AGENDA
UPPER BURRELL TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
APRIL 7, 2021

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

   Opening of Bids - 2021 Road Material Bids & Contract 21-1 – Ross Plan, Angelcrest Lane and Maple Drive Double Asphalt Seal Coat – Opened and Read aloud on 4/1/2021 beginning at 11:00 am

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.

   *Note***** I would like to mention at this time the Board will be accepting Letters of Interest for the Chairman of the Recreation Committee.*

3. **Minutes**
   Minutes from the March 3, 2021, Regular Meeting and the Special Meeting on March 10, 2021, are submitted for the Board's review and approval.

4. **Correspondence**

   - Received a request from Sheri Flowers, Steckbeck Engineering, asking for the Township to complete the following for the proposed Dollar General Store:
     Transmittal Letter for Sewage Facilities Planning Module
     Resolution #10-2021, Plan Revision for New Land Development
     Sewage Facilities Planning Module
     Sewage Facilities Planning Module Component 4A-Municipal Planning Agency Review.

   - Received correspondence from Tax Collector, Joyce Ewing, who attended a meeting with Jennifer Callahan, Business Administrator/Burrell School and Brian Eshbaugh, Treasurer for the City of Lower Burrell. Said meeting was in regards to issues with the collection of the Per Capital tax list for 2020-2021 and Joyce would like to discuss changing the due dates for collection of this tax. Currently the tax is sent out on July 1st of each year and collected thru May 31 of the following year, discussing this is was too long period to collect the penalty portion and agreed the following dates would be better to use. The current Ordinance would need to reflect the date changes:
     Discount from July 1st – August 31st of each year
     Face from September 1st thru October 31st of each year
     Penalty from November 1st thru May 31st of each year
     Turned over for Delinquent collection June 1st.

5. **Road Report**

6. **Police Report**
    a) Emergency Management Report

7. **Engineers Report**

8. **Planning Commission**

Calliope Well Pad – Conditional Use

Blaine Lucas and Ryan Dailey presented an overview of the proposed Calliope Well Pad on Arconic property on the west side of White Cloud Road. They discussed distances to adjacent houses and layout and proposed construction of the well pad. Their plan is to construct the pad starting in the fall of 2021 with drilling to begin in April 2022. Five drill lines are anticipated for this site. Bankson Engineers has reviewed responses to their March 10, 2021 comments and in a March 15, 2021 letter indicated that Olympus comments were satisfactory answered and they recommended approval of the application for Conditional Use. In a letter dated March 9, 2021, Scott Chermak indicated that the Olympus submission satisfied the ordinance. After a discussion, Dan Hosac moved to approve the Conditional Use seconded by Chester Lockwood and all were in favor.

It was noted that a Public Hearing will be required for Supervisor's approval.

Union Barn Site Plan

Ed Patton and Mike Siefeld attended to answer Commission questions regarding the site plan package for the proposed development. The March 12, 2021 review letter from Bankson Engineers indicated a number of issues that needed to be addressed on the plans and indicated the submission should be tabled until their comments are addressed. Mr. Patton indicated that revised plans have been submitted to Bankson but their comments had not as yet been received by the Commission so no action can be taken this month.

Shelton –Worley Lot Line Revision

John Shelton reviewed his plan for a lot line revision for his property adjacent to Menk Road and Pleasant Valley Road. The plan has not as yet been reviewed by Bankson Engineers so no action can be taken by the Commission this month. It was noted the Vicinity Map needs to be improved to show adjacent roadway names.

Steve and Olga Nonn Preliminary Plan Review

Steve and Olga Nonn came to the meeting to get preliminary information on a proposed subdivision. They showed a Composite Map of their property that is on both sides of the Lower Drennen Road. They want to break out a lot for their son to build a home. The Commission discussed a number of possibilities regarding subdividing their property and gave them a copy of the subdivision check list to give to their surveyor. No exact time table was set at this time for a submission.

9. **Solicitor's Report**

10. New Business

A. Motion to hold The Annual Clean Up Day as Saturday, May 8, 2021, beginning at 8:00 a.m. until 2:00 p.m.

B. Motion to adopt Resolution #10-2021, Plan Revision for New Land Development for the Proposed Dollar General Store.

C. Motion to have the Solicitor revise the Ordinance for the collection dates of the Per Capita Tax

D. Motion to pay and ratify all the bills and accept the financial report for the month of February 2021.

11. Pay all Bills & Financial Report

GENERAL FUND		
Beginning Balance	$	597,552.22
Receipts		90,674.67
Expenditures		82,795.11
Closing Balance	$	605,431.78

CAPITAL RESERVE FUND		
Beginning Balance	$	511,655.87
Receipts		100.90
Expenditures		89,239.00
Closing Balance	$	422,517.77

FIRE HYDRANT TAX		
Beginning Balance	$	2,980.14
Receipts		761.34
Expenditures		-0-
Closing Balance	$	3,741.48

STATE AID FUND		
Beginning Balance	$	288,968.03
Receipts		118,979.40
Expenditures		17,959.23
Closing Balance	$	389,988.20

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, May 5, 2021 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