

## Supervisors Meeting – December 14, 2021

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The Regular Meeting of the Sugarloaf Township Supervisors was held on Tuesday, December 14, 2021, at 7:00 P.M. at the Municipal Building, 858 Main Street, Sugarloaf, PA 18249. The meeting was duly advertised in the Standard Speaker on December 15, 2020.

**Attendance:** In attendance were Chairman Rick Weaver, Supervisor Richard Yost, and Supervisor Joseph DiSabella. Also in attendance were Atty. Joseph Ferdinand, Township Office Manager Elizabeth Tolan and Township Administrative Assistant Lori Webster.

### **Pledge of Allegiance**

**Public Comment:** There was no public comment on the agenda items.

**Executive Sessions:** An Executive Session was held on November 26, 2021, for personnel reasons.

**New Hire Office Administrative Assistant:** Lori Webster has been hired as a part-time administrative assistant in the Township Office.

**Minutes:** Chairman Weaver asked if there were any additions or corrections to the Minutes of the Regular Meeting held on November 9, 2021. A motion was made by Chairman Weaver, seconded by Supervisor Yost, to approve the minutes of the Regular Meeting as presented. The motion passed unanimously, and copies were placed on the front table for public review.

**Minutes:** Chairman Weaver asked if there were any additions or corrections to the Minutes of the Work Session and Special Meeting held on November 16, 2021. A motion was made by Supervisor Yost, seconded by Supervisor DiSabella, to approve the minutes of the Work Session and Special Meeting as presented. The motion passed unanimously, and copies were placed on the front table for public review.

**Bills:** Supervisor Yost read the Income and Expense Report of the General Fund from November 2021. A motion was made by Chairman Weaver, seconded by Supervisor DiSabella to approve the bills as read, and to pay any and all bills in all funds that become due before the next regular meeting. The motion passed unanimously, and copies were placed on the front table for public review.

**Financial Statement:** Chairman Weaver mentioned that the financial statement is attached to all agendas. A motion was made by Chairman Weaver, seconded by Supervisor DiSabella, to dispense reading and approve the financial statement as presented. The motion passed unanimously. Supervisor Yost signed the Financial Statement.

**Police Department:** Chairman Weaver will review the police activity report for November 2021. Magistrate fines collected for November 2021 were \$1,280.52. A check was received in the amount of \$1,362.06 on December 1, 2021, for State Police Fines and Penalties.

**Fire Company:** Fire Chief Duane Hildebrand reported that there were 112 calls for the month of November 2021 consisting of 68 EMS calls and 44 Fire and Rescue calls. Chairman Weaver administered the Oath of Office to Mr. Peter DeMarco for the duties of Fire Police.

**Road Department:** The Road Department Report for November 2021 was reviewed by Chairman Weaver. The Road Department Report was then placed on the front table for public review.

**Zoning Report:** Chairman Weaver read the Zoning Report for November 2021 which included Four (4) permits that were issued, one (1) denied. Chairman Weaver placed the Zoning Log for November 2021 on the front table. It was noted that the Zoning Hear Board Meeting previously scheduled for December 27, 2021, is being moved up to December 20, 2021. The meeting will take place at 7:00 pm at the Municipal Building Meeting Room.

**Emergency Management:** Thomas Mundie, Emergency Management Coordinator gave his report for November 2021. He noted that the rent will soon be due for the EMS building for 2022.

**Sugarloaf Recreation Board (Larock Field):** The Sugarloaf Recreational Board held their meeting virtually on December 1, 2021. They addressed their reorganization issues appointing Jessica Busch as President, Raleigh Masters as Treasurer and Millini Skuba as Secretary. The new terms for Millini Skuba and Jessica Busch will be on the agenda for confirmation at the Board of Supervisors Reorganization meeting on January 3, 2022. The recreation committee will officially advertise to fill the open position left by Mr. Nathan Yost's resignation of the board. That position will be filled in 2022. There will be no meeting of the Recreation Board in January 2022.

**The Tomhicken Playground Association:** The association has completed their meetings until next season. The next meeting will be held on April 13, 2022, at 7:00 p.m. The schedule of meeting dates and events for 2022 for the Tomhicken Playground Association has been presented to the Township Office for publication.

**Planning Commission:** The Planning Commission did not hold a meeting in December as there was no business to discuss. The next scheduled meeting will include reorganization and be held on Monday, January 3, 2022, at 7:00 p.m., immediately following the Board of Supervisors Reorganization and Regular Meeting.

**Subdivision, Lot Consolidation and Land Development:** There were no items for discussion.

**Old Business:**

1. **Radon Test Kits:** The Radon Test Kits have been received. They were made available after the meeting. Remaining kits are available for pick up at the Township Office as supplies last. There is also information on our website under the Meetings/Bulletins Section on Radon and how the kits work.

