

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

The December 2022 regularly scheduled public meeting of the Gallagher Township Supervisors was called to order by Chairman Bill McCoy at 7:01 PM, followed by a moment of silence and the Pledge of Allegiance.

In Attendance: Supervisors Bill McCoy, Brian Hoy, Ken Porter; Township Solicitor, Justin Houser; Township Secretary, Mary Myers; as well as Township Residents; Jody Ritter, Timothy Lester, Brant Bowmaster, Aleasha Bowmaster, Warren Gottshall, Jacque Gottshall, Harvey Palmatary, and Loretta Coltrane and visitors, Wilson and Beth Riccardio.

Chairman McCoy questioned the Board if it was ok to move the scheduled Executive Session to later in the meeting pending arrival of the Township Solicitor. All agreed to revisit later in the meeting.

A consent agenda was presented to the Board. It included the following regular monthly action items: November 2022 Meeting Minutes for both the Regular, Correspondences, and the November 2022 Treasurers report, which included all monthly invoices, payroll, liabilities, and deposits made into all accounts in the month of November 2022. Chairman McCoy made the motion to approve the consent agenda as presented; Supervisor Porter seconded the motion; the motion unanimously carried.

Chairman McCoy presented a Road Master report. He stated there isn't much work for the township employees because of the weather. Supervisor Hoy stated they could work one or two days per week as needed and more if the weather required it. Supervisor Porter said if it was him, he would work on the warm days and stay home on the colder ones. Supervisor Hoy questioned how the wings on the plow worked? Chairman McCoy stated they worked when traveling speeds over 15 MPH. When traveling under 15 MPH, the snow and ice froze to the wings. Supervisor Hoy suggested the employees wax the wing extensions to prevent this from happening. Chairman McCoy stated they would play it by ear going forward.

Chairman McCoy provided the SEO report for the month of November. He stated the SEO Officer only issued one permit in November. It was issued to David Hakki and Dana Mott for their property located on Coudersport Pike across from Fin Fur and Feather.

A Zoning and Land Use Report- No new permits issued. Secretary Mary Myers stated the Township received a copy of the newly adopted Clinton County Subdivision and Land Development Ordinance dated November 2022.

### **Public Comment**

No public comment at this time.

Chairman McCoy called the board into an Executive Session at 7:05 PM. In attendance were Chairman Bill McCoy, Supervisors Porter and Hoy, and Township Solicitor Justin Houser. The reason provided for the Executive Session was to discuss matters of a personal nature and employee issues.

The meeting was called back to order at 7:17 PM.

### **Old Business**

Chairman McCoy questioned if the Board had had an opportunity to review the proposed 2023 Budget; to which they replied they had. Supervisor Porter made the motion to approve the posted and presented 2023 Budget as presented. Supervisor Hoy seconded the motion; the motion unanimously carried.

Chairman McCoy stated the Township had received the requested quote for a 12 X 20 Vertical Carolina Carport from Nittany Woodcrafters. The quote came in at \$2195 installed with a \$285.00 deposit. He went on to say if we ordered the Carport now, we would be looking at a delivery and installation date of the end of April to May of 2023. Supervisor Hoy questioned if the Board thought it would make sense to purchase a 20 X20 foot wide for an additional \$400. The extra covered space could be used for storage and the employees could pull under the carport out of the weather to fill the gas tanks on the Township equipment or park the tractor under roof should it break down. After a brief discussion, Supervisor Hoy made the motion to purchase a 20 X 20 Carolina Carport for Nittany Woodcraft in the color of Chairman McCoy's choice, preferably one that matches the building. Supervisor Porter seconded the motion; the motion unanimously carried. The Board instructed Secretary Mary Myers to cut a check from the ACT 13 checking account in the amount of \$800 to cover the required deposit / down payment.

