

**Gallagher Township  
Supervisors Meeting Minutes  
May 4, 2022 ~ 7:00PM**

The May 2022 regularly scheduled public meeting of the Gallagher Township Supervisors was called to order by Chairman Bill McCoy at 7:02 PM, followed by a moment of silence and the Pledge of Allegiance.

It was announced an executive session was held on April 14, 2022 at 7:00 PM. The Board of Supervisors met with the Township Solicitor, Justin Houser at the Gallagher Township Building to discuss employee matters.

Chairman McCoy also announced, the Board of Supervisors would be holding an executive session to discuss an ongoing employee matter during the public meeting.

In Attendance: Supervisors Bill McCoy, Brian Hoy, Ken Porter, Secretary/Treasurer, Mary Myers, as well as Township Residents; Margaret Neff, Kathy Harman, Jody Ritter, Harvey Palmatary, Brent Bowmaster, John Bardo, Bobby Bowmaster, Lee Koeller, Timothy Lester, and Aleasha Bowmaster.

The April 2022 public meeting minutes were submitted and approved. Supervisor Porter made a motion to approve the minutes as presented, with Supervisor Hoy seconding the motion; the motion unanimously carried.

A treasurer report was presented. The total balance for all accounts as of March 31, 2022 was \$447,173.27 total monthly expenses of \$15056.35 for April 2022. Supervisor Porter made a motion to approve the treasurer's report as presented with a second motion by Chairman McCoy; the motion unanimously carried.

Correspondences were presented for review by the Supervisors. No comment or questions were made regarding the correspondences received by the township and presented for review by the Supervisors for the month of April 2022.

An SEO Report was presented by Chairman McCoy advising the SEO, Kellen Krape, had contacted him regarding a property on Chickadee Lane. Chairman McCoy explained the property had been sold four times since the original permit was issued in 1992. The SEO advised the new property owner a new permit would be required as there was nothing preexisting in the appropriate time period. Supervisor Hoy stated, after two years with no activity, a new permit is required.

Township Secretary, questioned the Board if they would like to add the SEO Report to the agenda on an ongoing basis. Supervisor Hoy stated yes, it would be nice to have the information presented monthly so the board was aware of what permits had been and /or would be issued.

### **Public Comment**

Lee Koeller questioned what the township was going to do about the police ordinance? Questioned the cost to the township residence and if it was really necessary. Supervisor Hoy stated if adopted, it would cost the township a minimum of \$63,000 per year. Supervisor Porter stated, there are too many open ends and variables involved. Supervisor Hoy stated police coverage will never pay for itself. The township only received 25% of the fines collected. Additionally, the police officers cannot go on private property- roads etc. They are only permitted on Township and State roads. It is not a money maker and will cost the township for a problem that doesn't exist. Chairman McCoy stated he was ready to vote no and made the motion to decline the ordinance and the agreement with Woodward Township Police Department. Supervisor Porter seconded the motion; the motion was unanimously carried. Supervisors requested the Township Secretary send a letter advising Woodward Township of their decision.

### **Old Business**

Chairman McCoy stated the Board of Supervisors had gotten together on Thursday, April 14, 2022 at 5:30 PM to complete a road inspection on all of the township roads. Supervisor Hoy stated he hadn't heard back from Saar's Tree Service with the requested quote to remove several dead trees from road right-a-way. Chairman McCoy stated Queens Run Road pipe was pulling apart and that he had contacted Sara at Soil & Conservation to see if permits were needed to fix or repair the pipe due to Queens Run being a high-quality stream. He stated as of the meeting, he hadn't received a reply.

Chairman McCoy stated Daren Stover from PennDOT was out and they also completed a road inspection. He suggested that the township apply for an ARLEE Grant in June- when it becomes available- to do some daylighting

on Queens Run Road for safety purposes. It was explained that with ARLEE Grants, the township or municipality fronts the cost and then submits it to be reimbursed.

Supervisor Hoy advised he had picked up the ladders and delivered them to the township building.

Secretary Mary Myers explained the Keystone Central School District ordinance the township received from KCSD was symbolic and if the township chose to support the Pennsylvania school funding litigation for fair funding resolution it received, copies of the ordinance would be sent to the area representatives. Supervisor Hoy made the motion to not act on the resolution presented for KCSD in support of the Pennsylvania school funding litigation for fair funding. Supervisor Porter seconded the motion; the motion unanimously carried.

Chairman McCoy stated the annual tire collection would be taking place on Thursday, May 5 and Friday, May 13 and was open to all residents of Gallagher Township with a confirmed Lock Haven address.

