

The regular meeting of the Millcreek Township Board of Supervisors was called to order at 7:00 p.m. by Chairman Groh in the Assembly Room of the Millcreek Township Municipal Building. Present were Mark Zaksheske, Brian McGrath, John Groh, John Morgan, Evan Adair, Esq., Sheryl Williams and Richard Morris, P.E.

Following the Pledge to the Flag, Mr. Groh called for public comment on agenda items other than development or rezoning applications. None were received.

It was moved by Mr. McGrath, seconded by Mr. Morgan and carried by unanimous vote to approve the minutes of the Board's June 13, 2016 special public hearing.

It was moved by Mr. McGrath, seconded by Mr. Morgan and carried by unanimous vote to approve the minutes of the Board's June 14, 2016 regular meeting.

It was moved by Mr. Morgan, seconded by Mr. McGrath and carried by unanimous vote to approve payment of the weekly General Fund bills in the amount of \$714,256.64, and Sewer Revenue Fund bills in the amount of \$1,362,424.84.

A Public Hearing was held on the consideration of Subdivision and Land Development Plans:

**MILLCREEK TOWNSHIP – Small Subdivision Plan. A small subdivision plan to show the creation of a 2,336 square foot (0.054 acre) triangular parcel to become an integral part of the neighboring property, Erie County Tax Parcel 33-190-619-164, located along the north line of Kuntz Road (S.R. 4026), east of Washington Avenue in Tract 345. Index 869-005**

Engineer Richard Morris reported that at its meeting of June 7, 2016, the Planning Commission recommended approval. Mike Sanford of Sanford Surveying, 4721 Atlantic Avenue, spoke on behalf of the developer, stating that all requirements have been completed. No public comment was received.

It was moved by Mr. McGrath and seconded by Mr. Morgan to approve the Millcreek Township Small Subdivision Plan. Motion carried by unanimous roll call vote.

**PANWORLD DEVELOPMENT, INC. Land Development Plan. A land development plan to show the construction of a proposed 58 seat restaurant with a drive-thru lane and associated parking and stormwater management facilities, located at the northwest corner of West 12<sup>th</sup> Street (S.R. 5) and Seelinger Avenue in Tract 15. Index 256-006 & 010**

Engineer Richard Morris reported that at its meeting of June 7, 2016, the Planning Commission recommended approval, with the recommendation that the green strip width be reduced to less than 10 feet. Mike Sanford of Sanford Surveying, 4721 Atlantic Avenue, spoke on behalf of the developer, stating that the developer is aware of the recommendation, and confirmed Mr. McGrath's question asking if there is enough distance for a sidewalk and green space. No public comment was received.

It was moved by Mr. McGrath and seconded by Mr. Morgan to approve the Panworld Development, Inc. Land Development Plan, with the modification that the green space be reduced to less than 10 feet. Motion carried by unanimous roll call vote.

Quotations for a self-propelled concrete saw for the Traffic Engineering Department were solicited and received by Bill Hitchcock, Operations Manager, Township Garage, as follows: Ganzer Equipment Co. - \$5,590.00, ADMAR - \$5,995.00, Contractors Direct - \$6,298.48. On recommendation of Mr. Hitchcock, it was moved by Mr. Morgan and seconded by Mr. McGrath to award the contract to Ganzer Equipment Co. for \$5,590.00. Motion carried by unanimous roll call vote.

Quotations for extrication suits for the 929 Team were solicited and received by Matt Exley, Fire Code Official/EMA Coordinator, as follows: Pro Am Safety - \$8,100.00, Whitmer and Associates - \$12,024.00, Chief Supply - \$13,320.00. On recommendation of Mr. Hitchcock, it was moved by Mr. Groh and seconded by Mr. McGrath to award the contract to Pro Am Safety for \$8,100.00. Motion carried by unanimous roll call vote.

