

Regular Meeting

April 7, 2020

The regular meeting of the Millcreek Township Board of Supervisors was called to order at 9:30 a.m. by Chairman James Bock in the East Conference Room of the Millcreek Township Municipal Building. Present were James Bock, and via remote connection, Mark Zaksheske, John Morgan, Daniel Ouellet, Mark Shaw, Esq., Matthew Waldinger, Gary Snyder and Sheryl Williams.

Following the Pledge to the Flag, Mr. Bock announced that due to the current Coronavirus pandemic, beginning Tuesday, March 24, 2020 at 7:00 p.m. and until further notice, the regular meetings of the Millcreek Township Board of Supervisors will be held in the East Conference Room of the Millcreek Township Municipal Building and members of the public will not be able to attend in person. The meetings will be televised live online via the following web address: <https://www.facebook.com/MillcreekOEM>. The public will be able to participate in the public comment portions of the meeting by phoning in to 833-1111 ext. 380. The Board of Supervisors will keep the comment period open until it receives no further telephone calls.

Mr. Bock also noted that the meeting is being recorded by WQLN and will be broadcast on Spectrum Channel 1024 and on YouTube.com, with closed captioning available.

Solicitor Mark Shaw noted that members of the Executive Board and the Directors of Planning and Development and Public Works were participating in the meeting via remote connection.

On motion by Mr. Morgan, seconded by Mr. Ouellet, it was carried by unanimous roll call vote to approve the minutes from the March 24, 2020 Regular Meeting.

On motion by Mr. Ouellet, seconded by Mr. Morgan, it was carried by unanimous roll call vote to approve payment of General Fund bills in the amount of \$563,239.99.

Treasurer Mark Zaksheske reported that six Public Works budgeted purchases have been requested, and since all came in under budget, he would like to move the unused funds to reserve. On request by Mr. Zaksheske, it was moved by Mr. Morgan, seconded by Mr. Ouellet and carried by unanimous roll call vote to amend the budget to reflect the transfer of unused budgeted funds to reserve regarding the purchase of a Dump Truck and Plow, Dump Truck and Chute, Skid Steer, Underground Cable Locator, Carpeting, and a Security System for the Municipal Building.

On motion by Mr. Ouellet, seconded by Mr. Morgan, the following purchases were approved by unanimous roll call vote on recommendation of Public Works Director Gary Snyder:

A dump body plow and frame from US Municipal for the COSTARS price of \$80,839.24 under contract #025-019.

A 2020 Chevrolet 5500 truck with dump body and chute installed from Hallman Chevrolet for the COSTARS price of \$76,531.64 under contract #25-109.

A Caterpillar 259 D3 Skid Steer from Cleveland Brothers under State Contract #4400019950 for a price of \$39,400 ,plus the trade of two older models.

An Amprobe AT 3500 underground cable locator from Grainger Supply for the lowest quoted price of \$2970.84. Other quoted prices were from Tiger Supplies - \$3999.99 and Mayer Electric - \$3200.00.

Hallway and Assembly Room Carpet from South One Supply at a cost of \$25,144.50 under HIC registration #PA016377, procurement vendor #0000535729.

A security system for three entrances of the Municipal Building from The Wilkins Co. at a cost of \$11,978.

Planning and Development Director Matthew Waldinger reported that bids for the Colonial Avenue Storm Sewer Replacement Project were solicited and received by his department and opened on March 26, 2020, as follows: Amendola Development - \$44,875, Empire Snow Management - \$55,879.85, Konzel Construction - \$53,800, McLallen Construction, Inc. - \$34,424.80, and Ray Showman Excavating Inc. - \$56,090.53. On recommendation by Mr. Waldinger, it was moved by Mr. Morgan, seconded by Mr. Ouellet, and carried by unanimous roll call vote to award the contract to McLallen Construction, Inc. for \$34,424.80.

A Public Hearing was held on the on a Petition Requesting a Change in Zoning Classification:

ERIE REGIONAL AIRPORT AUTHORITY for properties located at 4411 West 12th Street, now zoned C-2 General Commercial, requesting a change in classification to I-1 Light Industrial. Township Indices 147-001 and 147-004; County Indices 33-25-149-4 NS 33-37-149-1.

Planning and Development Director Matthew Waldinger reported that at the March 3, 2020 regular meeting of the Planning Commission, approval was recommended.

