

Regular Meeting

April 13, 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, Gary Snyder, Chief Scott Heidt, Anne Sokol, P.E., Lydia Caparosa, Esq. and Sheryl Williams. Matthew Waldinger and Mark Shaw, Esq. were absent.

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 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 \$616,503.76, and Sewer Revenue Fund bills totaling \$105,162.41.

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 Lift Adapters for the Fleet Maintenance Department Garage from Gray Manufacturing for a total cost of \$2,633.96 under COSTARS Contract #008-607.

Public Works Director Gary Snyder reported that quotations were solicited and received for a Refrigerant Recycling Machine for the Fleet Maintenance Department, as follows: Altech - \$6,995.00, Grainger - \$4,273.50, and Snap-On Tools - \$3,992.82. On recommendation by Mr. Snyder, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to purchase the Refrigerant Recycling Machine from Snap-On Tools at a cost of \$3,992.82.

Public Works Director Gary Snyder reported that quotations were solicited and received for a Tire Balancer for the Fleet Maintenance Department, as follows: Grainger - \$13,086.60, Best Buy Automotive - \$9,207.52, and Snap-On Tools - \$5,995.00. On recommendation by Mr. Snyder, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to purchase the Tire Balancer from Snap-On Tools at a cost of \$5,995.00.

Public Works Director Gary Snyder reported that quotations were solicited and received for a Transmission Jack (Lift Table) for the Fleet Maintenance Department, as follows: Solus Group - \$8,291.00, Gary Automotive Equipment - \$6,194.27, and Snap-On Tools - \$5,999.95. On recommendation by Mr. Snyder, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to purchase the Transmission Jack (Lift Table) from Snap-On Tools at a cost of \$5,999.95.

Public Works Director Gary Snyder reported that quotations were solicited and received for replacement of the Traffic Light Control Cabinet at Peach Street and Interchange Road, as follows:

Path Master - \$6,925.00, Traffic Products – No Quote. 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 Traffic Light Control Cabinet from Path Master for \$6,925.00.

Public Works Director Gary Snyder reported that quotations were solicited and received for the purchase of two (2) Solar School Zone Lights at 38th Street and McDowell High School, as follows: Path Master - \$10,570.00 and Traffic Products – \$10,446.00. 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 2 Solar School Zone Lights from Traffic Products at a total cost of \$10,446.00, and to amend the Capital Budget to reflect the funding of this unbudgeted expense from the Traffic Cabinets Remaining Reserve.

Township Engineer Anne Sokol reported that bids were solicited and received for the Scott Park Rehabilitation and Development Project, and opened publicly on April 7, 2021, as follows: Amendola Construction and Maintenance - \$121,690.00, Considine Biebel & Co. - \$167,000.00, Lindy Paving - \$98,540.00, Maya Brothers, Inc. - \$155,000.00, and Vavala Concrete - \$120,882.00. Ms. Sokol explained that Parks and Recreation Director Ashley Marsteller has secured a DCNR 50% matching grant in the amount of \$77,400.00, and there is also \$40,000.00 available in the Planning and Development budget for ADA project compliance in parks. On recommendation of Ms. Sokol, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to award the Scott Park Rehabilitation and Development Project contract to Lindy Paving in the amount of \$98,540.00.

Township Engineer Anne Sokol reported that bids were solicited and received for the Erie Area Council of Governments Joint Purchasing Program for various aggregate and rock materials. Bids were opened publicly on April 7, 2021 and a complete list of Bid Results can be found on the EACOG website at: <https://www.erieareacog.org/joint-bidding/pages/road-and-street-maintenance-materials-and-services-bid-results>. On recommendation of Ms. Sokol, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to award contracts to the following vendors:

- 2500 Ton Type C #57 Stone: Girts Sand & Gravel - \$8.90/t Picked up
Erie Aggregates - \$14.25/t Delivered
- 50 Ton 2A Stone: ACA Sand & Gravel - \$7.50/t Picked up
Erie Aggregates - \$14.25/t Delivered
Showman Excavating - \$14.25/t Delivered
- 60 Ton Oversized Rock: Safford Sand & Gravel - \$9.00/t Picked up

Mr. Morgan reported that the Planning Commission will hold a second public hearing on May 4, 2021 at 7:00 p.m. regarding the adoption of the Township's Official Map, followed by action on a recommendation to the Board of Supervisors. The Board of Supervisors will then act on the ordinance to adopt the Official Township Map and to amend the Township Code accordingly at its May 11, 2021 meeting.

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-21; 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 between April 14 and 27, 2021.

On recommendation of Treasurer Mark Zaksheske, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to adopt Resolution 2021-R-22; A Resolution to authorize exoneration of taxes assessed against mobile homes deemed by the Erie County Bureau of Assessment to have been removed or damaged to an extent rendering them worthless.

