

## Regular Meeting

April 21, 2020

The regular meeting of the Millcreek Township Board of Supervisors was called to order at 7:00 p.m. by Vice Chairman John Morgan in the East Conference Room of the Millcreek Township Municipal Building. Present were John Morgan, and via remote connection, James Bock, Daniel Ouellet, Mark Zaksheske, Mark Shaw, Esq., Matthew Waldinger, Gary Snyder and Sheryl Williams.

Following the Pledge to the Flag, Mr. Morgan announced that due to the current Coronavirus pandemic, 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 are being 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. Morgan 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, and that a quorum was present.

Mr. Morgan called for Public Comment on Agenda items other than development or rezoning applications. None was offered.

On motion by Mr. Bock, seconded by Mr. Ouellet, it was carried by unanimous roll call vote to approve the minutes from the April 7, 2020 Regular Meeting.

On motion by Mr. Bock, seconded by Mr. Ouellet, it was carried by unanimous roll call vote to approve payment of General Fund bills in the amount of \$273,585.17, a Sinking Fund Account bill for \$6,921.47, and Sewer Revenue Fund bills totaling \$229,286.13.

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

A Jet-Vat unit from A&H Equipment for \$307,522.87 under COSTARS contract #10-25-044, to be installed on the tandem axle chassis approved at an earlier meeting at a cost of \$131,658.10, for a total unit cost of \$439,180.97.

A 2020 Chevrolet Silverado 4WD Double Cab pickup truck from Hallman Chevrolet for a cost of \$76,531.64 under COSTARS contract #25-109.

On recommendation of Parks and Recreation Director Ashley Marsteller, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to purchase two (2) 2020 Chevrolet Silverado 4WD Crew Cab work trucks, with tow and plow packages, at a cost of \$36,010.00 each, or a total price of \$72,020.00, under COSTARS contract #25-109.

Planning and Development Director Matthew Waldinger reported that proposals were solicited and received for Engineering Services for the replacement of the Wolf Station Forcemain, as follows: Rabell Surveying & Engineering - \$53,500.00, Greenman-Pedersen - \$75,000.00, and Urban Engineers - \$81,940.00. On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to award the contract to Rabell Surveying & Engineering, cost not to exceed \$53,500.00.

It was recommended by Public Works Director Gary Snyder, moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to award the contract for Sewer Rehabilitation and Grouting for the year 2020 to Sewer Specialty Services Co., Inc, at a cost not to exceed \$300,000.00, under COSTARS contract #016-082.

Treasurer Mark Zaksheske reported that the purchases for three (3) pickup trucks that were approved this evening came in under budget; therefore, he would like to move the unused funds to reserve. Mr. Zaksheske also stated that the Jet-Vac truck purchase was \$9,180.97 over budget, and proposed to use reserve funds from the Skid Steer purchase, leaving the rest in reserve. On recommendation by Mr. Zaksheske, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to amend the capital budget to reflect the transfer of unused budgeted funds for the pickup trucks to reserve, and to use Skid Steer reserve funds to supplement the purchase of the Jet-Vac truck.

On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to adopt Resolution 2020-R-24; A Resolution Approving Millcreek Township's FY2020 Action Plan Requesting CDBG Financial Assistance from the U.S. Department of Housing and Urban Development.

On recommendation of Chief Heidt and IT Manager Kris Filson, it was moved by Mr. Bock, seconded by Mr. Ouellet, and carried by unanimous roll call vote to adopt Resolution 2020-R-25; A Resolution pursuant to Resolution 2015-R-20 and the Municipal Records Manual to approve the 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 22, 2020 to May 12, 2020.