On recommendation of Mr. Adair, it was moved by Mr. McGrath and seconded by Mr. Morgan to enact Ordinance 2016-8; An Ordinance of the Township of Millcreek, Erie County, Pennsylvania 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: 15.596-Acre Parcel on the North side of the 1700 block of Norcross Road, now zoned RR Rural Residential and R-2 Low Density Residential District, to be rezoned to C-1 Local Commercial District. Motion carried by unanimous roll call vote.

Treasurer Mark Zaksheske explained that after receiving public input at the special Public Hearing on June 13, 2016 regarding the investment of proceeds from the sale of the MTWA, the need was expressed to create an investment policy outlining how the Township will responsibly invest and protect the funds, pursuant to the Commonwealth of Pennsylvania's Second Class Township Code. On recommendation of Mr. Zaksheske, it was moved by Mr. McGrath, seconded by Mr. Morgan and carried by unanimous roll call vote to approve the Millcreek Township, Pennsylvania Investment Policy.

Mr. McGrath asked if this policy could be incorporated into the Township's Comprehensive Plan, to which Mr. Morgan replied yes. Mr. Morgan asked Mr. Zaksheske what the next steps will be, to which Mr. Zaksheske replied that he plans to send out Requests for Proposals to investment companies by the end of July, and hopes to have a selection made by the end of August.

A request was received from the Erie County Tax Claim Bureau regarding the sale of a parcel from the County Repository for Unsold Properties: 1305 Shenk Avenue. \$10,603.00 in combined municipal taxes is owed on the property. A neighbor, Jeremy Wojtecki, has offered \$250.00, and is planning on incorporating the property into his existing parcel next door. Mr. Morgan commented that this property has become a huge blithe issue in the neighborhood, and Mr. Groh added that the Township is trying to handle these types of properties in a similar manner. It was moved by Mr. Morgan, seconded by Mr. McGrath and carried by unanimous vote to approve the sale of 1305 Shenk Avenue for \$250.00.

On recommendation of Ashley Marsteller, Director, Parks and Recreation Department, it was moved by Mr. McGrath, seconded by Mr. Morgan and carried by unanimous roll call vote to approve the following additional Summer Season employees:

<u>NAME</u>	<u>POSITION</u>	<u>RATE</u>	<u>HIRE DATE</u>
Hope Nuzback	Lifeguard (Sub)	\$ 7.65	New Hire
Bridget Riley	WSI	\$ 9.00	Rate Change
Emma Chodubski	Day Camp	\$ 7.65	New Hire
Jacquelyn McLaughlin	Lifeguard (Sub)	\$ 7.65	New Hire
Chris Wright	Concession (Sub)	\$ 8.45	Rate Change

Mr. McGrath reported that the Township's Recycling Department participated in the annual "Keep Pennsylvania Beautiful Great American Cleanup by organizing a litter cleanup for Henderson Road on June 17, 2016. Thank you to Erie County Adult Probation Services for providing 10 hardworking volunteers who collected 220 pounds of trash, and to Lake View Landfill for disposing of the trash at no charge.

It was moved by Mr. Groh, seconded by Mr. Morgan and carried by unanimous roll call vote to permit Mr. McGrath to attend the PSATS quarterly meeting in State College from July 27-28, 2016 at no cost to the Township.

On recommendation of Diane Lyons, Human Resource Manager, it was moved by Mr. Groh, seconded by Mr. McGrath and carried by unanimous roll call vote to hire Caleb Dixon as Fire Inspector/Deputy EMA Coordinator, contingent upon successful completion of pre-employment criminal background checks and drug screening, at an annual salary of \$45,000.00, effective July 18, 2016.

On recommendation of Diane Lyons, Human Resource Manager, it was moved by Mr. Groh, seconded by Mr. McGrath and carried by unanimous roll call vote to hire the following per diem employees as part-time dispatchers, contingent upon successful completion of pre-employment criminal background checks and drug screening, at an hourly rate of \$11.33: Matthew Bucko, Jeff Greco, Rebecca Schlickbernd, Sandra Cenfetelli. Hiring dates are yet to be determined.

