

# FALLOWFIELD TOWNSHIP BOARD OF SUPERVISORS

## Regular Meeting

April 29, 2015

### Call to Order:

Supervisor Caldwell called the meeting to order at 6:00 p.m. prevailing time and led the Pledge of Allegiance.

### Roll Call:

Fallowfield Township Supervisors met for their Regular Monthly Meeting on April 29, 2015, @ 6:00 p.m., at the Fallowfield Township Municipal Building, 9 Memorial Drive, Charleroi, PA. Present were Supervisor Wilbur Caldwell, Supervisor Earl Sadler, Supervisor Bruce C. Smith, Secretary/Treasurer Karen Talbert, and Solicitor Thomas P. Agrafiotis. At 6:03 p.m. Supervisor Caldwell stated that the Board was going into executive session. The Board returned at 6:19 p.m. and Supervisor Caldwell stated that during the course of the executive session the Board discussed a couple of labor issues and also Supervisor Caldwell made a motion to accept the retirement of Ronald Large, effective April 24, 2015, second Supervisor Smith. Supervisor Caldwell called for any discussion and there being none a roll call vote was taken:

Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

### Approval of Agenda:

Supervisor Caldwell stated that there were some additions to the Agenda and that they were in relationship to Items P. Q. & R. under Old Business. There was some discussion between the Chairman and the Solicitor on the best way to handle the additions, and finally, they were added to P. Q. & R. under Old Business and it was stated that it all refers back to authorizing Chester Engineers to advertise for quotes. Supervisor Caldwell asked if there were any other additions. Supervisor Smith asked if there was anything on the Agenda regarding the status of the computer system, and since there was nothing, Supervisor Caldwell added item T. under Old Business as IT update. Supervisor Caldwell called for a motion to accept the Agenda as amended. Supervisor Sadler made a motion to accept the Agenda as amended, second Supervisor Smith. A roll call vote was taken:

RCV: Supervisor Smith - yes, Supervisor Sadler - yes, Supervisor Caldwell - yes.

### Approval of the Minutes:

Supervisor Caldwell asked if the Board had reviewed the minutes of the Regular Meeting of March 25, 2015, and Supervisor Sadler stated that he had reviewed them and made a motion to accept the minutes, second Supervisor Smith. Supervisor Caldwell called for any discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

At this point in the meeting Supervisor Caldwell reported that informational meetings were held on April 2, April 7, April 8, April 15, and April 29, 2015. Executive Sessions were held April 7 and April 14, 2015.

**Approval of the Bills and Payroll:**

Supervisor Sadler stated that he had reviewed the list of paid bills and unpaid bills and stated that they look in order and made a motion to approve them, second Supervisor Smith. Supervisor Caldwell called for any discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**Correspondence:**

Supervisor Caldwell stated that we had received the following correspondence:

1. Letter from PennDot stating that the interchange construction project at Route 481 and I 70 is tentatively scheduled for letting on May 7, 2015, and will be under construction for approximately two years. He further stated that they will retain four lanes on the interstate and that Crossridge (2035) will be eliminated.
2. Ramps are to be closed on eastbound Interstate 70, Exit 32A, (Ginger Hill/Route 917) from May 6<sup>th</sup> until June 5<sup>th</sup>, detours will be posted.
3. Email from Eric Henderson regarding getting city water on Yankosky Road from the new water line on Kennedy Road.
4. Letter from Dominion regarding an application for water obstruction and encroachment general permit from the Washington County Conservation District – letter provided to the Solicitor for his review.
5. National Bridge Inspection Standards provided to Earl Sadler, who stated that he had already turned all that information into the Engineer to fill out.
6. Letter from HMT & Associates, civil engineers, who are interested in being UCC Building Inspectors for the Township.
7. Request from Nova Insurance to provide an insurance proposal to the Township. Supervisor Caldwell asked the Board if they were interested. Supervisor Sadler thought it may be worth looking into and the Secretary was to set something up.
8. Letter from Elaine and Bruno Pappasergi regarding the Storm Water Meeting who wanted to comment on how prepared the Board was and what a good job the Board was doing and thanked them.
9. Letter from Ron Monack about the need for a color copier.
10. DEP notification regarding Pigeon Creek Bridge #10 requesting some information

and who it should be supplied to Tom or Supervisor Sadler. Supervisor Sadler stated it should be provided to the Engineers and he would take care of it.

