

Regular Meeting**March 9, 2021**

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 John Morgan, James Bock, Daniel Ouellet, Mark Zaksheske, Mark Shaw, Esq., Matthew Waldinger, Gary Snyder, Chief Scott Heidt 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, 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 no later than 24 hours before the scheduled meeting to make arrangements to participate via telephone.

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

On motion by Mr. Ouellet, seconded by Mr. Bock, it was carried by unanimous roll call vote to approve the minutes from the February 23, 2021 Regular Meeting.

On motion by Mr. Ouellet, seconded by Mr. Bock, it was carried by unanimous roll call vote to approve payment of General Fund bills in the amount of \$381,304.22, and Sewer Revenue Fund bills totaling \$129,582.22.

Mr. Morgan read the bid results of the Equipment for Sale from the Public Works Fleet Maintenance Department, opened on March 8, 2021. On recommendation by Public Works Director Gary Snyder, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to award the sale of the following items to the highest bidders:

ITEM	HIGH BID	BIDDER
1. 1998 VOLVO TRI-AXLE DUMP	\$ 13,550.00	SANDRA KNELLER
2. 2013 FORD TAURUS	\$ 4,100.00	RONALD FORBES
3. 2002 CHEVY TRUCK	\$ 775.00	ROCCO ZACCAGNINO
4. 2000 FORD TRUCK	\$ 453.00	JOHN SZYMANOWSKI
5. 2008 FORD ESCAPE	\$ 268.00	YOUSEF DABBAGH
6. 2011 CHEVY IMPALA #2912	\$ 1,502.00	JORDAN SMITH
6A. 2011 CHEVY IMPALA #5888	\$ 2,500.00	JIM CAMPBELL
7. 2001 FORD TRUCK	\$ 2,500.00	JUSTIN PREJSNAR
8. 2008 AMERICAN LAFRANCE SWEEPER	\$ 2,975.00	KONZEL CONSTRUCTION
9. 1993 INTERNATIONAL DUMP	\$ 610.77	JAMES SHAFFER
10. 1997 HUDSON TRI-AXLE TRAILER	\$ 865.00	JEFF OTTENI
11. 1988 CHAMPION ROAD GRADER	\$ 7,575.00	DAVE'S AUTOW
12. 6" PUMP #1	\$ 400.00	JOSH STURGEON
13. 6" PUMP #2	\$ 100.00	JIM BROZELL CONSTRUCTION
14. 60 KW DETROIT GENERATOR #1	\$ 1,550.00	KONZEL CONSTRUCTION
14A. 60 KW DETROIT GENERATOR #2	\$ 1,550.00	KONZEL CONSTRUCTION
15. 150 KW ONAN GENERATOR	\$ 3,225.00	KONZEL CONSTRUCTION
16. 250 KW ONAN GENERATOR	\$ 3,225.00	KONZEL CONSTRUCTION
17. POWER AUGER	\$ 112.00	THOMAS ROHA

ITEM	HIGH BID	BIDDER
18. SEWER RODER	\$ 162.00	THOMAS ROHA
19. VERMEER WOOD CHIPPER	\$ 2,395.00	KONZEL CONSTRUCTION
20. TAR BUGGY TRAILER	\$ 695.00	KONZEL CONSTRUCTION
21. 2005 HONDA CIVIC HYBRID	\$ 650.00	JOHN FLEMING
22. 30 GAL. PARTS WASHER #1	\$ 75.00	CLYDE KENDALL
23. 30 GAL. PARTS WASHER #2	\$ 38.00	KONZEL CONSTRUCTION

On recommendation by 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 Change Order #1 to the 4Ward Planning Market and Financial Feasibility Analysis Agreement in the amount of \$3500.00 due to the Township's request to add a fourth site to be analyzed. This brings the total amount of the contract to \$45,300.00.

On recommendation by 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 an upgrade to the SentryFile Document Management Software agreement in the amount of \$800.00 due to the time needed for the company to prepare for migration of the Township's data, bringing the total cost of the contract to \$3250.00.

Quotations were solicited and received by Chief Scott Heidt for 50 ballistic helmets and 61 non-ballistic face shields as follows: Galls - \$17,770.00, Pittsburgh Public Safety - \$23,750.00, and Uniform Outfitters - \$19,999.50. On recommendation of Chief Heidt, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to authorize the purchase of 50 Galls helmets and 61 Paulson helmet face shields for a total cost of \$17,770.00.

On recommendation of Chief Heidt and IT Manager Kris Filson, it was moved by Mr. Bock and seconded by Mr. Ouellet to adopt the following: Resolution 2021-R-17; 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 March 10, 2021 through March 23, 2021, and also the disposition of a variety of Public Works Records that have reached their expiration dates.

On recommendation by Solicitor Mark Shaw, it was moved by Mr. Ouellet, seconded by Mr. Bock, and carried by unanimous roll call vote to adopt Resolution 2021-R-18; A Resolution Amending Resolutions 2020-R-37, 2020-R-42 and 2020-R-54, 2020-R-67, 2020-R-71, and to Update and Modify Various Township COVID-19 Policies. Mr. Shaw noted that the Governor and the Township have ended their respective COVID-19 travel policies.

