AGENDA
UPPER BURRELL TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
February 7, 2024

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 January 2, 2024, Reorganizational and Regular Meeting are submitted for the Board's review and approval.

3. **Correspondence**

   - Received correspondence from Tax Collector, Melissa Baronie, asking to be exonerated from collecting the unpaid 2023 Per Capita Items (381 total uncollected) and Township Property Taxes and the Fire Hydrant Taxes at face value on the 2023 duplicated that was returned to Westmoreland County Tax Claim Bureau. (Total face value $6,133.98).

   - Received a correspondence from Alicia Gismondi Walker and Maris Trzeciak, Recreation Committee Co-Chairs requesting the 2024 Children's Easter Party allocation in the amount of $650.00. The event will be held on Saturday, March 23, 2024 from 1:00 – 3:00 p.m., at the Township Building. Children ages (1 – 12) must reside in the township and pre-registration will be required.

   - Letters were mailed out to neighboring municipalities reaching out in hopes of forming a fact-finding body to examine the feasibility of a regionalized police force study performed by the PA DCED. If enough interest is gathered, the "body" would meet to present each communities views and vision of how, or if our citizens and governments could benefit from a regionalized approach to policing. If this project is launched it would be a fact finding mission only and would bear no obligation other than attending informal discussion that may or may not lead to an agreement among leaders to move forward with a formalized request for a PA DCED impact study.

   - Received a letter from Bankson Engineers stating they do recommend that the Land Development Plan Application be approved for Kaforey Holding II, LP-Leeds Building Addition Application.

4. **Road Report**

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

6. **Engineers Report –**

7. **Planning Commission** -

8. **Zoning Hearing Board –**
On January 17, 2024, a meeting was held to review and adopt the Findings of Fact, Conclusion of Law, and Written Decision of the Board in support of the Board's denial of the appeal and request for variance filed by Gary Schoepke, dated October 27, 2023, regarding the use of property located at 1151 Oak Lake Road, New Kensington, PA 15068, and otherwise identified by Westmoreland County as Block and Lot Nos. 62-06-00-0-007 and 62-06-00-0-074.

Received correspondence from the ZHB stating that on January 17, 2024, the board unanimously voted to appoint Harlan Stone, as the ZHB Solicitor.

9. **Solicitor's Report -**

10 **New Business**

A. Motion to grant the request of Tax Collector, Melissa Baronie asking to be exonerated from the collection of the 2023 unpaid Per Capita Taxes, Township Property Taxes and the Fire Hydrant Taxes.

B. Motion to ratify the full time Non-Uniform employee benefit schedule and add the General Election Day in November as a paid holiday.

C. Motion to grant the Recreation Committee the 2024 Children's Easter Party allocation in the amount of $650.00.

D. Motion to have Bankson Engineers prepare and advertise and open bids on Friday, March 1, 2024 at 11:00 a.m., and award at the March 6, 2024 meeting. For the following:

Contract Number 24 -1:

1. Michael Drive Double Asphalt Seal Coat – 6.650 S.Y.
2. Laing Road Double Asphalt Seal Coat – 2,950 S.Y.

Contract Number 24 -2:

1 Menk Road 1-1/2 Inch Thick WMA 9.5 mm Wearing Course – 8.800 S.Y.

2024 Road Material Bids

E. Motion to approve the Kaforey Holdings II, LP-Leeds Building Addition Application for Land Development Approval.

F. Motion to rescind the appointment of John Pallone for the Zoning Hearing Board Solicitor.

G. Motion to pay and ratify all the bills and accept the financial report for the month of January 2024.

11. Pay all Bills & Financial Report

GENERAL FUND		
Beginning Balance	$	853,826.17
Receipts		16,782.78
Expenditures		74,940.03
Closing Balance	$	795,668.92

CAPITAL RESERVE FUND		
Beginning Balance	$	527,126.14
Receipts		1,143.79
Expenditures		0
Closing Balance	$	528,269.93

FIRE HYDRANT TAX		
Beginning Balance	$	475.42
Receipts		69.99
Expenditures		0
Closing Balance	$	545.41

STATE AID FUND		
Beginning Balance	$	395,914.41
Receipts		847.78
Expenditures		7,809.52
Closing Balance	$	388,952.67

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, March 6, 2024, beginning @ 7:00 pm

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Item added to the Agenda:

New Business

Item D.

The Engineer did state that the Supervisors would like to get quotes on both the 4,400 S.Y. and the 8,800 S.Y. this would not be in addition to what Contract #24-2. Just two separate quotes of the square yards.

A motion was made by Walker second by Slahtovsky to add the following to the Agenda. Motion passed 2 -0.

Contract 24-3:

1 Menk Road 1-1/2 Inch Thick WMA 9.5 mm Wearing Course, 4,400 S.Y. Motion passed 2 – 0.

A motion was made by Walker second by Slahtovsky to add Contract 24-3 to the Agenda and have Bankson Engineers prepare and advertise and open bids on Friday, March 1, 2024 at 11:00 a.m., and award at the March 6, 2024 meeting. Motion passed 2 – 0.