

BEAR CREEK TOWNSHIP BOARD OF SUPERVISORS

PUBLIC MEETING

FEBRUARY 7, 2011, 6:00 P.M.

BEAR CREEK TOWNSHIP MUNICIPAL BUILDING

The Board of Supervisors will act on various matters at today's meeting, which is open to the public. Prior to any official actions to be taken by the Board of Supervisors, interested parties may offer public comment. After the completion of all official actions, the floor will be opened for general public comment.

This agenda is complete at the time of issuance, but other items may be added and some stricken without notice. The listing of an item on the agenda does not necessarily mean that the Board will take final action on it at this meeting. All public documents relating to items on the agenda may be examined in the Township Municipal Building during normal working hours.

Turn off cellular telephones and place all recording devices on the table next to the podium.

Bear Creek Township Officials Are Seated As Follows					
Jim Smith	Joseph Masi	Gary Zingaretti	Bonnie Wasilewski	Ruth Ann Koval	Paula Weihbrecht Secretary/Treasurer
Supervisor	Supervisor	Chairman	Vice Chair	Supervisor/ Roadmaster	William E. Vinsko Township Solicitor
*** UPCOMING PUBLIC MEETINGS ***					
<u>Township Board</u>	<u>Day / Date</u>		<u>Time</u>	<u>Location</u>	
Planning Board	Monday, Feb 24 th		6:30 PM	BC Twp Municipal Building	
Board of Supervisors	Monday, Mar 7 th		6:00 PM	BC Twp Municipal Building	
<u>This notice is provided in accordance with act 84 of 1986, known as the Sunshine Act.</u>					
The Board of Supervisors may from time to time hold executive sessions for a limited number of specific purposes. Executive sessions may be held to discuss personnel matters relating to a specific individual, strategy sessions and negotiations for collective bargaining agreements, purchase or lease of real estate, consultation with the solicitor in connection with ongoing or pending litigation, or to discuss any municipal business which if conducted in public would violate a legal privilege or protected confidentiality.					

AGENDA

- Call to Order
- Roll Call
- Pledge of Allegiance

- Review of Previous Meeting Minutes
- Township Reports
 - Treasurer
 - December 2010 Expenditure Approval
 - January 2011 Receipt Approval
 - January 2011 Expenditure Approval
 - Fire Department
 - Zoning Officer
 - Bald Mountain Wind Farm
 - Act 537
 - Roadmaster
 - Open Records Officer
- Ordinances and Resolutions
 - Flow Metering Bids
 - Recycling Service Provider
 - Fee for Inter-governmental cooperation agreement (Charter School)
- Planning Board Recommendations
- Solicitor's Report
 - Concini
 - Abbott
 - Aqua PA
 - Crossin Insurance Recovery
 - Development Agreement
- Old Business
 - Street Light Request (Thornhurst Rd) – Mrs. Koval
 - Zoning Map / Requests for changes – Mr. Masi
 - 2010 Gaming Grant (Culvert Repair) – Mr. Zingaretti
 - Flood Plain Ordinance Revisions – Mr. Zingaretti
 - Amusement Tax – All
 - Community Development Grant Application
 - Sewage Complaint Rebilling – Ms. Wasilewski
 - Summer Help Programs – Ms. Wasilewski
 - 2011 Gaming Grant Application
 - Christmas Tree recycling
- Correspondence / New Business
 - Lions Club letter
 - Messiah PM 5k Run/Walk
- Public Comment

