

Regular Meeting

February 26, 2019

The regular meeting of the Millcreek Township Board of Supervisors was called to order at 7:00 p.m. by Chairman John Groh in the Assembly Room of the Millcreek Township Municipal Building. Present were Mark Zaksheske, John Morgan, John Groh, James Bock, Mark Shaw, Esq., Matthew Waldinger, Chief Scott Heidt, Gary Snyder, Sheryl Williams and Student Ambassador Shane Karnes.

Mr. Groh called for public comment on agenda items other than development or rezoning applications. No public comment was received.

Chief Heidt introduced Probationary Officer Brian Shapter, a McDowell graduate who majored in Criminal Justice at Penn State Behrend and was hired in December 2018. Mr. Bock then administered the Oath of Office; the Board congratulated Officer Shapter and his family and excused them for a reception in the lobby.

It was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to approve the minutes from the February 12, 2019 Regular Meeting.

It was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to approve payment of the General Fund bills in the amount of \$843,026.82, and Sewer Revenue Fund bills in the amount of \$56,975.43.

Treasurer Mark Zaksheske reported that the carpet in the Administrative Offices is 20 years old and is in need replacement. He suggested combining budgeted funds of \$15,000 with unused funds of \$8,791.00 from the Administrative Layout line item to fund the proposed total cost of \$23,791.00. On recommendation of Treasurer Mark Zaksheske, it was moved by Mr. Morgan, seconded by Mr. Bock, and carried by unanimous roll call vote to approve a Capital Budget Amendment in the amount of \$8,791.00 for the purchase of new carpet for the Administrative Offices.

On recommendation of Public Works Director Gary Snyder, it was moved by Mr. Morgan and seconded by Mr. Bock to award a contract for the purchase and installation of new carpet for the Administrative Offices from South One Supply, COSTARS Contract 000535729, in the amount of \$23,791.00. Motion carried by unanimous roll call vote.

On recommendation of Public Works Director Gary Snyder, it was moved by Mr. Bock and seconded by Mr. Morgan to award a contract to Sewer Specialty Services Co. for the 2019 Grouting Program (for the main trunk lines), COSTARS Contract 016-082, not to exceed \$200,000.00, and is a budgeted item. Motion carried by unanimous roll call vote.

A Public Hearing was held on Land Development and Subdivision Plans:

WESTMINSTER DEVELOPMENT, LLC. Small Subdivision Plan. A small subdivision plan to show the creation of two new lots, one lot measuring 29.50' x 56.56' and the other lot measuring 84.50 x 162.77', that are to become an integral part of tax parcel (33) 80-417-3.12, located along the east line of Pacific Avenue and south of West 38th Street in Tract 76. Indices 363-002, 007, 008 and 009.

Planning and Development Director Matthew Waldinger reported that at the February 5, 2019 regular meeting, the Planning Commission recommended approval

with no concerns. Morgan Eberlein, 2601 W. 26th Street represented the developer. No one else spoke either in favor of or in opposition to the small subdivision plan.

On recommendation of Mr. Waldinger, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to approve the Westminster Development, LLC Small Subdivision Plan.

GLENWOOD PET RESORT. Land Development Plan. A land development plan to show the construction of a 6,396 square foot building with associated parking lot and stormwater facilities, located along the south line of West 38th Street and east of Pacific Avenue in Tract 76. Index 363-006.

Planning and Development Director Matthew Waldinger reported that at the February 5, 2019 regular meeting, the Planning Commission recommended approval with some minor drawing corrections and additions. John Laird of David Laird Associates, 1557 W. 26th Street, speaking on behalf of the developer, stated that the developer will comply with all drawing conditions. He explained that in order to receive financing under a different loan than the animal hospital, changes have been made in-house to create condo units. Mr. Morgan stated that condo lot lines must be drawn to indicate the condo units. No one else spoke either in favor of or in opposition to the small subdivision plan.

On recommendation of Mr. Waldinger, it was moved by Mr. Morgan and seconded by Mr. Bock to approve the Glenwood Pet Resort Land Development Plan with the following conditions: Indicate on the plan the North arrow, the development acreage, the existing and proposed building dimensions, access easement, condo lot lines and county index numbers, and provide a copy of the access agreement. Motion carried by unanimous roll call vote.

On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to refer to the Planning Commission a Petition Requesting a Change in Zoning Classification for Portions of 2226 and 2240 Edinboro Road and Lot North of 2226 Edinboro Road – Dennis Dolan and Mikavic LLC, Developer

On motion by Mr. Morgan, seconded by Mr. Bock, it was carried by unanimous roll call vote to adopt Resolution 2019-R-12; A Resolution pursuant to Resolution 2015-R-20 and the Municipal Records Manual to approve proposed disposition of certain Township records. This authorizes disposal of police DashCam videos after the mandatory 180 days from February 27 – March 12, 2019.

