

DRAFT



11837 Coudersport Pike Lock Haven, PA 17745
All meetings are recorded.

**Gallagher Township Board of Supervisors
Regularly Scheduled Public Meeting Minutes
December 4, 2024 at 7:00pm**

Call to Order at 7:00pm by Chairman Will Mann followed by the Pledge of Allegiance and moment of silence.

In Attendance: Tim Lester, Loretta Coltrane

Meeting Recording by: N/A

Executive Session: N/A

CONSENT AGENDA The items included below are routine in nature and it is not anticipated that any will generate discussion or questions. The actual Consent Agenda with a brief description of each item is included below and distributed to the Board and public for review. The items are available to view by the public at the sign-in table. At the request of a Board Member any single item or all items on the Consent Agenda can be discussed and voted on separately. If no items are “pulled,” the Board should consider a motion for “approval of the Consent Agenda items as shown on the agenda. **Meeting Minutes:** November 2024 Regular Meeting, **Treasurer Report** for the month of November 2024-which includes all Liabilities, Payroll, all Invoices Paid, and Deposits made for all Township’s Accounts; and the November 2024 **Correspondences**. Motion to approve the Minutes and Treasurer’s Report by Supervisor Hoy, seconded by Supervisor McCoy, MCU

Road Master Report presented by Supervisor Hoy.

- Plowed roads after snowstorms, finished clean-up & repairs on Queen’s Run Road and Old Pike road.
- Chairman Mann stated that the work on Steve & Buffy’s driveway and the Denway’s property is completed, and all ditches have been reshaped for proper drainage.

SEO Report: N/A

Zoning & Land Use Permits Report: N/A



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School House Committee:

- Chairman Mann met with Steve Stimson and Warren Gottshall but has nothing conclusive to report at this time. Warren Gottshall is eager to get work underway. Chairman Mann explained that without the grants & necessary funding, the agreed upon scope of work and estimates on cost we could not proceed.
- Supervisor Hoy stated that he expects the scope of work to be complete and to have estimates on cost very soon.
- Chairman Mann brought up the question on what the public usage of the school could be if the building is not brought up to current code standards and made ADA compliant.
- Loretta Coltrane submitted the application for a Community Foundation grant and is looking into other funding and grant programs.
- An email was received from Solicitor Justin Houser regarding Historical Markers which was forwarded to Loretta Coltrane. She will investigate further and see if we are eligible for signage at the school & church cemetery and possible other sites such as the Irish settlement and old stagecoach route.

Public Comment: N/A

Old Business:

Maintenance Shed lighting & timer

- Supervisor Hoy & Chairman Mann completed installation of the light and are waiting on the arrival of the timer which has been ordered. Supervisor Hoy made a motion to purchase an additional light pack for the end of the maintenance building, Supervisor McCoy seconded, MCU.

Hollow Road & Church Road Vegetation Management:

- Work is currently underway; Church Road is almost complete. Firewood from tree trimming and other materials still need to be moved back to the Municipal Building and there are a few tree stumps that need to be ground down. Work is still on-going on Hollow Road.
- The wood that will be brought back to the Township can be sold or donated, last year the remaining wood from the projects was sold for \$100.
- Resident Lee Kohler spoke with Chairman Mann regarding the previous work that had been done to repair Hollow Road and his concern that those repairs did not correct the issues. The matter was explained further and resolved Mr. Kohler concerns.
- Mr. Kohler would like to have any remaining materials for his property after the work is completed.



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175th Anniversary Festival:

- Loretta Coltrane is working on the 2025 calendar of events and should have it completed by end of December to advertise on the Township website.
- Shelly spoke with Keith Kerns about getting trained to take over the website information as well as creating a 175th Anniversary tab.

Church Road shoulders/Old Pike Road grading:

- Some of the issues have been addressed but the remainder of the project will be pushed back to Spring of 2025. Cost & Funds have been added to the 2025 budget.

Spring Road Maintenance Work on Queen's Run & Hollow Road:

- Benson work is complete on Queen's Run & Hollow Road. The Township budgeted \$67,500 for the project and we are awaiting a final bill. Benson performed some additional work on the drainage issues at the Municipal building and leveled the area behind the schoolhouse which should eliminate the drainage problems there as well.

2025 Budget:

- Some of the projects planned for 2024 were not completed so the remainder of those funds will be transferred to the 2025 budget.
- Money was added to the 2025 budget for the purchase of a new Township truck.
- Supervisor McCoy expressed concern and the need to make sure to keep enough money in savings for unexpected expenditures. We will be ending 2024 with an estimated \$120k remaining in the budget which was not used which resolved his concerns.
 - There are two major projects that will need to be addressed in the future – Carrier Road & Queen's Run Road bridges and pipes which are deteriorating and the high engineering cost involved with both. It was agreed that State Funds can be used and that we can apply for additional funds to help with those fees.
- Loretta Coltrane suggested we contact our state and local government officials and water conservation agencies to assist with funding as it impacts natural wildlife and water resources in our area.
- Chairman Mann suggested that we review our maintenance agreements with the gas companies and their responsibilities on maintaining access & necessary repairs.
- Supervisor Hoy stated that we need to better communicate to the Township residents that continued maintenance of our infrastructure is cheaper and more beneficial than waiting for a major issue to occur down the road.
- Supervisor Hoy made a motion to approve the 2025 budget as presented, seconded by Supervisor McCoy, MCU.



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Winter Road Maintenance Materials/Concrete Barriers & Fuel:

- Barriers were installed on December 4th by Benson and materials will be delivered this week. The regular fuel will be delivered December 5th and diesel has been ordered through Maribeto and is scheduled for delivery next week.

New Business:

Security Camera Repairs:

- Security company was here today to make repairs to the Municipal Building system which appears to have been damaged by a power surge or lightening strike. It is partially working and the materials have been ordered to complete the necessary work which includes a new back-up battery pack and DVR.

Appointment of Alternate Voter for Keystone Central Tax Reform:

- A meeting is to be held on Thursday, December 5th and a vote taken on replacing Keystone Central School District with an outside company as tax collectors at an estimated savings of \$50k/year which will be divided accordingly amongst the townships. This vote will also impact the amount of influence held by each Townships.
- A motion was made by Chairman Mann to add this item to the meeting agenda as it requires immediate appointment of an alternate delegate for Tax Collector, motion seconded by Supervisor Hoy, MCU.
- A motion was made by Chairman Mann to nominate Supervisor Hoy as the alternate voter, motion seconded by Supervisor McCoy, MCU.

Adjourn:

A motion to adjourn was made by Supervisor Hoy at 8:00pm, seconded by Chairman Mann, MCU.

The next Regularly Scheduled meeting will be held on Monday, January 6, 2025 at 7:00 PM.

Respectfully Submitted,
Shelly Davis

Shelly Davis, Secretary/Treasurer

William Mann, Chairman