11. Supervisor Sadler reported that right now the Intersection on 917/136 is under construction. He stated that Cracker Jack Road comes out on 917 and that is being lowered so that road will be closed from June 15<sup>th</sup> to August 15<sup>th</sup>. He also stated that he has made sure that the residents do have fire protection and ambulance service. He also stated that Route 481, going over Pigeon Creek, down by the chemical plant, will be closed until mid-November.

**Old Business:**

**A. Status of Planning Commission initiatives** - Supervisor Caldwell stated that the Planning Commission has been reviewing the verbiage and terminology of the Zoning Ordinance and have also been going through some of the codes associated with that Ordinance. He stated that they have also hired an outside contractor to work with them to help them get a better understanding of what we are doing and what other Townships are doing. He stated that they have been making some good headway trying to get some development in the Township with regard to homes and subdivision type applications within various properties.

**B. Letter of request from the Planning Commission for services of the Solicitor** - Supervisor Caldwell stated that he had a request from the Planning Commission and read the letter aloud. Basically, the Planning Commission was requesting that they have the services of the Township Solicitor, Thomas Agrafiotis, to research and advice on a few questions with regard to planning and development. Supervisor Caldwell made a motion for the Planning Commission to have the services of the Township Solicitor. He also stated that it is his understanding from the conference in Hershey and from other Townships, that there are probably some additional initiatives that the Township could be taking with regard to development and we would like to research that. The motion was seconded by Supervisor Smith. Supervisor Caldwell called for any discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**C. Status of Codification** - Supervisor Caldwell stated that they had received a book back from General Code; that three members of the Planning Commission and the Solicitor have a copy of the Code Book. He stated that they were in the process of reviewing all the Codes and Ordinances. He stated that General Code put together a formal package to make it easy for reference and it also allows you to see the latest reference to the Code. There is a June deadline to meet and he was not sure they could make that deadline and may have to ask for an extension. Supervisor Smith stated that there is a lot to read and Supervisor Caldwell stated, like 4,000 pages.

**D. Status of Park and Recreation Board park refurbishment program and E. Motion to accept quote for financial planning from Pashek & Associates** - Supervisor Caldwell stated that the Board has been meeting every Saturday morning for about two hours and that they have been going through the phasing portion of the project. Supervisor Caldwell stated that he was not sure of the date, but thought it was September 12<sup>th</sup> that the Board is going to have a craft show and car cruise up at the Elementary Park. Craft vendors are coming in, some

food vendors, the fire company is bringing a truck up; the Board is going to do some cooking and they are planning a nice event. The object of this event is to put exposure on the Fallowfield parks. He stated that with regard to the refurbishment program, they have gone as far as they can go, without some additional assistance in the area of the financial help. The Board needs to determine how they can best leverage their selves through grants; which grants they can use for matching funds; which grants have to be used for specific items. The Board has spoken to several companies around the state, have interviewed with three different individuals, been in contact with Washington County Redevelopment; and Washington County Parks and Recreation Board. Supervisor Caldwell stated that they have come up with an individual from Pashek & Associates who can do the financial end similar to what HRG does. HRG and Pashek & Associates are willing to work together on the financial portion of it because HRG does not offer the financial help that we need.

Supervisor Caldwell had a quote, which is very specific, as to what this gentlemen will do. Although Supervisor Caldwell did not have it with him, he also had a resume of this gentleman's involvement in other projects around the state. He further stated that at Hershey, he had talked to several companies who were very aware of this man's work. He stated that the total costs for this is \$4,470.00 which consists of approximately 32 hours of work at \$135.00 per hour, \$150.00 in expenses for traveling time back and forth to the Township at least once possibly twice.

Supervisor Caldwell stated that the Board cannot go any further with our abilities to complete the project and that they need the assistance of this individual. Supervisor Smith asked if the Township could be reimbursed once grant money is approved. Supervisor Caldwell stated that everything we have done so far, all the money spent, can be used as matching funds toward the initial grant. The \$20,000.00 spent thus far can be used as matching funds.

