

## Regular Meeting

November 11, 2014

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

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

It was moved by Mr. Figaski, seconded by Mr. Groh and carried by unanimous vote to approve the minutes of the Board's October 28, 2014 meeting.

It was moved by Mr. Groh, seconded by Mr. Figaski and carried by unanimous vote to approve payment of the weekly General Fund bills in the amount of \$1,262,637.53, and Sewer Revenue Fund bills in the amount of \$59,913.00.

On recommendation of Engineer Morris, it was moved by Mr. Groh and seconded by Mr. Figaski to approve the release of PNC Bank Letter of Credit #18106752-00-000 for Laurel Springs Phase 1 – Pastore, Inc., developer, in the amount of \$13,704.00. All Township requirements have been satisfied. No public comment was received. Motion carried by unanimous vote.

It was moved by Mr. Groh and seconded by Mr. Figaski to formalize the approval of a service agreement with West Ridge Fire Department. No public comment was received. Motion carried by unanimous vote.

It was moved by Mr. Figaski and seconded by Mr. Groh to approve a grant from the PA Greenways, Trails and Recreation Program in the amount of \$100,000.00 for Phase 2 of the Veteran's Park Picnic Pavilion project. No public comment was received. Motion carried by unanimous vote.

It was moved by Mr. Groh and seconded by Mr. Figaski to approve a Resolution authorizing Richard Whitbread, Head Foreman of the Traffic Engineering Department, to submit and sign applications to PennDOT for Traffic Signal Approval on behalf of Millcreek Township. Solicitor Adair explained that this is a standard form that PennDOT is now requiring. No public comment was received. Motion carried by unanimous vote.

On behalf of the Board of Supervisors, Mr. Figaski congratulated Marianna Gunshore, a Township student and resident, who has recently been crowned Miss Polonaise of Erie County, and offered congratulations to her parents as well.

It was requested by Chief Tesore, moved by Mr. Figaski and seconded by Mr. Groh to purchase thirty-four (34) uniform shirts from Creative Imprint Systems for \$1,105.50 for the full-time and part-time radio dispatchers of Millcreek Township. No public comment was received. Motion carried by unanimous vote.

It was also requested by Chief Tesore, moved by Mr. Figaski and seconded by Mr. Groh, to purchase two (2) Glock, Model 31, .357 caliber handguns and one (1) Remington, Model 870, 12 gauge shotgun from Witmer Public Safety Group for \$1,111.79, including shipping. No public comment was received. Motion carried by unanimous vote.

On request of Matthew Exley, EMA Coordinator/Fire Official, it was moved by Mr. Figaski and seconded by Mr. Groh to authorize Mr. Exley and EMA Deputy Rich Pietron to attend a Basic Public Information Officer course in Hempfield Township, Westmoreland County, on November 15-16, at a cost of \$164.00 for lodging only, as the course is free. No public comment was received. Motion carried by unanimous vote.

On recommendation of Human Resources Manager Diane Lyons, it was moved by Chairman McGrath and seconded by Mr. Figaski to approve a six-month base salary increase for Jerry Burger, Maintenance Department Head Foreman, from \$58,390.20 to \$59,621.41. No public comment was received. Motion carried by unanimous vote.

It was moved by Mr. Figaski and seconded by Mr. Groh to appoint John Nick as Township Auditor to replace Joy Greco, who resigned in October. Mr. Nick's term of office will expire on January 4, 2016. No public comment was received. Motion carried by unanimous vote.

Mr. Groh presented the October Building Construction Report as follows:

|                                  |                       |
|----------------------------------|-----------------------|
| Total Residential Structures     | \$ 883,774.00         |
| Total Non-residential Structures | <u>\$ 815,695.00</u>  |
|                                  | <b>\$1,699,469.00</b> |
| Zoning Permits Issued            | 21                    |
| Zoning Permit Fees               | <b>\$ 7,700.00</b>    |

On request of Human Resources Manager Diane Lyons, it was moved by Mr. Groh and seconded by Mr. Figaski, to hire Ashley Marsteller as Director of Parks and Recreation, effective December 1, 2014, at an annual salary of \$52,000.00, contingent on successful completion of a pre-employment physical and drug screen.

Chairman McGrath expressed concern that Ms. Marsteller does not meet the qualifications listed in the job posting advertisement, that there were two other candidates who were better qualified, and also feels that the Township is in violation of the nepotism policy, as Ms. Marsteller is the niece of Mr. Figaski. Mr. Groh felt that Ms. Marsteller interviewed very well and was a good candidate for the position, and is concerned that the Township could possibly overlook an excellent job candidate because of the nepotism policy. Mr. Figaski expressed that he does not feel that his niece should be hired just because she is related to him, nor should it be held against her. More discussion ensued and the vote was taken. Motion carried 2-1, with Chairman McGrath voting no.

It was requested by Mr. Groh, in his capacity as Administrator of Administrative Services, moved by Mr. Figaski and seconded by Chairman McGrath, to be permitted to attend the PA Department of Labor and Industry Accessibility Advisory Board Meeting on November 20, 2014 in Harrisburg. All expenses, including transportation and lodging are covered by the Commonwealth. No public comment was received. Motion carried by unanimous vote.