Bear Creek Township
Treasurers Report - All Funds
January 2011

	<u>Jan 11</u>	<u>Budget</u>	<u>Jan 11</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income					
300 · TAXES	13,598.19	11,379.00	13,598.19	11,379.00	452,000.00
320 · LICENSES & PERMITS	750.00	125.00	750.00	125.00	31,523.00
330 · FINES	988.73	150.00	988.73	150.00	4,000.00
340 · INTEREST, RENTS & ROYALTIES	37,923.44	38,625.00	37,923.44	38,625.00	97,850.00
350 · INTERGOVERNMENTAL	1,739.54	462.00	1,739.54	462.00	394,450.00
360 · CHARGES FOR SERVICES	813.00	460.00	813.00	460.00	40,240.00
380 · MISCELLANEOUS INCOME	4.10	0.00	4.10	0.00	0.00
Total Income	55,817.00	51,201.00	55,817.00	51,201.00	1,020,063.00
Expense					
400 · GENERAL GOVERNMENT	3,302.04	12,301.00	3,302.04	12,301.00	141,895.00
410 · PUBLIC SAFETY	713.04	845.00	713.04	845.00	81,070.00
427 · SANITATION	236.48	450.00	236.48	450.00	5,800.00
430 · ROADS & STREETS	15,285.00	15,989.00	15,285.00	15,989.00	793,273.00
450 · RECREATION	0.00	400.00	0.00	400.00	15,800.00
480 · MISCELLANEOUS	3,212.34	6,600.00	3,212.34	6,600.00	90,000.00
Total Expense	22,748.90	36,585.00	22,748.90	36,585.00	1,127,838.00
Net Income	33,068.10	14,616.00	33,068.10	14,616.00	-107,775.00

Jan 11

OPERATING ACTIVITIES	
Net Income	33,068.10
Adjustments to reconcile Net Income to net cash provided by operations:	
1200 · Accounts Receivable	-1,500.00
210.00 · Federal Income Tax Withheld	199.00
211.00 · Social Security WH	-250.62
211.01 · Social Security (Employer's)	-12.25
211.02 · Medicare (Employer's)	-2.87
211.03 · Medicare WH	-2.87
212.00 · Earned Income Taxes WH	-290.58
217.00 · PA - State Income Tax WH	0.06
220.00 · Other Payroll Withholdings	-40.00
2100 · Payroll Liabilities	-21.32
Net cash provided by Operating Activities	31,146.65
Net cash increase for period	31,146.65
Cash at beginning of period	423,785.26
Cash at end of period	454,931.91

Bear Creek Township
Monthly Check Report
As of December 31, 2010

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
100.01 - General Fund Checking/Savings				
		Payroll - NET		-9,557.10
12/15/2010		United States Treasury	Federal Taxes	-2,777.24
12/08/2010		PA Department of Revenue	State Taxes	-192.16
12/13/2010		PA Department of Revenue	State Taxes	-184.23
12/24/2010		Neopost	Postage	-200.00
12/24/2010		PA Department of Revenue	State Taxes	-187.69
12/01/2010	8763	C. Alber	Mileage	-82.00
12/01/2010	8764	Luzerne County Boroughs & Townships Assoc	Dinner mtg (2 @ \$10)	-20.00
12/01/2010	8765	Master Chemical Products, Inc.	Gloves/Recycling bags	-75.36
12/01/2010	8766	Neopost	Ink Cartridge	-89.95
12/01/2010	8767	PPL Electric Utilities 25048	41350-25048	-19.42
12/01/2010	8768	PPL Electric Utilities 46003	96591-46003	-826.99
12/01/2010	8769	Reilly Associates	Act 537	-4,499.04
12/10/2010	8770	Alber, Carl M	Zoning/Code Enforcement	
12/10/2010	8771	Andrews III, Peter	Recycling	
12/10/2010	8772	Andrews, Samuel	Recycling	
12/10/2010	8773	Berry, Edward J.	Maintenance	
12/10/2010	8774	Dobbs, Steven K.	Recycling	
12/10/2010	8775	English, Jason A	Road Crew	
12/10/2010	8776	Fazzi, Anthony A	Road Crew	
12/10/2010	8777	Fazzi, Jonathan L	Recycling	
12/10/2010	8778	Kollar, Karen	Planning Secretary	
12/10/2010	8779	Koval (E), Ruth A	Supervisor Salary	
12/10/2010	8780	Krumsky, John P	Road Crew	
12/10/2010	8781	Masi (E), Joseph	Supervisor Salary	
12/10/2010	8782	Smith, James F.	Supervisor Salary	
12/10/2010	8783	Wasilewski (E), Bonnie J	Supervisor Salary	
12/10/2010	8784	Weihbrecht, Paula M.	Secretary/Treasurer	
12/10/2010	8785	Zingaretti (E), Gary	Supervisor Salary	
12/15/2010	8786	ARTHUR PATCHER	Oil Filters (pickup truck)	-16.25
12/15/2010	8787	Brown & Brown of the LV	Invoice 38514	-516.00
12/15/2010	8788	Citizens' Voice	Advertising (budget/mtg)	-46.50
12/15/2010	8789	Geisinger Health Plan	Health Care	-886.47
12/15/2010	8790	Glen Summit Springs Water Co., Inc.	Water	-13.63
12/15/2010	8791	Koulik's Oil Service	Fuel Oil	-1,296.55
12/15/2010	8792	Lowe's	Maintenance (screws)	-6.46
12/15/2010	8793	Lupas Insurance Agency	Bonding Insurance	-52.00
12/15/2010	8794	Luzerne County Treasurer	GIS Mapping disc	-5.00
12/15/2010	8795	Nextel	Acct #233732188-069	-84.22
12/15/2010	8796	One Communications	Acct #000000003154113	-165.86
12/15/2010	8797	Powell's	Truck 3 hydrolic equip	-33.36
12/15/2010	8798	PPI Electric Utilities 33008	Electricity	-14.10
12/15/2010	8799	PPL Electrice Utilities 39006	Electricity	-41.55