Supervisor Sadler stated he would like to table this to discuss it further at the working meeting. Supervisor Caldwell stated that if we table it, we will miss out on another grant, as the DCED grant is due June 15<sup>th</sup>. He also stated that the Board has put a lot of work and effort into this and the reason they did not have it for the working meeting was because they had not had the opportunity to set down and talk to him before the meeting and were only able to do it by phone. He also stated that this has been very well researched and checked on. Supervisor Smith asked, the outcome of this, would be they will do the grant applications. Supervisor Caldwell stated that they will do the grant application and provide us with the direction we need. He also stated that we actually have a grant writer on the board and he has the expertise for the smaller grants but the larger grants would be with Pashek & Associates and HRG. HRG would do the DCNR grant and Pashek & Associates would do the DCED grant.

Supervisor Sadler again stated that he would like to take some time to think about it. Supervisor Smith said if Supervisor Sadler wanted to continue the meeting until he had time to review the matter. Supervisor Sadler said he would like to have more time to think about it. Supervisor Smith asked the Solicitor if the Board could do that. The Solicitor stated that there is a motion to table and that takes first precedence and that has to be voted up or down and then you can decide if you want to continue the meeting to a date certain. He stated that Supervisor Caldwell would have to call to see if there is a second to the motion to table first. Supervisor Smith asked a technical question which was "is a second to a motion a commitment to a positive

vote". The Solicitor stated, no sir, you can make the second for discussion purposes. Supervisor Smith seconded the motion to table. Supervisor Caldwell called for discussion. Supervisor Smith asked what are the chances of continuing this meeting to early next week or until we have had a chance to talk about this at an informational meeting and we may have something else to act on anyway.

Supervisor Caldwell stated that it is his personal opinion that he is tired of putting in all these hours with these individuals to try and get something started only to keep running into a brick wall when it comes to Park and Recreation. He further went onto say that when it comes to roads and trucks, we jump on it and we do it and very rarely is there any dissent but when it comes to Parks and Recreation we always get bogged down.

The Solicitor stated that the only thing I will say to you Bruce is if the motion to table is passed this cannot come up until the next meeting and the continued meeting is considered as the same meeting so if the motion to table would be passed this cannot come up until a special meeting or the subsequent regular meeting because the continued meeting is viewed as a continuation. Supervisor Smith asked if a Motion to table isn't passed and a motion to accept isn't passed, what is status. Solicitor Agrafiotis stated that you could bring it up again any time you want.

Supervisor Smith asked where the funds were coming from and Supervisor Caldwell stated, Act 13. The Solicitor stated, so if you want to do what I think you want to do, you would vote down the motion to table and then you would continue the meeting and this could be brought up again at the continued meeting or you could act on it tonight and vote it up or down. Supervisor Smith stated so the potential outcome on this would be grants in excessive amounts of money. The Solicitor interjected that this is a professional service so you don't have to quote or bid it, it is under the bid amount anyway, but you don't have to quote a professional service.

Supervisor Caldwell stated that they have checked with a lot of different people on this and we have to do this in order to complete the phasing and bring it to the Board for finalization for the total project. He stated that we can't do the total project until we get someone like Pashek & Associates on board. Supervisor Smith stated that his question on the motion has been satisfied. Supervisor Caldwell called for a roll call vote:

RCV: Supervisor Smith – no, Supervisor Sadler – no, Supervisor Caldwell – no.

Supervisor Caldwell made a motion to accept the quote to allow the Park and Recreation Board to work with Pashek and Associates, Robert M. Good, in the amount of \$4,470.00 to be taken from Act 13 funds, second Supervisor Smith. Supervisor Caldwell called for any discussion and Supervisor Smith stated, he assures us that he will have a grant application ready to meet the DCED June deadline, Supervisor Caldwell stated, yes. Supervisor Caldwell stated that the plan is to try to get this package put together to bring it do this Board by the end of May. The Board can then see what they have been working on, get the cost and then approve the program over a five year period. Supervisor Smith stated that his question had been answered.

