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**MINUTES**  
**REGULAR MEETING OF THE**  
**UPPER BURRELL SUPERVISORS**  
**WEDNESDAY, APRIL 4, 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. Cortilesio, Secretary  
                          Stephen Yakopec, Solicitor

**OPENING OF BIDS** – The 2018 Road Material Bids were opened and read aloud.  
A motion was made by Walker second by Dombroski to award the bid to the lowest bidder based upon review and recommendation of the Engineer.  
Motion passed 3 - 0

**OPEN TO THE FLOOR** – None

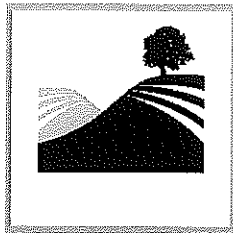
**APPROVAL OF THE MINUTES**

Motion made by Walker, second by Conley to approve the minutes of the March 7, 2018, regular meeting of the Township Supervisors.  
Motion passed 3-0.

**CORRESPONDENCE**

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

**ROAD REPORT** – Clean Up Days are scheduled for May 5, 2018 from 8:00 am – 2:00 pm. No hazardous material, shingles, pesticides, electronics will be accepted. However, tires will be accepted the cost is based on tire size. Most of the time this month was spent on hauling dirt away from the landslides which still need to be seeded and straw mats put down, equipment repairs, snow removal, replacing stolen signs, cutting up trees and starting to clean up the anti-skid. Pete will contact NorthRock about the work they performed and let them know some repairs are needed.



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**POLICE REPORT** – 75 calls for the month and 23 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.

**EMC REPORT** - Mr. Knox reported that he attended a meeting in regards to the ambulance service provided to the community from Oklahoma Ambulance Service. Mr. Knox and Supervisor Conley both reported that the substation in Washington Township that is manned by Oklahoma Ambulance service has closed as of April 1, 2018. 911 has been notified to have Murrysville Ambulance Service cover this area of the Township that they previously covered. Conley stated we cannot leave the resident without coverage.

Mr. Knox and Mr. Conley will be working with the other companies who also handle ambulance calls in the community and are planning to go over the map and all addresses and provide to 911 which ambulance service provides coverage.

Mr. Knox also reported that should Murrysville receive a call they have a backup ambulance on standby until the call clears.

**ENGINEERS REPORT** – Mr. Kerchner reported that six (6) bids were received for the Lincoln Beach Drainage Project. Tim Fouse was the low bidder at \$28,300.00. They estimated project was at \$52,000.00, the other bids all came in around \$50,000.00. Kerchner stated he spoke with the County in regards to this bid coming in so low he asked if possible to add a few additional cross drains, the County replied that additional paperwork will need to be submitted.

Walker made a motion second by Dombroski to award the bid to Tim Fouse Contracting in the amount of \$28,300.00 based upon the Engineer's recommendation.

Motion passed 3 - 0

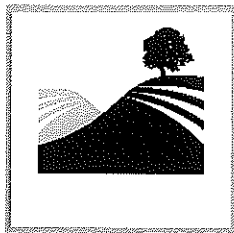
Mr. Kerchner stated that he does recommend payment in the amount of \$54,102.50 to NorthRock, payment request #1.

Mr. Kerchner stated the a change order was made to the 2017 Cross Drain Project in regards to the slide area on Menk Road, having the contractor install a French drain in the amount of \$5,918.00.

Walker made a motion second by Dombroski to have the contractor do the change order request work in the amount of \$5,918.00.

Motion passed 3 - 0

Mr. Kerchner stated that they had a meeting in regards to the road maintenance plan for Oak Lake Road and Watson Road. 2" of overlay will be used on Oak Lake and 3" of overly on Watson Road for the base repairs, they will also widen the intersection of White Cloud Road and Oak Lake Road.



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## **PLANNING COMMISSION –**

### **Piazza Lot Line Revision**

Margaret Piazza presented a plan to revise the lot line for a two lot subdivision for a property on a private road that intersects with Whitten Hollow Road. Lot 1 will now be 66.76 acres and Lot 2 will be 10.01 acres. An existing dwelling is on each lot. The plan was reviewed by George Hart of Bankson Engineers in his letter of March 9, 2018 outlined items that needed to be revised on the plan. The plan was revised and resubmitted. George Hart indicated in his letter of March 15, 2018, that the revisions have been made to the plan and were acceptable. Tom O'Brien indicated that in his review of the plan he noted that the circle for the seal for the notary was missing. After a discussion, Leon Yurkin moved to approve the plan contingent on the notary seal being added to the plan, seconded by Ken Slahtovsky and all were in favor.

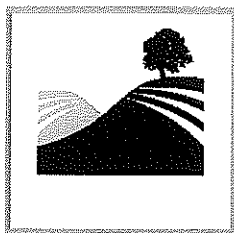
**SOLICITORS REPORT** – Solicitor Yakopec reported that authorization will be needed from the board for the change order for the Lincoln Beach Cross Drain Project. Yakopec stated that if too much of the unused funds is spent it could be considered a whole new project and you don't want to have to rebid.

Walker made a motion second by Conley to grant authorization to both the Engineer and Solicitor to research the change order procedure for the Lincoln Beach Drainage Project.

Motion passed 3 - 0

## **NEW BUSINESS**

- A. A motion was made by Walker second by Dombroski to exonerate the request of Tax Collector, Joyce Ewing collecting at face value taxes in the amount of \$6,680.33 for the year 2017.  
Motion passed 3 - 0
- B. A motion was made by Walker second by Conley to accept with regrets the resignation of Chad Shoupe, Part Time patrolman.  
Motion passed 3 - 0
- C. A motion was made by Walker second by Dombroski, to advertise Ordinance #1-2018, stop sign ordinance, at the intersection of Alvin and Prominence Drive.  
Motion passed 3 – 0
- D. A motion was made by Walker second by Conley to hold the Annual Clean Up Days for the year 2018 on Saturday, May 5, 2018.  
Motion passed 3 – 0
- E. A motion was made by Walker second by Dombroski to pay the pay request #1 from NorthRock Construction in the amount of \$54,102.50 based upon the Engineer's recommendation.  
Motion passed 3 – 0



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- F. A motion was made by Walker second by Conley to hire Ross Welshons as a Part Time Patrolman.  
Motion passed 3 – 0
  
  - G. A motion was made by Walker second by Dombroski to send if interested any local elected official to attend the Smart Growth for the 21<sup>st</sup> Century Course being held on May 24, 2018 from 1:00 – 5:00 pm at Ferrante’s Lakeview Restaurant located in Greensburg, PA.  
Motion passed 3 - 0
  
  - H. A motion as made by Walker second by Conley to grant the Piazza lot line revision based on the Planning Commission’s recommendation and provided that the notary seal that was missing is placed on the mylar.  
Motion passed 3 - 0
  
  - I. A motion was made by Conley second by Walker to pay all the bills and accept the financial report for the month of March.

**OPEN TO THE FLOOR – None**

**ADJOURNMENT**

Motion made by Walker, second by Conley to adjourn, meeting adjourned at 7:31 p.m.

Minutes Submitted by: Melissa A. Cortilesio,

Note\*\*\* Next monthly meeting, will be held on June 6, 2018 beginning at 7:00 pm