

## DELMAR TOWNSHIP BOARD OF SUPERVISORS

### MINUTES

JANUARY 6, 2025

Workshop meeting was held at 6 PM at the Delmar Township Building. Joe Hastings, Roadmaster, explained some of the FEMA/PEMA work as Julia and him have a meeting again January 9<sup>th</sup>, here at the township. The well is completed to the new building. Cross pipes needing replaced at AnnaS road and on Putman Road. The Volvo truck of Johns needed some repair and went to Moss Machine Shop.

Julia Heath, Secretary Treasurer, received the Fire and Ambulance Banquet invitation for the supervisors to go over and if they wanted to attend. Explained the depth of FEMA/PEMA process that we must do. Deven asked if Chris Lantz was notified about Webster Road and to CC the supervisors on the situation.

Deven Martin made an executive meeting motion. Garry Clark seconded.

**DELMAR TOWNSHIP REORGANIZATION MEETING WAS CALLED TO ORDER AT 7 PM.**

**PLEDGE OF ALLEGIANCE WAS RECITED.**

**APPOINT OF BOARDS.**

1. Appoint Temporary Chairman, Garry Clark. Deven Martin made the motion. Garry Clark seconded. 3-0 Vote.
2. Appoint Temporary Secretary, Julie Sticklin. Deven Martin made the motion. Garry Clark seconded. 3-0 Vote.
3. Appoint Chairman, to conduct the balance of meeting, Deven Martin. Garry Clark made the motion. Deven Martin seconded. 3-0 Vote.
4. Appoint Vice Chairman, Garry Clark. Deven Martin made the motion. Garry Clark seconded. 3-0 Vote.
5. Appoint Secretary/Treasurer, Julia Heath, and establish a compensation per personnel policy. Deven Martin motioned a .50 raise and hour. Garry Clark seconded. 2-1 Vote.
6. Appoint and reappoint employees (Roadmaster .75 raise) and pay scale per personnel policy and Union Contract. Deven Martin made a motion to reappoint employees with their raises said Union Contract. Garry Clark approved. 3-0 Vote. Deven Martin reappointed and gave Joe Hastings, .75 raise, and Garry Clark seconded. 3-0 Vote.
7. Affirm those Supervisors, Deven Martin, employed by the township. Garry Clark made the motion. Deven Martin seconded. 3-0 Vote.
8. Appoint Cox, Stokes, and Lantz, for Solicitor. Deven Martin made the motion. Garry Clark seconded. 3-0 Vote.
9. Appoint Chairman of the Vacancy Board, Marc Rice. Deven Martin made the motion. Garry Clark seconded. 3-0 Vote.
10. Appoint Emergency Management Coordinator, George Goldman. Deven Martin made the motion. Garry Clark seconded. 3-0 Vote.

11. Appoint Bank as a Depository, First Citizens National Bank. Garry Clark made the motion. Deven Martin seconded. 3-0 Vote.
12. Establish Workshop meeting and Supervisors meetings, location, time and dates. BE published in accordance with the Open Public meeting Law. The dates are January 6, February 3, March 3, April 7, May 5, June 7, August 4, September 2 (Tuesday), October 6, November 3, and December 1, 2025, at 7 PM at the Delmar Township Building. Deven Martin made the motion. Garry Clark seconded. 3-0 Vote.
13. Appoint Voting Delegate, Deven Martin, for the 2025 State Association Annual Convention, May 4-7, 2025. Garry Clark made the motion. Deven Martin seconded. 3-0 Vote.
14. Appoint Planning Committee
  - a. Chris Eckert, 12-31-2028
  - b. Joel Young, 12-31-2028
  - c. Dan Nowak, 12-31-1-2025
  - d. Dixie Coolidge, 12-31-2025
  - e. Marc Rice, 12-31-2027
  - f. Al Morrow, Alternate, 12-31-2026

Deven Martin made a motion to reappoint Chris and Joel for their further term. Garry Clark seconded. 3-0 Vote.

15. Appoint Zoning Board
  - a. John Reber, 12-31-2027
  - b. Bill Stokes, 12-31-2027
  - c. Todd Webster, 12-31-2026
  - d. Jeremy VanDergrift, 12-31-2025
  - e. Tony Cooper, 12-31-2028

Garry Clark made the motion to reappoint John and Bill and board. Deven Martin seconded. 3-0 Vote.

f. Attorney *Albert Ondrey*

Deven Martin made a motion to accept their attorney. Garry Clark seconded. 3-0 Vote.

16. Appoint Sewage Enforcement Officer, Terry Meyers, TMSEOS, LLC. Deven Martin made the motion. Garry Clark seconded. 3-0 Vote.
17. Appoint Engineering Firm, Larson Design. Deven Martin made the motion. Garry Clark seconded. 3-0 Vote.
18. Appoint Uniform Code Officer, Erb Inspection. Deven Martin made a motion. Garry Clark seconded. 3-0 Vote.
19. Appoint Tioga County Voting Delegates
  - a. Deven Martin, Chairman
  - b. Garry Clark
  - c. Julie Sticklin

Deven Martin made the motion. Garry Clark seconded. 3-0 Vote.

