

AGENDA  
UPPER BURRELL TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
SEPTEMBER 4, 2019

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 7, 2019 Regular Meeting are submitted for the Board's review and approval.

4. Correspondence

- Received an invitation from the American Legion, Post No. 868, Lower Burrell, PA, inviting you to join them on September 11, 2019 to participate in the Patriot Day Service. The Service will begin sharply at 0900 hours at the Howitzer their post.
  
- Received the annual engagement letter from DeBlasio & DeBlasio Associates for services provided to the Township for the years ended December 31, 2019, 2020 and 2021. Standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit.  
\$ 175.00/hr. for manager  
\$ 100.00/hr. for senior  
\$ 75.00/hr. for staff  
Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel costs, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed:  
\$5,500.00/2019, \$5,600.00/2020 and \$5,650.00/2021.
  
- Received a quote to have Freedom Systems prepare the 2019 Yearend processing procedures at a discounted price of \$1,595.00.
  
- Received the Minimum Municipal Obligation (MMO) for the two Pension Plans for the year 2020 which said obligation will remain at \$9,000.00/per employee.
  
- Received application notice for the Dirt, Gravel & Low Volume Roads Program, beginning September 1, 2019.
  
- Received notice from Civil & Environmental Consultants, this notice, under the requirements of the 2012 Oil and Gas Act is to inform the Township that HHEX is applying for coverage for a Permit to Drill and Operate an Unconventional Well from the PA DEP. For one (1) gas well.

Project Location: The proposed well (6M) will be drilled on a proposed pad that is to be located off of Bollinger Road in the Municipality of Murrysville, Westmoreland County.

5. Road Report –
  
6. Police Report
  - a) Emergency Management Report
  
7. Engineers Report –
  
8. Planning Commission - None
  
9. Solicitors Report -
  
10. New Business –
  - A. Motion to attend 2019 Patriot’s Day Service, on September 11, 2019.
  
  - B. Motion to accept the engagement letter and costs from DeBlasio & DeBlasio Associates for the years 2019, 2020 and 2021 audits as stated above.
  
  - C. Motion to have Freedom Systems do the 2019 Yearend Processing procedures in the amount of \$1,595.00
  
  - D. Motion to approve Resolution #8-2019, defining the contribution to the Municipal Pension Plan for the year 2020.
  
  - E. Motion to approve Resolution #9-2019, defining the contribution to the Police Pension Plan for the year 2020.
  
  - F. Motion to submit an application for the Dirt, Gravel and Low Volume Roads Program.
  
  - G. Motion to pay and ratify all the bills and accept the financial report for the month of August 2019.

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

GENERAL FUND

Beginning Balance	\$	837,902.83
Receipts		92,924.34
Expenditures		92,426.80
Closing Balance	\$	838,400.37

CAPITAL RESERVE FUND

Beginning Balance	\$	460,569.72
Receipts		563.08
Expenditures		5,253.00
Closing Balance	\$	455,879.80

FIRE HYDRANT TAX

Beginning Balance	\$	6,876.82
Receipts		102.79
Expenditures		0
Closing Balance	\$	6,979.61

STATE AID FUND

Beginning Balance	\$	226,783.53
Receipts		279.60
Expenditures		
Closing Balance	\$	227,063.13

**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, October 2, 2019, beginning @ 7:00 pm

**Addendum:**

**Correspondence:**

- Received request from Betty Beestrice asking for the 2019 Annual Donation for the kids Halloween Party in the amount of \$600.00.
- Received a request from the Westmoreland County Bureau of Elections, requesting the use of the Township Building as the polling location for the Tuesday, November 5, 2019, Municipal Election.

**New Business:**

- H. Motion to grant the request to Betty Beestrice in the amount of \$600.00 for the 2019 kids Halloween Party.
- I. Motion to grant the request to the Westmoreland County Election Bureau to use the Township Building as the polling location for the Tuesday, November 5, 2019, Municipal Election.