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**MINUTES**  
**REGULAR MEETING OF THE**  
**UPPER BURRELL SUPERVISORS**  
**WEDNESDAY, SEPTEMBER 6, 2016, 7:00 PM**  
**MEETING ROOM, 3735 - 7<sup>TH</sup> STREET ROAD**

Board of Supervisors, Chairman, Ross Walker, 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:**            **Ross G. Walker, III, Chairman**  
                          **Peter F. Dombroski, Jr. Vice Chairman**  
                          **Allen E. Uhler, Supervisor**

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

**COMMENTS ON AGENDA ITEMS** – Melanie Kolenda, part owner of a 120 acre parcel located on Myers Drive, asked about the PA Department of Transportation reimbursement funds. Ms. Kolenda also asked what the MMO was referring to and if any of the Board of Supervisors were part of that. Walker replied that himself and Supervisor Uhler are not, however, Vice Chairman Dombroski is as for he is also an employee of the township.

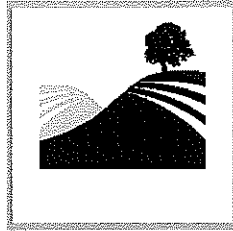
**APPROVAL OF THE MINUTES**

Motion made by Walker, second by Dombroski, to approve the minutes of the August 3, 2016, regular meeting of the Township Supervisors.

Motion passed 3-0.

**CORRESPONDENCE**

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



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### **ROAD REPORT**

Supervisor Dombroski reported for the month of August that a lot of the time was spent finishing up the mowing and a lot of storm clean up and also preparing the area on Whitten Hollow for the upcoming project. The road department also helped the Fire Department remove several trees after that last storm came thru.

A motion was made by Walker second by Dombroski to award the Whitten Hollow Project to the low bidder, RJF Development Co., in the amount of \$13,300.00

Motion passed 3 - 0

**POLICE REPORT** – 121 calls, 21 Traffic Offenses, 1 burglary, if you see anything suspicious please call 911. Also the police department did participate in 2 DUI checkpoints. George Banyas stated that Patrolman Sciulli is a really nice guy.

### **EMC REPORT -**

Mr. Knox stated nothing new, just a lot of storm related issued and power outages.

### **ENGINEERS REPORT**

Mr. Kerchner stated that the Township did receive 3 quotes for the Whitten Hollow cross drain project and RJF Development Co. was the low bidder and his office has worked with them before so he is quite comfortable making the recommendation to award the bid to them, they were about \$4,000 less than what was anticipated. Mr. Kerchner stated also that the Westmoreland County Conservation District would like to have a preconstruction meeting prior to the start of this project.

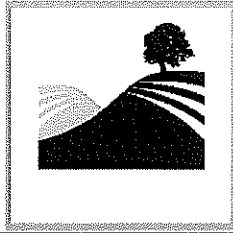
Mr. Kerchner stated they met with Suit Kote for the Myers Drive seal coating project and work is projected to start on 9/12/16 provided the weather cooperates. Myers Drive will remain open and Suit Kote will have flaggers and should only take about 1 day to do the work with follow up work to clean up the access aggregates this would be the area from Menk Road to the flat area on Myers Drive. The second part of the phase from PSNK to Rte. 780 will finish up next year.

The Township received an application notice for the Dirt, Gravel & Low Volume Roads Program for projects proposed for the 2017 construction season. Mr. Kerchner stated that when the Township applied for the 2016 season they did submit to applications and only one was funded. Mr. Kerchner suggested we apply again for the project that was not funded.

A motion was made by Walker second by Uhler to go ahead and submit an application for said project. Motion passed 3 - 0

Mr. Kerchner stated he has finally received the last income survey that was needed for the CDBG project in the Lincoln Beach area.

Mr. Kerchner also stated he that prior to the meeting he met with Supervisors to discuss the upcoming renewal of the Township's MS4 permit, in the past the Township has been immune from said permit but due to mandates from the EPA each state must monitor storm water in urbanized designated areas that



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have impaired water area if it is being discharged into. Now more and more information is needed to apply for renewal of the permit.