On recommendation by Solicitor Mark Shaw, it was moved by Mr. Ouellet, seconded by Mr. Bock, and carried by unanimous roll call vote to remove the Elk County Memorandum of Understanding from the agenda, which was previously tabled from the February 23, 2021 regular meeting.

On recommendation by Solicitor Mark Shaw, it was moved by Mr. Ouellet, seconded by Mr. Bock, and carried by unanimous roll call vote to approve the D.A.L.R.T., Inc. d/b/a DUNKIN' Agreement for the Provision of Meals to Isolated First Responders Staying at the Comfort Suites Located at 1007 Marketplace Drive in Edinboro, PA.

Planning and Development Director Matthew Waldinger reported that the Township received three bids from the RFP (Request for Proposals) for Engineering Services for the Zuck Road Sanitary Sewer Relocation Project Engineering Services Agreement, as follows: Rabell Surveying & Engineering - \$26,400, Sanford Surveying & Engineering - \$29,000, and Urban Engineers - \$40,940. 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 award the contract to Rabell Surveying & Engineering Services for \$26,400.00, and authorize the Chairman to execute an agreement based on the Township's standard professional services agreement whose terms may be modified on approval of the Township Solicitor. Mr. Waldinger explained that this project involves moving a sanitary sewer line to replace a culvert on Zuck Road.

On recommendation by Human Resource Manager Diane Lyons, it was moved by Mr. Ouellet, seconded by Mr. Bock, and carried by unanimous roll call vote to approve the AFSCME Collective Bargaining Agreement 2022-2026 and authorized Chairman Morgan to sign the agreement. Mr. Morgan explained that this 5-year contract will extend the current contract by five years, with an average annual wage increase of 2.1%, and an increase in employee contribution for health care. The Supervisors stated that they were glad to have the contract resolved quickly, felt that it was fair, and thanked the employees for working together to resolve negotiations quickly.

On recommendation by Recycling Coordinator Jessica Stutzman, it was moved by Mr. Ouellet, seconded by Mr. Bock, and carried by unanimous roll call vote to authorize the submission of an application for a PA DEP HHW Grant for the Township's annual 2021 Special Recycling Collection Event, to be held on Saturday, May 15, 2021. The \$1425.00 reimbursement grant would 00 to cover the cost of refreshments for volunteers, contracted services and employee staff time/employer costs.

On recommendation by Human Resource Manager Diane Lyons, it was moved by Mr. Ouellet, seconded by Mr. Bock, and carried by unanimous roll call vote to begin recruiting one (1) seasonal, part-time position at Millfair Compost and Recycling Center for approximately 20-25 hours per week, with an estimated starting date of April 1, 2021.

On recommendation by Chief Scott Heidt, the following actions were approved by unanimous roll call vote on motions by Mr. Bock, and seconded by Mr. Ouellet:

Approval for 3 Detectives to attend Basic Homicide Investigation training from April 26-30, 2021, and 1 Detective to attend Blood Stain Pattern Analysis Training from April 19-20, 2021, to be offered at the PSP Northwest Training Center in Meadville, with travel by department vehicles and at no cost to the Township.

Approval for Captain Mook to attend a seminar in Ohio on March 11, 2021 at a cost of \$199.00 and with travel by department vehicle.

Approval for 3 Officers to attend a Standardized Field Sobriety Testing refresher course on March 22, 2021 in Girard, with travel by department vehicle, and at no cost to the Township.

On recommendation by Public Works Director Gary Snyder, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to authorize 4 Sewer Department employees to attend a class on air release valves at the Erie Ambassador Center, led by PA Rural Water, at a total cost of \$280.00 and with travel by Township vehicle.

Mr. Morgan announced that the Planning and Development Department is providing a Public Open House on Thursday, March 11, 2021 from 5:00 – 7:00 p.m. to identify areas of the Township for developing future infrastructure, and public comment is welcome.

Planning and Development Director Matthew Waldinger presented the February Building Construction Report as follows, which is available on the Township website and in the Zoning Office:

<u>February 2021:</u>	Total Residential Structures	\$ 406,700.00
	Total Non-residential Structures	<u>237,800.00</u>
		\$ 644,500.00
	Zoning Permits Issued	9
	Zoning Permit Fees	\$ 2,000.00

Dennis McAndrew, 1547 High Street, commended and thanked the Supervisors and employees for managing the Township so well throughout the past year despite the COVID-19 pandemic.

There being no further business to come before the Board or any other Citizens to be Heard, it was moved by Mr. Bock and seconded by Mr. Ouellet to adjourn the meeting at 10:15 a.m.

Sheryl A. Williams
Township Secretary

APPROVED: March 23, 2021

John E. Morgan

Daniel P. Ouellet

James S. Bock