AGENDA
UPPER BURRELL TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
JANUARY 3, 2023

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 7, 2022, 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 – 2023 - Adopting the general fee schedule, costs, charges and expenses.
   #3 – 2023– 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 – 2023 - Adopting the Sewer Disposal Systems fees for the year 2022.
   #5 – 2023 - 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 2023.

   - Received correspondence from CEC notifying the township that under the 2012 Oil and Gas Act the Olympus Energy LLC, I applying for coverage for a Permit to Drill and Operate an Unconventional Well from the PA DEP, for one (1) gas well.
     Project Location: The proposed well (5M) will be drilled on a proposed well pas that is to be located off of Merwin Road. (477 Merwin Road)

   - Received correspondence from Bankson Engineers announcing the retirement of George Hart. Michael Moore will continue to serve the Township on behalf of the company.

   - Received correspondence from Solicitor, Stephen Yakopec in regards to amending the Code of Upper Burrell Township, Zoning, Chapter 350, Section 350-11F, permitting an accessory structure to be built on a lot, without a principle structure on the lot, for 3 years for the purpose of clearing the lot. This applies only in the RA district.

6) **Road Report**

7) **Police Report**
   a) Emergency Management

8) **Engineers Report**

9) **Planning Commission –**

Ewing Consolidation Plan
David Ewing presented the plan along the south side of Route 780 to consolidate two adjacent parcels to from Lot 101. The Ewing's would like to build a garage on the vacant adjacent lot. Bankson Engineers reviewed the plan and in their letter dated November 15, 2022, had no negative comments. After a discussion, George Richard moved to approve the plan, seconded by Dennis Matto and all were in favor.

10) **Solicitors Report**

11) **New Business**

A. Motion to adopt Resolution #2-2023, the general fee schedule, costs, charges and expenses pursuant to Township Ordinance for the year 2022.

B. Motion to adopt Resolution #3-2023, 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 #4-2023 adopting the Sewer Disposal System fees for the year 2022.

D. Motion to adopt Resolution #5-2023, 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 2023.

E. Motion to accept the Engagement letter from DeBlasio & DeBlasio Associates for Audit fees for the year ending 2022 for the Township Records.

F. Motion to accept the Engagement letter from DeBlasio & DeBlasio Associates for Audit fees for the year ending 2022 for the Tax Collector Records.

G. Motion to have the solicitor advertise Ordinance #1-2023, amending the code of Upper Burrell Township, Zoning, Chapter 350, Section 350-11F, Permitting an accessory structure to be built on a lot, without a principle structure on the lots, for 3 years for the purposes of clearing the lot. This applies only the in the RA Zoning District.

H. Motion to approve the Ewing Consolidation Plan.

I. Motion to appoint as the Ross G. Walker, III, Chairman, Upper Burrell Township Supervisors as the voting delegate representing the township at the annual business meeting, which will be held Tuesday, April 25, 2023, at the annual conference held in Hershey, PA.

J. Motion to approve Change Order #1, in the deduct amount of $27,075.00 for the reduction of guide rail length and number of posts, the reduction of guide rail removal, and the change in an end treatment. As per the Engineer's recommendation.

K. Motion to recommend payment in the amount of $80,298.75 to Green Acres Contracting for the Whitten Hollow Road and Hartge Road Guide Rail Installation Project, Contract #22-3

L. Motion to pay all the bills and accept the financial report for the month of December 2022.

12. Pay all Bills & Financial Report

GENERAL FUND		CAPITAL RESERVE FUND	
Beginning Balance	$ 878,253.57	Beginning Balance	$ 511,362.81
Receipts	89,968.05	Receipts	6,108.20
Expenditures	165,381.80	Expenditures	14,325.67
Closing Balance	$ 802,839.82	Closing Balance	$ 503,145.34
FIRE HYDRANT TAX		STATE AID FUND	
Beginning Balance	$ 1,897.43	Beginning Balance	$ 381,075.25
Receipts	11.56	Receipts	750.00
Expenditures	0	Expenditures	8,320.13
Closing Balance	$ 1,908.99	Closing Balance	$ 373,505.12

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.

The next monthly meeting will be held on Wednesday, February 1, 2023, beginning at 7:00 p.m.

AGENDA
UPPER BURRELL TOWNSHIP
REGULAR MEETING
ADDENDUM PAGE
JANUARY 3, 2023

11) <u>New Business</u>

M. Motion to recommend payment in the amount of $84,525.00 to Green Acres Contracting for the Whitten Hollow Road and Hartge Road Guide Rail Installation Project, Contract #22-3 as per Bankson Engineer's recommendation.

Please void motion K and replace with the above motion.