

REGULAR MEETING MINUTES
REGULAR MEETING OF THE
UPPER BURRELL SUPERVISORS
WEDNESDAY, MAY 6, 2020
MEETING ROOM, 3735 - 7TH 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**
 Michael P. Conley, Vice Chairman
 Kenneth R. Slahtovsky , Supervisor

Also present: David Kerchner, Engineer
 Melissa A. Cortileso, Secretary
 Stephen Yakopec, Solicitor

OPENING OF BIDS – None

OPEN TO THE FLOOR –

Dan Myers – 200 Barnview Drive, asked about the purchase of the new truck for the Road Department. Mr. Myers asked is a stainless steel body needed? Myers stated that the City of New Kensington had to replace theirs and also stated he thought it would be too heavy and carry less of a load. Slahtovsky stated that all the extra items are included in this price and that current vehicle is stainless and currently the bed of that truck is outlasting the truck. Myers asked if there was any difference in price in stainless, aluminum or steel?

APPROVAL OF THE MINUTES

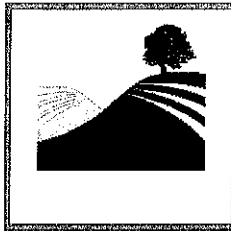
Motion made by Walker, second by Slahtovsky to approve the minutes of the March 4, 2020 regular meeting.

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 – Supervisor Slahtovsky reported that for the month of March time was spent spreading Anti -Skid, patching, cutting trees, cleaning inlets, sweeping Anti-Skid and also helping Lower Burrell working in exchange for street sweeping. The month of April was spent cleaning up after 2 storms,



cleaning and assessing the slide damages on Lower Drennen Road, regrading berms on Hartge, Guyer and Baxter Roads. Slahtovsky stated the grader worked well, Mr. Hay did a great job.

POLICE REPORT –

Supervisor Conley reported there were 85 calls for the month of April.

EMC REPORT – None

ENGINEERS REPORT – Dave Kerchner reported the following:

There was another slide on Lower Drennen Road. The Geotechnical Engineer did provide an efficient and inexpensive repair by recommending removing down to the clay and building back up and adding aggregate. Kerchner stated he did prepare a cost estimate and the Road Department are trying to find an inexpensive source for Rip Rap possibly the Gregg's. Estimated repairs \$60,000.00. Kerchner stated the first step is to have the Geo Technical Engineer prepare bids for the repair procedure.

A motion was made by Walker second by Slahtovsky to have the Geo Technical Engineer prepare the bids for the repair procedure for the current slide location they are referring to.

Motion passed 3 – 0

Kerchner reported on the bid project that were let out on Friday, May 1, 2020.

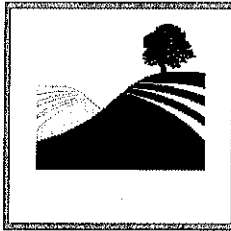
Kerchner stated that the both the reprofiling and paving projects did come close to what he estimated. Kerchner stated that one of the bidders did bid for an FB Hot Mix, this is approved by PennDot, it is a flexible material but not as flexible as cold patch, however one advantage is that you do not have to seal coat right away. Kerchner stated that over a period of time he estimates that the hot patch would save around \$80,000.00, but he does not have any working knowledge on the hot patch.

Kerchner recommended rejecting both reprofiling and FB Modified projects and opening up these bids again to include the FB #1. Kerchner stated there should be enough time to advertise and have ready to award for the June 2020 meeting.

A motion was made by Walker second by Conley to reject Contract Numbers, 20-2, 20-3, 20-4 and 20-5 and to have the Engineer prepare and advertise new bids to include the FB#1.

Motion passed 3 – 0

A motion was made by Walker second by Slahtovsky to award Contract Number #20-1, Chapel Drive and Dove Drive Grade Adjustments and Paving Repairs to Youngblood Paving, Inc. of Wampum, PA the low bidder in the amount of \$52,586.00.



