

The regular meeting of the Millcreek Township Board of Supervisors was called to order at 9:30 a.m. by Chairman John Morgan in the Assembly Room of the Millcreek Township Municipal Building. Present were Mark Zaksheske, John Groh, John Morgan, James Bock, Mark Shaw, Esq., Aaron Boyd, Richard Morris, P.E., Matthew Exley, Gary Snyder and Sheryl Williams.

Following the Pledge to the Flag, Chairman Morgan called for public comment on agenda items other than development or rezoning applications. There was no public comment.

It was moved by Mr. Bock and seconded by Mr. Morgan to table action on the minutes from the January 23, 2018 meeting until the next Board meeting. Motion carried by unanimous roll call vote.

It was moved by Mr. Groh, seconded by Mr. Bock and carried by unanimous roll call vote to approve payment of the General Fund bills in the amount of \$1,435,835.43, and Sewer Revenue Fund bills in the amount of \$99,384.20.

On recommendation of Parks and Recreation Director Ashley Marsteller, it was moved by Mr. Groh and seconded by Mr. Bock to award the installation and surfacing of the "All for Play" play unit previously purchased for Asbury Park to Play & Park Structures of N. OH & W. PA for \$42,507.60 under COSTARS contract #014-158. Motion carried by unanimous roll call vote.

Quotations for the purchase of a Fargo DTC4250e Dual-Sided System ID Card Printer were solicited by Matthew Exley, Director of Emergency Management and Code Enforcement, as follows: ID Zone - \$3,495.00, ID Wholesaler - \$4,260.00, Easy Badges - \$3,578.00. On recommendation of Mr. Exley, it was moved by Mr. Groh and seconded by Mr. Bock to award the contract to ID Zone for \$3,495.00. Motion carried by unanimous roll call vote.

On recommendation of Gary Snyder, Director of Public Works, it was moved by Mr. Groh and seconded by Mr. Bock to purchase two (2) International dump trucks with front plows and wings for the Streets Department from Five Star International for a total budgeted cost of \$370,000.00 under COSTARS contract #025-005, with accessories to be installed by US Municipal under COSTARS contract #025-019. Motion carried by unanimous roll call vote.

Quotations for the purchase of a Portable Pipe Threader for the Sewer Department were solicited by Gary Snyder, Director of Public Works, as follows: Perry Mill Supply - \$2,965.00, Grainger - \$2,144.80, IRR Supply - \$1,963.05. On recommendation of Mr. Snyder, it was moved by Mr. Groh and seconded by Mr. Bock to award the contract to IRR Supply for \$1,963.05. Motion carried by unanimous roll call vote.

On recommendation of Public Works Director Gary Snyder, it was moved by Mr. Groh and seconded by Mr. Bock to purchase one Rooftop Unit RTU-1 Replacement from Johnson Controls, Inc. for the Building Maintenance Department for a total budgeted cost of \$76,995.00 under COSTARS contract #008-145. Motion carried by unanimous roll call vote.

On recommendation of Mr. Morgan, it was moved by Mr. Groh and seconded by Mr. Bock to authorize General Code to process the annual Codification Supplement at a cost not to exceed \$7,800.00. Motion carried by unanimous roll call vote.

Solicitor Shaw reported that Proposed Ordinance 2018-1, Sign Ordinance Amendment, will remove the 2-sign limit under the Temporary Sign section, and bring the Township into compliance with the ruling from the recent Shea lawsuit.

A Public Hearing was held on Proposed Ordinance 2018-1. No one spoke either in favor of or in opposition to the proposed ordinance.

On recommendation of Mr. Shaw, it was moved by Mr. Groh and seconded by Mr. Bock to enact Ordinance 2018-1; An Ordinance to Amend Certain Provisions of the Millcreek Township Zoning Code Relating to Signs. Motion carried by unanimous roll call vote.

Matthew Exley, Director of Emergency Management and Code Enforcement, reviewed the proposed changes to the current Burning Ordinance, better defining permitted recreational and cooking fires which are to be no larger than 3' diameter x 2' height; no burning of solid, municipal, recyclable or leaf waste; monitoring of fires at all times by persons age 16 or older; having appropriate agents available for extinguishing the fire; allowance for certain groups to apply for temporary bonfire permits; maintaining the temporary burn ban authorization; and updating the fine schedule. Mr. Morgan noted that the proposed ordinance has been advertised and is available for review on the Township website, and action on the ordinance will take place at the next meeting on February 27, 2018 at 7:00 p.m.

It was moved by Mr. Groh and seconded by Mr. Bock to adopt Resolution 2018-R-7; A Resolution pursuant to Resolution 2015-R-20 and the Municipal Records Manual to approve proposed disposition of certain Township records. This authorizes disposal of police Dash Cam videos which may be discarded after the mandatory 180 days. Motion carried by unanimous roll call vote.

Mr. Morgan explained that Resolution 2018-R-8 updates fees and consolidates several resolutions into one document. It was moved by Mr. Groh and seconded by Mr. Bock to adopt Resolution 2018-R-8; A Resolution to amend and restate regulations establishing amounts of fees and deposits required/allowed under state law and various Township Code provisions. Motion carried by unanimous roll call vote.

