

**UPPER BURRELL TOWNSHIP
BUDGET MEETING
3735 SEVENTH STREET
NEW KENSINGTON, PA 15068
OCTOBER 16, 2020**

The meeting was called to order by Chairman, Ross G. Walker, III, with the Pledge of Allegiance at 3:01 pm. Present at this meeting were Vice Chairman, Michael Conley, Supervisor, Kenneth Slahtovsky and Secretary, Melissa Cortileso.

DISCUSS 2021 BUDGET

A budget work session of the Board of Supervisors of Upper Burrell Township was held on Friday, October 16, 2020. The Board of Supervisors discussed the proposed 2021 Budget. After reviewing the proposed revenues and proposing the anticipated expenses the Board decided that they arrived at a balanced budget. It was determined that a second budget meeting would not be needed.

Vice Chairman Conley asked if the Road Department and the Secretary could increase their accumulated sick days from 28 days to 35 days.

A motion was made by Walker second by Slahtovsky to increase the Road Department and Secretary's accumulation of sick days from 28 days to 35 days. Motion passed 2 – 0. Conley abstained.

ADJOURNMENT

Mr. Walker made a motion to adjourn, Mr. Slahtovsky second. All in favor. Meeting adjourned at 3:38 p.m.

Respectfully submitted,

Melissa Cortileso, Secretary

AGENDA
UPPER BURRELL TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
OCTOBER 7, 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 September 2, 2020 Regular Meeting are submitted for the Board's review and approval.

4. **Correspondence**

- Received application from the Westmoreland County Department of Planning and Development for the 2021 Act 152 DEMOFUND Program. All Municipalities within Westmoreland County are eligible for demolition project thru DEMOFUND. Submission deadline is October 31, 2020.

- Proposed Dollar General Correspondence received:

Sheri Flowers, Steckbeck Engineering & Surveying, Inc., asking about the preliminary process for a construction of 7,500 s.f. retail store, parking lot, access drive, utilities and associated storm water management facilities located at the south east corner of 7th Street (PA-780) and Dewey Drive.

Mike Lusaitis, Steckbeck Engineering & Surveying, Inc. submittal of a TIS (Traffic Impact Study) checklist to Penn Dot District 12 for review.

Tim Neil, Alternate Sewage Enforcement Officer, Upper Burrell Township, copies of the soil reports along with Site Investigation and Percolation Test for On lot Disposal of Sewage. Also a copy of the soil investigation report prepared by Neal Parker, Soil Scientist.

- 2020 Annual Clean Up Days will be held on, Saturday, November 7, 2020, from 8:00 a.m. – 2:00 p.m. We will not accept the following: CONSTRUCTION MATERIALS – SHINGLES-BATTERIES-GASOLINE-OILS-FLUIDS-PAINT-PESTICIDESHAZARDOUS MATERIALS APPLIANCES CONTAINING FREON – ELECTRONICS. There will be charges for tire disposal – charge is based on tire size. Must have ID to present.

Westmoreland County Public Safety/9-1-1 recommend said address to be 3369 Milligantown Road.

5. Road Report

6. Police Report

- a) Emergency Management Report

7. Engineers Report

8. Planning Commission

9. Solicitors Report

10. New Business

- A. Motion to transfer the police capital purchase line item from the General Fund into the Capital Fund in the month of October 2020.
- B. Motion to transfer the Highway & Street capital purchase line item from the General Fund into the Capital Fund in the month of October 2020.
- C. Motion to transfer the highway repair paving line item from the General Fund into the Capital Fund in the month of October 2020.
- D. Motion to transfer \$100,000 from the General Fund line item 01-310-100, Real Estate Transfer Taxes to the Capital Fund Line Item, 30-438-000, Reserved for Future Maintenance and Repairs of Roads, to pay for the 2020 paving projects.
- E. Motion to pay Freedom Systems at the discounted rate of \$1595.00 to process the 2020 year end services.
- F. Motion to approve and ratify the CPA contract with DeBlasio & DeBlasio Associates.
- G. Motion to advertise the Township's intent to appoint DeBlasio & DeBlasio Associates to audit the 2019- 2021 township accounts instead of using the elected auditors.
- H. Motion to hold the 2020 Clean Up Days on Saturday, November 7, 2020 from 8:00 a.m. – 2:00 p.m.
- I. Motion to grant the address request of John & Lauren McCullough as per Westmoreland County 9-1-1 recommendation, 3369 Milligantown Road.
- J. Motion to pay and ratify all the bills and accept the financial report for the month of September 2020.

11. Pay all Bills & Financial Report

GENERAL FUND

Beginning Balance	\$	982,442.00
Receipts		125,784.80
Expenditures		120,154.82
Closing Balance	\$	988,071.98

FIRE HYDRANT TAX

Beginning Balance	\$	5,669.66
Receipts		132.02
Expenditures		0
Closing Balance	\$	5,801.68

CAPITAL RESERVE FUND

Beginning Balance	\$	515,371.80
Receipts		211.28
Expenditures		5,378.00
Closing Balance	\$	510,205.08

STATE AID FUND

Beginning Balance	\$	322,824.91
Receipts		131.87
Expenditures		2,073.50
Closing Balance	\$	320,883.28

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, November 4, 2020 beginning @ 7:00 pm

PLEASE BE ADVISED THAT THE TOWNSHIP WILL BE ADHERING TO THE STRICT STATE REGULATIONS ON COVID 19 GUIDELINES FOR INDOOR SETTINGS. MAXIMUM 19 ATTENDANTS WILL BE ALLOWED ENTRY
MASKS MUST BE WORN

Addendum

Correspondence

- Received a request from Sheri Flowers, Steckbeck Engineering and Surveying Inc., requesting an address for the proposed Dollar General Store along Rte. 780 and Dewey Drive.
- Received notice from Westmoreland County Department of Public Safety, addressing the request from Sheri Flowers, Steckbeck Engineering and Surveying, Inc. requesting a new address for the proposed Dollar General Store along Rte. 780 and Dewey Drive. Westmoreland County Public Safety recommend the address be 4500 – 7th Street Road.

New Business

- K. Motion to grant the address request from Sheri Flowers, Steckbeck Engineering and Surveying Inc. for the proposed Dollar General Store as per Westmoreland County Public Safety recommendation as 4500 – 7th Street Road.
- L. Motion to hire Brian Bartug as a Part Time Patrolman.