PLANNING COMMISSION

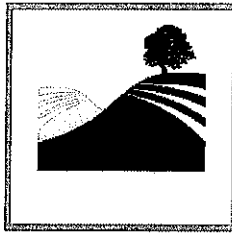
Forest Hills Transfer & Storage

The subdivision plan to acquire 2.106 acres of property from Lot 56 of the Westmoreland Business and Research Park and merge that property to Lot 48 owned by Forest Hills Transfer was resubmitted and was revised to incorporate revisions required by Bankson Engineers on their letter dated February 14, 2020. The revised plan was reviewed by Bankson Engineers and they indicated in their letter dated March 12, 2020 that the revised plan had addressed their comments. After a discussion, George Richard moved to approve the revised plan, seconded by Chester Lockwood and all were in favor.

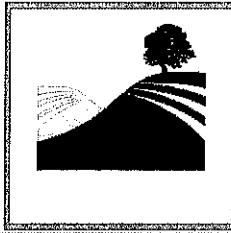
SOLICITORS REPORT – None

NEW BUSINESS

- A. A motion was made by Walker second by Conley to send letter to Mr. Lindell stating interest the Township has no interest in acquiring said property.
Motion passed 3 - 0
- B. A motion was made by Walker second by Slahtovsky to adopt Ordinance #1-2020, amending the Police Pension Plan Administered by Pennsylvania Municipal Retirement System Pursuant to Article IV of the PMRS Law. Agreeing to be bound by all provisions of the PMRS law as amended and as applicable to member municipalities.
Motion passed 3 - 0
- C. A motion was made by Walker second by Conley to adopt Ordinance #2-2020, amending the Non-Uniform Pension Plan Administered by Pennsylvania Municipal Retirement System Pursuant to Article IV of the PMRS Law. Agreeing to be bound by all provisions of the PMRS law as amended and as applicable to member municipalities.
Motion passed 3 - 0
- D. A motion was made by Walker second by Slahtovsky to approve the subdivision request of Forest Hill Transfer.
Motion passed 3 - 0
- E. A motion was made by Walker second by Slahtovsky to approve and ratify the hiring of Mike Conley as a Supervisor/Roadmaster in the amount not to exceed \$15.00/hourly as set by the Board of Auditors.
Motion passed 2 – 0. Conley abstained



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- F. A motion was made by Walker second by Conley to grant the request to the Westmoreland County Elections Bureau for the use of the Township Building for the June 2, 2020, Primary Election.
Motion passed 3 - 0
- G. A motion was made by Walker second by Slahtovsky to participate and not withdraw in the County's CDBG program for the years 2021-2023.
Motion passed 3 - 0
- H. A motion was made by Walker second by Conley to approve and ratify the disaster declaration.
Motion passed 3 - 0
- I. A motion was made by Walker second by Conley to hire Simon Slahtovsky as a Part Time Employee for summer help at the rate of \$9.00/hr.
Motion passed 3 - 0. Slahtovsky abstained
- J. A motion was made by Walker second by Slahtovsky to adopt Resolution #7 of 2020, Act 15 of 2020, Property Tax Relief Provisions, authorizing Local Governments to extend the discount period for local property taxes and the Fire Hydrant Tax until August 31, 2020 and waive all fees and penalties associated with them as long as the taxes were paid in full by December 31, 2020.
Motion passed 3 - 0
- K. A motion was made by Walker second by Conley to accept with regrets the resignation of Part Time Patrolman Stephen Beers.
Motion passed 3 - 0
- L. A motion was made by Walker second by Slahtovsky to hire Ronald Wolfgang as a Part Time Patrolman.
Motion passed 3 - 0
- M. A motion to transfer \$90,000 from the General Fund Line Item 01-310-100, Real Estate Transfer Taxes to the Capital Fund Line Item 30-438-700, Reserved for Future Public Works Capital Equipment. For the purchase of a new 2020 Ford F-550 Chasis, 4x4 SD Cab 169" WB DRW XL (F5H) in the amount of \$46,560.00, along with a Galion 9' 201-4B Gauge stainless steel dump body, including Wester 9' snow plow and Smith stainless steel salt spreader in the amount of \$40,655.00.
Motion passed 3 - 0



