

SALFORD TOWNSHIP BOARD OF SUPERVISORS

Regular Business Meeting

August 17, 2016

Chairman Barb Lynch called the meeting of the Board of Supervisors to order at 7:30 PM with a Pledge of Allegiance. Present were:

Barb Lynch, Chairman

Karen Landis, Secretary

Nate Yothers, Vice Chairman

Jim Styer, Supervisor

Wayne Mensinger, Zoning Officer

Stephen P. Imms, Jr., Esquire

PUBLIC COMMENT: NONE.

APPROVAL OF AUGUST 3RD MINUTES – Barb Lynch noted corrections. **Motion 16-112** by Styer, second by Yothers approved with corrections – motion carried 3 – 0.

APPROVAL OF ACCOUNTS PAYABLE INVOICES – **Motion 16-113** by Yothers, second by Lynch – motion carried 3 – 0.

APPROVAL OF JULY FINANCIAL REPORT – Jim Styer reported the Finance Committee meeting was postponed. **Motion 16-114** by Lynch, second by Styer and Yothers – motion carried 3 – 0.

APPROVAL OF JULY BANK RECONCILIATIONS – Bank reconciliations were compared with Treasurer report. Process of reviewing/approving bank reconciliations was discussed. Jim Styer offered to also manually review. **Motion 16-115** by Yothers, second by Lynch approved July reconciliations – motion carried 2 – 1. Styer opposed.

APPROVAL OF COMMITTEE AND STAFF REPORTS – **Motion 16-105** by Styer, second by Yothers – motion carried 3 – 0.

NEW BUSINESS:

RESOLUTION 16-1767 – authorizing final escrow release #14 for Country View Phase 1 development. **Motion 16-117** by Yothers, second by Styer – motion carried 3 – 0.

RESOLUTION 16-1768 – authorizing final escrow release #15 for Country View Phase 2 development. **Motion 16-118** by Lynch, second by Yothers – motion carried 3 – 0.

RESOLUTION 16-1769 – authorizing final escrow release #7 for Country View Phase 3 development. **Motion 16-119** by Lynch, second by Styer – motion carried 3 – 0.

RESOLUTION 16-1770 – authorizing final escrow release #8 for Country View Phase 4 development. **Motion 16-120** by Lynch, second by Yothers – motion carried 3 – 0.

RESOLUTION 16-1771 – approving renewal of five (5) year Winter Maintenance Agreement for Whites Mill Road. **Motion 16-121** by Yothers, second by Styer – motion carried 3 – 0.

APPROVAL OF MS4 (YEAR 2) ANNUAL PROGRESS REPORT – Township Engineer presented the annual MS4 report for review and execution. **Motion 16-122** by Lynch, second by Yothers approved for finalization and transmittal to DEP – motion carried 3 – 0.

OLD BUSINESS:

- A. **WRITTEN FRAUD POLICY:** – as a result of the FY15 audit, the auditors recommended implementation of a written fraud policy. Discussion was held on wording and the value of non-monetary gifts. **Motion 16-123** by Lynch, second by Styer approved the Salford Township Fraud Policy. Motion carried 3 – 0.

- B. **NPWA SHUT OFF AGREEMENT:** – A sample shut off agreement (NPWA) was provided. Solicitor recommended BOS should have a means in place to ensure payment and/or shut off procedures. Discussion held on how best to handle customers on public water versus private water supply. Solicitor to draft a township shut off policy for review at the September 7th meeting and approve engaging in the NPWA shut off agreement at the September 21 meeting.

NEXT MEETING (SEPTEMBER 7 & 21) AGENDA:

- a. Review revised Planning Commission Bylaws
- b. Review Township Sewer Shut Off Policy (Steve Imms)
- c. Discuss PMRS Retirement Plan
- d. Sewer Status Update
- e. Approve NPWA Shut Off Agreement (Sept 21)
- f. Codification Review Update (Engineer, Road Superintendent, PC – Sept 21)
- g. Township Building/Post Office (September)

PUBLIC COMMENT: NONE.

ADJOURNMENT – There being no further business, **Motion 16-124** by Yothers, second by Lynch adjourned the meeting at 8:40 PM. Motion carried 3 – 0.

APPROVED: SEPTEMBER 21, 2016

MOTION: 16-125 BY: STYER SECOND BY: YOTHERS VOTE: 3 - 0

(TOWNSHIP SEAL)

