AGENDA
UPPER BURRELL TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
September 6, 2023

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

   Opening of Bids - None

   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.

2. **Minutes**
   Minutes from the August 2, 2023, Regular Meeting are submitted for the Board's review and approval.

3. **Correspondence**

   - Received an address request from Austin Schafer for property located on Schafer Drive. As per Westmoreland County 911 Addressing Agency they recommend 6185 Schafer Drive.

   - Received correspondence from the Westmoreland Conservation District, for the annual Dirt Gravel & Low Volume Roads Program. Application deadline is October 31, 2023.

   - Received the 2023-2024 Winter Municipal Agreement from PennDot for the plowing of 15.56 miles of road in the amount of $ 24,005.98.

   - Received notice from Arconic stating they are informing the township of their intent to submit a National Pollutant Discharge Elimination System Permit application to the PA DEP.

   - Received the annual Minimum Obligation Worksheet (MM0) for the two Pension Plans for the year 2024 which said obligations are as follows: Police Plan $10,000.00 per employee/annually and the Municipal Plan $9,000.00per employee/annually.

   - Received the contract renewal from Hoffman Kennels for animal services. Contract states to pay Hoffman's Boarding Kennels the sum of $200.00 per month during the 24 month period.

   - Received a letter of resignation from Full Time Patrolman, Brian Bartrug, thanking the Chief and the Supervisors for the opportunity to have served the community.

4. **Road Report**

5. **Police Report –**
    a) Emergency Management Report

6. **Engineers Report –**

7. **Planning Commission - None**

8. **Zoning Hearing Board – None**

9. **Solicitor's Report -**

10 **New Business**

A. Motion to grant the address request to Austin Schafer for property located on Schafer Drive as per Westmoreland County 911 Addressing Agency as 6185 Schafer Drive.

B. Motion to accept the 2023-2024 Winter Municipal Agreement from PennDot for plowing of 15.56 miles of road in the amount of $ 24,005.98.

C. Motion to adopt Resolution #7-2023, defining the contribution to the Police Pension Plan for the year 2024.

D. Motion to adopt Resolution #8-2023, defining the contribution to the Municipal Pension Plan for the year 2024.

E. Motion to approve year 3 dues of the Alle-Kiski Intergovernmental Council in the amount of $904.01.

F. Motion to advertise for bids: Construction of 24' x 40', Roof Pitch 14' down 12', Lean To for the storage of equipment:

G. Motion to enter into the 24 month Agreement with Hoffman Kennels for animal services in the amount of $200.00 per month.

H. Motion to accept with regrets the resignation of Full Time Officer, Brian Bartrug.

I. Motion to pay and ratify all the bills and accept the financial report for the month of August 2023.

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

GENERAL FUND	
Beginning Balance	$ 904,739.74
Receipts	147,040.41
Expenditures	119,250.71
Closing Balance	$ 932,529.44

CAPITAL RESERVE FUND	
Beginning Balance	$ 535,198.47
Receipts	1,089.75
Expenditures	2,562.17
Closing Balance	$ 533,726.05

FIRE HYDRANT TAX	
Beginning Balance	$ 1,923.92
Receipts	50.92
Expenditures	0
Closing Balance	$ 1,974.84

STATE AID FUND	
Beginning Balance	$ 398,276.86
Receipts	811.83
Expenditures	0
Closing Balance	$ 399,088.69

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.

Next meeting of the Township Supervisors will be held on Wednesday, October 4, 2023, beginning @ 7:00 pm