Treasurer Mark Zaksheske explained that the police overtime rate for outside police services needs to be amended to reflect wage and insurance cost increases. On recommendation by Mr. Zaksheske, it was moved by Mr. Morgan and seconded by Mr. Bock to adopt Resolution 2019-R-13; A Resolution to amend and restate regulations establishing amounts of fees and deposits required/allowed under state law and various Township Code provisions. Motion carried by unanimous roll call vote.

On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Bock and seconded by Mr. Morgan to approve a stormwater maintenance plan and agreement for a 9,000 square foot bank at the corner of Millfair and West Ridge Roads - Widget Financial Credit Union, Developer. Mr. Waldinger explained that the land development plan was previously

approved and the owner agrees to own and maintain the stormwater system. Motion carried by unanimous roll call vote.

Planning and Development Director Matthew Waldinger reported that there are four remaining undeveloped lots in the Asbury Pointe Subdivision, and all improvements for the subdivision have been installed except 360 linear feet of sidewalk fronting the undeveloped lots. Mr. Waldinger stated that the developer has signed a Sidewalk Agreement and offered security of \$19,800 for ensuring the remaining sidewalk installation.

On recommendation of Mr. Waldinger, it was moved by Mr. Morgan and seconded by Mr. Bock to approve a Sidewalk Agreement between Citadel Development Company and Millcreek Township. As security for the agreement, Citadel has asked the Township to retain Northwest Savings Bank Letter of Credit # 8305001953 and reduce the amount held to the sum of \$19,800.00. Motion carried by unanimous roll call vote.

Upon written recommendation of Township Engineer Anne Sokol to formally accept the developer's proper completion of improvements aside from the sidewalks contained in the previous agreement, it was moved by Mr. Morgan and seconded by Mr. Bock to approve a Financial Security Release for Citadel Development Company in the amount of \$62,946.00, Northwest Savings Bank, Letter of Credit #830500195, thereby reducing the amount of security to \$19,800.00. Motion carried by unanimous roll call vote.

Treasurer Mark Zaksheske reported that the Township received a partial reimbursement request from Millcreek Township School District (MTSD) for legal fees incurred in the Wegman's Tax Settlement. On recommendation by Mr. Zaksheske, it was moved by Mr. Morgan and seconded by Mr. Bock to approve payment in the amount of \$62,322.81 (approximately 15%) and to amend the 2018 Capital Budget accordingly. Motion carried by unanimous roll call vote.

On recommendation by Mr. Zaksheske, it was moved by Mr. Morgan and seconded by Mr. Bock to authorize Chairman John Groh to vote by proxy for the Annual Meeting of the MRM Workers' Compensation Pooled Trust at Seven Springs Mountain Resort, Champion, PA on April 5, 2019. Motion carried by unanimous roll call vote.

Mr. Morgan reported that after receiving a request in January from EMTA for a local funding commitment, a meeting was held with Mr. Bock, Mr. Morgan, Mr. Waldinger and EMTA directors Mr. Peterson and Mr. Gerhart to express the Township's concerns regarding recent EMTA controversy and leadership changes within its organization, and to ask for detailed justification for an equitable contribution for all participating municipalities, data regarding services and costs to Millcreek Township, and explanation of how funds would be used. He indicated that EMTA has stated it will provide the requested information within a few weeks. On motion by Mr. Morgan, seconded by Mr. Bock, it was approved by unanimous roll call vote to send a formal letter to the EMTA, detailing the Township's response, concerns and request for more detailed information.

On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to authorize Inspector Robert Donikowski to attend a LTAP Drainage training class in Youngsville, PA on March 14, 2019, with mileage to be reimbursed upon submittal of a mileage report and request.

On recommendation of Parks and Recreation Director Ashley Marsteller, it was moved by Mr. Groh, seconded by Mr. Bock, and carried by unanimous roll call vote to approve the following staff for the Spring Session of recreation programming:

