

CASTANEA TOWNSHIP  
347 NITTANY ROAD  
LOCK HAVEN PA 17745  
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Supervisors  
Charles Clukey Jr. Chairman  
Terry Neff Sr.  
Brandon Coleman

**REGULAR MEETING MINUTES**  
**November 6, 2023**

**Supervisors present:** Charles Clukey Jr., Terry Neff Sr. & Brandon Coleman

Charles Clukey Jr. called the meeting to order at 7:00 pm

**Open Bids for Bridge Street Project:**

1. Contech Engineered Solutions, LLC \$179,935.00
2. U.S. Bridge \$152,400.00

Brandon Coleman made motion to accept U. S. Bridge of \$152,400.00 upon approval of Engineer Todd Pysner and execute of all documents as soon as possible.

Seconded by Terry Neff Sr. All approved.

**Secretary Minutes:**

**Brandon Coleman made motion to accept minutes.**

**Seconded by Terry Neff Sr. All approved.**

**Budget Minutes:**

**Brandon Coleman made motion to accept the budget minutes.**

**Seconded by Terry Neff Sr. All approved.**

Brandon Coleman read the budget minutes.

**Treasurer's Report:**

Balance in JSSB General Fund	\$ 2,179.58
Balance in FNB General Fund	\$ 26,703.40
Balance in FNB General Money Market	\$168,832.58
Balance in JSSB Sewer Fund	\$ 1,756.82
Balance in FNB Sewer Fund	\$137,022.61
Balance in FNB Sewer Money Market	\$242,366.35
Balance in State Fund	\$ 24,498.27

**Terry Neff Sr. made motion to accept Treasurer's report.**

**Seconded by Brandon Coleman All approved.**

## Castanea Township Minute November 6, 2023

### Hearing of Visitors:

1. Rebecca Conklin/Adult Education Supervisor with Keystone Central School Dist.

Discuss the Park program. She needs a better way to get more kids coming out to be social with other kids the ages is 5 to 12. They supply snacks and drinks. They do crafts and we have first responders come to the playground. We will need to get \$900.00 from all municipalities' to cover the cost.

Bonnie Poorman asked about the attendance for the park, Becky said that it was 21 per day. Rick Schultze reported that we have a web page and Facebook to let residents know about Program.

Rose Caprio Bates reported that she doesn't think there were that many it is more like 8-10  
Rebecca said maybe they had 10 per day.

### Citizen Input:

1. Bonnie Poorman asked the Supervisors about the road project on McElhattan did anyone do follow up on project before you gave contractor any money?

Brandon asked what kind of work you are talking about. Are you talking about the drains?

Bonnie explained that the down pipe they did not cut a hole in the curb. That is why all the dirt came down the road.

Terry Neff Sr. explained that they did not cut a hold and Jack had to dig a ditch and run the pipe down the drain.

Charley said they cut them off and the Contractor was to make an impression for each pipe on each of those to know where they were they were to come out threw. Bonnie said they did not do that. They should have not been paid until everything was looked over and inspected. Charles said that Darin Stover from PennDot was over and looked it over.

Bonnie said you have Road Masters and Supervisors to do the job.

Terry Neff Sr. said until that is repaired they should have not been paid the 10%.

How long is it going to fix the job? Brandon said that we can't grow grass in the winter time.

Charles will follow up on the project. Bonnie said that you should let the residents know what you are doing. Charley can let the worker know and they can do it.

2. Paul Vance said that he called around and no one will cut trees until after black Friday.

Paul said he has a lot of white pines on his land and if it is ok he will cut one of his trees and deliver it to the building. Paul wanted to know why we can't plant a tree instead of cutting on every year. Brandon said we don't own the property.

**Communications:** none

## Castanea Township Minute November 6, 2023

### Report of Officials and Committees:

#### A. 1. Charles Clukey Jr. Read sewer report

Charles Clukey Jr. read Zoning officer report. 1 permit

#### 2. Terry Neff Sr-8 Sherwood want to report to Code Officer.

Charles Clukey Jr. said that Don Tressler quit being the Code Officer. So now we are Looking for a new Code Officer.

Brandon Coleman said we need to update ordinances.

Bonnie Poorman asked don't you as Supervisors have the same authority to do the job?

Charles said somewhat and Bonnie said why don't you enforce it.

Brandon request that Susan put on agenda for work session to look to update and review Grass & Weed Ordinance, Garbage and Vehicle Ordinances. When done we will put on the web page.

Bonnie Poorman said that the COG was going to go over the ordinances but it was never done. Brandon said that he is involved in the Clinton County Association of townships and Brandon said he will bring it up at meeting

Terry said that we had good comments on the new employee.

3. Brandon Coleman – Water patches are to be paved back in on Greenwood and Keller and others by Charles Construction. That is what Hunter Stover from City of Lock Haven told him. No date yet.

#### B. Auditors-Kristy Sellers, Mary Margaret Winton and Bonnie Poorman:

Bonnie Poorman said she had a few things:

1 Are you appointing a CPA to do the Audit this year? Brandon said it is on the agenda No. 5. Bonnie said it is supposed to say CPA not Auditor. Brandon said he will make an amendment to that when we get there. Bonnie said it has to be in the newspaper right away. Susan said that she has the ad done to put in the Express.

