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**MINUTES**  
**REGULAR MEETING OF THE**  
**UPPER BURRELL SUPERVISORS**

**MONDAY, JANUARY 6, 2014**  
**MEETING ROOM, 3537 - 7<sup>TH</sup> STREET ROAD**

Board of Supervisors Chairman, Ross Walker II called the regular meeting of the Upper Burrell Township Supervisors to order at 7:00 pm.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** The following members of Council responded to roll call:

**Present:** Chairman Walker  
Vice Chairman Dombroski  
Supervisor Uhler

**Also present:** David Kerchner, Engineer  
Melissa A. Holmes, Secretary  
Stephen Yakopec, Solicitor

**APPROVAL OF THE MINUTES**

Motion made by Walker, second by Uhler, to approve the minutes of the December 4, 2013 regular meeting of the Township Supervisors. Motion passed 3-0.

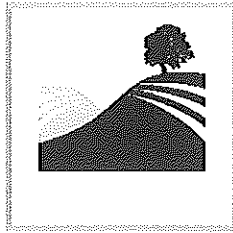
**COMMENTS ON AGENDA ITEMS** – Leon Yurkin, 3603 Baxter Drive, inquired about the letter from Stephen Yakopec in regards to the Keller Well. Mr. Yakopec stated that Penneco Oil wanted to make clear that once the site was restored the pad will be constructed to be 45' x 160' as shown on the drawings that were submitted.

**CORRESPONDENCE**

Chairman Walker asked Ms. Holmes, to review the correspondence from the month. Ms. Holmes reviewed the items that were listed on the agenda.

**ROAD REPORT**

Supervisor Dombroski reviewed the activities of the Road Department for the month of December.



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Dombroski stated that most of the activities of the month were spent on snow removal, cutting trees and patching potholes. Dombroski also stated that the Township did not receive any bids for the 2014 road materials, he is going to check with Co-stars and PennDot to see what needs to be done.

**POLICE REPORT**

There were 1348 citation issued for the year 2013.

**EMC REPORT - None**

**ENGINEERS REPORT**

Mr. Kerchner reported that he has a received the performance bonds for the work for the Lower Drennen Road Slide Project which was the last piece of paperwork needed which he will review and when all in order he will have a meeting to ask for the contractor's traffic control plan. Mr. Kerchner also stated that as soon as the weather breaks the work on PSNK will be completed.

**PLANNING COMMISSION - None**

**SOLICITORS REPORT - None**

**NEW BUSINESS**

A motion was made by Walker, second by Dombroski, to set the 2014 millage rate at 10.0 mills.  
Motion passed 3 - 0

A motion was made by Walker, second by Uhler, to set the 2014 fee schedule.  
Motion passed 3 - 0

A motion was made by Walker, second by Uhler to advertise and set the 2014 regular meeting dates for the Township for the 1<sup>st</sup> Monday of the every month beginning at 7:00 p.m. with the exception of September which will be held on Tuesday , September 2 and December which will be held on Wednesday, December 3, 2014. Motion passed 3 – 0

A motion was made by Walker, second by Uhler to set the 2014 regular meeting dates for the Planning Commission, for the 3<sup>rd</sup> Tuesday of every month, beginning at 7:00 p.m. with the exception of May, which will be held on Wednesday, May 21, 2014. Motion passed 3 - 0

A motion was made by Walker, second by Dombroski, to accept the resignation of Part-Time Police Officer, David P. Endlich. Motion passed 3 - 0

A motion was made by Walker, second by Uhler to accept the fee schedule from DeBlasio & DeBlasio for the 2013, 2014, and 2015 audit of the Township's Tax Collector. Motion passed 3 - 0

A motion was made by Walker, second by Uhler, to move forward with the Hazardous Mitigation Grant Program for trying to get a generator installed at the Township Building. Motion passed 3 – 0



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A motion was made by Walker second by Dombroski to give Betty Beestrice \$600.00 for the 2014 Easter Party. Motion passed 3 - 0

**COMMENTS FROM THE PUBLIC**

George Banyas, 361 Hunter Hill Road, asked Supervisor Walker to please take some time out of his day to travel along with him on Lower Drennen Road. Supervisor Walker stated he will be glad to. Mr. Banyas also questioned the Townships allocation to the Fire Department, Mr. Banyas provided a newspaper article in regards to a fire on Irwin Drive where the article shows and states that fire fighters from Kinloch Fire Department has to respond to the incident.