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- N. A motion was made by Walker second by Slahtovsky to purchase thru Co-Stars, from Suppes Ford, 2020 Ford F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H), in the amount of \$46,560.00.
Motion passed 3 - 0
- O. A motion was made by Walker second Conley by to purchase thru Co-Stars, from US Municipal, Galion 9' 201-4B Gauge Stainless Steel Dump Body, including Wester 9' snow plow and Smith stainless steel salt spreader in the amount of \$40,655.00.
Motion passed 3 - 0
- P. A motion was made by Conley second by Walker to pay and ratify all the bills and accept the financial report for the months of March and April 2020.
Motion passed 3 - 0
- Q. A motion was made by Walker second by Slahtovsky to purchase from Cleveland Brothers a New 2020 Model RHT MB Companies RHT - Broom S/N N/A with spare - pre fill brush core and electric/hydraulic swing with control box in the amount of \$10,010.00.
Motion passed 3 - 0
- R. A motion was made by Walker second by Conley to hire Adam Drake a Part Time Patrolman.
Motion passed 3 - 0
- S. A motion was by Walker second by Conley to move the regularly scheduled meeting of the Upper Burrell Township Supervisors from Wednesday, June 3, 2020 to Wednesday, June 10, 2020 beginning at 7:00 pm, to accommodate the use of the Building for a polling location on Tuesday, June 2, 2020 for the Primary Election to allow the recommended wait time of 48 hours for cleaning purposes due to the current COVID-19 Pandemic.
Motion passed 3 - 0

OPEN TO THE FLOOR -

Dan Myers, 200 Barnview Drive, asked again that the rejecting of the bids for the paving projects not be set back another month. Kerchner stated the bids should be ready to award for the June 10, 2020 meeting. Myers also stated what a great job the Road Department is doing.

ADJOURNMENT

Motion made by Walker, second by Conley to adjourn, meeting adjourned at 7:43 p.m.

Minutes Submitted by: Melissa A. Cortileso,

Note*** Next monthly meeting, will be held on June 3, 2020, beginning at 7:00 p.m.

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

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 March 4, 2020 Regular Meeting are submitted for the Board's review and approval.

4. Correspondence

- Received correspondence back from John Lindell, in regards to the sale of the property that borders township property. Mr. Lindell stated his asking price for the property is \$195,000.00.
- Received notice from the Westmoreland County Elections Bureau stating the Primary Election has been changed to June 2, 2020, but with everything happening with the COVID-19 virus that could again change or the Election could be proposed to be all mail-in. They just don't know yet and will keep updating the polling locations. They also are asking for permission to use the Township Building as the polling location for the June 2, 2020, Primary Election.
- Received notice from the Westmoreland County Department of Planning and Development, notifying the Township of its option regarding funding through the CDBG program for Fiscal Years, 2021-2023. You have the option of either withdrawing or not withdrawing from the CDBG Program. If you choose to be included in the County's program you cannot apply for CDBG under the State CDBG Program for the same 3 years. If not withdrawing then no action is needed or response to this letter, only if you choose to withdraw.
- Received correspondence from Gateway Engineers, stating their intent to Submit Chapter 105 General Permit to PA DEP on behalf of Peoples Natural Gas Co. for issuance of Utility Stream Crossing, for a natural gas line replacement project located on Swank Lane.
- Received correspondence from Westmoreland County Commissioners, stating that Westmoreland County has adopted a resolution for modification of the timeframe allowed for discounted payment of real estate taxes for Westmoreland County as well as the penalty that is normally imposed for late payment. Pursuant to Senate Bill 841 Westmoreland County's resolutions will allow taxpayers to receive a 2 percent reduced discounted real estate tax if paid by August 31, 2020. There will be a zero penalty imposed upon anyone paying their taxes as long as the full amount of face taxes are paid after August 31 but before December 31, 2020.

