

Regular Meeting

July 23, 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, Gary Snyder and Sheryl Williams.

Following the Pledge to the Flag, Mr. Groh reminded everyone that the meeting is being recorded by WQLN and will be broadcast on Spectrum Channel 1025 and YouTube.com with closed captioning available.

Mr. Groh called for public comment on agenda items other than development or rezoning application hearings. No public comment was offered.

On motion by Mr. Morgan, seconded by Mr. Bock, it was carried by unanimous roll call vote to approve the minutes from the July 9, 2019 Regular Meeting.

On motion by Mr. Morgan, seconded by Mr. Bock, it was carried by unanimous roll call vote to approve payment of General Fund bills in the amount of \$919,531.95, Sewer Revenue Fund bills in the amount of \$237,551.73, and a Performance and Surety Bond Account bill in the amount of \$6000.00.

Treasurer Mark Zaksheske presented the 2019 Second Quarter Financial Performance report, stating that revenue is ahead of last year at this time despite income tax being slightly behind, and most actual expenses are very close to budgeted expenses. He noted that the Sewer Revenue Fund is doing well and there may be more commercial revenue, and the Township is trying to limit overtime for Public Safety employees when possible. Regarding the Capital Plan, of \$4.2 million budgeted, almost \$1.2 million has been committed and approximately \$3 million is uncommitted. There were no questions from the Board or the audience.

On recommendation of Treasurer Mark Zaksheske, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to add the Assistant Treasurer as an authorized signer for the Pension Plan.

Public Works Director Gary Snyder reported quotations were solicited and received for a vibrating tamper for the Sewer Department, as follows: ADMAR - \$2,850.00 and Madara Equipment - \$2,450.00. On recommendation of Mr. Snyder, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to award the contract to Madara Equipment for \$2,450.00, and this is a budgeted purchase.

Planning and Development Director Matthew Waldinger reported that in order to comply with current ADA standards, quotations were solicited and received by the Planning and Development Department for the West Lake School Parking Improvement Project, as follows: Maya Bros. - \$7200.00, Amendola Development - \$9350.00, Vavala Concrete – No Bid. On recommendation of Mr. Waldinger and Township Engineer Anne Sokol, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to award the contract to Maya Bros., for \$7200.00.

A Public Hearing was held on the following Subdivision Plans:

WESTMINSTER DEVELOPMENT, LLC. Small Subdivision. A small subdivision plan to show the creation of a 5,702 square foot lot that is to become an integral part of tax parcel ID (33) 80-417-3.12, located along the east line of Pacific Avenue and south of the intersection of West 38th Street, in Tract 76. Index 363-008.

Planning and Development Director Matthew Waldinger reported that at their July 2, 2019 regular meeting, the Planning Commission recommended approval with one requirement: The 5,702 Square foot lot is to become an integral part of the Erie County Tax Parcel (33) 80-417-3.12.

Mike Sanford, 4251 Atlantic Avenue, stated he is the surveyer who prepared the plan, and reported that the original plan was modified because the developer wants to square off the property for possible future expansion. Mr. Waldinger reported there were no concerns or opposition from the Planning Commission. No public comment was offered in favor of or in opposition to the 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, with the requirement that the 5,702 Square foot lot is to become an integral part of the Erie County Tax Parcel (33) 80-417-3.12.

SUBDIVISION PLAN FOR GROUSE HOLLOW PHASE 2. Major Subdivision. A major subdivision plan to show the creation of lots 10 through 17, eight lots in total, with associated stormwater, utilities, and street improvements. The lots will have frontage along Grouse Hollow Drive which will be extended to Amy Avenue, north of East Gore Road, in Tract 339. Index 951-008.

Planning and Development Director Matthew Waldinger reported that at their July 2, 2019 regular meeting, the Planning Commission recommended approval with one requirement: The drawing must note that vehicle access to Arden Road from Lot 12 is prohibited.

Allen Hawthorne, developer, 1024 Mission Drive, stated there are 8 lots, #10 – 17, connecting to the east end of Amy Avenue. Mr. Morgan asked Mr. Hawthorne if he is comfortable prohibiting vehicle access from Lot 12 to Arden Road and showing this on the mylar, to which Mr. Hawthorne replied yes. No public comment was offered in favor of or in opposition to the 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 Subdivision Plan for Grouse Hollow Phase 2 – Major Subdivision, with the requirement that the drawing must note that vehicle access to Arden Road from Lot 12 is prohibited.

On recommendation of Solicitor Mark Shaw, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to enact Ordinance 2019-13; An Ordinance of the Township of Millcreek, Erie County, Pennsylvania, amending the Fire Code and the Property Maintenance Code.

