

Regular Meeting

March 23, 2021

The regular meeting of the Millcreek Township Board of Supervisors was called to order at 7:00 p.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 March 9, 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 \$880,008.99, and Sewer Revenue Fund bills totaling \$57,052.31.

Solicitor Mark Shaw reported that the winning bidder for the 2000 Ford Truck from the Equipment Sale withdrew his bid, and Mr. Shaw recommended that the bid be awarded to the next highest bidder. On recommendation by Mr. Shaw, was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to award the sale of the 2000 Ford Truck to Mike Veneziano for \$250.00.

Public Works Director Gary Snyder reported that quotations were solicited and received, as follows, for replacement of the Traffic Light Control Cabinets at several intersections. Mr. Snyder emphasized that at certain intersections, the cabinets need to communicate with each other to ensure proper timing of the traffic lights; therefore, the Township may need to purchase a few higher priced cabinets. Mr. Morgan asked if PennDOT should be responsible for upgrading the signals, to which Mr. Waldinger replied no, that PennDOT is only responsible for improving the timing. On recommendation by Mr. Snyder, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to authorize the purchase of the following Traffic Light Control Cabinets and Accessories, with purchase information in **bold lettering**:

23rd Street and Asbury Road: Path Master - \$17,761.00, **Traffic Products - \$17,328.00**

26th Street and Lowe's Store: Path Master - \$17,201.00, **Traffic Products - \$17,328.00**

38th Street and Caughey Road: **Path Master - \$33,568.50**, Traffic Products – No Quote

Peach Street and Avon Road: **Path Master - \$20,036.00**, Traffic Products – No Quote

Peach Street and Wendy's Restaurant: **Path Master - \$24,916.50**, Traffic Products – No Quote

Rt. 8 and Norcross Road: **Path Master - \$16,441.00**, Traffic Products – No Quote

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 the purchase of three (3) Check Valves for the upgrading of the Wolf Road Sewer Station from LB Water for a total cost of \$10,483.30 under COSTARS Contract #016026.

Planning and Development Director Matthew Waldinger reported that the Township would like to adopt its Official Map, the process which is dictated by the PA Municipal Planning Code and requires the Board of Supervisors to refer the Official Map and accompanying ordinance to the Planning Commission to begin the adoption process. The Planning Commission is required to provide their recommendation within the 45-day comment period, following which the Official Map will be considered by the Supervisors for approval.

Atty. Lydia Caparosa from the Solicitor's office stated that the Official Map is based on the Comprehensive Plan and explained the procedure for adoption of the accompanying ordinance, the amending of the Township Code regarding the Zoning and Subdivision and Land Development Ordinances, and addresses the procedures for encroachment. Ms. Caparosa noted that the Official Map and proposed ordinance were presented at a public Open House on March 11th, and will be discussed at the April 6th and May 4th Planning Commission meetings, with opportunity for the public to comment in person or on the Township website.

On recommendation of Mr. Waldinger, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to forward the Official Map and Proposed Ordinance 2021-5 to the Planning Commission for consideration.

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-19; 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 24, 2021 through April 13, 2021.

Solicitor Mark Shaw reported that the Township will need to move a sanitary sewer pipe in order for PennDOT to complete a project on Zuck Road, and plans to seek reimbursement from PennDOT. On recommendation by Mr. Shaw, it was moved by Mr. Ouellet, seconded by Mr. Bock, and carried by unanimous roll call vote to adopt Resolution 2021-R-20; A Resolution Authorizing Engineering to Submit a Request to PennDOT Seeking Reimbursement of Costs to be Incurred by Millcreek Township for Modifications to Its Sanitary Sewer System Triggered by a PennDOT Road Project and Further Authorizing Execution of PennDOT's Reimbursement and Non-Reimbursement Agreements and such other necessary documents for Such Project and Authorizing the Signatories to Execute Such Agreements and Necessary Documents.

Planning and Development Director Matthew Waldinger reported that the Township received an Exclusion from Land Development Request from Steve Lewis, 3603 West 12th Street, to build a 960 square foot accessory equipment storage structure on his property on an existing impervious surface, and parking requirements will also be met. Mr. Waldinger stated that this request qualifies to be excused under Section 125-47 of the Township Code.

On recommendation by Solicitor Mark Shaw, it was moved by Mr. Bock, seconded by Mr. Ouellet, and carried by unanimous roll call vote to award a consultant contract for the Gateway District Subarea Plan to Ingalls Planning and Design in an amount not to exceed \$140,040.00, with language of the contract to be finalized prior to execution. Mr. Morgan commended Mr. Waldinger and his team for their efforts on this project.