John Grum, 141 Fawn Hill Lane, inquired about the contract renewal with Comcast. Mr. Grum stated that there are about 20 residences in his neighborhood who maybe interested in Comcast services but as of date this service is not available. Mr. Walker stated that one of the issue that will be discussed with Comcast is the expansion of their service. Once a new agreement has been submitted to the Township from Comcast a copy will be provided to the Solicitor for review.

Frank Sekscinski, 621 Myers Drive, stated that back in 2006 he purchased a neighboring property and has since been paying a water bill for said property. Mr. Sekscinski stated that according to Township Ordinance all properties must be at least 1 acre in size to build on, he went on to state that said property is less then amount allowed to build. Mr. Sekscinski stated he did contact the Water Co. and asked to no longer be billed for the tap and they wanted a letter from the Township indicated as such.

Dan Rowe, 905 Merwin Road, asked about the new Firearm Ordinance. Supervisor Walker stated that no discussions have been held since this issue was tabled at the December 2013 meeting. Supervisor Walker stated that the Ordinance that is in effect does not allow center fire pistols and rifles, the use of shotgun is not spelled out, but suggested that people use common sense and he is not qualified to make a legal decision on this. Solicitor Yakopec stated that if the term shotgun is not referred to then it's allowed to be used. Noting that noise may still be a factor.

John Trzeciak, 1500 Menk Road, asked if any of the supervisors had heard from Firearms Industry? As of date of 3 Supervisors stated they had not. Mr. Trzeciak stated that maybe one if the issues to consider is to limit the days of shooting especially when Holidays are involved. Still trying to be fair to all residents.

A motion was made by Walker to adjourn, second by, Dombroski, meeting adjourned at 7:47 pm.

Minutes Submitted by:

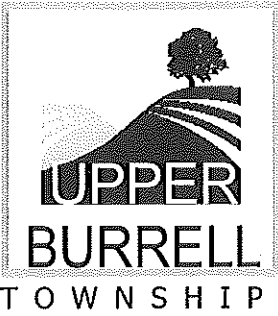
Melissa A. Holmes

Note\*\*\* Next monthly meeting will be held on Monday, February 3, 2014 beginning at 7:00 p.m.

**Road Report December 2013**

2	dumped anti skid out of trucks/ rinsed spreaders and beds/ washed trucks, welded plate to snow plow shoes, reset knocked over sign post- Bethesda @ Guyer
3	vacation(PD), patched potholes- Myers, Hartge, Guyer, Bethesda
4	wrote up November road report(PD), swept halls, cleaned mens room(TW), replaced light over outside office hallway door, patched potholes- Guyer, Michael, Hunter Hill
5	patched potholes- Menk
6	removed large stump from roadway with backhoe- Menk, cut up fallen trees, installed Safe Hit markers along berm- Myers, cleaned leaves out of ditches and culverts, fueled trucks and loaded anti skid, snow removal
7	snow removal
8	snow removal
9	snow removal, hauled back borrowed tables and chairs used for Senior Citizen Christmas Luncheon, cut up two fallen trees
10	mopped meeting room floor and set up chairs, snow removal
11	spread anti skid, repaired snow plow skid shoes, took Peterbilt for clutch adjustment
12	spread anti skid, mixed anti skid, lubed and washed trucks
13	spread anti skid, wrote up time sheets(PD), swept hallways(TW), removed clog and replaced trap on ladies room sink, worked in garage
14	snow removal (Randy Lindemuth 4.75 hours)
15	snow removal
16	snow removal
17	snow removal
18	spread anti skid/ plowed off slush, repaired tire chains
19	spread anti skid, dumped out trucks, hosed out spreaders, cleaned and lubed trucks
20	repaired skid adjusters on Peterbilt and International snow plows, worked in garage, cleaned and lubed backhoe
23	removed trees and branches from roads, patched Lower Drennen
24	checked brakes on 9-26, spread anti skid
25	Christmas Day Holiday, spread anti skid(PD)
26	snow removal
27	spread anti skid on ice patches, got and replaced hydraulic hose on F-550 snow plow, vacation(PD)
30	spread anti skid on ice patches, replaced rear brake pads, changed oil and filter and wiper blades on 9-26, vacation(PD)
31	spread anti skid, vacation 4 hours(PD,TW), spread anti skid