Bear Creek Township
Monthly Check Report
As of December 31, 2010

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
12/15/2010	8800	PSATS	Dues & Subscriptions	-1,353.00
12/15/2010	8801	Reeves Rent-A-John, Inc.	Invoice #99412	-160.00
12/15/2010	8802	Service Electric -Garage	Internet	-19.95
12/15/2010	8803	Service Electric Company	Internet	-19.95
12/15/2010	8804	Silvio Gagliardi	R/E Tax overpayment	-63.56
12/16/2010	8805	J.P. Mascaro & Sons	Dumpster	-95.00
12/16/2010	8806	Slusser Brothers	Paving balance due	-72,455.90
12/16/2010	8807	Vinsko & Associates	Development Agrmt	-1,433.05
12/16/2010	8808	Vinsko & Associates	All other legal service	-1,436.00
12/24/2010	8809	Alber, Carl M	Zoning/Code Enforcement	
12/24/2010	8810	Andrews III, Peter	Recycling	
12/24/2010	8811	Andrews, Samuel	Recycling	
12/24/2010	8812	Berry, Edward J.	Maintenance	
12/24/2010	8813	Dobbs, Steven K.	Recycling	
12/24/2010	8814	English, Jason A	Road Crew	
12/24/2010	8815	Fazzi, Anthony A	Road Crew	
12/24/2010	8816	Fazzi, Jonathan L	Recycling	
12/24/2010	8817	Koval, Ruth Ann M.	Supervisor Hourly	
12/24/2010	8818	Kresge, Marjorie E.	Tax Collector	
12/24/2010	8819	Krumsky, John P	Road Crew	
12/24/2010	8820	Weihbrecht, Paula M.	Secretary/Treasurer	
12/30/2010	8821	Bradco Supply Co.	Truck 8 brake parts	-2,227.10
12/30/2010	8822	C.M. Alber	Mileage	-84.50
12/30/2010	8823	Powell's	Flange bearing (spreader)	-16.00
12/30/2010	8824	PPL Electric Utilities 25048	41350-25048	-19.42
12/30/2010	8825	PPL Electric Utilities 46003	96591-46003	-859.29
12/30/2010	8826	PSATS	2011 convention regstrn	-380.00
12/30/2010	8827	Void		
12/30/2010	8828	Staples	Calendars/office supplies	-65.94
12/30/2010	8829	Wilkes Barre Truck Center, Inc	Inspection (Truck	-45.00
12/30/2010	8830	Cee Kay Auto	Wiper blades (truck 1,2,3)	-42.20
Total 100.01 · General Fund Checking/Savings				-102,664.99
100.03 · Liquid Fuel Fund				
12/02/2010	215	PPL Electric Utilities 68001	Street Lights (Nov)	-1,654.04
12/02/2010	216	VOYAGER	Vehicle Fuel	-709.33
12/15/2010	217	VOYAGER	Vehicle Fuel	-916.07
12/15/2010	218	PPL Electric Utilities 68001	Street Lights (Dec)	-1,654.04
Total 100.03 · Liquid Fuel Fund				-4,933.48
100.04 · UCC Account				
12/08/2010	154	Building Inspection Underwriters, Inc	Inspection charges	-1,541.05
Total 100.04 · UCC Account				-1,541.05
TOTAL				-109,139.52