Township Secretary, Mary Myers, stated she had just received and printed and email from the Township Solicitor with an attached approved Sunshine Resolution. Due to the late arrival, the item was tabled until next meeting for review by the supervisors and typed up by the Township Secretary for the supervisors to sign.

Chairman McCoy stated the township received a late response from the Township Solicitor regarding the signed, existing Excess Maintenance Agreement dated 05/07/2013. Per the solicitor, the existing agreement doesn't have an expiration date, so an updated agreement isn't necessary. After a brief discussion, it was decided by all three Supervisors to let the existing contract stand. The Supervisors directed the Township Secretary to send a letter to the solicitor to request he write a letter to Brian Root, attorney for Range Resources advising him of the existing agreement and that it was still in effect and that the Township Supervisors did not wish to sign a new agreement or make any changes to the existing one.

Chairman McCoy brought up employee hours. He explained to Supervisor Hoy and Supervisor Porter, the township has no full-time employees. All township employees were hired as part time- per a review of the previous year's meeting minutes- at the time of they were hired. No set weekly hours were provided for Brent and Chuck was only to work up to 24 hours per week. He went on to say in 2021, the Board of Supervisors set the summer hours for the employees to begin in June with working hours as Monday thru Friday, from 8 AM to 4:40 PM. The summer hours started too early this year and there isn't enough work to keep the employees busy and he can't justify sticking to 40 hours when the Township would be paying the employees to sit around- there is only so much maintenance that can be done on the equipment and at the Township building. He went on to say, the Township Supervisors need to look at and revisit the Road Master duties. All three Supervisors are Road Masters and all three are equally responsible. Chairman McCoy further stated, he is responsible to do the work and report to the other two; he doesn't like living at the Township Building and feels like he is being micromanaged and the job duties are not equally split. He questioned, who wants to do what?

Supervisor Hoy stated, we can discuss dividing up the Road Master job duties at an upcoming work session. The Foreman, Brent, was to send a report on Fridays listing the work the employees had scheduled to do for the following week and he hasn't been doing it. Supervisor Porter stated there needed to be consistency in reporting of information. Chairman McCoy stated he sent a report to Supervisor Hoy and Supervisor Porter listing items that would keep the employees busy for a couple of weeks. He went on to say, who do the employees report to? You two are not here to supervise the employees and you are not going to find someone to work out here for wages the Township pays. Chairman McCoy also stated, I shouldn't have to pass information on to Supervisor Porter to be passed along to Supervisor Hoy. In years past, the previous Supervisors stopped in to see what was going on.

Jody Ritter questioned why all three Supervisors were Road Masters? Supervisor Hoy stated because they were all equal by appointing them all three Road Masters. Timothy Lester stated that Bill- Chairman McCoy- should be responsible for everything and it should all be left up to him to take care of everything.

Supervisor Porter stated if the employees were going to be late, it was their responsibility to notify the three Supervisors why they were going to be late. Stated Brent was late coming in a couple of times and he only found out tonight the reason was because he was assisting his mother in getting his sister in the car to go to physical therapy after her recent surgery. Timothy Lester stated there needs to be some flexibility. It's hard to get someone who wants to work; especially out here.

Jody Ritter stated, they are not full-time employees. They only work five hours per day. Does it really matter what time they start? Do they really need to be out there at that early in the day? Chairman McCoy stated as it

stands at this time, the hours are set from 7 AM to 3:30 PM with no flexibility. Timothy Lester said, we need to use common sense.

Supervisor Porter asked Brent what time he would like the summer work hours set to. Brent replied he would like to go back to 8 AM to 4:30 PM. Supervisor Porter said, you can be on site at 7 AM to get everything ready for the day and go out to work at a later time. Peg Neff questioned if there was a reason 7 AM was carved in stone. Supervisor Hoy stated 7 AM is the standard start time for construction. Supervisor Porter stated he doesn't see the need to amend the 7 AM start time summer hours. Peg Neff stated the Supervisors' lack of flexibility isn't being received well by the residents of the township. The Board of Supervisors adjourned into an executive session.

### **Executive Session held to discuss Employee Matters**

The Supervisors returned from their Executive Session. Chairman McCoy called the meeting back to order at 8:17 PM.

Supervisory Porter made the motion to set summer working hours for the employees as 7 AM to as needed allowing for a flexible start and finish time starting May 5, 2022 and if employees are going to be late, it is requested they notify the supervisors. Supervisor Hoy seconded the motion; the motion unanimously carried.