Submitted By: 



ESTABLISHED 1879

Westmoreland County, Commonwealth of Pennsylvania

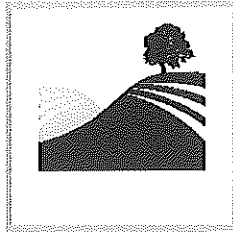
3735 SEVENTH STREET ROAD  
NEW KENSINGTON, PA 15068

T 724.335.3517

F 724.335.9475

BOARD OF SUPERVISORS  
ATTENDANCE RECORD  
JANUARY 6, 2014

NAME	ADDRESS
L BOON YURKIN	3603 BAXTER DR.
Larry Borowiec	3629 BAXTER DR.
Tom + Lisa Baker	5414 Upper Drennen
TAMI SMITH	4280 9th ST
REN SLANTOVSKY	6200 SCHAFFER DR.
GEORGE BANYAS	361 HUNTER HILL RD.
Joyce Ewing + Jeff Ewing	201 Stoney Hill Rd
Frank Selasinski	621 Myers Dr.
Bob Myers	216 Rocky Lane
GEORGE RICHARD	350 Hunter Hill Rd.
Shawn Burish	2450 Turkey Ridge Road
Tommy Suppa	252 Dewey Dr. Apt 3
Don Rave	905 Melville
ARLANN MABINTALE	340 WOODLAND RD
John Paul + Julie Gram	141 fawn Hill Ln
JON TRZELIAK	1500 MENK
George Uhler	2259 Turkey Ridge Rd



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***MINUTES  
ORGANIZATION MEETING  
UPPER BURRELL SUPERVISORS***

***MONDAY, JANUARY 6, 2014  
MEETING ROOM, 3537 - 7<sup>TH</sup> STREET ROAD***

Board of Supervisors, Pete Dombroski, called the organizational meeting of the Upper Burrell Township Supervisors to order at 7:00 pm.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** The following members of Council responded to roll call:

**Present:**        **Ross Walker III  
Pete Dombroski  
Allen Uhler**

**Also present:** David Kerchner, Engineer  
Melissa A. Holmes, Secretary  
Stephen Yakopec, Solicitor

**ELECTION OF OFFICERS** – A motion was made by Supervisor Dombroski, second by Uhler to appoint Ross Walker III as the Chairman of the Board. Motion passed 3 – 0

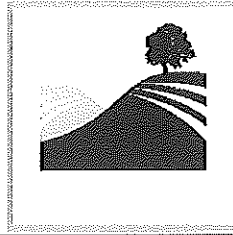
A motion was made by Walker second by Uhler to appoint Dombroski as Vice-Chairman of the Board. Motion passed 3 – 0

**APPOINTMENTS**

A motion was made by Walker second by Dombroski to re-appoint Melissa A. Holmes as Secretary/Treasurer for the year 2014. Motion passed 3 – 0

A motion was made by Walker second by Uhler to re-appoint Stephen Yakopec, Solicitor , for the year 2014 at the rate of \$115.00/hour. Motion passed 3 – 0

A motion was made by Walker second by Uhler to re-appoint David Kerchner and Bankson Engineers for the year 2014 as the Township’s Engineer at the company rate for services. Motion passed 3 – 0



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A motion was made by Walker, second by Dombroski to re-appoint Joyce Ewing as the Collector of Per Capita and Local Service Tax for the year 2014. Motion passed 3 – 0

A motion was made by Walker, second by Uhler to re-appoint Collection Services Center as Per Capita Delinquent Tax Collector for Per Capita Tax for the year 2014. Motion passed 3 - 0