Solicitor Mark Shaw explained that in order to comply with the Order of the Pennsylvania Department of Health, dated April 15, 2020, the Township needs to implement a policy regarding the wearing of masks by employees while they are working for Millcreek Township, including the provision of masks by the Township, an explanation of regulations, and instructions for putting on and removing masks. On recommendation of Mr. Shaw, it was moved by Mr. Ouellet, seconded by Mr. Morgan and carried 2-1 to approve the Millcreek Township Mask Policy, with Mr. Bock voting no. Mr. Bock opined that masks should be voluntary, not mandatory.

On recommendation of Mr. Shaw, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to amend the Township's COVID-19 Policy Regarding Sick Leave, Travel and Reporting, dated March 16, 2020, to change the end dates in Sections 1 and 3 from May 8, 2020 to May 12, 2020, to allow time for the Board to review any new orders from the Governor on May 8, 2020.

On recommendation of Solicitor Mark Shaw, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to approve an Agreement with Dave Smith Golf for the Provision of Management and Select Maintenance Services for the Millcreek Golf and Learning Center. Mr. Shaw explained that this is a three-year agreement offering the operator a 60/40 split with the Township or a guaranteed minimum of \$15,000. The Board commended Mr. Shaw and Parks and Recreation Director Ashley Marsteller on their efforts in negotiating this contract.

On recommendation of Parks and Recreation Director Ashley Marsteller, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to hire Eric Nuara at \$13.00/hr. and Richard Johannismeyer at \$11.50 /hr. as part-time Seasonal Maintenance Employees at the Millcreek Golf and Learning Center.

Mr. Morgan announced that the annual Leaf Collection previously scheduled for the week of May 4<sup>th</sup> has been rescheduled to the week of June 8, 2020.

Mr. Morgan reported that the Board met in Executive Session with Solicitor Mark Shaw on April 7-9, 13-15, 17 and 20, 2020 to discuss legal matters.

On recommendation by Chief Heidt, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to approve the purchase of ammunition from COSTARS Vendor Witmer Public Safety Group for the net price of \$1905.51 after trade-in of unused .357 caliber ammunition.

On recommendation by Chief Heidt, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to purchase a one-year subscription to LP Police at a cost of \$1,000.00 to obtain cell phone subscription information for criminal investigations.

Solicitor Mark Shaw reported that the Township has received a tax appeal settlement agreement with the taxing authorities and appellant for property located at 2424 W. 23<sup>rd</sup> Street, which will result in a refund to the Township of \$14,034.27. On recommendation of Mr. Shaw, it was moved by Mr. Bock and seconded by Mr. Ouellet to approve and authorize Mr. Shaw to submit the settlement agreement to the Court. Mr. Morgan called for public comment. Gerald Servidio, 1720 W. Gore Road, asked which tax authorities agreed to the settlement, to which Mr. Shaw replied that Millcreek Township School District is the foremost tax authority, followed by Millcreek Township. Motion carried by unanimous roll call vote.

On motion by Mr. Bock, seconded by Mr. Ouellet, it was carried by unanimous roll call vote to approve a Memorandum of Understanding (MOU) with the Jefferson Educational Society to apply for ECGRA's Multi-Municipal Collaboration Grant, and to authorize Mr. Morgan to sign the MOU.

Gerald Servidio, 1720 W. Gore Road, thanked the Township for placing signs along W. Gore Road to slow down traffic to the 25 mph speed limit, but is concerned that people are still driving too fast and that someone will get hurt. He asked the Township if speed bumps were ever considered, and requested that the police enforce the speed limit. Mr. Snyder said he would check with the Traffic Department on this matter. Mr. Bock replied that he would ask the police to monitor that area and will look into possibly installing speed humps, which are used in Summit Township.

With no further business to come before the Board or any other citizens to be heard, on motion by Mr. Bock, seconded by Mr. Morgan, the meeting was adjourned at 8:07 p.m.

Sheryl A. Williams  
Township Secretary

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Approved: May 12, 2020

James S. Bock \_\_\_\_\_

John E. Morgan \_\_\_\_\_

Daniel P. Ouellet \_\_\_\_\_