AGENDA
UPPER BURRELL TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
SEPTEMBER 4, 2024

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

Opening of Bids -

Bids were opened and read aloud on Thursday, August 29, 2024, at 11:00 a.m. for the following items:

Hartge Road 1-1/2" thick WMA 9.5 mm Wearing Course Overlay – 315 Tons (3,830 S.Y.) Contract #24-7
4 bids were received:

A. Liberoni, Inc.	$ 72,395.55
Derry Construction	$ 62,922.50
Dun Rite Construction	$ 61,412.50
El Grande Industries	$ 80,828.00

Lincoln Boulevard Cross Drain Replacement Contract Number #24-4.
4 bids were received

KGD Contraction	$ 43,000.00
N & N Landscaping LLC	$ 125,966.94
Northrock Construction	$ 29,500.00
RJF Development Co.	$ 36,600.00

Open to the Floor-Item on the Agenda
The Board will now hear public comments from residents and taxpayers 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 7, 2024, Regular Meeting are submitted for the Board's review and approval.

3. **Correspondence**

- Received the 2025 Minimum Municipal Obligation Worksheet for both the Uniform and Non Uniform Plans. Uniform $10,000/per employee and Non-Uniform $9,000/per employee.

- Received the fourth year agreement for the Alle-Kiski Intergovernmental Council Cooperation Agreement at a cost of $904.01.

- Received a request from Westmoreland County Election Warehouse Manager, requesting the use of the Township Building for the General Primary to be held on Tuesday, November 5, 2024.

- Received correspondence from KU Resources, Inc. stating they have prepared a proposal for surveying and support services for the proposed machine shop and gravel pads located along Oak Lake Road, the site consists of one parcel, totaling approximately 35.00 acres. The machine shop and contractor's yard are both permitted uses for the Industrial District.

- Received correspondence from Westmoreland County Conservation District in regards to the Dirt Gravel & Low Volume Roads Program. The application deadline is October 31, 2024.

4. Road Report

5. Police Report –

a) Emergency Management Report

6. Engineers Report –

7. Planning Commission -

Schafer Drive property has secured both an on-lot sewage permit and building permit plans have been approved.

8. Zoning Hearing Board –

9. Solicitor's Report –

10 New Business

A. Motion to approve resolution #9-2024, defining the contribution to the Police Pension Plan for the year 2025.

B. Motion to approve resolution #10-2024, defining the contribution to the Municipal Pension Plan for the year 2025.

C. Motion to approve year 4 dues of the Alle-Kiski Intergovernmental Council in the amount of $904.01.

D. Motion to grant the approval request to Westmoreland County Election Bureau for the use of the Township Building for the General Primary to be held on Tuesday, November 5, 2024.

E. Motion to have Jim Collodi prepare an appraisal for the property on Milligantown Road.

F. Motion to advertise for an Auditor's meeting to be held on Friday, September 20, 2024, beginning at 11:00 a.m., for the purpose of considering a wage rate increase for an Employee/Supervisor based on additional duties and changes in the workforce.

G. Motion to pass a Memorandum of Understanding with USW regarding wage rate increase in salary for the Road Department due to additional duties, changes in the Township's workforce, workforce retention issues.

H. Motion to award Contract #24-7, Hartge Road 1-1/2-inch-thick WMA 9.5 MM Wearing Course Overlay, 315 Tons (3,830 S.Y.) based on the Engineer's recommendation to Dun Rite Construction in the amount of $69,389.64.

I. Motion to award Contract #24-4, Lincoln Boulevard Cross Drain Replacement based on the Engineer's recommendation to Northrock Construction Co. in the amount of $29,500.00.

J. Motion to apply for the Dirt Gravel & Low Volume Roads Program.

K. Motion to approve payment #2 (Final) to Tim Fouse Excavating in the amount of $8,200.00 for the Lower Drennen Stormwater Project Contract #24-5.

L. Motion to hire Dan Spiering as a permanent part time employee with the Road Department beginning October 7, 2024, provided all pre-employment background checks are completed.

M. Motion to hire Nate Smith as a part-time employee with the Road Department.

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

11. Pay all Bills & Financial Report

GENERAL FUND	
Beginning Balance	$ 1,019,529.14
Receipts	87,728.98
Expenditures	81,020.84
Closing Balance	$1,026,237.28

CAPITAL RESERVE FUND	
Beginning Balance	$ 464,809.57
Receipts	71,246.03
Expenditures	3,372.41
Closing Balance	$ 532,683.19

FIRE HYDRANT TAX	
Beginning Balance	$ 2,033.47
Receipts	.95
Expenditures	0
Closing Balance	$ 2,034.42

STATE AID FUND	
Beginning Balance	$ 395,155.71
Receipts	2,693.33
Expenditures	103,077.56
Closing Balance	$ 294,771.48

12. Open to the Floor

The Board will now hear public comments from residents and taxpayers 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 2, 2024, beginning @ 7:00 pm