

AGENDA  
UPPER BURRELL TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
SEPTEMBER 6, 2017

1. Call to Order – Chairman Walker

Opening of Bids - None

2. Open to the Floor-Item on the Agenda

*The Board will now hear public comments from residents and tax payers of Upper Burrell Township on any agenda item at this time. Please state your name and address for the official meeting minutes.*

3. Minutes

Minutes from the August 2, 2017, Regular Meeting are submitted for the Board's review and approval.

4. Correspondence –

- Received a copy of the "Order of Court", from the Common Pleas of Westmoreland County, stating, **ORDERED AND DECREED**, the conditional use application process that was initiated by the filing of the application with Upper Burrell Township on July 21, 2017, is "**STAYED**", pending the outcome of the proceedings at No. 2527 of 2017.
- Along with 5 other items. With Number 5 stating a hearing on this matter will be held before the undersigned in Courtroom No. 2, Westmoreland County Courthouse, 2 N. Main St., Greensburg, PA, from 9:00 am to 4:00 pm, on October 16, 17 and 18, 2017. (Validity Challenge) Please see the attachment for the other items.
- Received notice from Bankson Engineers in regards to the review of the Grading Permit Application for the Zeus Well Pad submitted by Huntley & Huntley. The letter states the grading permit coheres to the required information; however, we recommend issuances of the grading permit contingent upon receipt of Soil Erosion and Sedimentation Control Plan approval letter from the County Conservation District, NPDES permit for storm water discharges approval letter and certification from a geotechnical engineer.
- Received notice from Bankson Engineers in regards to the review of the Land Development Application for the Zeus Well Pad submitted by Huntley & Huntley. The letter states the following: The drawings and accompanying document were developed by Civil & Environmental Consultants, Inc. and depict the proposed land development as a gravel access road, meter pad, and storm water infrastructure including channels, water bar, etc. The drawings also indicate a proposed well pad, well pad PCSM BMP, and well pad access road from Guyer Road that are to be permitted separately. Therefore, they are not encompassed in our review nor our comments. Those items will require a separate Preliminary and Final Land Development application, approval and grading permits.

In regards to the Preliminary and Final Land Development application received, Bankson Engineers did find several issues with said application. Which the Engineer can elaborate on.

- Received email notice from the PA DEP, that the completeness review on the Zeus Well Pad, Drill & Operate Well Permit, was completed on 8/18/2017. The permit application package is complete, has been accepted, and is undergoing technical review.
- Received the MMO for the two Pension Plan for the year 2018 which said obligations will remain at \$9000.00/per employee.
- Received notice from the Westmoreland Conservation District of the Grant Application opening for unpaved and low volume (paved) roads. Application deadline is October 31, 2017.
- Received a letter of request from Tax Collector, Joyce Ewing asking permission to destroy certain records for 2009 and prior years. The destruction will take place by shredding.

5. Road Report -

6. Police Report

- a) Emergency Management Report

7. Engineers Report

8. Planning Commission - George Richard has been appointed as Secretary of the Commission. Chairman O'Brien stated that after a discussion with Jen Hoffman, Huntley & Huntley that all property owners within 1,000' of the drilling corridor will be notified with letter by regular mail of the proposed well drilling and ask them to inform Huntley & Huntley regarding any existing wells or other issues on their property.

Byers Plan Lots No. 2 Subdivision Plan

David Byers and Jim Barazanski presented a two lot subdivision between Upper Drennen Road and Pleasant Valley Road. The plan conveys 23.125 acres from Byers to Barazanski and to combine with Lot 202 to create Lot 202-R (34.705 acre). The remaining Byers land will be known as Lot1-R (7.781 acre). After a discussion Leon Yurkin moved to approve the plan, seconded by George Richard and all were in favor.

Discussion on the floor

Ron Slabe asked if Huntley & Huntley will present additional information to the Planning Commission. During Tom O'Brien's August 18 call to Jen Hoffman she indicated that Huntley & Huntley will review their application with the Commission after the Judges stay is lifted, probably in November.

9. Solicitors Report -

**10. New Business**

- A. Motion to accept the 2018 MMO Contracted Employer Contribution Rate expressed as Dollar per member as \$9,000.00 and \$20.00 administrative fee.
- B. Motion to approve Resolution #7-2017 defining the contribution to the Police Pension Plan for the year 2018.
- C. Motion to approve Resolution #8-2017 defining the contribution to the Municipal Pension Plan for the year 2018.
- D. Motion to approve the Planning Commission’s recommendation for the two lot subdivision request of David Byers. Byers Plan of Lots No. 2.
- E. Motion to have the Engineer apply for Dirt, Gravel & Low Volume Road Program.
- F. Motion to grant the request of Joyce Ewing, Tax Collector to destroy by shredding the records from 2009 and prior years that were indicated in her letter.
- G. Motion to pay all the bills and accept the financial report for the month of August.

**11. Pay all Bills & Financial Report -**

GENERAL FUND

Beginning Balance	\$ 993,264.09
Receipts	42,891.39
Expenditures	83,507.60
Closing Balance	\$ 952,647.88

CAPITAL RESERVE FUND

Beginning Balance	\$ 178,451.53
Receipts	80.00
Expenditures	0
Closing Balance	\$ 178,531.53

FIRE HYDRANT TAX

Beginning Balance	\$ 5,988.24
Receipts	0
Expenditures	0
Closing Balance	\$ 5,988.24

STATE AID FUND

Beginning Balance	\$ 189,570.33
Receipts	85.72
Expenditures	1,952.81
Closing Balance	\$ 187,703.24

**12. Open to the Floor**

*The Board will now hear public comments from residents and tax payers of Upper Burrell Township on any non-agenda item at this time. Please state your name and address for the official meeting minutes.*

**13. Adjournment**

Motion to adjourn \_\_\_\_\_ Second \_\_\_\_\_ at \_\_\_\_\_ p.m.

\*Please note that there may be addendums to this agenda.

Next meeting of the Township Supervisors will be held on Wednesday, September 6, 2017, beginning at 7:00 pm

Please note: General Election Day, Tuesday, November 7, 2017

## Addendum

### Correspondence

- Received the yearly quote for yearend services provided by Freedom Services, to prepare the W2 and file all tax reports in the amount of \$1595.00 if paid by 9/30/17.
- Received a quote from Hoffman Kennels who provides Animal Services to the Township for the year 2018 in the amount of \$185.00/per month and \$80.00/emergency calls.
- Received from Smith Butz, Attorneys at Law the following two (2) reports in regards to the Patricia Ann Troiano vs. Upper Burrell Township Zoning Hearing Board.
  1. Expert report of Susan Tymoczko
  2. Expert report of Dr. Ranajit Sahu
- Received a quote from Tim Fouse Excavating for the replacement of a cross drain on Lower Drennen Road and Bethesda Drive in the amount of \$5000.00.
- Received correspondence from the Engineer in regards to the next round of CDBG Funds. Will need to discuss with Engineer.
- Received a request from the Westmoreland County Election Bureau to use the Township Building as a polling place for the November 7, 2017, Municipal Election.

### New Business

- H. Motion to pay Freedom Systems \$1595.00 to prepare all the yearend services.
- I. Motion accept the 2018 Service Contract for Animal Services with Hoffman Kennels.
- J. Motion to accept the quote from Tim Fouse Excavating for the replacement of two cross drains.
- K. Motion to have the Engineer apply for the next round of CDBG Funds.
- L. Motion to allow the Westmoreland County Election Bureau use the Township Building as a polling place for the November 7, 2017, Municipal Election.