NAME	POSITION	HOURLY RATE	HIRE DATE
MIHS POOL			
Leona Carlson	Aquatic Director	\$13.00	
Kathleen Magoon	Water Ex. Supervisor	\$10.50	
Kristen Owens	Pool Supervisor/WSI	\$10.50	
Laurel Kurtic	Asst. Pool Supervisor	\$ 9.50	Rate Change
Emily Kehl	WSI	\$ 9.50	
Karen Link	WSI	\$ 9.50	
Annie DiFrank	WSI	\$ 9.50	
Stephen Owens	WSI	\$ 9.50	
Maggie Radu	WSI	\$ 9.50	
Hope Nuzback	WSI	\$ 9.50	
Emma Louie	WSI	\$ 9.50	
Celia Fortebraccio	WSI	\$ 9.50	
Maggie Fortin	Lifeguard	\$ 8.45	
Leah Prischak	Lifeguard	\$ 8.45	
Olivia Sanders	Lifeguard	\$ 8.45	
Christian Fortin	Lifeguard	\$ 8.45	
Brayden Carpinello	Lifeguard	\$ 8.45	
Marty Kaverman	Lifeguard	\$ 8.45	
Jordan Nuzback	Lifeguard	\$ 8.45	
Beatrice Vieira	Lifeguard	\$ 8.45	
Sophia Tirpak	Lifeguard	\$ 7.95	
Nellie Fallon	Lifeguard	\$ 7.95	Rate Change
Katherine Baker	Lifeguard	\$ 7.95	
Aiden Fickenworth	Lifeguard	\$ 7.95	
Erich Fuhrman	Lifeguard	\$ 7.95	
Sydney McGarry	Lifeguard	\$ 7.95	
CHILDREN'S PROGRAMS			
Samantha Howard	Youth Dance Supv.	\$10.50	
ADULT FITNESS			
Haley Haggerty	Supv.Adult Dance	\$10.50	
Charlotte Haggerty	Supv.Adult Dance	\$10.50	
Karle Lyons	Supervisor Tabata	\$10.50	
Dave Wayman	Supervisor Tai Chi	\$10.50	
Kathy Wayman	Supervisor Qi Gong	\$10.50	
Laurie Gualtier-King	Supervisor Aerobics	\$10.50	
Susan Mccall	Supervisor Zumba	\$10.50	
Shannon Eggleston	Supervisor Piloslide	\$10.50	
Nylene Baney	Supv. Body Sculpt	\$10.50	
Nancy Rovin	Supervisor Yoga	\$10.50	
Kathy Smith	Supervisor Yoga	\$10.50	
Sam Steiner	Supv. Table Tennis	\$ 8.45	
Jeanne Espy	Yoga (Sub)	\$ 9.50	
ADULT LIESURE			
Jim Oldham	Supervisor Mahjong	\$10.50	
Laura Oldham	Supervisor Mahjong	\$10.50	
Darlene Bennett	Supervisor Art	\$10.50	
Lauren Ertgard	Supervisor Knitting	\$10.50	
Charles Elliott	Supv. Seat Weave	\$10.50	
Mark Coursey	Supervisor Grilling	\$10.50	
Alberta DeCrease	Supervisor Art (Sub)	\$10.00	

<u>NAME</u>	<u>POSITION</u>	<u>HOURLY RATE</u>	<u>HIRE DATE</u>
BARN SUPERVISOR			
Evelyn Bossar		\$ 9.50	
Charles Elliott		\$ 9.50	
Susan Shickler		\$ 9.50	
Lauren Ertsgard		\$ 9.50	
VOLUNTEERS			
Joe Logue	Tuite		
Carl Werner	QiGong		
Amy Easley	QiGong		
Mary Desmone	Tai Chi		
Carol Stitzinger	Tai Chi		
Bonita Faulkner	Mahjong		
Susan Moore	Knitting		
Tom Womack	Model Airplane		
William Brown	Community Band		
Chet Vendetti	Open Gym-JS Wilson		
Xingang Wang	Badminton		
JJ Zhang	Badminton		

Mr. Groh reported that the Board met in Executive Session with Solicitor Mark Shaw on February 14 and 21, 2019 to discuss legal and personnel matters.

Mr. Groh stated that a resident has requested a traffic signal at the intersection of I-97 and Rt. 505, Young Road and Edgevale Drive. Mr. Morgan noted that former Township Engineer Richard Morris did report this to the MPO, and it is in the LRTPS Study area. The Board will look into the matter.

On recommendation of Chief Scott Heidt, it was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to approve the following requests:

Permission for Lt. Skonieczka, Ptrm. Kutterna, Speicher and Drozdowski to attend Force or Compliance Interactive Simulator training at PSP Northwest Training Center, Meadville on April 17, 2019, with use of a department vehicle.

Permission for the Tactical Team to attend Force or Compliance Interactive Simulator training at PSP Northwest Training Center, Meadville on April 11 and 12, 2019, with use of a department vehicle.

On recommendation of Chief Scott Heidt, it was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to authorize Team Force of Johnstown, PA to remove used emergency equipment from three current vehicles and install the same equipment into three new vehicles for a total cost of \$10,833.00. This a budgeted expense.

On recommendation of Chief Scott Heidt, it was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to purchase three panoramic cameras for the current Watch Guard system from and to be installed by Team Force into three new vehicles at total cost of \$2880.00. This is a budgeted expense.

Student Ambassador Shane Karnes announced academic testing date as follows: SAT – March 9 and May 4, and ACT – April 13. Mr. Karnes reported that the Speech and Debate and DECA teams fared well in recent competitions, with many members moving on state and national competition. He congratulated the Boys Basketball team on a great season, and noted that the Mock Trial team will be competing in District competition next week.

There were no citizens to be heard.

With no further business to come before the Board, it was moved by Mr. Morgan and seconded by Mr. Bock to adjourn the meeting at 7:41 p.m.

Sheryl A. Williams
Township Secretary

Approved: March 12, 2019

John H. Groh

John E. Morgan

James S. Bock