



MEETING MINUTES
REGULAR MEETING OF THE
UPPER BURRELL SUPERVISORS
WEDNESDAY, FEBRUARY 6, 2019
MEETING ROOM, 3735 - 7TH 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
 Michael P. Conley, Supervisor

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

OPENING OF BIDS – None

OPEN TO THE FLOOR – None

APPROVAL OF THE MINUTES

Motion made by Walker, second by Conley to approve the minutes of the January 2, 2019, regular and organizational 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.

ROAD REPORT – Vice Chairman Dombroski reported that the month was spent plowing and spreading anti skid, cut up a few trees and some minor equipment repairs. Supervisor Walker stated what a great job the Road Department is doing.

A motion was made by Dombroski second by Walker to have the Engineer prepare and advertise the 2019 Road Material Bids. No comments

Motion passed 3 – 0

POLICE REPORT – 55 Incidents for the month. Sgt. Speer again stated please do not give out any personal information over the phone.



EMC REPORT - None

ENGINEERS REPORT – Dave Kerchner reported that there has been no update yet on the Low Volume Road Grant Application the township submitted to the Westmoreland County Conservation District, a call was made to the Conservation District and they stated to look for a letter in the mail this month.

PLANNING COMMISSION – None

SOLICITORS REPORT – Mr. Yakopec stated that he did file the petition for the voting redistricting of the voting wards and Judge Harry Smail asked for the petition to be delayed until all election petitions have been received due to the Westmoreland County Commissioners being up for re-election. This new redistricting should take place for the November General Election, 2019. Yakopec also stated that Beth Lechman, Westmoreland County Elections Bureau is looking for input from the township on how the division of the districts should be.

Yakopec stated that HHEX filed a motion to quash Mr. Slabe’s petition (UBCAMP) on the Conditional Use Application granted to HHEX. Mr. Slabe did not contest so it is a done deal. Yakopec stated that he is so glad he did not do a Finding of Fact and Conclusion of Law on this issue due to it would have cost the township a lot of money. The Prothonotary’s Office is to file a “writ of certiorari” which in terms means send all records, which Mr. Yakopec never received.

Yakopec stated that as of date the LST taxes have been paid to Washington Township except for the 4th quarter of 2018. Yakopec stated that we are trying to have Leed’s be responsible for paying this tax to Washington Township and Upper Burrell Township rather than Upper Burrell.

NEW BUSINESS

- A. A motion was made by Walker second by Dombroski to send the Secretary and any Board Member to attend the Westmoreland County Association of Township Supervisors Annual County Convention.
Motion passed 3 - 0
- B. A motion was made by Walker second by Conley to accept with regrets the resignation of Part Time Patrolman, Jerry Hobeck.
Motion passed 3 – 0.
- C. A motion was made by Walker second by Dombroski to hire Renee Jones as a Part Time Patrolman.
Motion Passed 3 - 0
- D. A motion was made by Conley second by Walker to pay all the bills and accept the financial report for the month of January.
Motion passed 3 – 0



OPEN TO THE FLOOR –

Clint Craft, 1520 Menk Road, asked due to the property he purchased being Zoned Highway Commercial, would he be allowed to make all the necessary renovations that are needed to this property? The property is 24 acres with two residential homes located on it. Yakopec replied that yes his property would be considered a Non-Conforming Use and be grandfathered in.

ADJOURNMENT

Motion made by Walker, second by Conley to adjourn, meeting adjourned at 7:19 p.m.

Minutes Submitted by: Melissa A. Cortilesio,

Note*** Next monthly meeting, will be held on March 6, 2019 beginning at 7:00 p.m.