5. Road Report –

6. Police Report

- a) Emergency Management Report

7. Engineers Report –

8. Planning Commission

Forest Hills Transfer & Storage

The subdivision plan to acquire 2.106 acres of property from Lot 56 of the Westmoreland Business and Research Park and merge that property to Lot 48 owned by Forest Hills Transfer was resubmitted and was revised to incorporate revisions required by Bankson Engineers on their letter dated February 14, 2020. The revised plan was reviewed by Bankson Engineers and they indicated in their letter dated March 12, 2020 that the revised plan had addressed their comments. After a discussion, George Richard moved to approve the revised plan, seconded by Chester Lockwood and all were in favor.

9. Solicitors Report -

10. New Business –

- A. Motion to send letter to Mr. Lindell stating interest in acquiring said property or not interested at this time.
- B. Motion to adopt Ordinance #1-2020, amending the Police Pension Plan Administered by Pennsylvania Municipal Retirement System Pursuant to Article IV of the PMRS Law. Agreeing to be bound by all provisions of the PMRS law as amended and as applicable to member municipalities.
- C. Motion to adopt Ordinance #2-2020, amending the Non-Uniform Pension Plan Administered by Pennsylvania Municipal Retirement System Pursuant to Article IV of the PMRS Law. Agreeing to be bound by all provisions of the PMRS law as amended and as applicable to member municipalities.
- D. Motion to approve the subdivision request of Forest Hill Transfer.
- E. Motion to approve and ratify the hiring of Mike Conley as a Supervisor/Roadmaster in the amount not to exceed \$15.00/hourly as set by the Board of Auditors.
- F. Motion to grant the request to the Westmoreland County Elections Bureau for the use of the Township Building for the June 2, 2020, Primary Election.
- G. Motion to withdraw or not to withdraw in the County's CDBG program for the years 2021-2023.
- H. Motion to approve and ratify the disaster declaration.

- I. Motion to hire Simon Crankov, as a Part Time Employee, at the rate of \$9.00/hr.
- J. Motion to adopt Resolution #7 of 2020, Act 15 of 2020, Property Tax Relief Provisions, authorizing Local Governments to extend the discount period for local property taxes and the Fire Hydrant Tax until August 31, 2020 and waive all fees and penalties associated with them as long as the taxes were paid in full by December 31, 2020.
- K. Motion to accept with regrets the resignation of Part Time Patrolman Stephen Beers.
- L. Motion to hire Ronald Wolfgang as a Part Time Patrolman.
- M. Motion to transfer \$90,000 from the General Fund Line Item 01-310-100, Real Estate Transfer Taxes to the Capital Fund Line Item 30-438-700, Reserved for Future Public Works Capital Equipment.
- N. Motion to purchase thru Co-Stars, from Suppes Ford, 2020 Ford F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H), in the amount of \$46,560.00.
- O. Motion to purchase thru Co-Stars, from US Municipal, Galion 9' 201-4B Gauge Stainless Steel Dump Body, including Wester 9' snow plow and Smith stainless steel salt spreader in the amount of \$40,655.00.
- P. Motion to pay and ratify all the bills and accept the financial report for the months of March and April 2020.

11. Pay all Bills & Financial Report

GENERAL FUND

Beginning Balance	\$	656,945.48
Receipts		288,996.53
Expenditures		82,140.06
Closing Balance	\$	656,945.48

CAPITAL RESERVE FUND

Beginning Balance	\$	454,260.58
Receipts		597.38
Expenditures		0
Closing Balance	\$	454,857.96

FIRE HYDRANT TAX

Beginning Balance	\$	4,181.79
Receipts		490.94
Expenditures		0
Closing Balance	\$	4,672.73

STATE AID FUND

Beginning Balance	\$	215,733.12
Receipts		242.87
Expenditures		5,677.09
Closing Balance	\$	210,298.90

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, June 3, 2020 beginning @ 7:00 pm

Addendum

New Business

- Q. Motion to purchase from Cleveland Brothers a New 2020 Model RHT MB Companies RHT – Broom S/N N/A with spare – pre fill brush core and electric/hydraulic swing with control box in the amount of \$10,010.00.

- R. Motion to hire Adam Drake a Part Time Patrolman.