Bear Creek Township Monthly Deposit Report As of January 31, 2011

	Date	Memo	Split	Amount
100.01 - General Fund Checking/Savings				
	01/01/2011	Interest	341.00 · Interest Income	24.69
	01/12/2011	Deposit	342.10 · Towers	394.78
	01/13/2011	Deposit	310.21 · Earned Income Tax	669.38
	01/13/2011	Deposit	310.21 · Earned Income Tax	2,464.04
	01/18/2011	Deposit	310.21 · Earned Income Tax	4,079.40
	01/26/2011	Deposit	See Below (A)	1,275.00
	01/26/2011	Deposit	404.31 · Legal Fees	1,433.05
	01/26/2011	Deposit	301.10 · Real Estate Taxes - Current	1,186.18
	01/26/2011	Deposit	See Below (B)	4,529.01
	01/27/2011	Deposit	310.21 · Earned Income Tax	1,129.82
	01/27/2011	Deposit	310.21 · Earned Income Tax	582.57
	01/28/2011	Deposit	310.21 · Earned Income Tax	865.16
Total 100.01 · General Fund Checking/Savings				18,633.08
100.02 - Capital Reserve Fund				
	01/01/2011	Interest	341.00 · Interest Income	11.06
Total 100.02 · Capital Reserve Fund				11.06
100.03 - Liquid Fuel Fund				
	01/01/2011	Interest	341.00 · Interest Income	1.48
Total 100.03 · Liquid Fuel Fund				1.48
100.04 - UCC Account				
	01/26/2011	Deposit	Building Permits	188.00
Total 100.04 · UCC Account				188.00
100.05 - Inkind				
	01/01/2011	Interest	341.00 · Interest Income	2.45
Total 100.05 · Inkind				2.45
100.06 - Windfund				
	01/01/2011	Interest	341.00 · Interest Income	13.98
	01/26/2011	Deposit	342.11 · windmills	36,900.00
Total 100.06 · Windfund				36,913.98
TOTAL				55,750.05

	B
Towers	575.00
R/E Transfer Tax	1,280.12
Violation of Ordinances	988.73
Alcoholic Beverage license	27.04
R/E Tax - Delinquent	76.48
Sewage Permit	100.00
Mercantile	97.19
W-B Muni Authority	212.50
Per Capita Tax	209.00
Miscellaneous	4.10
Local Service Tax	958.85
Total	4,529.01

	A
Building Permits	425.00
Contractor Licenses	750.00
Zoning Permit	100.00
Total	1,275.00

