

## Regular Meeting

April 7, 2015

The regular meeting of the Millcreek Township Board of Supervisors was called to order at 9:30 a.m. by Chairman Richard Figaski in the Assembly Room of the Millcreek Township Municipal Building. Present were Gerald Wolf, Richard Figaski, Brian McGrath, John Groh, Evan Adair, Esq., Richard Morris, P.E. and Sheryl Williams.

Following the Pledge to the Flag, Chairman Figaski called for public comment on agenda items other than development or rezoning applications. No comments were offered.

It was moved by Mr. Groh and seconded by Mr. McGrath to approve the minutes of the Board's March 24, 2015 meeting. Motion carried by a unanimous roll call vote.

It was moved by Mr. McGrath and seconded by Mr. Groh to approve payment of the March 31, 2015 and April 7, 2015 General Fund bills in the amount of \$618,279.43, and Sewer Revenue Fund Bills in the amount of \$54,145.15. Motion carried by a unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. McGrath to approve Ordinance 2015-1; An Ordinance of the Township of Millcreek, Erie County, Pennsylvania prohibiting the parking or standing of vehicles along the right of way of both sides of Clifton Drive from the north line of the West Lake Road right of way northwardly a distance of 120 feet; providing for the erection of official signs; establishing fines and penalties for violations and including severability and repealor clauses. Mr. Groh explained that there are sight distance problems at this location and the Township wants to assure safety. Motion carried by a unanimous roll call vote.

It was moved by Mr. McGrath and seconded by Mr. Groh to approve Ordinance 2015-2; An Ordinance of the Township of Millcreek relative to the establishment and maintenance of employees' pension, annuity, insurance and benefit fund(s), to amend certain provisions of the Millcreek Township General Employees' Pension Plan. Mr. Figaski explained that this will allow employees with 20 or more years of service who retire prior to age 62 to do so without penalty. Motion carried by a unanimous roll call vote.

Quotations for a new telephone system were solicited and received by Kris Filson, IT Manager, as the current system from the 1990s has recently been experiencing many problems.

Third Generation – Shore Tel system, COSTARS Contract #4400010341	- \$59,461.12
Ideal Intergrations – Mitel system, state level pricing	- \$45,354.90 + \$1,250/month managing fees
Velocity Net – ESI system	- \$58,626.61 + \$65.00/hour set-up fees

Mr. McGrath stated that Third Generation was the only vendor offering what the Township needs without up-charges. On recommendation of Mr. Filson, it was moved by Mr. McGrath and seconded by Mr. Groh to purchase a Shore Tel system from Third Generation under COSTARS Contract #4400010341 for \$59,461.12, which is a budgeted purchase. Motion carried by a unanimous roll call vote.

Quotations for a new software system for street light billing were solicited and received by Kris Filson, IT Manager, as the current AS400 system is outdated and there are now more streetlights to manage.

New World Systems	No Bid
Dave Hapman	No Bid
Legacy Data Solutions	\$13,000 purchase OR \$4,000 + \$3000 annual license fee

On recommendation of Mr. Filson, it was moved by Mr. Groh and seconded by Mr. McGrath to purchase a new software system from Legacy Data Solutions for \$13,000.00, which is a budgeted purchase. Motion carried by a unanimous roll call vote.

It was recommended by Engineer Morris, moved by Mr. McGrath and seconded by Mr. Groh to authorize Mr. Figaski to sign the Millcreek Township Sewer Department Land Development Plan – Millcreek Township Supervisors, Developer. Engineer Morris explained that the Sewer Department is planning to construct a 54' x 60' foot storage building on the former helicopter pad. Motion carried by a unanimous roll call vote.

Mr. McGrath announced the bid results for Bituminous Asphalt Sand as follows:

**12,000 TONS BITUMINOUS ASPHALT SAND, TYPE B #3**

Fiesler Sand and Gravel	\$ 6.50/ton	
McDonald Sand and Gravel	\$ 5.13/ton	*Did not meet Township specifications
Troyer Sand and Gravel	\$ 5.45/ton	

The bids will be combined with the hauling bids and awarded at the April 14, 2015 Board meeting.

