

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

Following the Pledge to the Flag, Chairman Kujawa 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. McGrath and carried by unanimous roll call vote to approve the minutes of the Board's November 19, 2013 meeting. It was moved by Mr. Figaski, seconded by Mr. Kujawa to approve the minutes of the Board's November 12, 2013 meeting. Voting yes: Figaski, Kujawa. Mr. McGrath was absent. It was moved by Mr. McGrath, seconded by Mr. Figaski and carried by unanimous roll call vote to approve the minutes of the Board's July 9, 2013 meeting.

It was moved by Mr. McGrath, seconded by Mr. Figaski and carried by unanimous roll call vote to approve payment of the General Fund bills in the amount of \$528,312.39 and the Sewer Revenue Fund bills in the amount of \$1,428,024.76.

A public hearing was held on the following subdivision plans:

Linda Seifert. A subdivision plan to show the creation of a 1,363 square foot parcel of land along the south line of Woodside Drive, west of Garloch Drive in Tract 282. Said 1,363 square foot parcel is to become an integral part of the neighboring property, Erie County Tax Parcel (33) 40-130-19.01.

Engineer Sokol reported that the Millcreek Township Planning Commission recommended approval with the requirement that said 1,363 square foot parcel become an integral part of Erie County Tax Parcel 33-40-130-19.01. Ronnie Bartosek, 5407 Woodside Drive, appeared on behalf of the plan. No one appeared in opposition. It was moved by Mr. McGrath and seconded by Mr. Figaski to approve the subdivision plan with the requirement stated above. Motion carried by unanimous roll call vote.

Ronny Oakes. A subdivision plan to show the creation of a 0.399 acre parcel of land along the south line of Zimmerly Road, east of Love Road in Tract 351. Said 0.399 acre parcel is to become an integral part of the neighboring property, Erie County Tax Parcel (33) 137-577.0-003.00.

Engineer Sokol reported that the Millcreek Township Planning Commission recommended approval with the requirement that said 0.399 acre parcel become an integral part of Erie County Tax Parcel 33-137-577-0.003.00. Ronny Oakes, 3721 Zimmerly Road, appeared on behalf of the plan. No one appeared in opposition. It was moved by Mr. Figaski and seconded by Mr. McGrath to approve the subdivision plan with the requirement stated above. Motion carried by unanimous roll call vote.

It was moved by Mr. Figaski and seconded by Mr. McGrath to approve Resolution 2013-R-27; a Resolution to authorize the award, execution and delivery of Lease-Purchase Agreement No. 008-0647663-300 for a Toro Groundsmaster 4000-D mower to TCF Equipment Finance, Inc. This

mower will be utilized in the Parks and Recreation Department. Motion carried by unanimous roll call vote.

It was moved by Mr. McGrath and seconded by Mr. Figaski to approve Resolution 2013-R-28; a Resolution to approve the Annual Budget of the Erie Area Council of Governments for the calendar year ending December 31, 2014. Motion carried by unanimous roll call vote.

On the recommendation of the Engineering Department, it was moved by Mr. McGrath and seconded by Mr. Figaski to approve the release of PNC Bank Letter of Credit 18101888-00-000 in the amount of \$93,340.00 for Birch Run (Carol Baldwin-Geiger and J. R. Baldwin Trust, developer) with the stipulation that a separate developer's check in the amount of \$1,680.00 be held to provide for the installation of the remaining 14' x 4" handicapped ramp. Motion carried by unanimous roll call vote.

It was recommended by Treasurer Wolf, moved by Mr. Figaski and seconded by Mr. McGrath to approve the sale of 3558 West 22nd Street to Joseph Vitarelli for \$250.00 from the Erie County Repository for Unsold Properties. No public comment was offered. Motion carried by unanimous roll call vote.

Treasurer Wolf reported that the Board, on an annual basis and under the provisions of the Second Class Township Code, is required to appoint a certified public accounting firm to perform the annual audit of the records of the Township. It was recommended by Treasurer Wolf, moved by Mr. McGrath and seconded by Mr. Figaski to approve the firm of Buseck, Barger, Bleil and Company, Inc. to perform the Township's 2013 audit for a fee of \$11,000.00 and the Millcreek Township Sewer Revenue Fund's 2013 audit at the standard hourly billing rate. No public comment was offered. Motion carried by unanimous roll call vote.

Mr. Kujawa wished everyone a Happy Thanksgiving.

The following quotations were received to install a guardrail at the intersection of Old Zuck Road and West Grandview Boulevard:

Shingledecker's Welding, Inc.	\$2,350.00
Green Acres Contracting	\$7,183.75
Fence by Maintenance	No quote

It was recommended by Mark Dietz, moved by Mr. McGrath and seconded by Mr. Figaski to award the contract to Shingledecker's Welding, Inc. for \$2,350.00. No public comment was offered. Motion carried by unanimous roll call vote.

It was moved by Mr. McGrath and seconded by Mr. Figaski to authorize Chuck Heffner and Matt Exley to attend the Northwest Pennsylvania Counter Terrorism Task Force meeting on December 10, 2013 in Meadville, PA. Travel will be by Township vehicle with no overtime involved. No public comment was offered. Motion carried by unanimous roll call vote.

Mr. McGrath encouraged residents to come in and get an envelope off this year's Giving Tree which is in the lobby.

It was moved by Mr. McGrath and seconded by Mr. Figaski that the Chairman and Secretary be authorized to sign a grant agreement between Millcreek Township and Penn State for tree planting at the new park by the Kearsarge Pump Station. The Sewer Authority received the grant in the amount of \$26,000.00; however the Township will receive the money and transfer to the Sewer Authority. No public comment was received. Motion carried by unanimous roll call vote.

There being no further business to come before the Board or citizens to be heard, it was moved by Mr. Figaski, seconded by Mr. McGrath and carried to adjourn the meeting at 9:46 a.m.

Phyllis A. Vollbrecht
Assistant Secretary

APPROVED: December 3, 2013

Joseph S. Kujawa
Richard P. Figaski