

**REGULAR MEETING OF THE
UPPER BURRELL SUPERVISORS
MONDAY, JANUARY 5, 2026
MEETING ROOM, 3735 - 7TH STREET ROAD**

Board of Supervisors, Chairman, Ross Walker III, called the regular meeting of the Upper Burrell Township Supervisors to order at 7:00 pm.

PLEDGE OF ALLEGIANCE

ROLL CALL: The following members of the Council responded to roll call:

Present: Ross G. Walker, III, Chairman -
Michael P. Conley, Vice Chairman - Absent
Kenneth R. Slahtovsky, Supervisor

Also present: Michael Moore, Engineer
Melissa A. Cortilesio, Secretary
Steve Yakopec, Solicitor

OPEN TO THE FLOOR – None

APPROVAL OF THE MINUTES -

Motion made by Walker, seconded by Slahtovsky to approve the minutes of the Regular Meeting held on Wednesday, December 3, 2025. Motion passed 2-0.

CORRESPONDENCE –

Chairman Walker asked Mrs. Cortilesio, to review the correspondence from the month.

ROAD REPORT -

Supervisor Slahtovsky reported most of the time spent was cleaning up after the winter storm, plowing, salting and throwing down Anti-Skid, cutting trees, cleaning ditches and working on equipment.

POLICE REPORT – Chief Pate reported there were 911 calls for service for the year and 72 calls for service for the month of December. Chief Pate stated the third full-time officer has started. The department finished up firearm qualifications and will have MOPEC training coming up. David Knox asked if the department had any part-time officers. Pate replied part-time officers is a thing of the past.

EMC REPORT – None

ENGINEERS REPORT – Michael Moore reminded the Supervisors if they had any overlay or double seal coat jobs they want to do it's best to try and get the bids out by spring.



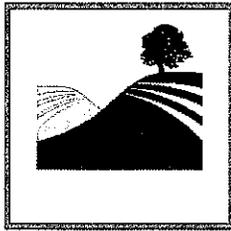
PLANNING COMMISSION – None

ZONING HEARING BOARD – None

SOLICITORS REPORT – For the Item D, Greg Primm is the City Clerk for the City of Lower Burrell.

NEW BUSINESS

- A. A motion was made by Walker seconded by Slahtovsky to adopt Resolution #2-2026, the general fee schedule, costs, charges and expenses pursuant to Township Ordinance for the year 2026. Motion passed 2 – 0.
- B. A motion was made by Walker seconded by Slahtovsky to adopt Resolution #3-2026, to appoint Melissa A. Cortilesio, Secretary, as the authorized representative to make requests upon and receive all tax information and records from Berkheimer Associates. Motion passed 2 – 0.
- C. A motion was made by Walker seconded by Slahtovsky to adopt Resolution #4-2026 adopting the Sewer Disposal System fees for the year 2026. Motion passed 2 – 0.
- D. A motion was made by Walker seconded by Slahtovsky to adopt Resolution #5-2026, to appoint Melissa A. Cortilesio, Secretary as the delegate to the Westmoreland County Tax Collection Committee and Greg Primm as the designated alternate for the year 2026. Motion passed 2 – 0.
- E. A motion was made by Walker seconded by Slahtovsky to accept the Engagement letter from DeBlasio & DeBlasio Associates for Audit fees for the year ending 2025 for the Tax Collector Records. Motion passed 2 – 0.
- F. A motion was made by Walker seconded by Slahtovsky for Supervisor Ross Walker to attend the annual conference as the delegate on behalf of the Township as well as Mike Conley and Ken Slahtovsky as conference attendees. Motion passed 2 – 0.
- G. A motion was made by Walker seconded by Slahtovsky to grant the request of the Westmoreland County Election Bureau to use the Township Building as the polling location for the General Primary and General Election for the year 2026. Motion passed 2 – 0.



- H. A motion was made by Walker seconded by Slahtovsky to execute the 2026 cooperation agreement with the County of Westmoreland and Upper Burrell Township for the member governments of the Alle-Kiski Intergovernmental Council. Upper Burrell share is \$904.01. Motion passed 2 – 0.
- I. A motion was made by Walker seconded by Slahtovsky to accept with regrets the resignation of Scott Brown as an alternate member of the Zoning Hearing Board. Motion passed 2 – 0.
- J. A motion was made by Walker seconded by Slahtovsky to pay and ratify all the bills and accept the financial report for the month of December 2025. Motion passed 2 – 0.

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<u>GENERAL FUND</u>		<u>CAPITAL RESERVE FUND</u>	
Beginning Balance	\$ 1,159,670.12	Beginning Balance	\$ 612,393.89
Receipts	87,676.17	Receipts	1,100.00
Expenditures	128,564.47	Expenditures	13,320.81
Closing Balance	\$ 1,118,781.82	Closing Balance	\$ 600,173.09

<u>FIRE HYDRANT TAX</u>		<u>STATE AID FUND</u>	
Beginning Balance	\$ 2,579.55	Beginning Balance	\$ 265,271.56
Receipts	286.63	Receipts	550.00
Expenditures	0	Expenditures	0
Closing Balance \$	2,866.18	Closing Balance	\$ 265,821.56

Open to the Floor

George Richard, Hunter Hill Road, asked why the paper recycling bins have not been emptied.

David Knox, Oak Lake Road, asked if the letter from TECfusion showed exactly where the manhole they will be tapping into is located. It was stated on Townsend Road.

Motion to Adjourn

Motion to adjourn was made by Walker seconded by Slahtovsky at 7:17 p.m.

The next monthly meeting will be held on Wednesday, February 4, 2026, beginning at 7:00 p.m.