Mr. McGrath announced the bid results for electrical and plumbing work for the Veteran’s Park Pavilion as follows:

**Electrical**

Lathrop Electric	\$20,840.00
Connecto Electric	\$18,350.00

**Plumbing**

Bill Morewood Plumbing	\$17,750.00
William T. Spaeder	\$19,420.00

On recommendation of architect Jason Wieczorek, it was moved by Mr. McGrath and seconded by Mr. Groh to award the contract for electrical work at Veteran’s Park Pavilion to Connecto Electric for \$18,350.00. No public comment was offered. Motion carried by a unanimous roll call vote.

On recommendation of the architect Jason Wieczorek, it was moved by Mr. McGrath and seconded by Mr. Groh to award the contract for plumbing work at Veteran’s Park Pavilion to Bill Morewood Plumbing for \$17,750.00. No public comment was offered. Motion carried by a unanimous roll call vote.

On recommendation of Ashley Marsteller, Parks and Recreation Director, it was moved by Mr. McGrath and seconded by Mr. Groh to approve the following employees for the Spring Season 2015:

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>	<u>Hire Date</u>
Chelsea Warner	WSI	\$ 9.50	Summer 2014
John Bucci	Part Time Maintenance	\$12.19	04/08/15 Start Date
Eric Nuara	Part Time Golf Maintenance	\$10.00	04/10/15 Start Date
Kyle Bridger	Part Time Maintenance	\$ 8.45	05/08/15 Start Date
Matt Szabet	Part Time Maintenance	\$ 8.45	05/22/15 Start Date
Tyco Bock	Part Time Maintenance	\$ 8.45	05/22/15 Start Date
Justin Burger	Part Time Maintenance	\$ 8.45	05/08/15 Start Date

No public comment was offered. Motion carried by a unanimous roll call vote.

It was requested by Judy Zelina, Director of Public Services, moved by Mr. McGrath and seconded by Mr. Groh to hire Elena Bliley as a part time clerical employee at the Millfair Recycling Center, working 28 hours per week at \$ 8.45 per hour. This is a budgeted expense. No public comment was offered. Motion carried by a unanimous roll call vote.

Mr. McGrath recognized Jessica James, Recycling Coordinator, as having received her SWANA (Solid Waster Association of North America) Certificate as a Certified Manager of Recycling Systems.

It was moved by Mr. McGrath and seconded by Mr. Groh to permit the Board of Supervisors to attend the PSATS annual conference in Hershey from April 19-22, 2015. No public comment was offered. Motion carried by a unanimous roll call vote.

On separate motions, it was requested by Chief Tesore, moved by Mr. Figaski and seconded by Mr. Groh to approve the following:

Permission for Cpl. Chimera to assist the Northwest Regional Highway Network with the 2015 Driving Competition on April 13, 2015 in McKean at no cost to the Township.

Permission for Lt. Dougan, Sgt. Kucenski, Sgt. Fallon and Cpl. Bucko to attend the Community Information Seminar at Mercyhurst University on April 22, 2015 at no cost to the Township.

Permission to enter into a Memorandum of Understanding (MOU) with Millcreek Township School District regarding the Safe Schools Act as it relates to crimes committed on public school property, school buses and school related activities.

No public comment was offered. Motions carried by a unanimous roll call vote.

Mr. Groh announced that at the April 14, 2015 meeting, the Board will address reducing the number of meetings per month from four to two. Public feedback is welcome.

It was requested by Engineer Morris, moved by Mr. Groh and seconded by Mr. McGrath to hire Kyle Weixlmann for summer help in the engineering Department starting May 11, 2015 at the appropriate hourly rate.

Delores Hartle, 5024 La Rae Drive, asked if the Board received her letter requesting the senior center Brick Fund money. Mr. McGrath replied that the Board received her letter and is discussing this, and an announcement will be made at a public meeting in the future. Ms. Hartle then stated that she is concerned that tax payer dollars are being wasted on the former J.O.Y. Center property. Mr. Groh replied that the Township is in discussion with someone who is interested in leasing the property.

There being no other citizens to be heard, it was moved by Mr. Groh, seconded by Mr. McGrath and duly carried to adjourn the meeting at 9:52 a.m.

Sheryl A. Williams  
Assistant Secretary

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APPROVED: April 14, 2015

Richard P. Figaski  
John H. Groh  
Brian P. McGrath