Supervisor Hoy presented a quote to install two cameras. The first camera would be installed inside the building overlooking the time clock and the second camera would be installed on building two looking toward the recycle area. The quoted price for equipment and installation for the camera inside the building is \$945.00 and the quoted price for the camera to be installed on building two- which includes pulling lines- is \$1195.00. The price for the outdoor camera, which is compatible with the current system, includes running a new CAT 5 cable across the parking lot to Building 2. The new cable will support up to four cameras. Peg Neff asked what the purpose of the camera was over top of the timeclock? Is its purpose to watch employees? Chairman McCoy stated yes, it is to surveil employees, and he went on to say, both he and the employees have an issue with not being trusted. Jody Ritter stated trust of the employees is low if surveillance is the reason for the camera above the time clock. She went on to say she has never worked in an environment where she has been surveilled. In all of her jobs has always been trusted to do the right thing just as the Township's employees should be. She then questioned if someone could get into the Township building without being seen on camera? Chairman McCoy stated no. Peg Neff stated cameras are for multimillion dollar corporations with hundreds of employees, not places with two or three employees.

After much discussion, Supervisor Porter made the motion to install the outside camera on Building 2, but eliminate the camera inside the building above the timeclock and replace the camera with the addition of two apps on each of the Supervisors phones phone – one to unlock the door (this app is to be installed on the Township Secretary's phone as well) and the second to access the security system and view the security cameras. Supervisor Hoy seconded the motion; the motion unanimously carried.

### **New Business**

Chairman McCoy stated the CCATO Convention was going to be held on June 2, 2022 and the Township received a letter requesting a donation to offset the cost and provide door prizes for the event. Supervisor Porter made the motion to make a \$100 donation. Supervisor Hoy seconded the motion; the motion unanimously carried.

Chairman McCoy stated he and the employees were registered to attend West Branch COG Training and Vendor Show to be held May 18, 2022. He questioned if either of the other two Supervisors wanted to attend. Both declined.

Chairman McCoy stated the township received a quote to rent a CAT mini-excavator- for one month- to clean out the ditches and scrape road berms along all of the Township roads from Bradco Supply Company. The quote received was for delivery, rental of a 2020 CAT303 Mini Excavator, pickup, and a ditching bucket for a total cost of \$3200 Supervisor Porter questioned if the Township should get a quote from Best Line Equipment Rentals. Employee Brent Bowmaster and Chairman McCoy reminded Supervisor Porter of all of the issues the last piece of equipment the Township rented from Best Line Equipment had. Supervisor Hoy questioned how Brent was going to move the excavator from place to place. Brent explained he had access to a trailer provided by Benson Probst. Supervisor Hoy stated he also had access to a trailer if needed. Supervisor Hoy made the motion to spend the \$2400 from the State Fund to rent the CAT mini-excavator- for one month from Bradco Supply Company for the purpose of cleaning the ditches and road berms. It was decided to wait until June 6<sup>th</sup> to have the excavator delivered to the township. Supervisor Hoy mentioned it might benefit the

township to look for a backhoe on Municibid. Chairman McCoy stated that employee, Brent Bowmaster had been looking at them on Municibid, but they were selling at a high price.

Chairman McCoy provided an update on the Multimodal Grant application process. He also stated Daren had provided the quote and had also provided information on the State Multimodal Grant that would be coming available in June of 2022 for 2023. Supervisor Hoy stated we should apply for both the state and the federal grants. Chairman McCoy explained once the narrative was complete, it could be used for multiple projects.

Supervisor Hoy stated when he when to Avis Building Supply to order and pick-up the ladders for the township, he found the only name listed on the account Chairman McCoy. He made the request that all supervisors be listed as administrator on all township accounts. Secretary Mary Myers, stated she would see that all accounts were updated. Chairman McCoy stated there were only a few accounts that would need to be updated.

Employee Brent Bowmaster questioned why it was necessary to wait until June 6<sup>th</sup> to have the excavator delivered. He went on to say that both he and Chuck would be on vacation in June. He asked if the delivery date could be changed to Monday, May 9<sup>th</sup>? Supervisor Hoy and Porter questioned if they would be able to complete the job before they went on vacation? Brent replied that it wouldn't be a problem. Doing it this way would allow the two of them to complete the berms and ditches before their vacations in June. He received the go ahead to place the order and have the equipment delivered on Monday, May 9<sup>th</sup>.

Chairman McCoy questioned if there was anything further to be discussed. No additional comments or considerations were made. Supervisor Hoy made the motion to adjourn the meeting. Supervisor Porter seconded the motion; the motion unanimously carried. The meeting was adjourned at 9:05 PM.

Gallagher Township Supervisor Chairman  
William McCoy

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Gallagher Township  
Secretary / Treasurer  
Mary J. Myers

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