

Regular Meeting

September 11, 2018

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

Chairman Morgan asked everyone to observe a moment of silence to remember those lost in the tragic events of September 11, 2001. Following the Pledge to the Flag, Mr. Morgan called for public comment on agenda items other than development or rezoning applications. No public comment was received.

Mr. Morgan then administered the Oath of Office to Assistant Treasurer Melanne J. Page and congratulated her on her appointment.

Mr. Groh introduced and welcomed the 2018-2019 Student Ambassadors, Hannah French and Shane Karnes, both seniors at McDowell High School. Hannah is actively involved in the music programs, a member of the National Honor Society, Honors College, Key Club Treasurer, and founder of the Environmental Club. She plans to attend New York University to major in Political Science, with a minor in Music and Environmental Science. Shane is president of the Mock Trial Speech and Debate team, competes on the Debate Business Team. He plans to attend college to major in Economics and minor in Philosophy, and then continue on to law school.

It was moved by Mr. Groh, seconded by Mr. Bock, and carried by unanimous roll call vote to approve the minutes from the August 28, 2018 Regular Meeting.

It was moved by Mr. Groh, seconded by Mr. Bock and carried by unanimous roll call vote to approve payment of the General Fund bills in the amount of \$1,468,429.76.

Public Works Director Gary Snyder reported that a 25 year old vehicle lift in the Township garage needs to be replaced. On recommendation of Mr. Snyder, it was moved by Mr. Groh, seconded by Mr. Bock and carried by unanimous roll call vote to approve the purchase of a vehicle lift from Mohawk Lifts for \$14,001.73, under COSTARS Contract #4400017609. Since the purchase was less than the budgeted amount, on recommendation of Treasurer Mark Zaksheske, it was moved by Mr. Groh, seconded by Mr. Bock and carried by unanimous roll call vote to amend the Capital Budget and place the remaining \$498.00 in reserve funds.

On motion by Mr. Groh and seconded by Mr. Bock, it was carried by unanimous roll call vote to enact Ordinance 2018-7; An Ordinance to amend the Millcreek Township Zoning Ordinance, No. 2011-8, as amended, by changing the classification of a certain parcel of land situate in the Township of Millcreek, Erie County Pennsylvania, described as follows, to-wit: 4321 West Ridge Road, Erie, Pennsylvania, now zoned R-1 Single Family Residential and C-2 General Commercial District, 0.9+/- acre portion in the rear to be rezoned to R-4 High Density Residential District.

On motion by Mr. Groh, seconded by Mr. Bock, it was carried by unanimous roll call vote to adopt Resolution 2018-R-38; 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 Dash Cam videos after the mandatory 180 days through September 11, 2018.

On motion by Mr. Groh, seconded by Mr. Bock, it was carried by unanimous roll call vote to adopt Resolution 2018-R-39; A Resolution Regarding the Fire commission Recommendations that the Township Allow the Fire Departments and Millcreek Paramedic Services to Use the Township Fueling Stations and to Provide Vehicle Maintenance Personnel Trained to Maintain the Fire Departments' Vehicles.

Solicitor Mark Shaw explained that the intent of the resolution is to respond to the specific recommendations of the Fire Commission and to set forth parameters for their implementation. Mr. Groh stated that the Township is heading in the right direction to maintain fire protection, and Mr. Bock agreed that this is a good first step in the process.

Planning and Development Director Matthew Waldinger explained that the Country Fair at 5838 Wattsburg Road would like to build a 420 sq. ft. addition onto its existing store, and since the addition is less than 5,000 sq. ft., under Township Ordinance and at the discretion of the Board of Supervisors, a Land Development Plan is not required. On recommendation of Mr. Waldinger, it was moved by Mr. Groh, seconded by Mr. Bock and carried by unanimous roll call vote to approve the Country Fair – 5838 Wattsburg Road Land Development Exemption Request.

Mr. Waldinger reported that the Board received a request from Tom McClure, District Manager, Erie County Conservation District, asking the Board of Supervisors to provide a letter of support to accompany the District's application to ECGRA for a Community Assets Grant. On recommendation of Mr. Waldinger, it was moved by Mr. Groh, seconded by Mr. Bock and approved by unanimous roll call vote to send a letter of support to ECGRA on behalf of the District's application.

Mr. Groh presented the August Building Construction report as follows, which is available on the Township website and also in the Zoning Office.

<u>August 2018:</u>	Total Residential Structures	\$ 139,736.00
	Total Non-residential Structures	<u>852,100.00</u>
		\$ 991,836.00
	Zoning Permits Issued	29
	Zoning Permit Fees	\$ 3,950.00

Mr. Zaksheske announced that the Township's new website is set to launch on September 20, 2018.

Mr. Groh reported that some residents have reported receiving calls from the Township's phone number asking for credit card and other personal information. He reminded everyone that the Township does not make such calls and these incidents should be reported to MPD.

On recommendation of Mr. Waldinger, it was moved by Mr. Groh, seconded by Mr. Bock and carried by unanimous roll call vote to authorize Planning Assistant Matthew Puda to attend the GIS for Stormwater workshop at the Tom Ridge Environmental Center on September 27, 2018 at a cost of \$10.00 and with use of the Township vehicle, which was previously approved for three other department employees at the August 28, 2018 Board of Supervisors meeting.

On recommendation of Mr. Waldinger, it was moved by Mr. Groh and seconded by Mr. Bock to authorize Mr. Waldinger and Emma George, P.E. to attend the 2018 PSATS Stormwater Conference in Cranberry Township on Oct. 18, 2019 at a total cost of \$150.00 and with use of a Township vehicle. Motion carried by unanimous roll call vote.

Mr. Morgan reported that the Board met with Solicitor Mark Shaw in Executive Session twice on August 30, 2018 and September 6, 2018 to discuss legal and personnel matters.

Open Records Officer Sheryl Williams announced that for the month of August there were six Right-to-Know requests requiring sixteen hours of response preparation time. Three requests were granted, one request was denied and 2 were partially denied.

Student Ambassador Hannah French reported that the McDowell Marching Band is hosting its annual invitational competition this weekend. Shane Karnes announced that the Mock Trial Speech and Debate team is traveling to Yale University this weekend for a competition, and the football team is playing away at Boardman High School.

There being no citizens to be heard or any further business to come before the Board, it was moved by Mr. Groh and seconded by Mr. Bock to adjourn the meeting at 9:55 a.m.

Sheryl A. Williams
Township Secretary

Approved: September 25, 2018

John E. Morgan _____

John H. Groh _____

James S. Bock _____