

## Regular Meeting

September 22, 2015

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

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

It was moved by Mr. McGrath and seconded by Mr. Groh to approve the minutes of the Board's September 8, 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 General Fund bills in the amount of \$1,148,907.82, and the Sewer Revenue Fund bills in the amount of \$89,481.67. Motion carried by a unanimous roll call vote.

At the request of Matt Exley, EMA Coordinator and Fire Code Official, it was moved by Mr. McGrath and seconded by Mr. Groh to proclaim the second week of October 2015 as Fire Prevention Week in Millcreek Township. Mr. Exley noted that this year's theme is Smoke Alarms at Night Time, as many residents do not hear their smoke alarms while they are sleeping, and encouraged residents to practice fire drills at night. Motion carried by a unanimous roll call vote.

Mr. Groh presented Matt Exley his Professional Certification from PEMA. The Professional Certification is a voluntary certification which must be attained by completing 28 courses. The Board congratulated Mr. Exley on his achievements.

Consideration of Land Development and Subdivision Plans:

**JAMES J. BAUWIN. Subdivision Plan. A subdivision plan to show the creation of a 6' wide, 2,322 sq. ft. parcel that is to become an integral part of the neighboring property, Erie County Tax Parcel (33) 65-249-43.01, located along the east line of Colonial Avenue, north of West 32<sup>nd</sup> Street extended in Tract 21. Index 318-023**

Engineer Richard Morris reported that at its September 1, 2015 meeting, the Planning Commission recommended approval with one requirement, that the 2,322 square foot parcel is to become an integral part of the neighboring property, Erie County Tax Parcel (33) 65-249-43.01. No questions or comments were received.

On recommendation of Mr. Morris, it was moved by Mr. McGrath and seconded by Mr. Groh to approve the James J. Bauwin Subdivision Plan with the stated requirement. Motion carried by a unanimous roll call vote.

**FIRSTENERGY. Land Development Plan. A land development plan to show a proposed training site consisting of a 6,000 sq. ft. cold storage building, several 14' wide roadways and a pole yard with associated stormwater management facilities located along the west line of Evans Road, south of Arbuckle Road extended in Tract 342. Index 841-005**

Engineer Richard Morris reported that at its September 1, 2015 meeting, the Planning Commission recommended approval with two requirements and two requests. The requirements are that FirstEnergy provide a sidewalk along the west side of Evans Road from the edge of the existing entrance drive to the south property line, and that it shows access to interior traffic circulation on the mylar. Mr. Morris noted that Penelec plans to request a sidewalk deferral agreement.

The Planning Commission requested that FirstEnergy contribute \$10,000 for a traffic signal at Route 505 and Glenridge Road, and \$10,000 for a traffic signal at Route 505, Evans Road, Young Road and Old Glenwood Park Avenue.

Mike Caldwell, representing Penelec, stated that they have reviewed the requirements and will comply; however, they are declining both requests to make traffic signal contributions.

Mr. McGrath commented that companies rarely decline to make traffic signal contributions, and feels that making a contribution would be in everyone's best interest and would benefit Penelec. He would like to see the Township pursue making traffic signal contributions mandatory in the future.

Bill Jerin, also representing Penelec, explained that they are declining the traffic signal contributions because they are not adding any new employees that would increase the traffic flow, and they are making a road for the linemen to have access to the pole yard.

Mr. Groh inquired if this facility is still open to the public, to which Mr. Jerin replied that it has not been open to the public in almost 10 years.

There being no other public comment, on recommendation by Mr. Morris, it was moved by Mr. McGrath and seconded by Mr. Groh to approve the FirstEnergy Land Development Plan with the stated requirements. Motion carried by unanimous roll call vote.

On recommendation of Charles Pierce, Zoning Administrator, it was moved by Mr. McGrath and seconded by Mr. Groh to refer to the Planning Commission a Petition Requesting a Change in Zoning Classification:

**Robert W. & Elise E. Sesler, for the northerly approximate 3.65 acres of the property located at 4042 West Ridge Road, now zoned C-2 General Commercial District tasking for a change of classification to R-4 High Density Residential District. Township Index 406-012. County Index (33) 44-229-39.**

Motion carried by unanimous roll call vote.

