

MILLER TOWNSHIP MEETING

The regular meeting of the Miller Township Board of Supervisors (BOS) was held Tuesday, March 25, 2025, at 6:00 p.m. in the Miller Township Municipal Building at 554 Old Limekiln Lane. Supervisors present were Scott Seltzer, Brian Kish and Bethany Burger. Visitors present: Lois Schoppy and David Williams. Chairman S. Seltzer called the meeting to order at 6 p.m. with everyone standing for the Pledge of Allegiance.

Chairman S. Seltzer asked for supervisor's comments on the previous month's minutes: no comments. Motion made by S. Seltzer to accept the February minutes, B. Kish second, motion carried unanimously.

Visitors: (late attendance) David Williams raised questions about needing a permit for a fence if it is 6' or greater, set-back from the road, and a solid fence which is presenting safety and visibility issues because of road configuration. Consult with our solicitor if necessary. Also concerned about animal waste accumulating from numerous animals which might impact as run-off into Losch's Run this would become an issue for DEP.

Sign Permits:

- Crystal Gift (solar panels)
- Leon Stoltzfus (corrected permit for new build at 42 Hickory Ridge Road)
- L'Oreal Anderson (shed)

Motion made by S. Seltzer to approve permits, B. Burger second. Motion carried unanimously.

Treasurer's Report was given to supervisors as follows:

Balances as of February 28, 2025	
General Fund	\$61,840.50
State Fund (Liquid Fuels)	\$21,484.21
Savings Account	\$76,618.72

Motion made to accept the Treasurer's report as presented by S. Seltzer, B. Kish second; motion carried unanimously.

Secretary's Report:

- Motion needed to approve - Bids for tar and chip for 2025 (Upper Bailey, Turkey Path and Old Limekiln Lane from 849 – 1 mile) 300 tons washed #8s delivered, 15,000 gallons of CRS2PM delivered and applied as directed, 250 tons of anti-skid AS#2 or AS#3 delivered, 100 tons of 2A modified delivered – all bids are more or less. Motion to advertise for sealed bids for supplies, with comparison for the third-party contractor to handle entire project made by S. Seltzer, B. Burger second; motion carried unanimously.
- State Highway Fund (Liquid Fuels) audit is scheduled for April 2, 2025.
- Computer checks for State Highway Fund account have been received from Safeguard.

- Generic business cards for township received with discount on printing 50% of cost due to this being our first print job with Staples.
- Spring clean-up dates scheduled for Friday, May 2nd and Saturday, May 3rd. Times need to be established (last year 12:00 noon to 7:00pm Friday and 8:00 am to 3:00 pm Saturday) and proof of residency will be required due to drop-offs last year that we learned were not from our township. Fees last year:
 - \$5.00 for pickup load – limit 2 truckloads per household
 - \$5.00 for car tires off the rim
 - \$6.00 for car tires with the rim
 - \$10.00 for large tires off the rim
 - \$11.00 for large tires with the rim
 - \$25.00 for farm tractor tires
- Update on Website – current website project has been scrapped, and under the direction of the supervisors, PSATS IT department has been contacted to set up the website. Disclaimer from PSATS needs to be signed and returned. Bethany and I will be reviewing a video on setting the website up before meeting with the PSATS IT director via Zoom to go over the website. Bethany Burger will be lead on this project with Eloise Miller as back-up. We currently have an invoice from Beverly Humbert for \$816.00 for Domain Name Setup and Website Creation which was not finished. Motion made by S. Seltzer to pay invoice for Beverly Humbert for website work, B. Burger seconded. B. Kish abstained from vote. Motion carried.
- Liquid Fuels payment of \$56,402.71 and Turnback Maintenance payment of \$20,720.00 was deposited on March 3, 2025 – total of \$77,122.71.
- Correspondence received from Perry County Conservation District as an FYI for township – Patrick and Erin Port (copy in packet)
- 2024 General Account Audit received from Citizen's Fire Company No. 1 of Newport as required (copy in packet)
- Floors are scheduled to be stripped, washed and waxed on Saturday, April 12, 2025. Individual was recommended by Lois Schoppy. Logistically, as much furniture as possible needs to be moved to the garage on Thursday, April 10th and do we need to have someone here with him while he does the floors? We will need to provide access to the building and lock up when he is finished.
- Update on Annual Audit – documents have been sent to Boyer & Ritter electronically and now township is requested to provide support documents for specific transactions (testing). Will be working on this the remainder of the week. I have also enclosed a copy of the Engagement letter which I am required to sign as Secretary/Treasurer, as well as a copy of the letter for the members of the Board (copies of both in packet)
- I completed a virtual class with PSATS which addressed the Sunshine Act, Meeting agendas and appropriate uses of Executive Sessions, as well as what elected officials are permitted to do outside of public meetings. I am now reading the manual for Sunshine Act and anticipate changes in how we present the agenda for the monthly Board meeting. We are also to be providing a copy of the agenda to all meeting attendees.

- Per advisement from PSATS, township secretary reached out to chair of the elected auditors to procure a copy of the notes/minutes from their Reorganization meeting since that is where supervisor salaries are approved. No response received as of today.
- Income vs. Expense (copy in packet)

Motion made to accept Secretary's report as presented made by S. Seltzer, second by B. Kish. Motion carried unanimously.

Code Enforcement Officer (CEO): None

Planning Commission: None

Emergency Management Coordinator (EMC): Update on strategic plan for EMS provided to supervisors. Floodplain meeting with PEMA attended by B. Burger and S. Seltzer to review our floodplain ordinance. B. Burger will serve as lead floodplain manager for issues. Motion made to accept EMC report as presented, B. Kish second. Motion carried unanimously.

Road Master's Report (RM)

- Road checks
- Maintenance work on tractor in preparation for mowing season
- Put snowplows away
- Take down snow fence on Lower Bailey Road and store away
- Washed highway signs
- Maintenance to roller gas tank
- Clean ditch line on Lower Bailey by U-Haul business, Turkey Path and Old Limekiln Lane by State Game lands.
- Tree down on Mahanoy Valley Road (3/17/25)
- Tree down on Lower Bailey Road (3/21/25)
- Completed virtual webinar for CDL Supervisory Compliance through PSATS
- Finish installation of cameras for building security – need to purchase and hook up monitor.

Motion made by S. Seltzer to accept Road Master's report, second by B. Kish. Motion carried unanimously.

Approval of Expenditures: Explanation of larger expenditures provided. Motion made by S. Seltzer to approve expenditures as submitted, B. Burger second. Motion carried unanimously.

Supervisors Comment: Verify with Election Board if cameras need to be turned off during election day. Large piece of equipment travelled on Mahanoy Valley Road which most likely was to clear out land after it had been timbered. B. Kish questioned about animal situation in Bailey Run Trailer Park – trailer park owner has been advised of situation. B. Burger asked with residents owning animals, at what point does having numerous animals become a farm? Reminder to follow up on fencing issue for safety and if we need to have legal advice about visibility.

Motion to pay bills and sign checks made by S. Seltzer, B. Burger second. Motion carried unanimously.

Motion made to adjourn to Executive Session at 7: 29 pm by S. Seltzer, second by B. Kish. Motion carried.

Motion to reconvene meeting at 7:34 pm by S. Seltzer, second by B. Burger. Motion carried.

Motion made to adjourn at 7:35pm made by B. Burger, S. Seltzer second, motion carried unanimously.

Respectfully Submitted,

Eloise M. Miller
Secretary/Treasurer
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