Mr. and Mrs. Steve and Robyn Crago gave a short presentation on the history behind the Gateway

District Development Project regarding the West 8th Street Corridor, including the opening of the family's first jewelry store in 1954 following the building of the Colony Plaza by the Riehl family in 1950. They would like to create a West 8th Street Marketplace, and encouraged residents to contact their legislators to support this initiative. They concluded by thanking Mr. Waldinger and his staff for their efforts in bringing this project to fruition.

Planning and Development Director Matthew Waldinger explained that possible funding for the Gateway District Development Project has become available through the Redevelopment Assistance Capital Program (RACP), which the Township would use for roadway and streetscape improvements on West 8th Street from Peninsula Drive to Pittsburgh Avenue. On recommendation of Mr. Waldinger, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to authorize Mr. Waldinger to submit a grant application for RACP funds in the amount of \$6,288,699, with the Township to provide a minimum match of \$988,969.00 in 2022.

On recommendation of Planning and Development Director Matthew Waldinger, the following Sidewalk Deferral Requests were approved on separate motions by Mr. Bock, seconded by Mr. Ouellet, and carried by unanimous roll call vote: 4023 Colonial Avenue – Steven Lewis Developer, and 4005 Argyle Drive – Jeff Bagnoni, Developer.

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

Approval to register with the DEA for the 20th National Take Back day scheduled on April 24, 2021 from 10 a.m. – 2:00 p.m. in the front lobby of the Municipal Building.

Approval for the MPD Certified IED Technician to attend an FBI training course in Alabama from April 11-16, 2021, with all expenses to be reimbursed by the FBI.

Approval for the Tactical Team to attend Civil Disorder Basic Tactics Training on May 19, 2021 in Meadville, conducted by PSP at no cost to the department, and with travel by department vehicles.

On recommendation by Public Works Director Gary Snyder, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call to authorize one employee to attend a class on May 11, 2021 in Erie presented by PA Rural Water on Securing Drinking Water and Wastewater Treatment, at a total cost of \$125.00, with travel by Township vehicle.

On recommendation of Parks and Recreation Director Ashley Marsteller, it was moved by Mr. Ouellet, seconded by Mr. Bock, and carried by unanimous roll call vote to rehire the following employees for the Spring Season Programs:

<u>NAME</u>	<u>POSITION</u>	<u>HOURLY RATE</u>
CHILDREN'S PROGRAMS		
Samantha Howard	Youth Dance Supervisor	\$10.50
ADULT FITNESS		
Haley Haggerty	Supervisor Adult Dance	\$10.50
Charlotte Haggerty	Supervisor Adult Dance	\$10.50
Dave Wayman	Supervisor Tai Chi	\$10.50
Kathy Wayman	Supervisor Qi Gong	\$10.50
Shannon Eggleston	Supervisor Piloslide	\$10.50
Nylene Baney	Supervisor Body Sculpt	\$10.50
Kathy Smith	Supervisor Yoga	\$10.50
Jeanne Espey	Supervisor Yoga	\$10.50

NAME	POSITION	HOURLY RATE
ADULT LIESURE		
Darlene Bennett	Supervisor Art	\$10.50
Lauren Ertsgaard	Supervisor Knitting	\$10.50
BARN SUPERVISOR		
Evelyn Bossar		\$ 9.50
Charles Elliott		\$ 9.50
Susan Shickler		\$ 9.50
Lauren Ertsgaard		\$ 9.50
VOLUNTEERS		
Carl Werner	Tai Chi/QiGong	
Amy Easly	Tai Chi/QiGong	
Mary Desmone	Tai Chi	
Carol Stitzinger	Tai Chi	
Lenore Zausen	Tai Chi/Qi Gong	

Mr. Morgan reported that the Board met with Solicitor Mark Shaw on March 11 and 18, 2021 to discuss legal matters.

On recommendation by Solicitor Mark Shaw, it was moved by Mr. Ouellet and seconded by Mr. Bock to approve an Agreement for Sale of Real Estate for the Township to purchase 4918 Hartley Lane, a vacant property for which access is needed to access Wilkins Run to perform MS4 stormwater improvements, and to authorize Mr. Morgan to sign on behalf of the Township. Mr. Shaw explained that the Township had the property appraised and the owners are willing to sell it for \$55,000.00. No public comment was offered. Motion carried by unanimous roll call vote.

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 7:55 p.m.

Sheryl A. Williams
Township Secretary

APPROVED: April 13, 2021

John E. Morgan

Daniel P. Ouellet

James S. Bock