Bids were solicited and received by Bill Hitchcock, Operations Manager, Township Garage, for the sale of a 1985 BMC Sierra 3500 Dual Real Wheel Cab and Chassis as follows: Tim Broniszewski - \$1,367.00, Stephen Smith - \$1,000.00, Tim Picheco - \$1,299.00, and two unsealed bids from John Nowakowski and Richard Adams. It was moved by Mr. McGrath and seconded by Mr. Groh to award the sale to Tim Broniszewski for \$1,367.00. Motion carried by unanimous roll call vote.

Bids were solicited and received by Anne Sokol, P.E. for the Argyle Avenue Storm Sewer Replacement Project. Bid opening was on September 21, 2015 at 3:00 p.m.: Konzel Construction - \$60,450.00 and Amendola Development Company - \$25,817.50. On recommendation of Ms. Sokol, it was moved by Mr. McGrath and seconded by Mr. Groh to award the contract to Amendola Development Company for \$25,817.50. Motion carried by unanimous roll call vote.

Quotations for tree and stump removal at the 500 block of Strathmore were solicited and received by Gary Walters, Streets Head Foreman: J. Thomas Tree Service - \$1,250.00, Jefferson Tree Service - \$975.00, and Dibble Tree Service – No Bid. On recommendation of Mr. Walters, it was moved by Mr. McGrath and seconded by Mr. Groh to award the contract to Jefferson Tree Service for \$975.00. Motion carried by a unanimous roll call vote.

Quotations for the purchase of a new Miller Bobcat 250 EFI portable welder were solicited and received by Bill Hitchcock, Operations Manager, Township Garage, as follows: Welders Supply - \$4,746.45, Airgas - \$5,133.06, and Matheson Valley - \$4,784.75. On recommendation of Mr. Hitchcock, it was moved by Mr. McGrath and seconded by Mr. Groh to award the contract to Welders Supply for \$4,746.45. Motion carried by a unanimous roll call vote.

Quotations for the purchase of a Fire Extinguisher Training Unit were solicited and received by Matt Exley, EMA Coordinator and Fire Code Official, as follows: Bullex - \$6,900.02, Halcyon Corporation - \$3,190.94 plus annual recharge cost of \$3,900.00, and Drager Corporation - \$6,999.00 plus annual recharge cost of \$3900.00. Mr. Exley reported that partial grant funding totaling \$4,500.00 has been pledged from the Elks Club, Sportsman's Club, American Legion and West Lake Fire Department. On recommendation of Mr.

Exley, it was moved by Mr. McGrath and seconded by Mr. Groh to purchase the Bullex Intelligent Training System for \$6,900.02, with \$4,500.00 to be funded from grants, for a total budgeted expense amount of \$2,400.02. No public comment was offered. Motion carried by unanimous roll call vote. Mr. McGrath publicly thanked the organizations who contributed grant funds.

It was moved by Mr. McGrath and seconded by Mr. Groh to approve Resolution 2015-R-19; A Resolution to approve the first amendment to the Asset Purchase Agreement between Erie City Water Authority, Millcreek Township Water Authority and Millcreek Township, to extend the projected closing date. Solicitor Adair explained that this amendment would extend the closing date to December 18, 2015 and gives the parties the right to extend the closing, if necessary. Motion carried by unanimous roll call vote.

Engineer Richard Morris reported that a second change order is necessary for the Millcreek Township Sidewalk Accessibility Alterations Project – Phase III for an additional intersection at Shorehaven and Willow. CDBG monies will cover \$6,205.56 of this bill. Change order #2, in the amount of \$10,880.00 will update the contract amount to \$193,415.00. On recommendation of Mr. Morris, it was moved by Mr. McGrath and seconded by Mr. Groh to approve Change Order #2 for the CDGB Sidewalk Accessibility Alterations Project, Phase III. Motion carried by unanimous roll call vote.

On recommendation of Engineer Richard Morris, it was moved by Mr. McGrath and seconded by Mr. Groh to approve a reduction of a Letter of Credit from PNC Bank #18119711-00-000 for Millcreek Manor/MCH South Parking Lot, LECOM, Inc., developer, to \$55,750.00. The required plantings have not been completed. No public comment was received. Motion carried by unanimous vote.

