

Regular Meeting

March 6, 2012

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

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

On motion by Mr. McGrath, seconded by Mr. Kujawa, payment of the weekly General Fund bills in the amount of \$93,361.97 was approved. Motion carried by unanimous roll call vote.

It was moved by Mr. McGrath and seconded by Mr. Kujawa to award the contract for 1,200 tons \pm of AASHTO No. PG64-22, petroleum asphalt cement, to Suit-Kote Corporation for \$597.30/ton based on the February market price standard. One other bid received from Russell Standard Corporation was for \$603.45/ton. Motion carried by unanimous roll call vote.

It was moved by Mr. Kujawa, seconded by Mr. McGrath to approve the Authorization and Agreement, under COSTARS Contract No. 364077, with General Code, LLC for codification services in the amount of \$19,638.00. Atty. Adair explained that this agreement will provide for the conforming of all ordinances into a consolidated code. It offers eCode 360 which will be a much more user-friendly way to search for public documents on the Township's website. The project will take approximately two years payable in 25% increments over that period of time. Motion carried by unanimous roll call vote.

On the recommendation of Treasurer Wolf, it was moved by Mr. McGrath and seconded by Mr. Kujawa to designate Erie Bank as the depository for the General Fund and the Payroll Fund. The proposal from Erie Bank provides for additional interest earnings on both accounts, provides immediate availability of funds, and with no fees on either account. No public comment was received. Motion carried by unanimous roll call vote.

On the recommendation of Treasurer Wolf, it was moved by Mr. Kujawa and seconded by Mr. McGrath to approve a salary increase from \$40,000 to \$45,000 for Diane Lyons, Human Resource Manager, retroactive to January 1, 2012, following a performance review after six months of employment. No public comment was received. Motion carried by unanimous roll call vote.

On the recommendation of Treasurer Wolf, it was moved by Mr. Kujawa and seconded by Mr. McGrath to set the 2012 annual fixed fee retainer at \$10,000 for Atty. Richard Perhacs of the Knox Law Firm for services as solicitor to the Police Department. No public comment was received. Motion carried by unanimous roll call vote.

The Recycling Center will re-open on April 2 according to Mr. Kujawa. It was moved by Mr. Kujawa and seconded by Mr. McGrath to employ Steve Cornelius and Matt Matters as part-time employees effective March 16, 2012 at the summer part-time rate of pay. No public comment was received. Motion carried by unanimous roll call vote.

The following were approved for employment in the Streets Department, in separate motions by Mr. Kujawa, seconded by Mr. McGrath, all at the rate of \$16.0640 per hour and all contingent on passing a pre-employment physical and drug screening:

Daniel Miaczynski - effective March 9, 2012
Joseph Talarico, Jr. - effective March 16, 2012

Armando Leone - effective March 23, 2012
Stephen Santucci - effective March 30, 2012

No public comment was received. Motions carried by unanimous roll call votes. Mr. McGrath thanked Diane Lyons, Mark Dietz and Gary Walters for the well developed process. They reviewed the 86 applicants, interviewed 20 applicants, and selected the applicants for the Board to interview.

On the recommendation of Chief Carlotti, it was moved by Mr. McGrath and seconded by Mr. Kujawa to authorize Traffic Enforcement Officer Cpl. Tony Chimera to travel to Meadville, PA on March 20, 2012 to attend a training session regarding the enforcement of traffic laws relative to heavy trucks and towed vehicles, at no cost, with travel by Township vehicle. No public comment was received. Motion carried by unanimous roll call vote.

On the recommendation of Chief Carlotti, it was moved by Mr. McGrath and seconded by Mr. Kujawa to employ Randy Houle as a part-time dispatcher in the Communications Center at the appropriate rate. No public comment was received. Motion carried by unanimous roll call vote.

It was moved by Mr. McGrath and seconded by Mr. Kujawa to notify Joe Berdis, CDBG Administrator that the Township desires to fund the FY2012 Millcreek Township HUD CDBG Program as follows:

Sidewalk Accessibility Project – Phase I for \$127,230;
Regional Senior Center Operational Support Project for \$29,334
Administration/General for \$23,000; and
Administration/Planning (preparation of the five-year strategic plan) for \$16,000.

The total is \$195,564. The grant is \$22,092 less than last year's. No public comment was received. Motion carried by unanimous roll call vote.

Engineer Morris requested permission to attend, along with Traffic Engineer Dick Whitbread and a Township Supervisor who would be available that day, a PennDOT pre-construction conference in Oil City, PA on March 8, 2012 for the Peach Street Sidewalk Project which includes traffic signals on Peach Street between West Grandview Boulevard and Kuntz Road. Travel will be by Township vehicle. It was moved by Mr. Kujawa and seconded by Mr. McGrath to approve the request. No public comment was received. Motion carried by unanimous roll call vote.

Phyllis Hlavin, 4214 Dion Court, asked that the meeting format be changed to include discussion of old business. She asked if there would be any maintenance and/or updating fees included with the contract with General Code. Atty. Adair said there is an annual fee and an updating fee depending on the amount of work to be done.

Lou Aliota, 538 Margo Court, asked if the Government Study Commission has access to the Township's Human Resource Manager. He told the Board that during his interview by the Study Commission yesterday he was not permitted to ask any questions about Atty. Owen's possible conflict of interest considering he is a candidate for public office. He was going to ask if Atty. Owen had received a written advisory opinion from the State Ethics Commission. He strongly suggested that the Supervisors hold a town hall meeting to hear taxpayers concerns of the functions and activities of the Study Commission. If the Supervisors do not hold this meeting, he will ask assistance from the media. He also asked if Atty. Wachter was paid and how much for attending a January meeting and answering questions and how much.

There being no further business to come before the Board or citizens to be heard, it was moved by Mr. McGrath, seconded by Mr. Kujawa and carried to adjourn the meeting at 10:15 a.m.

Phyllis A. Vollbrecht
Assistant Secretary

APPROVED: March 13, 2012

Richard P. Figaski
Joseph S. Kujawa