

## Regular Meeting

February 9, 2021

The regular meeting of the Millcreek Township Board of Supervisors was called to order at 9:30 a.m. by Vice Chairman Daniel Ouellet in the Assembly Room of the Millcreek Township Municipal Building. Present via telephone was John Morgan, and attending in person were 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 the regular meetings of the Millcreek Township Board of Supervisors are being televised live online via Go Live via YouTube.com, [www.millcreektownship/meetings](http://www.millcreektownship/meetings), with closed captioning available. Members of the public may attend in person in the General Assembly Room; however, total occupancy is limited to 25 persons and masks are required. Persons who wish to offer testimony at any hearing or to offer comments during the Public Comment portion of the meeting, but who do not wish to attend in person must contact the Township Secretary, Sheryl Williams, (814) 833-1111 or at [swilliams@millcreektownship.com](mailto:swilliams@millcreektownship.com) no later than 24 hours before the scheduled meeting to make arrangements to participate via telephone.

Mr. Ouellet called for Public Comment on agenda items other than development or rezoning applications. No comments were offered.

On motion by Mr. Bock, seconded by Mr. Morgan, it was carried by unanimous roll call vote to approve the minutes from the January 26, 2021 Regular Meeting.

On motion by Mr. Bock, seconded by Mr. Morgan, it was carried by unanimous roll call vote to approve payment of General Fund bills in the amount of \$179,515.42, and Sewer Revenue Fund bills totaling \$286,323.28.

Quotations were solicited and received by Public Works Director Gary Snyder for an Aluminum Brake and Attachment for the Building Maintenance Department as follows: Presta Contractor Supply - \$2,443.11, ABC Supply - \$2,045.00, and Modern Builders Supply - \$1,993.67. On motion by Mr. Bock, seconded by Mr. Morgan, it was carried by unanimous roll call vote to award the contract to Modern Builders Supply for \$1,993.67.

On recommendation by Public Works Director Gary Snyder, it was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to have the AHU-1 rooftop condensing unit replaced by Johnson Controls at a cost of \$49,605.00 under COSTARS contract #008-145.

Quotations were solicited and received by Public Works Director Gary Snyder for the labor to install a new roof at the Millcreek Golf and Learning Center (MGLC) Clubhouse as follows: Janco Construction Inc. - \$16,075.00, Matt Krol Construction, LLC - \$23,750.00, and Aaron's Roofing - \$12,810.00. On motion by Mr. Morgan, seconded by Mr. Bock, it was carried by unanimous roll call vote to award the contract to Aaron's Roofing for \$12,810.00.

Quotations were solicited and received by Public Works Director Gary Snyder for the materials to install a new roof at the Millcreek Golf and Learning Center (MGLC) Clubhouse as follows: Presta Contractor Supply - \$8,773.05, B&L Wholesale Supply - \$8,279.15, and ABC Supply Co.- \$7,680.21. On motion by Mr. Bock, seconded by Mr. Morgan, it was carried by unanimous roll call vote to award the contract to ABC Supply Co. for \$7,680.21.

On recommendation by Public Works Director Gary Snyder, it was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to purchase 2 gate valves and 2 check

valves for the Lancaster Pump Station from LB Water at a cost of \$4,085.70 under COSTARS contract #016-026.

On recommendation by Public Works Director Gary Snyder, it was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to purchase 2 gate valves and 2 check valves for the Wintergreen Pump Station from LB Water at a cost of \$4,085.70 under COSTARS contract #016-026.

On recommendation of IT Manager Kris Filson, it was moved by Mr. Bock and seconded by Mr. Ouellet and carried by unanimous roll call vote to approve the budgeted expense of up to \$10,000.00 for Windows 10 computer upgrading and licensing.

On recommendation by Chief Scott Heidt and IT Manager Kris Filson, it was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to adopt Resolution 2021-R-9; A Resolution pursuant to Resolution 2015-R-20 and the Municipal Records Manual to approve proposed disposition of certain Township records. Mr. Morgan explained that this resolution pertains to the routine disposition of MPD DashCam video records which will reach maturity dates from February 10, 2021 through 23, 2021.

On recommendation by Solicitor Mark Shaw, it was moved by Mr. Ouellet, seconded by Mr. Bock, and carried by a 2-1 roll call vote, with Mr. Ouellet voting no, to adopt Resolution 2021-R-10; A Resolution by the Millcreek Township Supervisors of Millcreek Township, Erie County, Pennsylvania, establishing the Millcreek Township Tax Collector's compensation for the years 2022, 2023, 2024 and 2025. Mr. Ouellet opined that he did not think it was fair to deny an increase of the Tax Collector's salary after 8 years with no increase. The other Board members felt the proposed salary (\$29,509.00) was consistent with what the County of Erie and Millcreek School District had decided to do, which was to deny a salary increase.

It was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to table until the next meeting action on Resolution 2021-R-11; A Resolution to authorize the Chairman of the Millcreek Township Board of Supervisors to sign the PennDOT Application on behalf of Millcreek Township for Traffic Signal Approval at Peach and 54<sup>th</sup> Streets in Erie, Pennsylvania.

On recommendation by Chief Heidt, it was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to approve the Erie County Tobacco Agreement with the Erie County Department of Health, naming Millcreek Township as Subcontractor, to carry out compliance checks in various retail establishments from January 1, 2021 through June 30, 2021.

On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to approve the Millcreek Manor Sewer Lateral Connection Agreement for sewer service to the new nursing facility.

On recommendation of Mr. Waldinger, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to approve a financial security release of First National Bank Letter of Credit #3635 of \$10,000.00 for General Partitions Mfg. Corp. – General Partitions Mfg. Corp., Developer, as all requirements have been met.

On recommendation of Mr. Waldinger, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to approve a financial security release of Wells Fargo Letter of Credit #ISG0071565U of \$81,778.00 for O'Reilly Auto Parts – O'Reilly Auto Parts, Developer, as all requirements have been met.

On motion by Mr. Bock, seconded by Mr. Ouellet, it was carried 2-0 with Mr. Morgan abstaining, to appoint Mr. Morgan as 2<sup>nd</sup> Alternate to the EACOG (Erie Area Council of Governments).

On motion by Mr. Bock, seconded by Mr. Morgan, it was carried by unanimous roll call vote to approve a request for West Ridge Fire Department Fire Police to provide traffic control for a special needs parade event from 3:00 – 6:00 p.m. at Our Lady of Peace church.

Mr. Ouellet reported that the Board met in Executive Session with Solicitor Mark Shaw on January 28, 2021 and February 4, 2021 to discuss legal matters.

Solicitor Mark Shaw reported that the Township received loan approval from the DCED for \$380,000 to purchase a brush grinder, "The Beast", for the Millfair Compost and Recycling Center, and the loan will now proceed to closing.

Mr. Morgan reported that the Millcreek Township Small Business Relief Program is still accepting loan applications until the close of business on Friday, February 12, 2021, and interested businesses can apply online at [www.ecrda.net](http://www.ecrda.net).

There being no further business to come before the Board or any Citizens to be Heard, it was moved by Mr. Bock and seconded by Mr. Morgan to adjourn the meeting at 10:11 a.m.

Sheryl A. Williams  
Township Secretary

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APPROVED: February 23, 2021

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John E. Morgan

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Daniel P. Ouellet

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James S. Bock