On recommendation of Engineer Richard Morris, moved by Mr. McGrath and seconded by Mr. Groh to approve a Stormwater Maintenance Agreement for BAC Recreational Camper Park – BAC, Inc., developer. Engineer Morris reported that all information has been completed on the proper Township form and the stormwater management will be the responsibility of the owners. Motion carried by a unanimous roll call vote.

On recommendation of Engineer Richard Morris, moved by Mr. McGrath and seconded by Mr. Groh to approve the McDowell High School West Channel Easement with Millcreek Township School District. Mr. Morris explained that the easement is required to convey stormwater flows south of West 38<sup>th</sup> Street to the Millcreek Intermediate High School flood detention basin. No public comment was offered. Motion carried by a unanimous roll call vote.

Engineer Richard Morris reported that although the West 38<sup>th</sup> Street Drainage Improvement Project and West 26<sup>th</sup> Street Culvert Replacement Project contract awards were on the agenda, the Township cannot take action as they are still seeking DEP approval, which is expected by the next meeting on October 6, 2015. Solicitor Adair noted that the bids must be announced and awarded as well before action can be taken on the contracts.

Mr. Groh summarized the Township's building construction report for the month of August 2015:

Total Residential Structures	\$ 1,718,800.00
Total Non-residential Structures	<u>\$ 613,536.00</u>
	<b>\$ 2,332,336.00</b>
Zoning Permits Issued	30
Zoning Permit Fees	<b>\$ 8,850.00</b>

It was requested by Chief Tesore, moved by Mr. Groh and seconded by Mr. McGrath to permit Matt Exley and Stephen Smith to travel to the Pennsylvania State Police Barracks in Kittanning on September 25, 2015 to pick up donated dispatch furniture for the Township. No public comment was offered. Motion carried by unanimous roll call vote.

It was requested by Chief Tesore, moved by Mr. Groh and seconded by Mr. McGrath to permit, retroactively, West Ridge Fire Department fire police to conduct traffic control for the McDowell High School Marching Band Invitational on September 19, 2015. Motion carried by unanimous roll call vote.

It was requested by Chief Tesore, moved by Mr. Groh and seconded by Mr. McGrath to permit Sgt. Skonieczka and Ptlm. Nicholson to attend ASIST Training on September 24 and 25, 2015. Motion carried by unanimous roll call vote.

It was requested by Kris Filson, IT Manager, moved by Mr. Groh and seconded by Mr. McGrath to permit Mr. Filson, retroactively, to attend Aegis Software training on September 15, 2015. Motion carried by unanimous roll call vote.

It was moved by Mr. McGrath and seconded by Mr. Groh to permit Mr. Groh, in his capacity as Administrator of Administrative Services to attend the PA Department of Labor and Industry Accessibility Advisory Board meeting on September 24, 2015 in Harrisburg. All travel costs and lodging are covered by the Commonwealth. Motion carried by unanimous roll call vote.

It was requested by Gail Jares, Street Light Coordinator, moved by Mr. McGrath and seconded by Mr. Groh to permit Mr. Groh, John Orr, Dick Whitbread, Jeff Tenney and Ms. Jares to attend a LED Street Light Workshop being held at the Tom Ridge Environmental Center on October 20, 2015, at no charge to the Township. Motion carried by unanimous roll call vote.

It was requested by Matt Exley, EMA Coordinator and Fire Code Official, moved by Mr. Groh and seconded by Mr. McGrath to permit Mr. Exley and Deputy Richard Pietron to attend a train the trainer program on October 17 and 18, 2015 at the Pennsylvania State Fire Academy. There is no cost for the course. Hotel will cost \$210.00 and the use of a Township vehicle is needed. These are required classes for the PEMA certifications and are a budgeted expense. No public comment was offered. Motion carried by unanimous roll call vote.

Mr. Groh announced that West Ridge Fire Department will hold an open house on Sunday, September 27<sup>th</sup> from 1:00 – 5:00 p.m. He encouraged the public to support their local volunteer fire departments.

There being no other business or citizens to be heard, on motion by Mr. Groh and seconded by Mr. McGrath the meeting adjourned at 7:36 p.m.

Sheryl A. Williams  
Assistant Secretary

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APPROVED: October 6, 2015

Brian P. McGrath  
John H. Groh