2. Bonnie said that people are having questions about the supervisor's compensation. Right now auditors have you punch in and write down what you do. There is a fine line that you can be compensated on hourly wage and if you look over your responsibility for Road Master and Supervisor is really small. In order for the auditors to verify that, I would like to see the time card for the supervisors at the meeting in January to verify it so the residents can see that the supervisors are doing exactly what they are doing. That will protect you and the township and people of township will understand.

Charles said that he worked today and did not punch in and Bonnie said I see you running the loader more than anyone, teach the worker how to run it. Charles said that he is learning on it and wants to know how it operates before he shows the workers.

## Castanea Township Minute November 6, 2023

### C. Engineer-Tom Levine not present

Charles reported that they video on several areas McElhattan Ave., Nittany Road and there are a lot of the places that they will need to go into the resident. Mill Hall Borough was flushing lines.

### D. Code Officer-No Officer

### E. Zoning Officer- Read by Charles Clukey Jr.

### F. Police Office Report: Brandon read report

### G. Planning Committee: Nothing

H. Recreation Committee: Rick reported that Mary Pat completed the grant for the playground and he read letter from DCNR that we received for the park project of \$70,000 with matching funds Approved by the Township. That it will need to wait until spring 2024. Mary Pat stated that she will get in contact with the engineer.

Mary Pat also stated that she will contact Solvay and First Quality and tell them that we received the grant and they can send us their donations. Mary Pat said that they already had a survey done of the park and Township will need to pay for that.

Rick reported that he wanted to apologize for not getting the ok for the prizes for the Halloween parade and we do have some prizes.

We are talking about having parade Rain date for next year.

Rick wanted to say thank you to Castanea Fire Co.

Sound system will be Brandon Myers.

Raffle off the Quilt made \$750.00. Winner was Roxanne Blazina.

Tree lighting November 24<sup>th</sup>.

We have a \$30.00 gift card that we purchased for the Boy Scouts Troop for help of parade.

Santa will be \$75.00 and popcorn \$100.00 and \$35.00 for Stamps for post cards

The Fire Co. will have Hot Chocolate.

### Old Business:

1. Letter from DEP to put the trailers in at Castanea Manor. Charles said that there is no problem that they will be able to put them in.

2. Budget for 2024 has been prepared for review. Will be posted for review with Tentative no tax increase or sewer. Brandon wanted everyone to know he said tentative as who knows what will come up. Brandon explained where we spent the money this year, Storm work, Paving, purchased equipment and spent a lot of work on T-tag and is being replaced bought mower and hand tools, had office and meeting room done which some of that was ARP money.

## Castanea Township Minute November 6, 2023

### Old Business continued

2. Terry told Brandon to explain about the bridge on Bridge St. will come out of next year's budget and we are getting grant money that will pay for 80% of the bridge.

Asked are we going to plow with the pickup? Brandon said yes and also we are going to use the Freightliner and new T tag and pickup and we were planning to buy a quick attach plow system to put on the loader and put on pick up also so we have 4 pcs of equipment now.

3. Resolution 2023-5 for Bobcat front end loader.

What it is for to get a lease to pay for the Bobcat.

**Brandon Coleman made motion to approve resolution 2023-5.**

**Seconded by Terry Neff Sr. All approved.**

### New Business:

1. Estimate for pipe on Nittany Road:

Received one Quote: Ron Myers \$ 945.00 we will supply materials.

**Brandon Coleman made motion to accept Ron Myers to do Pipe work on Nittany Road.**

**Seconded by Terry Neff Sr. All approved.**

2. McElhattan Ave. sewage blockage:

Charles Clukey Jr. reported on to do the TV work and Mill Hall Borough flushing and we were told it has blockage and our engineer said that no need to dig it up right now as that is part of our project.

3. Pipe on Quiggle Ave Billing.

a. We have a bill for \$1080.00 for RE Myers to pay for work on culvert pipe on Quiggle Ave.

**Brandon Coleman made a motion to pay bill of \$1080.00.**

**Seconded by Terry Neff Sr. All approved.**

B. Charles Clukey Jr. reported on cutting tree and clear section of right away.

**Brandon Coleman made a motion to pay bill of 675.00.**

**Seconded by Terry Neff Sr. All approved.**

Bonnie Poorman asked where this work was done at and Brandon said across from the Fire Hall you will see where the tree are down.

4. Annual Audit for 2022 has been completed

**New Business Continued:**

5. December 18, 2023 will appoint auditor to do 2023 audit instead of the elected auditors.

**Brandon Coleman made motion to no. 5 to amend to appoint CPA to do 2023 audit instead of the elected auditors.**

**Seconded by Terry Neff Sr. All Approved**

**Brandon Coleman made motion on the corrected amendment to approve to hire a CPA on December 18, 2023 instead of the elected auditors.**

**Seconded by Terry Neff Sr. All approved.**

**Review and Pay Bills:**

**Charles Clukey Jr. made motion to pay bills.**

**Seconded by Terry Neff Sr.**

**Brandon Coleman abstain.**

**Brandon Coleman Adjourned the meeting**

**Seconded by Charles Clukey Jr.**

**Meeting was closed at 8:45pm**

**Attest: Susan Heaton**

**Secretary/Treasurer**