SUPERVISORS MEETING AGENDA

DECEMBER 14, 2021

The regular meeting of the Sugarloaf Township Supervisors is being held on Tuesday evening,

December 14, 2021, at 7:00 p.m. at the Municipal Building, 858 Main Street, Sugarloaf, PA 18249, as was duly advertised in the Standard Speaker on December 15, 2020.

**Attendance:** Yost, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Weaver, \_\_\_\_\_.

**Pledge of Allegiance to the Flag:**

**Public Comment on Items on Agenda Only:** There is a five (5) minute limit for residents and taxpayers.

**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 will ask if there were any additions or corrections to the Minutes of the Regular Meeting, November 9, 2021. A motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to (approve, table, deny) the minutes of the Regular Meeting as presented.

Roll Call: Yost, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Weaver, \_\_\_\_\_.

(Copies are on the front table for public review)

**Bills:** Supervisor Yost will read the Income and Expenses Report of the General Fund for November 2021. A motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the bills as read, and to pay any and all bills in all funds that become due before the next regular meeting.

Roll Call: Yost, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Weaver, \_\_\_\_\_.

**Financial Statement**: Chairman Weaver will mention that the financial statement is attached to all agendas. A motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to dispense reading and approve the financial report.

Roll Call: Yost, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Weaver, \_\_\_\_\_.

Supervisor Yost will sign the Financial Statement.

**Police Department:** (Chairman Weaver)

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

**Fire Company:** (Chairman Weaver)

1. Fire Chief Duane Hildebrand will review the activity report for November 2021.
2. Chairman Weaver will administer the Oath of Office for the duties of Fire Police to Mr. Peter DeMarco. Mr. DeMarco and Chairman Weaver will sign the Oath of Office immediately following the meeting.

**Road Department:** (Chairman Weaver)

1. The road department report for November 2021 will be reviewed by Chairman Weaver.

**Zoning Report:** (Chairman Weaver)

1. Henry Mleczynski, Zoning Officer, will read the Zoning Report for November 2021 which included four (4) permits that were issued and one (1) permit denied.
2. Chairman Weaver will place the Zoning Log for November 2021 on the front table.
3. The Zoning Hearing for December 27, 2021 has been moved up to December 20, 2021 due to a scheduling conflict for the attorneys. The hearing will take place in the Municipal Building Meeting Room at 7:00 pm.

**Emergency Management:** (Chairman Weaver)

1. Thomas Mundie, Emergency Management Coordinator, will give a report for November 2021.

**Sugarloaf Recreation Board (Larock Field) and Tomhicken Playground Association:** (Supervisor DiSabella)

1. 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.
2. 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.
3. There will be no meeting of the Recreation Board in January 2022.
4. The Tomhicken Playground 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:** (Supervisor DiSabella)

1. The Planning Commission did not hold a meeting in December as there was no business to discuss.
2. 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 Consolidations/Land Development:** (Supervisor DiSabella)

There are no items for discussion.

**Old Business:**

1. **Radon Test Kits:** The Radon Test Kits have been received. They will be available after the meeting One kit per family please. Any remaining kits will be available for pick up at the Township Office as supplies last.

**New Business:**

1. **Tax Levy for the Year 2022 (Resolution No. 28 of 2021)**: Supervisor Yost will 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 by \_\_\_\_\_\_, seconded by \_\_\_\_\_\_, to approve Resolution 28 of 2021 to set the Tax Levy for the year 2022 as read.

Roll Call: Yost, \_\_\_\_\_\_; DiSabella, \_\_\_\_\_\_; Weaver, \_\_\_\_\_\_.

1. **Budget for 2022 (Resolution No. 29 of 2021)**: Supervisor Yost will note that the tentative Budget was open for public inspection from November 19, 2021, to December 14, 2021. A motion by \_\_\_\_\_\_, seconded by \_\_\_\_\_\_, 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.

Roll Call: Yost, \_\_\_\_\_\_; DiSabella, \_\_\_\_\_\_; Weaver, \_\_\_\_\_\_.

1. **Support of Pennsylvania Commission for the United States Semiquincentennial (Resolution No. 30 of 2021):** A resolution is 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 250th 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 by \_\_\_\_\_\_, seconded by \_\_\_\_\_\_, to (approve, table, deny) Resolution 30 of 2021 in support of America250PA.

Roll Call: Yost, \_\_\_\_\_\_; DiSabella, \_\_\_\_\_\_; Weaver, \_\_\_\_\_\_.

1. **Reimbursement for Purchases Utilizing Act 147 Radiation Grant:** A check in the amount of $1,500.00 was received on November 18, 2021.
2. **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.
3. **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 last meeting:**

* Greater Hazleton Joint Sewer Authority Audit for Fiscal Year Ended July 31, 2021
* Correspondence from Gillespie, Miscavage & Ferdinand LLC regarding UGI Right of Way Easement, OBR Fuel Spill
* Earth Disturbance Inspection Report DEP for McFarland Cascade Power Pole Distribution.

**Public Comment:** There is a five (5) minute limit for residents and taxpayers.

**Adjournment:** With no further business to attend to, a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn the meeting at \_\_\_\_\_ p.m.

Please note that all reports or correspondence mentioned during this meeting can be reviewed at the front table. If you would like to have a copy, one will be provided to you after the meeting.