AGENDA
UPPER BURRELL TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
JANUARY 6, 2020

1. **Call to Order – Chairman Walker**

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 December 4, 2019 Regular Meeting are submitted for the Board's review and approval.

4. **Correspondence**
   - The following is a list of Resolutions that will need to be adopted.

   #2 – 2020 - Adopting the general fee schedule, costs, charges and expenses.
   #3 – 2020– Appointing Melissa A. Cortileso, Secretary, as the authorized representative to make requests and upon and receive any and all tax information and records from Berkheimer Associates.
   #4 – 2020 - Adopting the Sewer Disposal Systems fees for the year 2020.
   #5 – 2020 - Appointing Melissa A. Cortileso, Secretary, as the delegate to the Westmoreland County Tax Collection Committee and Greg Primm as the designated alternate for the year 2019.
   #6-2020-Fixing the tax rate for the Fiscal Year 2020, remaining at 10.0 mills along with the Fire Hydrant Tax to remain at .2 mills.

   - Received notice from Westmoreland County Department of Planning requesting the Township sign and execute Amendment 01 to Subrecipient Agreement 17-24B, CDBG Program, planned paving project, Lincoln Beach. Also received notice from Engineer, Dave Kerchner who recommends executing the amendment.

   - Received a letter of resignation from Chester Lockwood, an alternate member of the Zoning Hearing Board.

   - Received a letter of interest from Chester Lockwood stating he would like to serve as a member of the Planning Commission Board.

- Received a letter of resignation from Part Time Patrolman, Matthew DeChicchis, thanking the Chief and the Township for the opportunity to have served the community.

- Received a letter of resignation from Kenneth Slahtovsky, Planning Commission Member.

- Received a letter of notice from Civil and Environmental Consultants, Inc. on behalf of Hyperian Midstream LLC, is applying to the PADEP of Chapter 105 General Permits for Utility Line Stream Crossings (GP-5) and Temporary Road Crossing (GP-8) for stream and floodway impacts associated with the Plutus to Apollo B Temporary Waterline Project.

  Project Location: Nichols Hill Road and Fallen Timber Road in Elizabeth Township, Allegheny County, Pennsylvania.
  Project Description: The proposed project consist of the construction of 1.2 mile long temporary waterline within a 75-foot wide temporary construction right of way. The temporary aboveground waterline will flow freshwater between the HHEX Plutus Well Pad and the HHEX Apollo B Wall Pad.

6) Road Report

7) Police Report

a) Emergency Management

8) Engineers Report

9) Planning Commission –

Dohmen No. 1 Subdivision Lot Line Revision
John Dohmen presented a lot line revision for their two lot subdivision along Oak Lake Road. The 2.58 acre lot was expanded to 3.0 acres to accommodate the needed side yard setback for an existing carport. The adjacent 3.67 acre lot was reduced to 3.25 acres.

The Zoning Hearing Board previously approved a variance for a front yard setback for the existing carport. After a discussion Leon Yurkin moved to approve the plan, seconded by Rick Ryan and Tom O'Brien and George Richard were in favor. Ken Slahtovsky abstained.

10) Solicitors Report

11) New Business

A. Motion to adopt Resolution #2-2020, the general fee schedule, costs, charges and expenses pursuant to Township Ordinance for the year 2019.

B. Motion to adopt Resolution #3-2020, to appoint Melissa A. Cortileso, Secretary, as the authorized representative to make requests upon and receive any and all tax information and records from Berkheimer Associates.

C. Motion to adopt Resolution #4-2020 adopting the Sewer Disposal System fees for the year 2019.

D. Motion to adopt Resolution #5-2020, to appoint Melissa A. Cortileso, Secretary as the delegate to the Westmoreland County Tax Collection Committee and Greg Primm as the designated alternate for the year 2019.

E. Motion to adopt Resolution #6-2020, fixing the tax rate for the fiscal year 2020. 10.0 mills for the general township and .2 mills for fire hydrants.

F. Motion to accept the Engagement letter from DeBlasio & DeBlasio Associates for Audit fees for the year ending 2019 for the Township Records.

G. Motion to accept the Engagement letter from DeBlasio & DeBlasio Associates for Audit fees for the year ending 2019 for the Tax Collector Records.

H. Motion to accept with regrets the resignation of Chester Lockwood, Alternate Member of the Zoning Hearing Board.

I. Motion to accept with regrets the resignation of Kenneth Slahtovsky, from the Planning Commission.

J. Motion to appoint Chester Lockwood to the Planning Commission to fill the vacant seat of Kenneth Slahtovsky.

K. Motion to accept with regrets the resignation of Part Time Patrolman, Matthew DeChicchis.

L. Motion to hire Hunter Tackett as a Part Time Patrolman.

M. Motion to accept with regrets the resignation of Ignatius Bondi as a Part Time Patrolman.

N. Motion to grant the Dohmen No. 1 Subdivsion Lot Line Revision.

O. Motion to hire Matthew Feldmeier as a Part Time Patrolman.

P. Motion to pay all the bills and accept the financial report for the month of December 2019.

12) Pay all Bills & Financial Report

GENERAL FUND	
Beginning Balance	$ 754,976.90
Receipts	48,783.24
Expenditures	121,216.26
Closing Balance	$ 682,543.88

CAPITAL RESERVE FUND	
Beginning Balance	$ 498,801.05
Receipts	650.16
Expenditures	9,400.00
Closing Balance	$ 490,051.21

FIRE HYDRANT TAX	
Beginning Balance	$ 5,576.42
Receipts	20.94
Expenditures	0
Closing Balance	$ 5,597.36

STATE AID FUND	
Beginning Balance	$ 220,040.53
Receipts	283.97
Expenditures	4,865.87
Closing Balance	$ 215,458.63

13) 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.

14) Adjournment

Motion to adjourn _____ Second _____ at _____ p.m.

*Please note that there may be addendums to this agenda.

The next monthly meeting will be held on Wednesday, February 5, 2020 beginning at 7:00 p.m.