Bear Creek Township Monthly Check Report As of January 31, 2011

Date	Num	Name	Memo	Amount
100.01 - General Fund Checking/Savings				
		Payroll - NET		-9,421.16
01/12/2011		United States Treasury	23-1893152	-2,962.56
01/10/2011		Neopost	Postage	-15.00
01/13/2011		PA Department of Revenue	1246 3550	-183.21
01/28/2011		PA Department of Revenue	1246 3550	-182.62
01/07/2011	8831	Alber, Carl M	Zoning	
01/07/2011	8832	Berry, Edward J.	Maintenance	
01/07/2011	8833	English, Jason A	Road Crew	
01/07/2011	8834	Fazzi, Anthony A	Road Crew	
01/07/2011	8835	Koval (E), Ruth A	Supv Salary	
01/07/2011	8836	Krumsky, John P	Road Crew	
01/07/2011	8837	Masi (E), Joseph	Supv Salary	
01/07/2011	8838	Smith, James F.	Supv Salary	
01/07/2011	8839	Wasilewski (E), Bonnie J	Supv Salary	
01/07/2011	8840	Weihbrecht, Paula M.	Sect / Treas	
01/07/2011	8841	Zingaretti (E), Gary	Supv Salary	
01/05/2011	8842	Commonwealth Finance Authority	Grant App Fee	-100.00
01/18/2011	8843	PA UC Fund	Unemployment Comp	-30.23
01/18/2011	8844	Berkheimer Tax Administrator	Withheld Taxes	-413.73
01/18/2011	8845	HA Berkheimer	Withheld Taxes	-56.00
01/18/2011	8846	Cee Kay Auto	equip (flail & truck 8)	-100.13
01/18/2011	8847	Citizens' Voice	Advertising	-111.00
01/18/2011	8848	Glen Summit Springs Water Co., Inc.	Water Cooler	-23.28
01/18/2011	8849	J.P. Mascaro & Sons	Dumpster	-95.00
01/18/2011	8850	Koulik's Oil Service	Heating Oil	-2,342.01
01/18/2011	8851	Lowe's	Equipment	-50.50
01/18/2011	8852	Master Chemical Products, Inc.	Supplies- hand towels	-74.84
01/18/2011	8853	Nextel	Road Crew phones	-85.55
01/18/2011	8854	Nielsen's Garage	Repairs - Truck 8	-1,540.00
01/18/2011	8855	One Communications	Office/Garage	-168.61
01/18/2011	8856	Pennsylvania Planning Association	Dues	-102.00
01/18/2011	8857	Petroleum Service Company	Hydraulic Oil	-364.65
01/18/2011	8858	PPI Electric Utilities 33008	School Zone Sign	-19.54
01/18/2011	8859	PPL Electric Utilities 39006	Traffic Signal	-48.96
01/18/2011	8860	PSATS UC Group Trust	Unemp - assessment	-1,745.64
01/18/2011	8861	RG Group	Hydrolic hose - Truck 8	-102.12
01/18/2011	8862	Service Electric -Garage	Internet	-19.95
01/18/2011	8863	Service Electric Company	Internet	-19.95
01/18/2011	8864	Staples	Office supplies	-82.94
01/18/2011	8865	T.E.A.M. Supply, Inc.	Springs - truck 8	-9.98
01/18/2011	8866	PSATS UC Group Trust	Payroll w/h	-455.04
01/21/2011	8867	Alber, Carl M	Zoning/Code Enf	
01/21/2011	8868	Andrews III, Peter	Recycling	
01/21/2011	8869	Andrews, Samuel	Recycling	

Bear Creek Township
Monthly Check Report
 As of January 31, 2011

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
01/21/2011	8870	Berry, Edward J.	Maintenance	
01/21/2011	8871	Dobbs, Steven K.	Recycling	
01/21/2011	8872	English, Jason A	Road Crew	
01/21/2011	8873	Fazzi, Anthony A	Road Crew	
01/21/2011	8874	Fazzi, Jonathan L	Recycling	
01/21/2011	8875	Koval, Ruth Ann M.	Supv Hourly	
01/21/2011	8876	Krumsky, John P	Road Crew	
01/21/2011	8877	Weihbrecht, Paula M.	Sect/Treasurer	
01/21/2011	8878	Zingaretti, Kevin	Recycling	
Total 100.01 · General Fund Checking/Savings				<u>-20,926.20</u>
100.02 - Capital Reserve Fund				
Total 100.02 · Capital Reserve Fund				
100.03 - Liquid Fuel Fund				
01/18/2011	219	PPL Electric Utilities 68001	Street Lighting	-1,653.34
01/18/2011	220	VOYAGER	Vehicle Fuel	<u>-1,957.36</u>
Total 100.03 · Liquid Fuel Fund				<u>-3,610.70</u>
100.04 - UCC Account				
01/18/2011	156	PA Dept. of Community & Economic Developm		-24.00
01/18/2011	157	Building Inspection Underwriters, Inc		<u>-42.50</u>
Total 100.04 · UCC Account				-66.50
100.05 - Inkind				
Total 100.05 · Inkind				
100.06 - Windfund				
Total 100.06 · Windfund				<u> </u>
 TOTAL				 <u><u>-24,603.40</u></u>