Mr. Morgan explained that over the past 2 years the Township has been negotiating two sidewalk maintenance agreements with PennDOT regarding Interchange Road and Peach Street and Kuntz Road. Mr. Shaw noted that Assistant Engineer Anne Sokol should be added as the Township's contact person in the agreements, and that with respect to Interchange Road, the Township is awaiting a funding agreement from PennDOT requesting a 20% match from the Township. It was moved by Mr. Groh and seconded by Mr. Bock to adopt Resolution 2018-R-9, with Anne Sokol to be added as the Township's contact person; A Resolution to Approve PennDOT Sidewalk Maintenance Agreements. Motion carried by unanimous roll call vote. Mr. Morgan added that the Interchange Road project will begin in the summer of 2018, and the Peach Street and Kuntz Road project will commence in the summer of 2019.

Engineer Richard Morris reported receiving a Financial Security Release request from UNIT 0800 RETAIL EXPANSION FOR MILLCREEK MALL – Millcreek Mall Corp., Developer, and noted this is regarding the new Boscov's store. On recommendation of Mr. Morris, it was moved by Mr. Groh and seconded by Mr. Bock to approve a release of First Merit Bank Check #349101 in the amount of \$65,155.00. Motion carried by unanimous roll call vote.

Mr. Groh summarized the Township's building construction report for the month of January 2018, and announced that the report will be available on the Township website and in the Zoning Office.

Total Residential Structures	\$	191,300.00
Total Non-residential Structures		<u>41,500.00</u>
	\$	<b>232,800.00</b>
Zoning Permits Issued		5
Zoning Permit Fees	\$	<b>1,200.00</b>

On recommendation of Matthew Exley, Director of Emergency Management and Code Enforcement, it was moved by Mr. Groh and seconded by Mr. Bock to reappoint Rebecca Kessler to a 3-year term on the Fire and EMS Commission. Motion carried by unanimous roll call vote.

On recommendation of Dick Whitbread, Bureau Chief-Traffic and Electrical, it was moved by Mr. Groh and seconded by Mr. Bock to authorize Joe Bizzarro and Jeff Tenney to attend two LTAP classes on March 1, 2018 and May 24, 2018, from 8:00 am – Noon, at no cost to the Township. Motion carried by unanimous roll call vote.

On recommendation of Diane Lyons, Human Resource Manager, it was moved by Mr. Groh, seconded by Mr. Bock, and carried by unanimous roll call vote to approve the following staff increases and/or promotions:

Matthew Waldinger: Promotion to Director of Planning & Development, effective March 1, 2018, with a 10% increase to 2018 salary, to be \$77,476.79.

Anne Sokol: Promotion to Township Engineer, effective March 1, 2018, with a 5% increase to 2018 salary, to be \$77,951.03.

Matthew Puz, Jr.: Successful completion of ICC Zoning Inspector Certification, with a 1% increase to 2018 salary, to be \$55,550.00.

Mr. Morgan reported that the Board met in Executive Session with Solicitor Mark Shaw to discuss legal and personnel matters on January 26, 2018, and on February 1 and 8, 2018.

On recommendation of Matthew Exley, Director of Emergency Management and Code Enforcement, it was moved by Mr. Morgan and seconded by Mr. Bock to appoint John Groh as Millcreek Township Emergency 929 Team Fire Police Officer. Motion carried 2-0, with Mr. Groh abstaining.

On recommendation of Chief Heidt, it was moved by Mr. Bock, seconded by Mr. Groh and carried by unanimous roll call vote to authorize the following:

Permission to begin the process of hiring three (3) candidates from the 2018 Hiring Eligibility List.

Permission to purchase four (4) 2018 Ford Interceptor SUVs, with accessories and installation, minus computer equipment, from Tri-Star Motors of Blairsville, PA under COSTAR Contract #013-146, at a total cost of \$159,848.00.

Permission for the two (2) CVSA Examiners (Computer Voice Stress Analysis) to attend re-certification training in Ohio on May 15-17, 2018 at a total estimated cost of \$1,782.00, with use of department vehicle.

Permission for one officer to attend the Arson Detection and Fire Investigation course in Lewistown on March 26-30, 2018 at a total estimated cost of \$1,168.25, with use of department vehicle.

Permission for Chief Heidt and one officer to attend the PA Law Enforcement Accreditation Training Conference in Harrisburg on March 26-28, 2018 at a total estimated cost of \$1,004.50, with use of department vehicle.

Student Ambassador Aaron Boyd announced that the McDowell Girls Varsity Cheer Squad recently took 5<sup>th</sup> place at a competition in Disney World.

Mr. Groh announced that at the end of February, Lt. Mike Dougan will be retiring after 35 years of service with the Millcreek Police Department and Engineer Rick Morris will be retiring after 20 years of service with the Township. He congratulated both gentlemen and wished them well.

Mr. Morgan clarified that three new MPD officers will be hired – two to replace retirees, and one to replace the new School Resource Officer, who will be working the majority of his hours at McDowell High School.

Mr. Morgan announced that on February 6, 2018, the Supervisors sent a letter to Secretary Dennis Davin, PA DCED, requesting consideration of three census tracts for Opportunity Zones, which comprise the Gateway District to Presque Isle State Park.

Open Records Officer Sheryl Williams presented the January Right-to-Know Report, noting there were 8 requests requiring 14 hours of response preparation time. Two requests were granted, two were denied and four were partially denied.

There being no citizens to be heard or any further business to come before the Board, it was moved by Mr. Groh and seconded by Mr. Bock to adjourn the meeting at 10:08 a.m.

Sheryl A. Williams  
Township Secretary

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Approved: February 27, 2018

John E. Morgan \_\_\_\_\_

John H. Groh \_\_\_\_\_

James S. Bock \_\_\_\_\_