On separate motions by Mr. Groh and seconded by Mr. McGrath, the following recommendations from Director of Police Mike Tesore were approved by unanimous vote:

Elevation of Patrolmen Passerotti and Washek from probationary status to Class D Patrolmen, effective June 29, 2016. Each officer was employed with MPD on June 29, 2015 and has met or exceeded all expectations and requirements of a probationary officer with MPD.

Permission for West Lake Fire Department fire police to conduct traffic control for two different Harley-Davidson of Erie motorcycle rides on July 12, 2016 and July 16, 2016, with MPD conducting traffic control at the major intersections for each ride, and to be compensated by Harley Davidson.

It was moved by Mr. Groh and seconded by Mr. McGrath to approve a letter to be sent to PennDOT confirming that the Township is coordinating services with the Barber National Institute for the annual "Barber Beast on the Bay" event to be held on September 10, 2016 at Presque Isle State Park. MPD, Emergency Management and the Township fire departments will be assisting to ensure safety of the participants and orderly traffic control. Motion carried by unanimous roll call vote.

Mr. McGrath announced that the annual Fourth of July Parade will kick off at 9:45 a.m. at West 12<sup>th</sup> Street and Peninsula Drive, and that West 12<sup>th</sup> Street will be closed. Emergency exits will be provided for residents on the south side of 12<sup>th</sup> Street, and he encouraged residents not to block any driveways when parking. Also, during the Greek Festival on July 8-10, 2016, there will be no parking along West Lake Road and nearby side streets.

Mr. Groh announced that the Township will sponsor fireworks on the Fourth of July at the MYAA Sports Complex at 9:45 p.m., located at 15<sup>th</sup> Street and Pittsburgh Avenue. Residents may park in local business parking lots, but are asked not to go to the actual site of the fireworks. Mr. Groh thanked Matt Exley, EMA Coordinator, who suggested the idea, obtained the necessary clearances, and coordinated the event with the airport, MPD and fire departments.

Mr. Morgan announced that due to the recent balcony collapse at Grenada Apartments, the Township will start looking into building code inspections and has already met with the property owner. He stated that the Township needs to ensure the safety of residents.

Mr. Groh referenced the Special Public Hearing on June 13, 2016 regarding public input on what to do with the proceeds from the recent sale of the MTWA. He noted that concern was raised about public safety issues, and recommended that a commission be created to make public service recommendations to the Board of Supervisors to assist the various emergency service departments. Mr. McGrath asked if this could be incorporated into the comprehensive plan, to which Mr. Morgan replied yes, and the previous study of emergency services could be reviewed. He noted that the fire departments were represented at the Public Hearing and seemed willing to meet and discuss the creation of a commission.

Mr. McGrath stated that the Township in the past has shown its support of the fire departments, through the collection of LST (Local Service Tax), which is granted to each fire department annually (approximately \$170,000), and that the Township has also supported the hiring of paid firefighters for two of the fire departments.

Mr. Groh reported that LECOM has recently asked for tax exempt status on several properties, but to date, has not contacted the Township to discuss this matter.

Bill Storten, 4505 Tulane Avenue, asked if his street will be paved this year. Mr. McGrath replied that this will probably not happen this year. Mr. Storten stated that his street has not been paved in 41 years, yet other streets have been paved more frequently. Mr. McGrath reported that Streets foremen check the roads every spring, but he will confirm that Tulane will be put on the paving list for next year. Mr. Groh expressed his hope that a long term plan for paving Township roads will be created. Mr. McGrath clarified that it is not age of the road, but rather the condition of the road that is the deciding factor for whether or not a road will be paved.

There being no other citizens to be heard or any further business to come before the Board, it was moved by Mr. McGrath and seconded by Mr. Morgan to adjourn the meeting at 7:30 p.m.

Sheryl A. Williams  
Assistant Secretary

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Approved: July 26, 2016

John H. Groh  
Brian P. McGrath  
John E. Morgan