**New Business:**

1. **Tax Levy for the Year 2022 (Resolution No. 28 of 2021):** Supervisor Yost read the Tax Levy for the Year 2022 which will be as follows: General Township Purposes: 2.20 mills, Machinery Fund: 0.08 mills, Fire Protection: 0.20 mills, total tax levy for 2022 is 2.48 mills or \$0.248 per \$100.00 of assessed valuation, Realty Transfer Tax: 0.5%, Earned Income Tax: 1.0%, Local Services Tax: \$52.00. Street Light Taxes will be levied as follows: Dipple Manor – \$0.42 per foot for improved land and \$0.15 per foot for unimproved land. Oakhill Village – \$0.75 per foot for improved land and \$0.15 per foot for unimproved land. A motion was made by Chairman Weaver, seconded by Supervisor DiSabella, to approve Resolution 28 of 2021 to set the Tax Levy for the year 2022 as read. The motion passed unanimously.
2. **Budget for 2022 (Resolution No. 29 of 2021):** Supervisor Yost noted that the tentative Budget was open for public inspection from November 19, 2021, to December 14, 2021. A motion was made by Chairman Weaver, seconded by Supervisor Yost, to approve Resolution No. 29 of 2021 to adopt the General Budget for the year 2022. Budgets for all funds: General Fund, State Fund, Machinery Fund, Fire Fund, Sugarloaf Sewer Fund, Dipple Manor Street Light Fund and Oakhill Village Street Light Fund are included in the 2022 Budget. The motion passed unanimously.

3. **Support of Pennsylvania Commission for the United States Semiquincentennial (Resolution No. 30 of 2021):** A resolution was presented to the Board of Supervisors for consideration to support and endorse America250PA, created by Governor Wolf and the Pennsylvania General Assembly in 2018 to plan, encourage, develop, and coordinate the commemoration of the 250<sup>th</sup> anniversary of the United States in 2026 and Pennsylvania's integral role in that event, and the impact of its people on the nation's past, present and future. A motion was made by Chairman Weaver, seconded by Supervisor Yost, to approve, Resolution 30 of 2021 in support of America250PA. The resolution passed unanimously.
4. **Reimbursement for Purchases Utilizing Act 147 Radiation Grant:** A check in the amount of \$1,500.00 was received on November 18, 2021.
5. **Special Meeting:** The Sugarloaf Township Supervisors will hold a Special Meeting for General Year End Business. The meeting will take place on Wednesday, December 29, 2021, at 8:00 am at the Municipal Building. A meeting will be held on the first Monday of the year, January 3, 2022, at 6:00 pm. for Reorganization. The Regular meeting of the Board of Supervisors for January will immediately follow.
6. **Change in Board of Supervisors Meeting Day and Time in 2022:** Beginning in February 2022, the Board of Supervisors will meet on the THIRD Tuesday of every month at 6:00 pm. All meeting dates and times for all committees will be published in the Standard Speaker on December 15, 2021, and will also be posted at the municipal building.

**Correspondence received since the last meeting:** Correspondence received since the last meeting was reviewed.

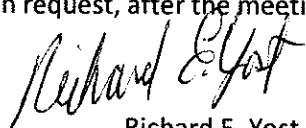
**Public Comment:**

Mrs. Maureen Schramm presented a Right to Know Request to the Right to Know Officer for detailed information regarding the budget. Chairman Weaver stated that anyone who wanted to sit down and review the budget and ask any questions was welcome to make an appointment to come sit with one of the Supervisors and do so.

Mrs. Helen Roth stated that she felt criticized for making the collection for the Police Department and felt that she was doing the right thing in her fundraising efforts. The Supervisors responded that her efforts were very much appreciated and that Thank You Letters would be going out to all who donated. She also presented a Right to Know Request to the Right to Know Officer for detailed information regarding the budget.

**Adjournment:** With no further business to attend to, a motion was made by Chairman Weaver, seconded by Supervisor Yost, to adjourn the meeting at 7:30 P.M. The motion passed unanimously.

It was noted that all reports or correspondence mentioned during this meeting were available for review at the front table, copies to be provided, upon request, after the meeting.



Richard E. Yost  
Secretary/Treasurer

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# FINANCIAL STATEMENT

November 30, 2021

<u>GENERAL FUND</u>	<u>\$</u>	<u>391,316.76</u>
<u>STATE FUND</u>	<u>\$</u>	<u>52,618.44</u>
<u>MACHINERY FUND</u>	<u>\$</u>	<u>118,907.79</u>
<u>FIRE FUND</u>	<u>\$</u>	<u>734.76</u>
<u>PAYROLL FUND</u>	<u>\$</u>	<u>48,460.39</u>
<u>OAKHILL VILLAGE STREET LIGHT FUND</u>	<u>\$</u>	<u>6479.28</u>
<u>DIPPLE MANOR STREET LIGHT FUND</u>	<u>\$</u>	<u>2311.78</u>
<u>SUGARLOAF SEWER FUND</u>	<u>\$</u>	<u>534,870.16</u>
<u>PETTY CASH FUND</u>	<u>\$</u>	<u>72.94</u>
<u>LSA GRANT ACCOUNT – PHASE 1 OLD BERWICK ROAD</u>	<u>\$</u>	<u>0- Closed</u>
<u>LSA GRANT ACCOUNT – PHASE 111 OLD BERWICK ROAD</u>	<u>\$</u>	<u>0- Closed</u>
<u>MTF GRANT ACCOUNT – PHASE 111 OLD BERWICK ROAD</u>	<u>\$</u>	<u>8553.01</u>
<u>SUGARLOAF RECREATION BOARD</u>	<u>\$</u>	<u>10,110.77</u>
<u>TOMHICKEN PLAYGROUND ASSOC</u>	<u>\$</u>	<u>2,676.08</u>
<u>ARP FUNDS</u>	<u>\$</u>	<u>206,774.03</u>

*Richard E. York* 12/14/21