20. Appoint Zoning Officer, Bruce Cooper. Deven Martin made a motion. Garry Clark seconded. 3-0 Vote.
21. Appoint 2025 Flood Management Services, Erb Inspection. Deven Martin made a motion. Julie Sticklin seconded. 3-0 Vote.
22. Appoint Upper Pine Creek Council of Governments, Garry Clark. Deven Martin made a motion. Julie Sticklin seconded. 3-0 Vote.
23. Appoint Grand Canyon Airport Authority
  - a. Ken VanSant, 12-31-2026
  - b. Skip Shaw, 12-31-28 (Township/Borough)
  - c. Shaw Siglin, 12-31-2028
  - d. John Sticklin, 12-31-2029
  - e. Mike Bowser, 12-31-2026
24. Appoint Agricultural Security Committee
  - a. Rodney Erickson
  - b. Derrick Coolidge
  - c. Garry Clark
  - d. Jim Shelmine
  - e. George Meyers, Alternate
25. Delmar Township Municipal Authority
  - a. Garry Clark, 12-31-2026
  - b. Trevor Adams, 12-31-2027
  - c. Misty Gardner, 12-31-2029
  - d. Nina Bray, 12-31-2028
  - e. Ken VanSant, 12-31-2029
26. Appoint CPA, J.H. Williams. Deven Martin made the motion. Garry Clark seconded. 3-0 Vote.
27. 2025 Mileage rate .65. Deven Martin made the motion. Garry Clark seconded. 3-0 Vote.

That concludes the Reorganizational meeting.

#### **DELMAR TOWNSHIP BOARD OF SUPERVISORS**

#### **MINUTES**

**JANUARY 6, 2025**

**Recognition of visitors** were, Chris Eckert, Bruce Cooper and Ken VanSant.

**Public Comment** Ken VanSant mentioned if any changes if we wanted to the Website, it is the time to do so. Julie Sticklin mentioned something in to save the minutes to have reference to go back on. Ken said he will investigate it. Also adding to Zoning and Planning minutes as well.

**Treasurers Report** Deven Martin made the motion to approve. Garry Clark seconded. 3-0 Vote.

**Mintes from December 2, 2024**, Deven Martin made the motion to approve. Garry Clark seconded. 3-0 Vote.

## **Committee Reports**

Planning Committee has a meeting for reorganization on Thursday. No plans to review.

Airport Authority had trees removed for Life Flight pad.

Sewer Authority meeting with engineering firm to look for grant money.

Zoning none.

## **Old Business there was none.**

## **New Business as follows**

Designation for Agent, Julia Heath, for Resolution DR 4815, FEMA/PEMA Funding. Deven Martin made the motion to approve. Garry Clark seconded. 3-0 Vote.

Resolution #1309, Tioga County TCC Voting Delegate Appointment. Deven Martin made the motion in the Reorganizational Meeting. Garry Clark had seconded the motion. 3-0 Vote.

Union Contract 2025 is a motion to approve the contract. Deven Martin made the motion. Garry Clark seconded. 3-0 Vote.

## **Building Permits**

James Reilly, 705 Balsam Road, 14x22 Lein Too, B-1-2025.

Rodney Mee, Nobles/W Branch Rds, 8x8 Shed, B-2-2025

Rodney Mee, Nobles/W Branch Rds, 6x6 Shed, B-3-2025.

Jeremy Reichert, 475 Fishler Street Ext., 4x4 Porch/Steps, B-4-2025. UCC

Deven Martin made a motion to approve. Garry Clark seconded. 3-0 Vote.

## **Communications**

Yearly letter on behalf of Billie Simmons for approval of her son to live on her property with a fifth wheel camper due to illness.

LDG Monthly status report for Marsh Creek T-533 Bridge, Wilkins Road T-526, and S Lawton Road T-537, Horizontal and Vertical Alignment submission, and environmental footprint of submissions.

Standard Agreement for fees, costs, and expenses for representation of public entities effective January 1, 2025.

Terry Meyers, Change of name for Business to TMSEAOS< LLC and Fee Schedule for 2025. Alternate SEOS and preferred areas of appointments.

Seneca Resources, LLC, Charleston Township Goodwin Proposed well drilling.

2025 Threshold are Good and Services that will cost \$23,800 or greater for a calendar year requires public bidding. Goods or services that will cost between \$12,900-\$23,800 for a calendar

year require at least three written or telephonic quotes documented. Goods or services that cost less than \$12,900 for a calendar year can be purchased without formal bidding or quotes.

Delmar Township Clean Up will be held April 18<sup>th</sup> and 19<sup>th</sup>.

**Roadmaster Report**, Keeping up with the snow and typical work maintenance on the equipment.

**Bills and Payroll**

<b>Payroll</b>	<b>\$9,713.99, December 13, 2024</b>
	<b>\$10,251.81, December 27, 2024</b>

<b>General Bills</b>	<b>\$57, 804.59. C# 21624-21654</b>
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<b>State</b>	<b>0</b>
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Garry Clark made the motion to pay the bills and payroll. Deven Martin seconded. 3-0 Vote.

**Accounts**

<b>Township General Fund</b>	<b>-\$50,555.13</b>
<b>State</b>	<b>\$223.57</b>
<b>Impact Fee</b>	<b>\$986,031.56.</b>

Deven Martin made a motion to transfer \$65.000 from Impact to the general. Garry Clark seconded. 3-0 Vote.

Deven Martin made a motion to adjourn the meeting at 7:24 PM. Garry Clark seconded. 3-0 Vote.