for Columbia County Sanitation was reviewed and accepted by Supervisor Thakore, seconded by Supervisor LeVan, it passed 3/0.

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New Business

The new service agreement for Phoenix Waste and Water Operations was approved by Supervisor LeVan and seconded by Supervisor Hess, it passed 3/0.

The Township is currently using Quick Books Pro 2021, and in May Quick Books will be closing down the payroll module for this outdated system. The recommendation was made to upgrade but stay with the Desktop version utilizing Enterprise rather than the online version per a Quick Books advisor. Three packages were presented “gold, platinum, and diamond”, the gold package includes all services the Township would be using. Supervisor LeVan motioned to approve the upgrade to QuickBooks Enterprise Gold Package for \$1922.00, seconded by Supervisor Hess, and it passed 3/0.

The Costars Salt Contract Participation Agreement is due March 15th, 2024, Mary and Steve will work on the submission.

Supervisor Hess motioned to approve 2024 Dues for the Briar Creek Watershed (\$150.00), seconded by Supervisor LeVan, and it passed 3/0. Supervisor Thakore motioned to approve 2024 dues for Northern Columbia County Region COG (\$3,500), seconded by Supervisor Hess, it passed 3/0. Supervisor Hess motioned to approve the General Code Annual Maintenance Fee of \$995.00, seconded by Supervisor Thakore, it passed 3/0.

A quote was provided by Airiam for upgrading the Township office computer system and the Cloud-key upgrade, Supervisor LeVan motioned to approve seconded by Supervisor Hess it passed 3/0.

The Volunteer Accident Policy is up for renewal expiring in March 2024, a motion was made by Supervisor LeVan to renew this policy, and seconded by Supervisor Thakore it passed 3/0.

Discussion was held regarding the share of interest to be distributed to the Operating Reserve Fund. Currently, Act 537 receives 8.25%, Capital Reserve receives 91.8%, and Operating Reserve receives 0%. A percentage was taken out of the capital percentage before, the Supervisors requested the secretary gather percentages data and provide it at the next meeting.

Correspondence and Long-Term Open Items List

The Correspondence list and the Long-term open list were reviewed.

Meeting Follow-Up Items

The items were set for action.

At this time an Executive Session was conducted.

Adjourn

Supervisor LeVan motioned to adjourn, seconded by Supervisor Thakore. It passed 3/0

Respectfully submitted,
Mary Smith NCT Secretary & Treasurer