

**Neville Township
5050 Grand Avenue
Neville Island, PA 15225**

**Caucus Meeting Agenda
April 4, 2024
7:00 PM**

CALL TO ORDER

Caucus Meeting call to order by Chairman Rutter at _____ pm.

ROLL CALL

Officials Present:

Mr. Belsterling _____. Mr. Brown _____, Mr. Kerr _____, Mr. Stewart _____, and Mr. Rutter _____.

Also, Present:

Jeanne Creese, Township Manager

Debra Thomas, Township Clerk

SCHEDULED GUESTS

OLD / NEW BUSINESS

Planning Commission / Land Development Report

- March 28, 2024, Planning Commission – Meeting Cancelled
- Report of New / Open Applications
 - Oil Service

Zoning Hearing Board Report

- Report of New /Open Applications

Manager / Financial Reports

- March 2024 Payroll and Finance Reports
- 2023 Audit Schedule and Progress

Office Assistant Job Posting

- Candidate Review – Executive Session

Utility Billing Software Upgrade Project

Boiler Leak / Insurance Claim

Gibson and Grand Traffic Study

Black Diamond Special Event Request

Draft – Zoning Ordinance Updates

Police Pension Plan Asset Allocation

Cottage Park Playground Damage

ACTION ITEMS

Motion 1 – Riverfront Park – Act 2 – Progress Invoicing:

Call for a motion to approve Invoice 2402085 in the amount of \$2,853.79, payable to RT Environmental Services, Inc. for progress work on the Riverfront Park Act 2 Remediation.

Motion by: _____ *Second by:* _____.

Roll Call:

Mr. Belsterling _____, Mr. Brown _____, Mr. Kerr _____, Mr. Stewart _____, and Mr. Rutter _____.

Motion 2 – Neville Active Transportation Plan – Progress Invoicing:

Call for a motion to approve Invoice TPD41703 in the amount of \$3,755.00, payable to Traffic Planning and Design, Inc. for progress work on the Neville Active Transportation Plan.

Motion by: _____ *Second by:* _____.

Roll Call:

Mr. Belsterling _____, Mr. Brown _____, Mr. Kerr _____, Mr. Stewart _____, and Mr. Rutter _____.

TENTATIVE SCHEDULE FOR REGULAR MEETING

- 7:00 PM – Liquor License Transfer Hearing – Sheetz – 5800 Grand Ave.
- Resolution – Liquor License Transfer
- Resolution – Muni Link Software Contract

EVENTS / REMINDERS

- Earth Day Clean-up – Saturday, April 20, 2024
- Spring Hydrant Flushing, Thursday, April 25 – Friday, April 26, 4 PM to Midnight

ANY OTHER BUSINESS

EXECUTIVE SESSION

Prior Executive Session Announcement: None

Call for a motion to adjourn to executive session.

Motion made by: _____ *Second by:* _____ *Vote:* ___/___.

ADJOURN

Call for a motion to adjourn the meeting.

Motion made by: _____ Second by: _____.