

# **A G E N D A**

1

The regular meeting of the Abbott Township Board of Supervisors held on **Monday January 4, 2020**, at 7:00 p.m. at the township office.

## **ON THE AGENDA AT THIS TIME**

1. Call meeting to order
2. Pledge Allegiance
3. Public Comment period:

Motion to pay bills and approve Minutes and Financial Reports from December 7, 2020 meeting

## **NEW BUSINESS:**

1. Paychex outsource payroll
2. Truck radio Northern
3. Cinder bid
4. Winter Maintenance for Rausch Rd
5. Phone in garage
6. March meeting date change
7. Emergency Services plan
8. Applications for D & G Grant –

## **OLD BUSINESS:**

1. Camera
2. Pace
3. Jared Lazorchak driveway
1. UCC recreational cabin affidavit
2. Dust Control
3. ATV Problem
4. Benn Batterson

# Abbott Township

## January 4, 2021 Monthly Meeting Minutes

The regular meeting of the Abbott Township Board of Supervisors held on Monday January 4, 2021 @ 7:00 p.m. at the township office.

Present at the meeting was Joseph Sutton, Duane Cizek, and Jake Hastings and Secretary Linda Culp. Public present None

1. Meeting called to order by Chairman Buddy Sutton at 7:00 PM.
2. The Pledge of Allegiance was recited.

**Public Comment period:**

1. Motion by Jake Hastings to approve the minutes of December 7, 2020 meeting seconded by Joseph Sutton. AIF
2. Motion by Duane Cizek to approve the financial report as presented, seconded by Jake Hastings.

General Fund				State Fund				
Num	Date	Name	Paid Amount	Num	Date	Name	Paid Amount	
ACH	12/16/2020	EFTPS	\$ 557.76	Transfer	01/04/2021	Abbott Township General Fun	\$ 932.26	
ACH	12/24/2020	Paychex	\$ 481.52	TRansfer	01/04/2021	Abbott Township General Fun	\$ 6,621.68	
ACH	12/24/2020	Paychex	\$ 19.15	2984	01/04/2021	Richard Ruediger	\$ 130.00	
ACH	12/17/2020	Intuit Payroll Service	\$ 16.00	2987	12/21/2020	Earl F. Dean, Inc.	\$ 10,882.69	
ACH	12/18/2020	Pennsylvania Dept. of Revenue	\$ 577.58	2988	12/21/2020	Williams-WOC Energy	\$ 33.69	
Debit	12/14/2020	Shop 'N Save	\$ 25.26	2989	01/04/2021	White's Repair Service	\$ 248.00	
Debit	12/21/2020	Postmaster	\$ 55.00	2990	01/04/2021	Williams-WOC Energy	\$ 587.10	
7538	12/21/2020	Five Star International LLC	\$ 40.10	2991	01/04/2021	Bradco Supply Co.	\$ 816.86	
7539	12/21/2020	Tioga Publishing	\$ 359.30	2992	01/04/2021	Glenn O Hawbaker Inc	\$ 1,307.31	
7540	12/21/2020	Tri-County REC	\$ 60.67	<b>Total Expenses</b>			<b>\$ 21,559.59</b>	
7541	12/22/2020	Cizek, Duane R	\$ 254.74	<b>Balance</b>			<b>\$ 461,349.79</b>	
7542	12/22/2020	Culp, Linda S.	\$ 176.00					
7543	12/22/2020	Hastings, C. Jacob	\$ 408.65					
7544	12/22/2020	Jones, Justin M	\$ 406.99					
7545	01/04/2021	PSATS	\$ 461.00	<b>Sewer Fund</b>				
7546	01/04/2021	CarQuest Cimino Automotive	\$ 280.07	Num	Date	Name	Paid Amount	
7547	01/04/2021	Cox, Stokes & Lantz	\$ 942.00	898	12/21/2020	Pace Analytical Services LLC	\$ 220.00	
7548	01/04/2021	Fisher, Ronald	\$ 137.08	900	12/21/2020	Tri-County REC	\$ 141.01	
7549	01/04/2021	Selective Insurance	\$ 966.04	901	01/04/2021	Frey, Jay	\$ 400.00	
7550	01/04/2021	Sutton, Joseph	\$ 30.00	902	01/04/2021	Selective Insurance	\$ 372.96	
7551	01/04/2021	Cizek, Duane	\$ 70.62	<b>Total Expenses</b>			<b>\$ 1,133.97</b>	
7552	01/04/2021	Fisher, Ronald	\$ 785.00	<b>Balance</b>			<b>\$ 9,559.06</b>	
7553	01/04/2021	Hastings, Jacob	\$ 320.96					
7554	01/04/2021	Sutton, Joseph	\$ 70.62					
Expenses			<b>\$ 7,502.11</b>	<b>Garbage Fund</b>				
				<b>No Expenses</b>				
Balance			<b>\$ 327,691.03</b>	<b>Balance</b>				<b>7900.42</b>