On request of Jim Sperry, Director of Parks and Recreation, it was moved by Chairman McGrath and seconded by Mr. Figaski to approve the following employees for the 2015 Winter Season:

| <b>NAME</b>       | <b>POSITION</b>        | <b>HOURLY RATE</b> | <b>HIRE DATE</b> |
|-------------------|------------------------|--------------------|------------------|
| Leona Carlson     | WSI/Aquatic Director   | \$10.50            |                  |
| Alex Bartlebaugh  | WSI/Pool Supervisor    | \$10.50            |                  |
| Robert Sprickman  | WSI/Asst. Supervisor   | \$10.00            | Rate Change      |
| Kathleen Magoon   | WSI/Water Exercise     | \$10.50            |                  |
| Sara Pelton       | WSI                    | \$ 9.50            | Rate Change      |
| Jillian Robertson | WSI                    | \$ 9.50            |                  |
| Rachel Willis     | WSI                    | \$ 9.50            |                  |
| Erric DiFillippo  | WSI                    | \$ 9.50            |                  |
| Steven Owens      | WSI                    | \$ 9.50            |                  |
| Jamie DiFrank     | WSI                    | \$ 9.50            | Rate Change      |
| Ashley Warner     | WSI                    | \$ 9.50            |                  |
| Megan Mitchell    | WSI (Sub)              | \$ 9.50            |                  |
| Kristen Owen      | WSI (Sub)              | \$ 9.50            |                  |
| Karen Link        | WSI (Sub)              | \$ 9.50            |                  |
| Kylie Howland     | Lifeguard              | \$ 8.45            |                  |
| Amy Mizakowski    | Lifeguard              | \$ 8.45            |                  |
| Melanie Franz     | Lifeguard              | \$ 7.95            | Rate Change      |
| Olivia Menc       | Lifeguard              | \$ 7.95            | Rate Change      |
| Leah Perkins      | Lifeguard              | \$ 7.95            | Rate Change      |
| Adrienne Steppic  | Preschool Supervisor   | \$10.50            |                  |
| Adrienne Steppic  | Office Part Time       | \$10.05            |                  |
| Haley Haggerty    | Youth Dance Supervisor | \$10.50            |                  |
| Connie Lyons      | Youth Yoga Supervisor  | \$ 9.50            | New Hire 1/7/15  |

| <b>NAME</b>        | <b>POSITION</b>             | <b>HOURLY RATE</b> | <b>HIRE DATE</b> |
|--------------------|-----------------------------|--------------------|------------------|
| Susan McCall       | Zumba Supervisor            | \$10.50            |                  |
| Dave Wayman        | Tai Chi Supervisor          | \$10.50            |                  |
| Kathy Wayman       | Qi Gong Supervisor          | \$10.50            |                  |
| Chet Vendetti      | Open Gym Supervisor         | \$ 8.45            |                  |
| Arvin Fiedtkou     | Open Gym Supervisor         | \$ 8.45            |                  |
| Sam Steiner        | Table Tennis Supervisor     | \$ 8.45            |                  |
| Mark Coursey       | Gourmet Foods Supervisor    | \$10.50            |                  |
| Kathy Smith        | Yoga Supervisor             | \$10.50            |                  |
| Nancy Rovin        | Yoga Supervisor             | \$10.50            |                  |
| Karle Lyons        | Kick Box Supervisor         | \$10.50            |                  |
| Laurie King        | Aerobics Supervisor         | \$10.50            |                  |
| Carol Gilbo        | Adult Dance Supervisor      | \$10.50            |                  |
| Nylene Baney       | Weight Training Supervisor  | \$10.50            |                  |
| Darlene Bennett    | Art Supervisor              | \$ 9.50            | New Hire 1/12/15 |
| Charles Elliott    | Seat Caning Supervisor      | \$10.50            |                  |
| Arlene Elliott     | Knit and Crochet Supervisor | \$10.50            |                  |
| Betty Nelson       | Art Supervisor              | \$10.50            |                  |
| Yvette Lombardi    | Jewelry Making Supervisor   | \$10.50            |                  |
| Al Bossar          | Barn Supervisor             | \$ 9.50            |                  |
| Evelyn Bossar      | Barn Supervisor             | \$ 9.50            |                  |
| Charles Elliott    | Barn Supervisor             | \$ 9.50            |                  |
| Arlene Elliott     | Barn Supervisor             | \$ 9.50            |                  |
| Robert Fuller      | Barn Supervisor             | \$ 9.50            |                  |
| Joe Logue          | Tuite Supervisor            | Volunteer          |                  |
| John Schardt       | Model Airplane              | Volunteer          |                  |
| Bob Shafer         | Millcreek Community Band    | Volunteer          |                  |
| Charlotte Haggerty | Wedding Dance               | Volunteer          |                  |

No public comment was received. Motion carried by unanimous vote.

Mr. Groh announced that there will be a public meeting in the Assembly Room on Thursday, November 13th, at 7:00 p.m. regarding the proposal to upgrade the county-wide emergency radio system. Chairman McGrath added that the Supervisors met with EMA Coordinator Matt Exley and Senior Dispatcher Stephen Smith on this issue to discuss the dire need for emergency officials to be able to communicate during an emergency situation.

There being no further business to come before the Board or citizens to be heard, it was moved by Mr. Figaski and seconded by Mr. Groh to adjourn the meeting at 10:00 a.m.

Sheryl A. Williams  
Assistant Secretary

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Approved: November 18, 2014

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