A motion was made by Walker, second by Uhler to re-appoint Norm George as the Sewage Enforcement Officer for the year 2014. Motion passed 3 – 0

A motion was made by Walker, second by Uhler to re-appoint Rober Koch as Alternate Sewage Enforcement Officer for the year 2014. Motion passed 3 – 0

A motion was made by Walker, second by Uhler to re-appoint Hoffman Kennels as the Animal Control Agency for the year 2014. Motion passed 3 – 0

A motion was made by Walker, second by Uhler to re-appoint David Knox as the Emergency Management Coordinator for the year 2014. Motion passed 3 - 0

A motion was made by Walker, second by Dombroski to re-appoint Timothy Weitzel as Vacancy Board Member for the year 2014. Motion passed 3 – 0

A motion was made by Walker, second by Dombroski to re-appoint Scott Chermak and Professional Code Services as the Code Enforcement Officer, Zoning Officer and Building Inspector for the year 2014. Motion passed 3 – 0

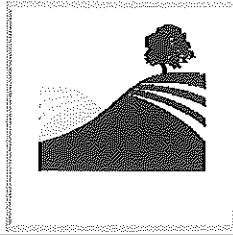
A motion was made by Walker, second by Uhler to re-appoint First National Bank as the Depository of Funds for the year 2014. Motion passed 3 – 0

A motion was made by Walker, second by Uhler to re-appoint Peter Dombroski as Roadmaster for the year 2014. Motion passed 2 – 0 Dombroski abstained

A motion was made by Walker, second by Uhler to re-appoint DeBlasio and DeBlasio as the independent auditor for the year ending 12/31/2013. Motion passed 3 – 0

A motion was made by Walker, second by Uhler to re-appoint Rick Ryan to a four-year term on the Planning Commission which will expire the first Monday of January 2018. Motion passed 3 – 0

A motion was made by Walker, second by Uhler to re-appoint Pat Cancro to a three-year term on the Zoning Hearing Board, term ending January 2017. Motion passed 3 – 0



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## ORGANIZATIONAL BUSINESS

A motion was made by Walker, second by Uhler to set the Regular Meetings of the Board of Supervisors as the first Monday of every month beginning at 7:00 p.m., with the exception of Tuesday, September 2, 2014 and Wednesday, December 3, 2014, Planning Commission Meetings as the third Tuesday of every month beginning at 7:00 p.m., with the exception of Wednesday, May 21, 2014. All meetings will be held at the Township Municipal Building.

A motion was made by Walker, second by Uhler to establish office hours as 8:00 a.m. through 4:00 p.m., Monday through Friday. Motion passed 3 – 0

A motion was made by Walker, second by Dombroski to establish the Treasurer's Bond for 2014 in the amount of \$1,000,000.00 Motion passed 3 – 0

A motion was made by Walker, second by Uhler to authorize the Treasurer to pay Payroll Bi-weekly and bills paid weekly. Motion passed 3 – 0

A motion was made by Walker, second by Dombroski to set the mileage reimbursement for 2014 at the established IRS rate. Motion passed 3 – 0

A motion was made by Walker, second by Uhler to approve the Wage Schedule for Township Employees, retroactive to the beginning of the current pay period. Motion passed 2 – 0 with Dombroski abstaining.

A motion was made by Walker, second by Uhler to approve the Police Compensation. Police wages are set by the second year of their three year contract according to the Collective Bargaining Agreement, specifically Article VI, Section 1. Motion passed 3 – 0

A motion was made by Walker, second by Uhler to approve the Full-Time Employee Benefit Schedule for the year 2014. Motion passed 3 – 0

A motion was made by Walker, second by Uhler to summarize the appointments in resolution format and number as Resolution No. 1 of 2014. Motion passed 3 – 0

### **PUBLIC COMMENT - None**

A motion was made by Walker, second by Dombroski to adjourn at 7:09 p.m. Motion passed 3 - 0

Minutes Submitted by:  
Melissa A. Holmes

Note\*\*\*

Next monthly meeting will be held on February 3, 2014, beginning at 7:00 p.m.