## **NEW BUSINESS:**

- 1. Paychex outsource payroll** - Paychex is an outsourced payroll company that will greatly help with all payroll items. Secretary called Guthrie CPA firm and they agree it is a good idea and that many municipalities outsource their payroll. Duane Cizek made a Motion to approve hiring Paychex as our outsource payroll company, seconded by Joseph Sutton, AIF Secretary will be added to payroll as she decided to stay.
- 2. Truck radio Northern Tier Communications.** – Duane would like another portable radio. Duane Cizek made a motion to purchase another portable radio, seconded Jake Hastings
- 3. Cinder bid** – Duane called Glenn Hawbaker and he will bring more cinders. Duane will work up figures for a bid for 2021. 250-ton 1B#8 limestone crushed; 250-ton 1B#8 crushed gravel. (anti-skid) .
- 4. Winter Maintenance for Rausch Rd** – Secretary will call PennDOT to see exactly what our position is with the Winter agreement for Rausch Rd. PennDOT wants us to plow entire rd. 2 lane travel a lane is 8'. We will Plow and cinder and push off slush as needed.
- 5. Phone in garage** – Buddy and Jake will hook up the line in the garage.
- 6. March meeting date change** – Joseph Sutton made a motion to change the March meeting to March 5, 2021 due to secretary on vacation, seconded by Jake Hastings. Secretary will put ad in paper
- 7. Emergency Services Plan** – Secretary will meet with Scott Cizek to get this done.
- 8. Applications for D & G Grant – Hoppe Hollow Rd.** Andy wants us to apply for Hoppe Hollow Rd. Secretary will call Andy to see what we need.

## **OLD BUSINESS:**

- 1. Camera** – App downloaded to Duane Cizek, Linda Culp and Joseph Sutton.
- 2. Pace Analytical** – Jay Frey is not interested in attending an online class for COVID 19 samples. Pace has not gotten back with Duane about a date. Tabled
- 3. Jared Lazorchak driveway permit** – He does not need a driveway permit per BOS
- 4. UCC recreational cabin affidavit** – DRC is setting up the meeting, Gunzburger is on lockdown and Duane is waiting for them to call him to have a meeting to see exactly what the law is and how this affects the recreational cabins are exempt from the UCC code.
- 5. Dust Control** – Duane contacted Innovative Surface Solutions and LVM to see about their dust control. 800-387-5777 out of Pittsburgh, PA. Still waiting for a response. Andy will set up a meeting to get together with all townships that have a dust problem.
- 6. Benn Batterson sewer permit**–Benn secured 2 sewer permits from Ridgerunner in February 2020

Correspondence: SEO Fees. Permits applied for in this spot.

Motion to adjourn this meeting at 7:30 PM by Joseph Sutton seconded Jake Hastings. AIF

**Mid-month payroll checks will be available to sign on January 18th, 2021**

The next monthly meeting will be held on **February 1, 2021 at 7:00 PM**

Respectfully Submitted,

Linda S. Culp  
Secretary/Treasurer