

Regular Meeting

June 22, 2021

The regular meeting of the Millcreek Township Board of Supervisors was called to order at 7:00 p.m. by Vice Chairman Daniel Ouellet in the Assembly Room of the Millcreek Township Municipal Building. Present were Daniel Ouellet, James Bock, Mark Zaksheske, Gary Snyder, Matthew Waldinger, Mark Shaw, Esq. and Sheryl Williams. Chairman John Morgan and Chief Scott Heidt were absent.

Following the Pledge to the Flag, Mr. Ouellet 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. 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. Ouellet called for Public Comment on agenda items other than development or rezoning applications. None were received.

On motion by Mr. Bock, seconded by Mr. Ouellet, it was carried by unanimous roll call vote to approve the minutes from the June 8, 2021 Regular Meeting.

On motion by Mr. Bock, seconded by Mr. Ouellet, it was carried by unanimous roll call vote to approve payment of the General Fund bills in the amount of \$302,878.90, and Sewer Revenue Fund bills totaling \$1,434,900.76.

On recommendation of Police Chief Scott Heidt, it was moved Mr. Bock, seconded by Mr. Ouellet, and carried by unanimous roll call vote to amend the 5-year contract with Motorola Solutions for 32 WatchGuard Body Cameras and essential hardware and software, including unlimited cloud storage for both body cameras and patrol car cameras, approved at the June 8, 2021 meeting, which would increase the initial payment to \$43,284.20. This would allow the Township to maximize a matching fund grant of \$21,462.50 from the US Department of Justice obtained by the PA Commission on Crime and Delinquency.

On recommendation of Public Works Director Gary Snyder, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to approve the purchase of 20 traffic signal back-up batteries from Traffic Products at a total cost of \$4,980.00.

Quotations were solicited and received by Public Works Director Gary Snyder for 1,100 gallons of yellow traffic paint and 825 gallons of white traffic paint as follows: PPG Paint - \$25,475.00 and Sherwin-Williams - \$20,006.25. On recommendation of Mr. Snyder, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to award the contract to Sherwin-Williams for a total of \$20,006.25.

On recommendation of Public Works Director Gary Snyder, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to approve the purchase of Pre Mark road marking material at a cost of \$5,779.60 from Ennis and Flint, authorized seller in Pennsylvania.

On recommendation of Public Works Director Gary Snyder, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to have 365 linear feet of 18" storm sewer pipe, 375 linear feet of 21" storm sewer pipe, and 4 cross pipes relined on Bondy Drive by Insight Pipe Contracting, LLC, at a total cost of \$24,389.80, under COSTARS Contract #016.

On recommendation of Public Works Director Gary Snyder, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to approve Change Order #1 to the Lindy Paving contract in the amount of \$457,392.35 for the Millcreek Township Milling and Paving Project 2021, Part 1, which adds another 2.28 miles of paving to the original contract.

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 purchase of the following bleacher materials for Scott Park, funded by the Scott Park Rehabilitation and Development Grant, received through DCNR: 4 6' Green Contour Park Benches, PVC Coated, from General Recreation, Inc. for \$3,790.00, and a 5-Row 15' Vertical Picket Green Bleacher from BSN Sports at a cost of \$16,153.96, under COSTARS Contract 014-079.

Quotations were solicited and received by Public Works Director Gary Snyder for the Millcreek Township Milling and Paving Project 2021, Part #2 as follows: Lindy Paving - \$1,769,562.75, and Joseph McCormick Construction for \$1,855,121.06. Solicitor Mark Shaw explained that per the Federal Government's American Rescue Plan Act (ARPA) of 2021, the Township was awarded a total of \$5,860,073 for government services and these funds may be used to pay for this paving project. On recommendation of Mr. Snyder and Mr. Shaw, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to adopt Resolution 2021-R-35: A Resolution Awarding Millcreek Township Milling and Paving Project 2021 Part 2 to Lindy Paving, Inc in the Amount of \$1,769,562.75 and Authorizing the Use of Funds Provided to Millcreek Township under the American Rescue Plan Act of 2021 for this Eligible Paving Project.

Solicitor Mark Shaw announced the following new Ordinances that are under review with action anticipated at the July 13, 2021 regular meeting:

Ordinance 2021-7; 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: property located at Wilkins Road, Erie, PA, now zoned R-3 Medium Density Residential District, requesting to be classified as R-4 High Density Residential District.

