

**AGENDA**  
**UPPER BURRELL TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**REGULAR MEETING**  
**JANUARY 3, 2022**

**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 1, 2021, Regular Meeting and the amended October 22, 2021, Budget Workshop 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 – 2022 - Adopting the general fee schedule, costs, charges and expenses.
  - #3 – 2022– Appointing Melissa A. Cortilesio, Secretary, as the authorized representative to make requests and upon and receive any and all tax information and records from Berkheimer Associates.
  - #4 – 2022 - Adopting the Sewer Disposal Systems fees for the year 2018.
  - #5 – 2022 - Appointing Melissa A. Cortilesio, Secretary, as the delegate to the Westmoreland County Tax Collection Committee and Greg Primm as the designated alternate for the year 2021.
  
- Received an email request from Westmoreland County Department of Public Safety stating they recommend the address for the Calliope Well Pad as 815 White Cloud Road.
  
- Received correspondence from CEC, Inc., notifying the township the under the requirements of 2012 Oil and Gas Act they are informing the township that Olympus Energy, LLC, is applying for coverage for a modification to a Permit to Drill and Operate an Unconventional Well from the PA DEP.

Project location: The proposed well (8M) will be drilled on a proposed pad that is to be located off of White Cloud Road in Upper Burrell Township. 812 White Cloud Road. If you wish to submit comments to the DEP you must respond within 15 days to the DEP Southwest Regional Office, 400 Waterfront Drive, Pittsburgh, PA 15222. If you do not submit comments by the end of the comment period, the DEP will assume that there are no substantive conflicts and proceed with the normal application review process.

- Received notification for an address request from Megan Kocianski for a new proposed home being built on Stewart Lane. As per Westmoreland County 911 Addressing Agency assignment they recommend 103 Stewart Lane, New Kensington, PA.

- Received Conditional Use and Preliminary/Final Land Development Applications for the Rogers Compressor Station from CEC on behalf of Hyperion Midstream LLC.
- Received a letter of resignation from Part Time Patrolman, Michael Friend, thanking the Chief and the community for the opportunity to have served the community.
- Received correspondence from DeBlasio & DeBlasio stating in their opinion the financial statements present fairly in all material respects, the taxes collected by Joyce Ewing, the tax collector of Upper Burrell Township.
- Received correspondence from Westmoreland County Election Bureau, requesting the use of the Township Building as the polling location for the May 17, 2022, General Primary and November 8, 2022 General Election for Precinct Numbers #288 & 289.
- Receive a letter of resignation from Part Time Patrolman, Adam Drake, thanking the Chief and the Township for the opportunity to have served the community.
- Received correspondence from CEC notifying the Township that under the requirements of Act 14, 67, 68 and 127 of the Municipalities Planning Code, is to inform the Township that, on behalf of Hyperion Midstream LLC, CEC is applying to the PA DEP for Chapter 105 General Permits for Temporary Road Crossing (GP-8) for wetland, stream and floodway impacts associated with the Porter to Zeus Pipeline Project.

Project location: The project is located between Willowbrook Road in Allegheny Township, Westmoreland County and Bethesda Drive in Upper Burrell Township, Westmoreland County.

Project Description: The 3.7 mile long project consists of two (2) natural gas pipelines, a permanent waterline, a temporary waterline, and an electrical conduit connecting the Porter Well Pad in Allegheny Township with the Zeus Pipeline in Upper Burrell Township. The project was previously permitted but as delayed. The pipeline has not been installed; however, the previously approved GP-8 permits will expire prior to final restoration of the right-of-way. Therefore, Hyperion is submitting a new GP-8 Registration package to the PA DEP.

- Receive a letter of resignation from Sabina Romita, Elected Auditor, thanking the Township for the opportunity to have served the community.

## 6) Road Report

## 7) Police Report

- a) Emergency Management

## 8) Engineers Report

## 9) Planning Commission –

### Roger's Compressor Station – Land Development Application and Conditional Use Request

The Commission members have been informed by Bankson Engineers that neither they nor Scott Chermak have completed their review of the application prior to our December meeting. Action on this submission will be tabled until the January 2022 meeting.

