AGENDA
UPPER BURRELL TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
December 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 November 1, 2023, Regular Meeting are submitted for the Board's review and approval.

3. **Correspondence**

   - Received a letter of request from Alicia Gismondi Walker and Maris Trzeciak, Recreation Committee Co-Chairs, requesting the 2023 donation for the Senior Citizens Christmas Dinner in the amount of $2700.00. Said dinner will be held on Saturday, December 16, 2023 beginning at noon until 2:00 pm, at the First Baptist Church Banquet Hall across the street from the township building.

   - Received two letters from Moody Associates Inc. in regards to the Calliope Well Pad
     Letter One – States – The Land Recycling and Environmental Remediation Standards Act requires that Notice of Intent to remediate a site must be provided to the municipality in which the site is located. This is formal notice of their intent (PA DEP) to remediate the subject site.

     Letter Two – States – Notice is hereby given that Moody and Associates has submitted a final report to the DEP for the site known as the Calliope Well Pad located at 812 White Cloud Road. The report indicates that the remediation performed has attained compliance with the background and statewide health cleanup standards.

   - Received correspondence from DeBlasio & DeBlasio Associates, stating they have audited the financial statements of the Tax Collector for the year ended December 2022 and 2021 and did not encounter any significant difficulties in dealing with managements in performing or completing the audit.

   - Received correspondence from Civil & Environmental Consultants informing the township that under the requirements of the 2012 Oil and Gas Act is to inform the township that Olympus Energy, LLC is applying for coverage for a Permit to Drill and Operate an Unconventional Well from the PA DEP for six (6) gas wells. The proposed wells, (1M, 3M, 5M, 7M, 9M and 11M) will be drilled on a proposed well pad that is to be located off of Merwin Road. Proposed location: 477 Merwin Road.

- Received a Letter of Interest from Paul Schwan stating that he would like to be reappointed to the Zoning Hearing Board.

4. **Road Report**

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

6. **Engineers Report –**

7. **Planning Commission - None**

8. **Zoning Hearing Board –** Hearings were held on Tuesday, December 5, 2023, for the following:
   Gary Schoepke – 1151 Oak Lake Road
   Todd Nonn – 505 Lower Drennen Road
   As of posting date of the Agenda, I did not have the outcome of the hearings.

9. **Solicitor's Report -**

10 **New Business**

A. Motion to adopt Resolution #10-2023, adopting the 2024 General Budget and the budgets for the special funds.

B. Motion to adopt Resolution #11-2023, fixing the tax rate for the fiscal year 2024 at 12.0 mills.

C. Motion to set and advertise the Annual Organizational Meeting for January 2024, which will be held on Tuesday, January 2, 2024, beginning at 7:00 p.m.

D. Motion to set and advertise the Annual Auditor's meeting for January 2024, which be held on Wednesday, January 3, 2024 beginning at 11:00 a.m.

E. Motion to transfer the employee health insurance contributions from the Payroll Fund into the General Fund in the month of December 2023.

F. Motion to approve and ratify the advertisement to the appointment of a CPA or firm to perform the 2023 township audits.

G. Motion to grant the 2023 Senior Christmas Dinner donation to the Recreation Committee in the amount of $2700.00.

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

11. Pay all Bills & Financial Report

GENERAL FUND		
Beginning Balance	$	908,418.02
Receipts		95,642.53
Expenditures		93,964.86
Closing Balance	$	910,095.68

CAPITAL RESERVE FUND		
Beginning Balance	$	535,868.95
Receipts		26,053.95
Expenditures		35,800.00
Closing Balance	$	526,122.90

FIRE HYDRANT TAX		
Beginning Balance	$	438.88
Receipts		12.87
Expenditures		0
Closing Balance	$	451.75

STATE AID FUND		
Beginning Balance	$	396,087.32
Receipts		779.76
Expenditures		1,706.18
Closing Balance	$	395,160.90

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.

Reminder Senior Christmas Party, Saturday, December 16, beginning at noon, please register no later than December 8, 2023.

Next meeting of the Township Supervisors will be held on Tuesday, January 2, 2024, beginning @ 7:00 pm