

---

**MINUTES**  
**REGULAR MEETING OF THE**  
**UPPER BURRELL SUPERVISORS**  
**WEDNESDAY, MARCH 7, 2018**  
**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**  
                             **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 February 7, 2018, regular meeting of the Township Supervisors.

Motion passed 3-0.

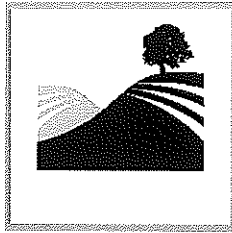
**CORRESPONDENCE**

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

**ROAD REPORT –** A lot of snow removal, some patching and a lot of cutting up trees and slide on Menk Road which when weather allows will be seeded.

Leon Yurkin, 3603 Baxter Drive, asked if Dombroski knew what happened to the stop sign at the intersection of Guyer & Baxter Drive? Dombroski replied probably stolen.

George Banyas, 361 Hunter Hill Road, stated he stopped up at the Township Building, two Monday's ago and no one from the Road Department was in. Mr. Banyas asked why on a beautiful sunny day at 1:00 pm was no one available? Dombroski stated he was off that on bereavement leave, and some days they start their mornings as early as 4:30 am, it depends exactly what is planned for the day especially if it is snowing there are mornings they start as early as 2:00 am.



---

**POLICE REPORT** – 96 calls for the month and 29 traffic citations issued. If you receive a fraudulent call, it seems as if the calls from the IRS are coming in, the IRS will not call you for any reason they would contact in you writing so do not give any personal information out.

Cari Armstrong, 260 Upper Drennen Road, gave a kudos to police department for the use of social media on Valentine’s day which resulted in the capture of the wanted person.

**EMC REPORT** - None

**ENGINEERS REPORT** – Mr. Kerchner reported that back in December he had some communication with Representative Evankovich’s office which was alerting the Township of some possible grant funding opportunities. Said funding could be used for flood mitigation, watershed restoration and a sewage facilities program which is long overdue. Said applications are due by the end of May.

Mr. Kerchner stated that the stop sign warrant for the Industrial Park is complete just needs the Chief’s signature and then returned back to the Solicitor.

Mr. Kerchner stated the he and Pete were out checking on the progress of the Menk Road project and looked over the slide area which is about ½ down from Route 780. Possible ways to slow this slide down or mitigate it is to have the construction company while here doing other work could put in a drain, with approximate cost somewhere around \$15,000 - \$20,000. Kerchner stated he will move forward on this provided said estimate is within reason.

Walker made a motion second by Conley to have the Engineer move forward with working with the current contractor to get an estimate on having said work done.

Motion passed 3 – 0.

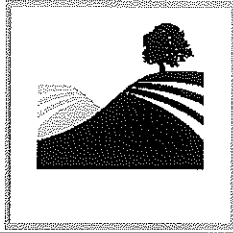
Mr. Kerchner stated that he hopes to have the maintenance agreement for Oak Lake Road worked out next week with Huntley & Huntley.

George Richard, 350 Hunter Hill Road, asked will the Township consider reapplying again for the Hunter Hill Project that was turned down. Kerchner stated it only makes sense to apply again, he believes in 6 months the grant should open up again. Walker also stated yes we will reapply.

**PLANNING COMMISSION –**

**John Gromley Subdivision**

Jeff Gromley presented a two lot subdivision along Borland Road. This plan divides a property into two lots. Parcel 1 is 2.156 acres and Parcel 2 is 4.2 acres. The plan has been reviewed by Bankson Engineers and their comments have been addressed. Each parcel has a dwelling on it however, a portion of the dwelling on Parcel 1 is actually over the property line and in Respironics Lot 55 in the Westmoreland Business & Research Park. After consulting with township solicitor Steve Yakopec regarding this matter, he indicated that this plan can be approved if a note is place on the plan that indicates “112 Borland Road is pre-existing and not

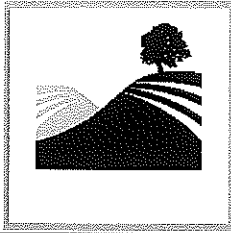


affected by the subdivision". Mr. O'Brien indicated that under Zoning Data on the plan, the S is missing in "Single Family". Also Mr. Yakopec indicated that Lot 55 in the Industrial Park is in Phase 4 and not Phase Z. George Richard moved to approve the plan contingent on the above mentioned additions and revisions being made to the plan, seconded by Rick Ryan and all were in favor.

**SOLICITORS REPORT – None**

**NEW BUSINESS**

- A. A motion was made by Walker second by Dombroski to send an elected official to attend the Annual Public Safety Seminar.  
Motion passed 3 - 0
- B. A motion was made by Walker second by Conley to declare the month of April as "Pennsylvania 811 Safe Digging Month".  
Motion passed 3 - 0
- C. A motion was made by Walker second by Dombroski, to accept with regrets the resignation of Kevin Cooney, Part Time Patrolman.  
Motion passed 3 – 0
- D. A motion was made by Walker second by Conley to grant the subdivision request of John Gromley.  
Motion passed 3 – 0
- E. A motion was made by Walker second by Dombroski to grant permission to the Westmoreland County Elections Bureau to use the Township building on Tuesday, May 15, 2018 as a polling location for the Primary Election.  
Motion passed 3 – 0
- F. A motion was made by Walker second by Conley to grant the 2018 Easter party allocation to Betty Beestrice.  
Motion passed 3 - 0
- G. A motion was made by Conley second by Walker to pay all the bills and accept the financial report for the month of February.
- H. A motion was made by Walker second by Dombroski to accept with regrets the resignation of Marla Matis, Part Time Patrolman.  
Motion passed 3 - 0



---

**OPEN TO THE FLOOR –**

George Banyas, 361 Hunter Hill Road, asked if complaining about the condition of the roads would do any good. Banyas stated drive down Lower Drennen and Hunter Hill Road good chance you will hit a 4" ditch. Mr. Banyas stated the pipes installed are too small and the "narrowing" street signs that were placed are wrong you only had a 50/50 chance of getting it right. Dombroski replied those signs were installed over 10 years ago and only 1 was incorrect. Yakopec stated that time of the year the asphalt plants are closed making it difficult to repair roads in the winter.

**ADJOURNMENT**

Motion made by Walker, second by Dombroski to adjourn, meeting adjourned at 7:23 p.m.

Minutes Submitted by: Melissa A. Cortilesio,

Note\*\*\* Next monthly meeting, will be held on May 2, 2018 beginning at 7:00 pm