Derek Martin, Executive Director, Erie International Airport, appearing via telephone, stated that this will be the first of two applications for rezoning, and reported that the current zoning of a small corner of the property is not consistent with the rest of the property, on which several hangars currently exist. Mr. Martin stated that another hanger is needed to support the aeronautical needs of the airport and the proposal is to build it on the small corner of the property south of West 12th Street.

Mr. Waldinger confirmed that Planning Commission had no concerns, and agreed that that the rezoning would make the small corner consistent with the rest of the property. No one else spoke either in favor of or in opposition to the rezoning.

On recommendation by Mr. Waldinger, it was moved by Mr. Morgan and seconded by Mr. Ouellet and carried by unanimous roll call vote to rezoning the properties at 4411 West 12th Street from C-2 General Commercial to I-1 Light Industrial.

On recommendation of Chief Heidt and IT Manager Kris Filson, it was moved by Mr. Morgan, seconded by Mr. Ouellet, and carried by unanimous roll call vote to adopt Resolution 2020-R-20; A Resolution pursuant to Resolution 2015-R-20 and the Municipal Records Manual to approve proposed disposition of certain Township records. This authorizes the disposal of MPD DashCam videos that have reached the end of their 180-day retention period from April 8-21, 2020, and destruction of Master Name Juvenile index files that have reached the end of their retention period.

Treasurer Mark Zaksheske reported that due to the CARES Act regarding the current COVID-19 virus, the Township's current FLEX Spending Plan will now cover over-the-counter medications and supplies that formerly required a physician's letter, and this will be in effect through December 31, 2020. On recommendation of Mr. Zaksheske, it was moved by Mr. Morgan, seconded by Mr. Ouellet and carried by unanimous roll call vote to adopt Resolution 2020-R-21; A Resolution of Millcreek Township Board of Supervisors amending and restating the Township of Millcreek Flexible Spending Account Plan.

Solicitor Mark Shaw explained that on March 24, 2020, the Supervisors voted to amend Resolution 2020-R-14 to extend the Disaster Emergency Declaration to April 7, 2020. Given the current state of the virus, Mr. Shaw recommended extending the declaration to the first meeting in May. On recommendation of Mr. Shaw, it was moved by Mr. Ouellet, seconded by Mr. Morgan and carried by

unanimous roll call vote to adopt Resolution 2020-R-22; A Resolution Amending Resolution 2020-R-14 to Extend the Disaster Emergency Declaration within Millcreek Township to May 12, 2020.

Solicitor Mark Shaw reported that in order for the Township to be eligible for financial assistance with expenses incurred relative to the Coronavirus, it is necessary to designate an agent to be responsible for executing the necessary forms. On recommendation of Mr. Shaw, it was moved by Mr. Morgan, seconded by Mr. Ouellet and carried by unanimous roll call vote to adopt Resolution 2020-R-23; A Resolution to Designate an Agent to Execute All Required Forms and Documents for the Purpose of Obtaining Financial Assistance Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Morgan, seconded by Mr. Ouellet and carried by unanimous roll call vote to extend the 28th Street Basin Contract with GPI for submitting a design for the project to May 29, 2020.

On recommendation of Parks and Recreation Director Ashley Marsteller, it was moved by Mr. Ouellet, seconded by Mr. Morgan, and carried by unanimous roll call vote to approve the 2020 MGLC Contract for Services with Premier Turf Farms for \$13,600 for care of the greens and equipment at the Millcreek Golf and Learning Center for the 2020 season.

Treasurer Mark Zaksheske reported receiving a notice from Highmark stating that members who require in-network, inpatient hospital care for COVID-19 will not incur any deductibles, co-insurance and co-pays, if self-insured clients such as Millcreek Township opted in to this initiative. No action was taken.

Mr. Bock reported that the Board met in Executive Session with Solicitor Mark Shaw on March 25-27 and 30-31, 2020, and from April 1-3 and 6, 2020 to discuss legal matters.

On recommendation by Chief Heidt, it was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to enter into an agreement with Federal Authorities for the reimbursement of authorized investigative funds. Solicitor Mark Shaw stated that he reviewed the contract and it is acceptable.

With no further business to come before the Board or any citizens to be heard, on motion by Mr. Bock, seconded by Mr. Morgan, the meeting was adjourned at 10:32 a.m.

Sheryl A. Williams
Township Secretary

Approved: April 21, 2020

James S. Bock _____

John E. Morgan _____

Daniel P. Ouellet _____