Motion was made by Walker second by Uhler to have Bankson Engineers prepare and begin work on the renewal of the Township's MS4 permit.

Motion passed 3 – 0

Ms. Kolenda asked if the Westmoreland Business and Research Park was in the designated area and if not why? Mr. Kerchner replied no the area's affected are Milligantown Road, Stoney Hill, Lincoln Beach and the Ross Plan and it is based on the 2010 census.

Mr. Kerchner stated that if we do not get the exemption all discharges will need to be tested and this is costly and there is no appeal, if they say we have to do it we have to.

Dan Myers asked will this address the issue in Lincoln Beach with the storm drains. Mr. Kerchner replied this is nothing with conveyance we will have to take samples of whatever trickles out.

#### **PLANNING COMMISSION –**

##### **SOLICITORS REPORT –**

Stated there was a newspaper article that pertained to the Burrell School District SRO, there will be a joint meeting at Burrell High School Board Room on September 13, 2106 beginning at 6:00 pm to discuss the financials of the schools SRO. A Lower Burrell patrolman is assigned to the school 100% of the time during the school year, there is a formula that is used on how to pay for the SRO, it was 30/70 with the school paying the higher percentage, now the school is wanting to flip this formula and have the city pay the higher percentage. The school board is considering hiring an ex police officer as just a school guard. The school board did approach the Township at a monthly meeting asking for help to pay for SRO, but the Township stated it already pay taxes and only 14% of students are from Upper Burrell.

##### **NEW BUSINESS**

A motion was made by Walker second by Dombroski, to have Freedom Systems prepare the year end processing at a cost of \$1595.00.

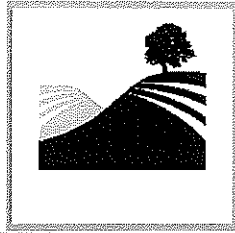
Motion passed 3 – 0

A motion was made by Walker, second by Uhler, to grant permission to the Westmoreland County Election Bureau for the use of the Township Building as a polling place for the November 8, 2016, General Election.

Motion passed 3 – 0

A motion was made by Walker second by Uhler to accept the 2017 MMO Contracted Employer Contribution Rate expressed as Dollar per member as \$9,000.00 and \$20.00 administrative fee per member.

Motion passed 2 – 0 Dombroski abstained



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A motion was made by Walker second by Dombroski to approve Resolution #7-2016 defining the contribution to the Police Pension Plan for the year 2017.

Motion passed 3 – 0

A motion was made by Walker second by Uhler to approve Resolution #8-2016 defining the Municipal Pension Plan for the year 2017.

Motion passed 2 – 0 Dombroski abstained

A motion was made by Walker second by Uhler to apply for the 2017 Dirt, Gravel and Low Volume Roads Maintenance Program.

Motion passed 3 – 0

A motion was made by Uhler second by Walker to attend the Inaugural Legislative Service Project to help repack donated food on Friday, September 16, 2016.

Motion passed 3 – 0

A motion was made by Uhler second by Walker, to pay all bills and accept the Financial Report.

Motion passed 3 – 0

#### **OPEN TO THE FLOOR**

Dan Myers, 200 Barnview Drive, asked about the Turkey Shoot the UBVFD is planning to hold.

Mr. Myers asked if there any liability on the Township for this? Solicitor Yakopec stated that according to the Commonwealth vs. Lucas the Fire Departments are a separate entity from the Township. Solicitor Yakopec stated the Fire Department owns the property and the Township has no power to inquire about insurance, in the letter sent it stated that the Fire Departments own insurance company has covered this. Mr. Myers stated years ago there was an Ordinance that needed to be followed when it came to this.

#### **ADJOURNMENT**

Motion made by Walker, second by Uhler, to adjourn, meeting adjourned at 7:37 p.m.

Minutes Submitted by:

Melissa A. Cortilesio

Note\*\*\* Next monthly meeting, will be held on October 5, 2016 beginning at 7:00 pm