Two quotes for the Township's Business Insurance Plan were presented to the Board of Supervisors and Solicitor Houser for review. The first quote was the renewal from Selective Insurance Company and the second was from Erie Insurance Company. Solicitor Houser stated he had received the quotes on the Monday prior to the meeting, but hadn't had time to complete an in-depth review. Chairman McCoy introduced Wilson and Beth

Riccardo who provided a brief overview of the coverages afforded to the Township by the Selective Policy. She answered questions posed to her regarding the Selective policy as well as reviewed the newly presented quotes for a \$1,000,000 Umbrella Liability policy as well as Cyber Insurance coverage. It was agreed that she would return Friday, December 9, 2022, at 8:00 AM to complete an evaluation of the building and put together an updated quote for review by the Board. After a brief discussion, the Board of Supervisors decided to schedule a Special Meeting to be held on Monday, December 19 at 6:00 PM to review and choose the Insurance provider for 2023 fiscal year. The Board of Supervisors directed the Township Secretary to contact the Erie Representative to ask them to attend the meeting to present and review the quote they provided to the Board.

Chairman McCoy provided an update regarding the treatment of the stone & masonry building walls, the sidewalks and the garage floor. He stated the Township employees had applied the cleaner and sealant to the stone & masonry on the building walls, the old schoolhouse building's foundation and also the sidewalks, but they weren't able to complete the garage floors prior to the change in temperature. The cleaner and sealant require ventilation and temperatures over 50 degrees. He went on to say, they would complete in the spring of 2023 when warmer weather arrived and they were able to open the garage bay doors to allow for proper ventilation.

### **New Business**

Chairman McCoy stated PSU, DCNR and the Conservation District completed a controlled burn in Gallagher Township in an effort to save an endangered plant species, Lupinus Perennis also known as the Wild Lupine. It was requested a Township Representative and the Township Employees be onsite to learn what the Lupine looked. As part of DCNRs conservation efforts, they also requested Township officials and employees report the location of the plant to Renovo office of DCNR if they happened to come across it growing while completing their daily work assignments.

An invoice for professional service by Justin Houser, Township Solicitor, was presented for inspection and approval by the Board, for professional services from. Supervisor Hoy made the motion to approve payment of the invoice as presented. Chairman McCoy seconded the motion; the motion unanimously carried.

Chairman McCoy stated the Township had received two quotes for a Buffalo Turbine extension. The first quote was from Lawn & Golf Supply Company. The quote included 1- Buffalo Turbine 15-inch discontinued nozzle and 1- band clamp for \$255.89. The second quote received was from Bradco Supply Company for a 16-inch nozzle and band clamp for \$273.10. After a brief discussion, Supervisor Hoy made a motion to purchase 2- 16-inch Buffalo Turbine nozzles and 2- Buffalo Turbine band clamp from Bradco Supply Company using State Funds. Supervisor Porter seconded the motion; the motion unanimously carried.

Chairman McCoy advised the board of two upcoming trainings for Township Auditors. He went on to say Jody was interested in attending one of the upcoming trainings in either State College or online. He stated the cost for both was \$40.00 and questioned if the board would pay for her and the other Township Auditors to attend. After a brief discussion with input from the public as well as the board, it was decided the township would not pay for the upcoming training as it didn't benefit the township because a CPA currently completed the township's annual audit.

Chairman McCoy stated the Organization Meeting will be held on Tuesday January 3, 2023 due to Monday, January 2 being a Federal Holiday. He questioned the Board what time they wanted to hold the Organization Meeting and if they wanted to schedule the January 2023 Regular Meeting immediately following? After a discussion, the Board set the Organization Meeting start time at 7:00 PM with the January 2023 Regular Meeting to be held immediately following. Chairman McCoy stated by law, the Township Auditor's Meeting will be held on January 4<sup>th</sup> and he would work with them to schedule a time.

Prior to adjournment, Supervisor Porter asked for the floor. At that time, he read a letter out loud, to both the Board and Members of the Public, advising of his resignation effective January 31, 2023.

Supervisor Hoy made the motion to adjourn the meeting at 8:14 PM. Supervisor Porter seconded the motion; the motion was unanimously carried.

Gallagher Township Supervisor Chairman  
William McCoy

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Gallagher Township  
Secretary / Treasurer  
Mary J. Myers