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**MEETING MINUTES**  
**REGULAR MEETING OF THE**  
**UPPER BURRELL SUPERVISORS**  
**WEDNESDAY, DECEMBER 5, 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 –**

Chairman Walker reminded the residents in attendance that the petition to have the voting districts resized is on the table, please sign.

**APPROVAL OF THE MINUTES**

Motion made by Walker, second by Dombroski to approve the minutes of the November 7, 2018, regular meeting of the Township Supervisors.

Motion passed 3-0.

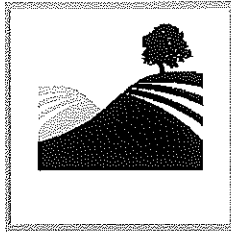
**CORRESPONDENCE**

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 –** Vice Chairman Dombroski reported that the month was spent taking care of the trees that fell down, making repairs to the salt spreader and patching. Dombroski stated the he and the Engineer did look at some culverts that need to be repaired.

Motion made by Dombroski second by Walker to transfer \$100,000.00 from the General Fund into the Capital Fund for future maintenance and repair of roads.

Motion passed 3 - 0



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**POLICE REPORT** – 64 Incidents for the month and 17 traffic offenses. Sgt. Speer reported that in two weeks he will be attending the Annual Cop –n- Shop program. This program provides children funds to make purchases for themselves or family members. Walmart also donates hats, coats, gloves, etc. Speer stated this is a wonderful program and he has been participating for a few years now.

Supervisors Conley also advised residents to be aware of the scam phone calls this time of year. His mother received a call and somehow the number showed up that Naser’s Foods was calling. Sgt. Speer stated please never get out any personal information and never send money.

**EMC REPORT -**

David Knox reported that updates on software are going on within the County. The County has also modified the emergency command vehicles they are now using a pull behind trailer that contains support apparatus which each would be specific for what it does. These trailers may be stored at the Arnold Palmer Regional Airport.

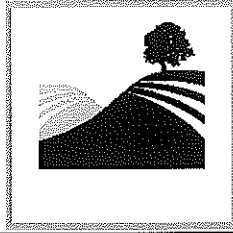
**ENGINEERS REPORT** – None, Wished everyone a Merry Christmas.

**PLANNING COMMISSION** – None

**SOLICITORS REPORT** – None – Wished everyone a Merry Christmas.

**NEW BUSINESS**

- A. A motion was made by Walker second by Conley to adopt the 2019 General Budget and budgets for the special funds and set the 2019 tax millage rate at .10 mills for general purposes and .2 mills for fire hydrants.  
Motion passed 3 - 0
- B. A motion was made by Walker second by Dombroski to set and advertise the date for the Annual Organizational Meeting for January 2019, which will be held on Monday, January 7, 2019, beginning at 7:00 p.m.  
Motion passed 3- 0
- C. A motion was made by Walker second by Conley to set and advertise the meeting date for the Annual Auditor’s meeting for January 2019, which will be held on Tuesday, January 8, 2019 beginning at 2:30 p.m.  
Motion passed 3 – 0
- D. A motion was made by Walker second by Dombroski to transfer the police capital purchase line item from the General Fund into the Capital Fund in the month of December 2018.  
Motion passed 3 – 0
- E. A motion was made by Walker second by Conley to transfer the police radio purchase line item from the General Fund into the Capital Fund in the month of December 2018.



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Motion passed 3 – 0

- F. A motion was made by Walker second by Conley to transfer the Highway & Street capital purchase line item from the General Fund into the Capital Fund in the month of December 2018.  
Motion passed 3 – 0
- G. A motion was made by Walker second by Dombroski to transfer the employee health contributions from the Payroll Fund into the General Fund in the month of December 2018.  
Motion passed 3 – 0
- H. A motion was made by Walker second by Conley to transfer the Highway Repair Paving line item from the General Fund into the Capital Fund in the month of December 2018.  
Motion passed 3 – 0
- I. A motion was made by Walker second by Dombroski to transfer the LST Tax Suit Funds from the General Fund into the LST Suit Line Item in the month of December 2018.  
Motion passed 3 – 0
- J. A motion was made by Walker second by Conley to attend, if interested, the seminar on December 12, 2018, at the Penn State New Kensington Campus, "The Digital Revolution".  
Motion passed 3 - 0
- K. A motion was made by Conley second by Walker to pay all the bills and accept the financial report for the month of November.  
Motion passed 3 - 0

**OPEN TO THE FLOOR –**

Slight discussion on the floor in regards to the scam phone calls the residents are getting. Dr. Minford told of how he plays along with the caller. Walker stated he pays a company a monthly fee to take care of these nuisance calls and since he has done this the calls have really seemed to slow down.

**ADJOURNMENT**

Motion made by Walker, second by Conley to adjourn, meeting adjourned at 7:21 p.m.

Minutes Submitted by: Melissa A. Cortileso,

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