**Bear Creek Township
Roadmaster Report
January 2011**

	<u>Jan 11</u>	<u>Budget</u>	<u>Jan 11</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
430.00 · General Services					
430.11 · Supervisors' Hourly	100.00	450.00	100.00	450.00	6,000.00
430.12 · Salaries	8,662.16	9,959.00	8,662.16	9,959.00	109,473.00
430.22 · Operating Supplies	415.15	800.00	415.15	800.00	10,000.00
430.231 · Vehicle Fuel	1,957.36	1,200.00	1,957.36	1,200.00	14,000.00
430.24 · Other Operating Supplies/Safety	0.00	200.00	0.00	200.00	2,400.00
430.25 · Bldg. Repairs & Maintenance	0.00	0.00	0.00	0.00	1,000.00
430.26 · Small Tools & Minor Equipment	0.00	200.00	0.00	200.00	2,400.00
430.27 · CDL Testing	0.00	0.00	0.00	0.00	100.00
430.321 · Telephone Expense	85.55	100.00	85.55	100.00	1,200.00
430.361 · Electricity	0.00	175.00	0.00	175.00	2,000.00
430.362 · Heating Oil	590.30	500.00	590.30	500.00	4,800.00
430.45 · Contracted Services	19.95	0.00	19.95	0.00	250.00
430.46 · Seminars	0.00	0.00	0.00	0.00	250.00
430.70 · Capital Outlay	0.00	0.00	0.00	0.00	560,000.00
Total 430.00 · General Services	<u>11,830.47</u>	<u>13,584.00</u>	<u>11,830.47</u>	<u>13,584.00</u>	<u>713,873.00</u>
432.00 · WINTER MAINTENANCE					
432.22 · Operating Supplies	0.00	0.00	0.00	0.00	28,000.00
Total 432.00 · WINTER MAINTENANCE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>28,000.00</u>
433.00 · Traffic Control Devices					
433.24 · Traffic Signs	0.00	0.00	0.00	0.00	12,000.00
433.361 · Blinker Lights	0.00	0.00	0.00	0.00	500.00
433.00 · Traffic Control Devices - Other	48.96	30.00	48.96	30.00	400.00
Total 433.00 · Traffic Control Devices	<u>48.96</u>	<u>30.00</u>	<u>48.96</u>	<u>30.00</u>	<u>12,900.00</u>
434.00 · Street Lighting					
434.361 · Street Lighting	1,653.34	2,075.00	1,653.34	2,075.00	25,000.00
Total 434.00 · Street Lighting	<u>1,653.34</u>	<u>2,075.00</u>	<u>1,653.34</u>	<u>2,075.00</u>	<u>25,000.00</u>
437.00 · Repairs to Tools & Machinery					
437.25 · Repairs - Tools & Machinery	0.00	175.00	0.00	175.00	2,000.00
437.251 · repair/maintenance/vehicle part	1,752.23	0.00	212.23	0.00	8,000.00
437.45 · contracted services	0.00	125.00	1,540.00	125.00	1,500.00
Total 437.00 · Repairs to Tools & Machinery	<u>1,752.23</u>	<u>300.00</u>	<u>1,752.23</u>	<u>300.00</u>	<u>11,500.00</u>
438.00 · Road & Bridge Maintenance					
438.25 · Repair to Roads	0.00	0.00	0.00	0.00	2,000.00
Total 438.00 · Road & Bridge Maintenance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>
Total 430 · ROADS & STREETS	<u>15,285.00</u>	<u>15,989.00</u>	<u>15,285.00</u>	<u>15,989.00</u>	<u>793,273.00</u>

Analysis of Hours Worked - Road Crew	<u>Jan 11</u>	<u>Budget</u>	<u>Jan 11</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Base Hours	480.00	480.00	480.00	480.00	6,240.00
Overtime Hours	42.00	96.00	42.00	96.00	414.00
Total Hours	<u>522.00</u>	<u>576.00</u>	<u>522.00</u>	<u>576.00</u>	<u>6,654.00</u>
Overtime %	8.8%	20.0%	8.8%	20.0%	6.6%
Average Rate per Hour	\$ 16.59	\$ 17.29	\$ 16.59	\$ 17.29	\$ 16.45