### Dollar General Discussion with Amy Cromie

Amy Cromie attended the meeting to discuss a number of her concerns related to the construction of the Dollar General site. She said construction vehicles and machines have been unloading on Dewey Drive and is concerned about damage to the roadway. She also was concerned about what appears to be excessive lighting overflow from site lighting and noise from the building HVAC system that is on the roof. She also requested that the new wooden fence along Dewey Drive be extended and angled toward Route 780 to block the view of the building from her property along Dewey Drive. The Commission indicated that these items could be discussed with Bankson and the building inspector after construction is completed. She was told that at this date the certificate of occupancy has not been issued since a number of punch list items still remain.

Received correspondence from Bankson Engineers in regards to Hyperion-Midstream, LLC- Rogers Compressor Station Conditional Use Application and Land Development Application. Stating that recommendation for Preliminary Approval of the Land Development Plan may be granted by the Planning Commission in accordance with §292-14 A (2) of the Subdivision and Land Development Ordinance, conditioned upon satisfactory receipt of the information to be provided, as delineated in A, through H and evidence that all permits necessary for development of the site have been submitted to the Commonwealth of Pennsylvania, Westmoreland County and Township's regulatory authorities when they are submitted.

Received comments from Scott Chermak, Professional Code Services, stating that he has not identified any zoning deficiencies on the application and supporting documentation.

## 10) Solicitors Report

## 11) New Business

- A. Motion to adopt Resolution #2-2022, the general fee schedule, costs, charges and expenses pursuant to Township Ordinance for the year 2022.
- B. Motion to adopt Resolution #3-2022, 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 #4-2022 adopting the Sewer Disposal System fees for the year 2021.
- D. Motion to adopt Resolution #5-2022, 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 2022.

- E. Motion to accept the Engagement letter from DeBlasio & DeBlasio Associates for Audit fees for the year ending 2021 for the Township Records.
- F. Motion to accept the Engagement letter from DeBlasio & DeBlasio Associates for Audit fees for the year ending 2021 for the Tax Collector Records.
- G. Motion to assign the address to the Calliope Well Pad as per Westmoreland County Department of Public Safety as 815 White Cloud Road.
- H. Motion to assign the new address to Megan Kocianski as per Westmoreland County 911 Addressing Agency, said address will be 103 Stewart Lane, New Kensington, PA.
- I. Motion to accept with regrets the resignation of Part Time Patrolman, Michael Friend.
- J. Motion to grant permission to the Westmoreland County Election Bureau to use the Township Building for the polling location for Precinct Numbers 288 & 289 on Tuesday, May 17, 2022, for the General Primary and Tuesday, November 8, 2022 for the General Election.
- K. Motion to accept with regrets the resignation of Part Time Patrolman, Adam Drake.
- L. Motion to accept and approve Ordinance #1-2022, Storm water ordinance.
- M. Motion to accept with regrets the resignation of Elected Auditor, Sabina Romito.
- N. Motion to pay all the bills and accept the financial report for the month of December 2021.

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

|                         |               |                             |               |
|-------------------------|---------------|-----------------------------|---------------|
| <u>GENERAL FUND</u>     |               | <u>CAPITAL RESERVE FUND</u> |               |
| Beginning Balance       | \$ 767,688.17 | Beginning Balance           | \$ 411,227.65 |
| Receipts                | 54,416.62     | Receipts                    |               |
| Expenditures            | 141,810.62    | Expenditures                | 13,833.50     |
| Closing Balance         | \$ 680,294.17 | Closing Balance             | \$ 397,394.15 |
| <u>FIRE HYDRANT TAX</u> |               | <u>STATE AID FUND</u>       |               |
| Beginning Balance       | \$ 3,273.25   | Beginning Balance           | \$ 325,030.56 |
| Receipts                | 20.22         | Receipts                    | 0             |
| Expenditures            | 0             | Expenditures                | 0             |
| Closing Balance         | \$ 3,293.47   | Closing Balance             | \$ 325,030.56 |

**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.

The next monthly meeting will be held on Wednesday, February 2, 2022, beginning at 7:00 p.m.

Masks required to attend regardless of vaccination status.