

CASTANEA TOWNSHIP
347 NITTANY ROAD
LOCK HAVEN PA 17745
570-748-9070

Supervisors:
Brandon Coleman-Chairman
Charles Clukey Jr.
John Gradel

REGULAR MEETING MINUTES
November 4, 2024

Supervisors present: Brandon Coleman, Charles Clukey Jr. & John Gradel
Brandon Coleman. Called meeting to order at 7:04pm

Secretary Minutes:

Supervisor Gradel made a motion to accept minutes, seconded by Supervisor Clucky, MCU.

Financial Report:

Chairman Coleman made a motion to accept financial reports, seconded by Supervisor Gradel, MCU.

Public Comment:

- Resident Jenny D'Amore made a comment regarding the area where people are walking their dogs down by the Lower Creek Road and by the boat launch ramp about numerous fishing hooks people are throwing on the ground and her dogs have swallowed the hooks on several occasions. Chairman Coleman suggested the Township look into putting a PVC elbow pipe for disposal of fishing line and hooks.
- Resident Bonnie Poorman had questions regarding the appointment of the auditor and wanted copies of the 2023 audit printed for herself and several other residents in attendance which Shelly will provide after the meeting.

Correspondence and Communications:

- Code Inspector gave a 60 day notice of termination. The Township will be looking for a new Commercial Inspector.
- UGI – Don Brominski, Business Development Director attend last meeting and we concluded that there is currently no viable program for the Township now that UGI's "Get Gas Program" was terminated. \$150k substation construction is not feasible for the Township at this time. Mr. Brominski will follow-up with the Township regarding any upcoming programs that may benefit us going forward.

Report of Officials and Committees:

Supervisors Reports

Charlie Clukey – Sewer Report

- Verizon is scheduled to fix alarm phones line between the bridge substation and the City of Lock Haven. The alarm was taken out and only a phone line for dial up remains. The internet for security is working.
- Christmas light bulbs have been checked by Jim prior to decorating.

John Gradel-

- Recreation Committee was thanked for the excellent job on the parade.
- Thank you to Bobby Maguire who donated mums & pumpkins for the event.
- The Township ordered 30 copies of the Castanea History books. They will be sold for \$20 as a fundraiser for the Recreation Committee and will be advertised on the website.
- A new business directory sign was sold to The Village Tavern.
- Brownie Signs has updated the letter board on the Township sign.
- All lighting is ready to be installed for the holidays.
- Jeremy will put the Zoning Hearing Board minutes/notifications and the Ordinance Book links on the Township's website.
- A letter was sent to the City of Lock Haven regarding fire hydrant at trailer park which is outdated, and the incorrect size. Mr. Wilson, City Manager says Castanea Township is responsible for replacement at an estimated cost of \$4700 however the code states that it is the City's responsibility to maintain. Supervisor Gradel will follow-up.
 - Township will ask Keeter to check fire hydrants. Chairman Coleman has checked all others.
 - The fire company paid for 90% of the current plug-in to the Township.
- Generator Repair – the cost to repair the coolant leak estimated at \$4100. The generator is 15-18 years old and leaking anti-freeze.
- Cardboard recycling is full. The Township will be sure to check it more often in the future.

Brandon Coleman-

- Mowing completed, brush pick-up still ongoing every Monday & Friday. Leaves have been blown from playground, ditches have been cleared of debris.
- Pumps are being checked daily.
- The new split-unit is working great and is expected to save the Township money.
- Heller's Gas billed us at a rate of \$1.52/GL with a cap at \$1.76/GL and gave us electronic monitoring for free.
- Garrett, Grape & Brown Streets have been cleared and leaf picked up has been on-going since October 21st.
- The LED dusk to dawn lights will be installed on the building in the next few weeks.
- The Christmas tree is being donated this year, Chairman Coleman will provide the tree stand.
- A meeting has been scheduled in December for the winter snow plow drivers.

- There was a water issue reported to the engineer but it is private property and not the Township's responsibility. Chairman Coleman reported that he had not spoken to the land owner again after the initial call.
- The leaf vacuum stopped working and the backup has a maintenance issue. Parts have been ordered and we are working to repair which is the reason for some delay on picking up leaves.
- New office hours for secretary are Tuesday & Thursday 10am – 3pm.
- A Budget Work Session is scheduled for November 18 at 6pm.

Auditors Report - Bonnie Poorman –

- Bonnie Poorman asked is there any extraordinary expenses expected to hit the budget in 2025? She stated that we spent money that we did not bring in for 2024 and that the Township should watch spending.
 - Chairman Coleman stated that we have completed a number of projects this year and that there is nothing extraordinary expected for 2025 at this time. The 2025 plan is to continue road maintenance work, repair leaf blowers, resurface Greenwood Avenue and continue the work on Brown & Quiggle Roads.
 - The storm water management work is going to be done in conjunction with the paving and the cost will be covered by the water grant from the city.
- Sewer expenses are expected for videoing the section of Greenwood Avenue and Tom Levine reviewed the work and expects repairs will be needed as stated in the Engineer's Report.
- Recreation Board will have their proposed funding request for 2025 after the November 11th meeting. They will continue to raise money from events and Township books and Christmas ornaments.
- The Tourism Grant for the Chestnut Festival should cover all the costs of the event.
- Bonnie Poorman stated that a motion is needed at tonight's meeting regarding the audit and notices placed before the end of the year. The audit by Lea Ann Plessinger for 2023 is complete. We are waiting for an estimate for this year and plan to reappoint Ms. Plessinger as auditor for 2025.
- A notice regarding Board of Supervisor meeting dates and Planning Commission meeting dates needs to be put in the Column Express.
- Sewer cap is being held up by DEP.
- Supervisor Gradel stated that taxes are going to have to go up eventually as the costs of goods and services are increasing as well as the monthly sewer rate and that residents should expect a change in the future.

Engineer - Tom Levine report given by Brandon Coleman -

- Tom has reviewed the upcoming project and expects to have issues with the pipes and secondly, the rate is higher than expected. Tom is looking into the rate increase and will have more information at the next meeting.

Code Officer- Jim Phoenix

- One door knocker was handed out this month and issue is resolved.

Zoning Officer-Jeremy Kreiser report given by Brandon Coleman

Police Office Report: Brandon read police report. Sixteen incidents reported.

- Chairman Coleman stated that residents should get involved and call or video any issues that arise so that it is easier to catch the person going forward.

Planning Committee - Joe Miller

- Hanna Street has passed for Chestnut Grove.

Recreation Committee - Rick Schulze

- Halloween parade and magician were great and thanks to the Fire Company for their assistance.
- The Christmas tree lighting will be on Friday, November 29th and thanks to residents Bates & Masorti for donating the tree.
- The tree lighting has expanded this year and will include an ice skating rink, a burn barrel for a fire, a band and possible singers, an antique sleigh and Santa. There is a Mariah Carrie look alike that we are hoping to book for photo ops and the Fire Company is providing hot chocolate.
- The house decorating contest is coming up December 12-18 followed by judging.
- Working on the 2025 Recreation Budget and will have completed by next meeting to present.

Old Business:

- Municibid – advertisement for sale of old Cole Furnace has been placed.

New Business:

Review and pay bills:

- Supervisor Gradel made motion to pay said bills, seconded by Supervisor Clukey, MC. Chairman Coleman abstained.

Motion to adjourn presented by Chairman Coleman at 7:55 pm, seconded by Supervisor Clukey, MCU.

**Attest: Shelly Davis
Secretary/Treasurer**