

Regular Meeting

July 11, 2023

The regular meeting of the Millcreek Township Board of Supervisors was called to order at 9:30 a.m. by Chairman James Bock in the Assembly Room of the Millcreek Township Municipal Building. Present were Mark Zaksheske, James Bock, Daniel Ouellet, Kim Clear, Robert Donikowski, Matthew Waldinger, Ashley Marsteller, Samuel Peterson, Capt. Don Kucenski, Lydia Caparosa, Esq. and Sheryl Williams. Robert Rodemoyer, P.E., Chief Carter Mook, Jessica Stutzman and Mark Shaw, Esq. were absent.

Following the Pledge to the Flag, Mr. Bock called for Public Comment on agenda items other than development or rezoning applications. There was no public comment.

On motion by Ms. Clear, seconded by Mr. Ouellet, it was carried by unanimous roll call vote to approve the minutes from the June 27, 2023 Regular Meeting.

On motion by Ms. Clear, seconded by Mr. Ouellet, it was carried by unanimous roll call vote to approve payment of General Fund bills in the amount of \$205,393.48, and Sewer Revenue Fund bills totaling \$1,463,037.35.

On recommendation of Capt. Don Kucenski, it was moved by Ms. Clear, seconded by Mr. Ouellet and carried by unanimous roll call vote to purchase four (4) Chevrolet Tahoe vehicles from Whitmoyer Chevrolet under COSTARS Contract #026-E22-203, at a cost of \$45,000 each, to be outfitted with emergency and electronic equipment by Team Force at a cost of \$18,818.80 each, and with graphics supplied by Octane Custom Designs at a cost of \$1000 each. The total vehicle cost is \$259,275.20, a savings of \$22,033.72 from the 2/8/2023 approved amount for four (4) Ford Interceptors, which due to a supply chain issue, are currently unavailable, and a technology grant which is funding the computer equipment.

On recommendation of Capt. Kucenski, it was moved by Ms. Clear, seconded by Mr. Ouellet and carried by unanimous roll call vote to purchase one 2023 Chevrolet Equinox from Hallman Chevrolet under COSTARS Contract #025-E22-172 for \$27,285.00, minus the trade-in value of \$4000 for a 2008 Ford Fusion and a 2011 Ford Expedition, for a final cost of \$23,285.00.

Capt. Kucenski reported that quotations were solicited and two were received for 17 less lethal shotgun slings and swivel bases as follows: Edinboro Outdoors - \$1105.00, and Mission Arms - \$960.00. On recommendation of Capt. Kucenski, it was moved by Ms. Clear, seconded by Mr. Ouellet and carried by unanimous roll call vote to purchase 17 less lethal shotgun slings and swivel bases from Mission Arms for \$960.00.

On recommendation of Public Works Director Robert Donikowski, it was moved by Mr. Ouellet, seconded by Ms. Clear and carried by unanimous roll call vote to purchase a new Barnes Chopper pump model #4SCMB25044 from Miller Pump Supply for \$21,274.48 under COSTARS Contract #541212-2022-02-SB.

Parks and Recreation Director Ashley Marsteller reported that quotes were solicited and received for Pickleball Court Fencing at Asbury and Zuck Parks as follows: Thomas Fencing – No Quote, Erie Fence Co., Inc. - \$18,101.00, and Keystone Fence - \$10,700.00. It was moved by Ms. Clear, seconded by Ms. Ouellet and carried by unanimous roll call vote to award the Pickleball Court fencing contract to Keystone Fence for \$10,700.00.

On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Ouellet, seconded by Ms. Clear and carried by unanimous roll call vote to approve Non-substantial Amendments for West Ridge Estates Phases 1 and 2 - Robert and Elise Sesler,

Developer, to comply with fire code requirements. Mr. Waldinger explained that a driveway will be extended on the property to exit onto Blueberry Drive, thereby enabling fire apparatus to have the ability to exit without turning around.

On recommendation of Mr. Waldinger, it was moved by Mr. Ouellet, seconded by Ms. Clear and carried by unanimous roll call vote to approve a Stormwater Management Maintenance Agreement and accept the Stormwater Management Plan for West Ridge Estates Phase 2 – Robert and Elise Sesler, Developer, as all requirements have been met.

