#### GENESEE TOWNSHIP

# REGULAR MONTHLY MEETING

# AGENDA

# July 14, 2020

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**MEETING CALLED TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**REVIEW & APPROVAL OF:** Regular Monthly Meeting Minutes held on June 9, 2020.

**PUBLIC COMMENT**

**REPORTS:**

***Supervisors:***

***Roadmaster:***

***Secretary/Treasurer:*** All 66 Delinquent Solid Waste accounts were mailed to the property owner(s) with the letter signed by the Board of Supervisors, a payment plan agreement, and a copy of their balance report. So far the Township has; received payments totaling $975, corrected a customer balance to now be paid with the documented proof that was provided by the property owner proving the bill was paid and received by the Township office in March 2017, and corrected a balance for a property owner who’s home was burnt in 2015, so 2016 & 2017 statement charges were removed for their account balance. The Township office received COVID-19 informational guidelines on PA’s reopening phase that are now posted in the Township building and on the website. This also included a budget code revenue of possible loss percentages due to the virus for the remaining of 2020. I have been working on updating the Township’s website page to include building/demolition applications with a list of the current process & fees. The Township’s Municipal Pension Specialists Thomas Anderson & Associates Inc. requested W2 earnings for full-time employees for the 1st half of 2020 for the 2021 Municipal Budget Information due to their office by July 10th, the requested documents were submitted June 29th. Township received a check for ACT 13 for the Marcellus Shale Impact on July 1st in the amount of $9,789.48. Joel Long from Pennsylvania Department of Audit General contacted me on July 6th to start the Liquid Fuels Audit for the years 2018 and 2019. I have already started working on certain invoices for checks for those years as well as sent all the bank statements. The Township received one building permit application and two demolition permit applications which have all been approved and sent back to the applicants. I am currently working on a Secretary/Treasurer continuity book which includes instructions for specific tasks in QuickBooks and the process & procedures on any/all reports due throughout the year.

*Park balances were provided by Roxan Thompson.*

**Account Balances as of 7/08/20:**  
**General:** $46,505.78

**State:** $145,221.73

**Impact Fund:** $42,322.28

**Solid Waste:** $980.06

**Park General:** $9,315.26

**Park Building:** $3,406.20

***Officers/Boards/Committees****:*

UNFINISHED BUSINESS:

* Letter from ACORN Markets Inc regarding feral cats near the store in town-Game Commissioner stated to contact the local dog warden, local dog warden stated anything dealing with feline must contact the local humane officer. Potter County does not have on only Tioga County (Animal Care Sanctuary) and McKean County (SPCA). ACORN is still requesting the help of the Board of Supervisors to resolve the issue of residents feeding the cats which is causing more cats to come around and cause problems for the store.

NEW BUSINESS:

* Anonymous complaint/concern regarding an electric fence beside the trestle creek bed, where residents, to include many children swim at and is dangerous.
* Anonymous complaint regarding a pavilion and small home/shed that was built in the campground area on wintergreen road that did not submit a building permit.

**ACTION ITEM and/or NOTICE CORRESPONDENCES:**

* Official notification that Dominion Energy Transmission, Inc. (DETI) is applying for a renewal to the Department of Environmental Protection Air Quality’s Title V Operating Permit for Ellisburg Compressor Statement. -FYI only
* Courtesy letter from PennDOT regarding inventory/inspection of all traffic poles within Genesee Township jurisdiction.
* National Pollutant Discharge Elimination System (NPDES) individual approved permit for Mike Stone (for Stone Pond Project, Genesee Township) effective 5/19/20, expires 5/18/2025. -FYI only

**REVIEW & APPROVAL: of financial reports and bills that come due**

ADJOURNMEN