It was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to approve a Memorandum of Understanding with the Jefferson Educational Society for the purpose of applying for an ECGRA Multi-municipal Collaborative Grant and to show support for their civic leadership program, at no cost to the Township.

On recommendation of Township Engineer Anne Sokol and Zoning and Development Officer Matthew Puz, it was moved by Mr. Ouellet, seconded by Mr. Bock and carried by unanimous roll call vote to approve a Sidewalk Deferral request for 5233 Bryant Street – Kathryn Ann and Holly McGregor, Developer. Ms. Sokol reported that there are currently no other sidewalks adjacent to the property.

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 renew the Township’s contract with Dan Olson of Premier Turf Farms to oversee course maintenance of the Millcreek Golf and Learning Center for the 2021 season.

It was moved by Mr. Ouellet and seconded by Mr. Bock to approve the Millcreek Township Part Time and Seasonal Staff Hourly Wage Schedule for 2021, effective April 16, 2021. There was no public comment. Motion carried by unanimous roll call vote.

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 approve the following seasonal part-time employees for Park Maintenance and the Millcreek Golf and Learning Center:

| <u>NAME</u> | <u>POSITION</u> | <u>HOURLY RATE</u> |
|-----------------------|---------------------------------|--------------------|
| Tom Hansen | Part Time Adult Seasonal Maint. | \$13.00 |
| Tim Smith | Part Time Adult Seasonal Maint. | \$13.00 |
| Sean Marsden | Part Time Seasonal Maint. | \$10.00 |
| Richard Johannesmeyer | Part Time Maintenance-MGLC | \$13.00 |
| Mark Gerrety | Part Time Maintenance-MGLC | \$12.00 |

Mr. Morgan reported that the Board met with Solicitor Mark Shaw on March 24, 2021 and April 7, 2021 to discuss legal matters.

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

Approval for four (4) officers to attend the National Tactical Officer Association Training Conference in Missouri from September 12-17, 2021, with an estimated total cost of \$6,602.00 to be reimbursed by PEMA.

Approval for one (1) officer to attend TASER Instructor Recertification Training in Ohio on May 10, 2021 at a total cost of \$375.00, with travel by department vehicle.

Mr. Bock announced that prescription medication may be brought to the Municipal Building for destruction on Saturday, April 24, 2021 between 10:00 a.m. and 2:00 p.m. for National Drug Take Back Day. Liquid medication and syringes will not be accepted.

Mr. Ouellet reported that Spring Curbside Leaf Collection will be the week of May 3-7, 2021, and leaves are to be placed in clear, transparent bags, which are available at the Municipal Building.

Mr. Ouellet announced that a Special Collection Event of a wide variety of items will occur at the Millfair Compost and Recycling Center on May 15, 2021 from 9:00 a.m. – Noon. Residents must pre-register in advance online for this event. A list of items, fees and regulations is available on the Township website: www.millcreektownship.com. Mr. Bock suggested offering an east-side collection location, and Mr. Ouellet said he would check with the Recycling Coordinator.

Catherine Amick, 3545 Julie Court, appealed to the Supervisors for a donation in support of a project to develop a community park at the Grandview Elementary School entitled CARS (Community Access Recreational & Environmental Space). She reported that her parent group has applied for a state grant which would fund 50% of the budgeted \$234,346, and the group has already raised \$60,000. Approximately \$17,500 - \$20,500 remains to be raised, and the school district has committed \$17,500, but will consider matching the Township's donation. Grandview Principal Joe Jablonski spoke in support of the project as well. Mr. Morgan offered to research possible funding sources and the Supervisors stated they will have a recommendation at the next meeting on April 27, 2021.

Kathi Umpleby, 2916 Broadlawn Drive, expressed her frustration with trying to add a covered 20' x 10' porch to the front of her home. She presented a written statement to the Board, requesting that it become part of the meeting record, in which she provided a detailed chronology of her building request and challenges. Mr. and Mrs. Umpleby were advised to apply for a variance which cost them \$500, but it was denied because the subdivision has a recorded building line, and therefore the Township has no authority to allow them to build beyond the building line. Mrs. Umpleby also mentioned that some neighbors seem to have updated their homes without going through the proper channels. She asked what can be done about her situation and requested that a meeting be arranged to discuss the issue. Attorney Lydia Caparosa from the Solicitor's office offered to set up a meeting with the Solicitor, Mr. and Mrs. Umpleby and the Planning and Development Department.

There being no further business to come before the Board or any other Citizens to be Heard, it was moved by Mr. Ouellet and seconded by Mr. Bock to adjourn the meeting at 10:33 a.m.

Sheryl A. Williams
Township Secretary

APPROVED: April 27, 2021

John E. Morgan

Daniel P. Ouellet

James S. Bock