Ordinance 2021-8; An Ordinance to Amend the Rules and Regulations for the Millcreek Township Fire and Emergency Medical Services Commission: Records Management Systems

On recommendation of Chief Heidt and IT Manager Kris Filson, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to adopt Resolution 2021-R-33; A Resolution pursuant to Resolution 2015-R-20 and the Municipal Records Manual to approve proposed disposition of certain Township records. Mr. Bock explained that this resolution pertains to the routine disposition of MPD DashCam video records which will reach maturity dates between June 23 and July 13, 2021.

Solicitor Mark Shaw explained that a portion of South Hill Road needs to be resurfaced, and the Township shares ownership and responsibility with Summit Township. This resolution includes an agreement with Summit Township stating that Millcreek will provide the materials at an estimated cost of \$24,000 and Summit will pay for the resurfacing. On recommendation by Mr. Shaw, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to adopt Resolution 2021-R-34; A Resolution of the Township of Millcreek, Erie County, Pennsylvania establishing an intermunicipal agreement for the purchase of materials and the provision of labor and equipment to resurface South Hill Road between Washington Avenue and Kuntz Road, pending Summit Township signing the agreement and the availability of MS4 funding.

On recommendation of Recycling Coordinator Jessica Stutzman, it was moved by Mr. Bock and seconded by Mr. Ouellet and carried by unanimous roll call vote to authorize the Vice Chairman to sign and submit a PA DEP 902 Grant Application for Reimbursement for the Millfair Collection Day held in May in the amount of approximately \$2,000.

On recommendation of Treasurer Mark Zaksheske, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to approve a two (2) year agreement and addendum with Freepoint Energy to supply electricity to the Township at a cost of \$0.04911 per KWH +/- 5%.

On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to approve a three (3) year Small Enterprise License Agreement with ESRI (Environmental Systems Research Institute) ArcGIS at a total cost of \$123,816, or \$41,272 annually, subject to the Solicitor's approval of the final agreement. This will provide 100 licenses for the Township for its GIS System and Analysis.

On recommendation of Treasurer Mark Zaksheske, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to approve an agreement for the purchase of a financial software system from Edmunds Government Technology at a cost of \$153,115, which will be completely funded by a STMP grant from DCED, pending Solicitor Shaw's final approval of the agreement. Mr. Zaksheske further explained that this software will replace several different software systems by Tyler/New World that are currently being used throughout the Township.

On recommendation of Human Resource Manager Diane Lyons and Public Works Director Gary Snyder, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to hire William Trainor as a Streets Department Maintenance Laborer at \$20.20 per hour, effective June 21, 2021.

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 hire the following part-time seasonal employees:

<u>NAME</u>	<u>POSITION</u>	<u>HOURLY RATE</u>
Tammy Crawford	Water Exercise Supervisor	\$11.00
Laurel Kurtic	Lifeguard	\$ 9.75
Claire Gebhardt	Lifeguard	\$ 9.75
Alyssa Kehl	BV Concessions	\$ 9.50
Madison Toy	BV Concessions	\$ 9.50
Kendall Klapsinos	CH Concessions	\$ 9.50
Brianne Bartlett	Youth Dance Instructor	\$11.00

On recommendation of Human Resource Manager Diane Lyons, it was moved by Mr. Bock, seconded by Mr. Ouellet and carried by unanimous roll call vote to begin the process of filling two (2) part-time Dispatch Department positions.

It was moved by Mr. Ouellet and seconded by Mr. Bock to authorize Supervisor John Morgan and Supervisor Daniel Ouellet to attend the PSATS Regional Forum on June 20, 2021 in Erie at a cost of \$75.00 each.

Mr. Ouellet reported that the Board met with Solicitor Mark Shaw on June 10 and 17, 2021 to discuss legal matters.

Joseph Perkasio, 2125 South Tracy Drive, asked the Supervisors to consider creating a dog park with chained link fencing at Scott Park for dogs to run off leash. He asked that a "Watch for

Children” sign be installed underneath the Neighborhood Watch signs on North and South Tracy Drives, and reported that hedges at the hotel at Sommerheim Drive and West 8th Street need to be trimmed to improve visibility at that intersection.

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 7:45 p.m.

Sheryl A. Williams
Township Secretary

APPROVED: July 13, 2021

John E. Morgan

Daniel P. Ouellet

James S. Bock