Solicitor Mark Shaw announced that in order to amend and adopt the Millcreek Police Pension Plan, an ordinance must be enacted, which he anticipates will take place at the next meeting.

On recommendation of Mr. Shaw, it was moved by Mr. Morgan, seconded by Mr. Bock, and carried by unanimous roll call vote to adopt Resolution 2019-R-36; A Resolution of Millcreek Township Board of Supervisors Amending the procedures governing the sale or disposal of Township-owned personal property. Mr. Shaw clarified that this pertains to Township owned property that is worth less than \$2000.00.

On recommendation of Information Technology Manager Kris Filson, it was moved by Mr. Morgan, seconded by Mr. Bock, and carried by unanimous roll call vote to adopt Resolution 2019-R-37; 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 that have reached the end of their retention period after the mandatory 180 days from July 24, 2019 – August 13, 2019.

On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Bock, seconded by Mr. Morgan, and carried by unanimous roll call vote to adopt Resolution 2019-R-38; A Resolution Authorizing Submission of Application for Multimodal Transportation Fund Grant and Local Match Commitment. Mr. Waldinger noted that the grant is to improve a multi-use trail from the peninsula to TREC, and would be in the amount of \$2,788,867.00, with 30% in matching funds to be supplied by the Township.

On recommendation of Solicitor Mark Shaw, it was moved by Mr. Morgan, seconded by Mr. Bock, and carried by unanimous roll call vote to adopt Resolution 2019-R-39; A Resolution to Approve PennDOT General Grant Agreement for Federal-Aid Highway Projects.

On recommendation of Planning and Development Director Matthew Waldinger and Township Engineer Anne Sokol, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to approve a financial security release of PNC Bank Check #38082 in the amount of \$20,020.00 for Laurel Springs – Phase 5B, Pastore Inc., Developer, as all requirements have been completed.

Solicitor Mark Shaw explained that in order to complete the approval of the towing ordinance amendments, the old agreements need to be terminated, effective July 1, 2019. On recommendation of Mr. Shaw, it was moved by Mr. Morgan, seconded by Mr. Bock, and carried by unanimous roll call vote to accept the Towing Contract Termination agreements from Eddie's Collectibles, DiAmico's Autobody/Towing and Rick Sornberger Automotive/Towing.

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 a Nonexclusive Referral Affiliation Agreement between Safe Harbor Behavioral Health of UPMC Hamot and the Millcreek Police Department.

On recommendation of Chief Code Enforcement Officer/EMA Coordinator Caleb Dixon, it was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to approve EMA Volunteers Charlie Davis, Andrew Pennock, Michael Fries and Wendy Young.

Treasurer Mark Zaksheske reported that the 2017-2018 Liquid Fuels Audit has been completed and there were no exceptions.

On recommendation of Public Services Director Judy Zelina, it was moved by Mr. Morgan, seconded by Mr. Bock, and carried by unanimous roll call vote to hire Mary Beth Santucci as a part-time Receptionist, effective August 6, 2019 at an hourly rate of \$8.00.

On recommendation of Public Works Director Gary Snyder, it was moved by Mr. Groh, seconded by Mr. Morgan, and carried by unanimous roll call vote to authorize Sewer Department employees Dan Ouellet, John Blose, Sam Camera and Mr. Snyder to attend a class on Identification and Removal of Infiltration and Inflow at the Ambassador Conference Center on August 18, 2019, at a total cost of \$380.00, with use of a Township vehicle, and is a budgeted expense.

It was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to authorize Solicitor Mark Shaw, a Fire Commission member to be determined, and Mr. Bock to attend a seminar on Strategic Planning for Fire Service Operations in Townships on July 29, 2019 in Butler County, at a total cost of \$207.00, and with use of a Township vehicle and/or travel cost reimbursement for Mr. Shaw.

Mr. Groh reported that the Board met in Executive Session with Solicitor Mark Shaw on July 12 and 18, 2019 to discuss legal matters.

Mr. Groh announced that Belle Valley Fire Department will host National Night Out on Tuesday, August 6th at 5:00 p.m., with representation by all the Township's fire departments and sponsors, and food and beverages will be available.

It was moved by Mr. Morgan, seconded by Mr. Groh and carried by unanimous roll call vote to invite past Township Supervisors to the annual ECATO picnic on August 28, 2019, at a cost of \$15.00 per person. Mr. Groh noted that there are five, and a final number of Board members attending will be approved at the next meeting.

There were no citizens to be heard.

With no further business to come before the Board or any more citizens to be heard, it was moved by Mr. Morgan and seconded by Mr. Bock to adjourn the meeting at 7:55 p.m.

Sheryl A. Williams
Township Secretary

Approved: August 13, 2019

John H. Groh _____

John E. Morgan _____

James S. Bock _____