On recommendation of Mr. Waldinger, it was moved by Mr. Ouellet, seconded by Ms. Clear and carried by unanimous roll call vote to approve a Stormwater Management Maintenance Agreement and accept the Stormwater Management Plan for 3649 Zimmerly Road – Thomas F., Michael S., and Gregory J. Szkotnicki, Developer, conditional upon the receipt of all fully executed documents.

On recommendation of Mr. Waldinger, it was moved by Mr. Ouellet, seconded by Ms. Clear and carried by unanimous roll call vote to approve a Sidewalk Deferral Agreement for 3649 Zimmerly Road – Thomas F., Michael S., and Gregory J. Szkotnicki, Developer, conditional upon the Stormwater Management Plan taking into account the sidewalk deferral and the receipt of all fully executed documents.

On recommendation of Lydia Caparosa, Esq. from the Solicitor's office, it was moved by Mr. Ouellet, seconded by Ms. Clear and carried by unanimous roll call vote to approve a Tax Assessment Settlement Agreement with Erie County Board of Assessment and Millcreek Township School District for Blue Group Properties, LLC, and to authorize Atty. Jennifer Hirneisen as Intervenor for the Township. Atty. Caparosa explained that Blue Group Properties comprises seven (7) properties, that the agreement concerns tax years 2021, 2022 and 2023, and the aggregated assessed value was determined to be \$3,900,000 for 2023-2024 and subsequent years. Atty. Caparosa also noted that this agreement does not affect the Millcreek Township taxes.

There were no Treasurer Communications.

On recommendation of Capt. Kucenski, it was moved by Ms. Clear, seconded by Mr. Ouellet and carried by unanimous roll call vote to authorize 3 detectives to attend a free Advanced Methamphetamine Investigations course in Pennsylvania on October 6, 2023, with travel costs of approximately \$762.00.

On motion by Mr. Bock, seconded by Ms. Clear, it was carried by unanimous roll call vote to authorize the 3 Supervisors and 2 Directors to attend the PSATS Northwestern Regional Forum on August 10, 2023 at the Bayfront Sheraton Hotel at a total cost of \$495.00.

Mr. Bock reported that the Board of Supervisors met in Executive Session with Solicitor Lydia Caparosa on July 6, 2023 to discuss real estate matters related to right of way easements, parks and recreation facilities, and litigation matters related to Right-to-Know requests, Zoning Hearing Board appeals, a state court lawsuit, and code enforcement matters.

There were no further Solicitor Communications.

On motion by Mr. Bock, seconded by Ms. Clear, it was carried by unanimous roll call vote to table action on a hiring request from the CRS Department until the July 25, 2023 regular meeting.

On recommendation of Human Resources Manager Diane Lyons, it was moved by Ms. Clear, seconded by Mr. Ouellet and carried by unanimous roll call vote to hire Amanda DiBacco as a full time Public Safety Dispatcher, effective July 17, 2023, at an hourly rate of \$19.51.

On recommendation of Parks and Recreation Director Ashley Marsteller, it was moved by Ms. Clear, seconded by Mr. Ouellet and carried by unanimous roll call vote to hire 2 returning lifeguards and 1 new lifeguard at the following hourly rates, effective July 13, 2023 follows: Jordan Nuzback - \$14.50, Matthew McCormick - \$13.50, and Emma Beck - \$12.50, effective July 20, 2023.

On recommendation of Ms. Lyons, it was moved by Mr. Ouellet, seconded by Ms. Clear and carried by unanimous roll call vote to hire Michael Cliff as the new Township Fire Chief, retroactive to July 10, 2023, at an annual salary of \$94,000.

West Ridge Fire Department Chaplain Russ Moran offered a prayer for the new Fire Chief, followed by the administration of the Oath of Office to Millcreek Township Fire Chief Michael R. Cliff by Mr. Ouellet. The audience was then excused for a reception in honor of Chief Cliff.

Michael Umpleby, Cranberry Township, expressed continued dissatisfaction regarding determinations and decisions made by the Zoning Department, Zoning Hearing Board, Board of Supervisors, and Solicitor regarding a request by his parents to build a porch over the building line.

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

Sheryl A. Williams
Township Secretary

APPROVED: July 25, 2023

James S. Bock

Daniel P. Ouellet

Kim Clear