Supervisor Sadler asked how come this just came up tonight, why wasn't this known before that someone had to be hired to do this grant writing. Supervisor Caldwell explained that this is not grant writing, it is someone who has the expertise and knowledge of all of the grants

that are available for this type of program, both government and private, so that over a period of time as we get money we know what we have to use for the project or what we can use for matching funds, because almost all of the government grants require matching funds. Supervisor Sadler asked why the people we were dealing with don't have those qualifications. Supervisor Caldwell stated that we did not specifically ask for the financial portion of it. Supervisor Sadler stated that is the most important thing, knowing that we need grants, in order to do the projects. Supervisor Caldwell stated that he did not disagree that it was not in the consideration but that they did not realize what the difficulties would be with rolling grants over the time period required.

Supervisor Sadler stated that he just wished we would have had a little more time to consider everything. Supervisor Smith stated he agreed as well, but felt it was not worth jeopardizing missing a grant application.

There was a question from the audience as to if you get the grant, what is it worth? Supervisor Caldwell stated that he did not know because he did not know what they were putting in for. Supervisor Sadler stated, this is what I am saying, we should have an idea ahead of time. Supervisor Caldwell explained that it is five different phases that we developed each year for both parks, so I have a general idea of what the dollar figure is for that. He stated that there are certain loans that you go in for walking trails, certain loans for playground equipment and then you can go in for the DCNR grant. The DCNR grant requires a 50% match and it is only accepted in April. The DCED grant is June 15. He stated that it is my understanding that it is only a 15% match and we can probably get some funding for that to get the projects started and then every year thereafter we have to figure out what we need matching funds wise and what funds are available from which grants. This individual and company works with private grants, as well as state grants, and has the expertise to develop a program that we can follow year to year to get the project completed.

Supervisor Smith stated that you cannot leverage one government grant against another for match, you can leverage private against a government grant as match. Supervisor Caldwell called for any questions or comments. Helen Sadler stated, I take it that HRG is done with the planning of the park completely? Supervisor Caldwell stated, no. She went onto to say that at the last meeting you stated that we missed a grant because they did not complete their side of it, I believe it was the DCNR grant he said he missed. Supervisor Caldwell stated that the DCNR grant was missed but it was not HRG's fault, it was our fault because of trying to put the phasing together and how we could fund this properly over a five year period to get the same end results, we had to move things around from this column to that column and in the process of doing that, when we went back to HRG, they stated that you moved this to this column but you have to do this first, which we had missed, so then we had to move that back into that column, which sometimes that put the money out where we didn't feel we could handle that for that particular phase. Helen Sadler ask if you have come up with a dollar figure. Supervisor Caldwell stated, yes, but I am not going to bring that out until we are completely done with it and then bring it forward to everybody stating that this is it with all the bells and whistles and this is what we think we should be doing and go from there and if we think it should be modified, then go from there. Supervisor Caldwell called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – no, Supervisor Caldwell – yes.

F. **Motion to purchase 20 tons of infield dirt for the elementary ball fields per quote** - Supervisor Caldwell stated that we need a load of the infield mix for the elementary park, which is two ball fields, and he had a quote from Dura Edge for 25 tons at \$53.00 per ton delivered for the total sum of \$1,325.00. Supervisor Smith asked if this comes out of their operating budget. Supervisor Sadler stated that parks and recreation was allotted \$4,000.00 in the budget and that it comes out of there. Supervisor Sadler seconded the motion. Supervisor Caldwell called for any discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

G. **Motion to accept application of Jamie Iacovino for Park and Recreation Board, term to expire 12/31/15** – Supervisor Caldwell stated that we have a vacancy on the Board, previously it was Cindy Kemp's position and we have an individual by the name of Jamie Iacovino who has attended the last three meetings. Supervisor Caldwell read a letter from Jamie aloud and ask for a motion to accept her application. Supervisor Smith asked if everyone on the Board was good with this. Supervisor Caldwell stated, yes. Supervisor Smith, so moved. Supervisor Caldwell stated that her term expired 12/31/15, second by Supervisor Sadler. Supervisor Caldwell called for discussion. Helen Sadler spoke from the audience and stated that according to the minutes of last month's meeting, you said you were filling Cindy Kemp's position then, so it would have to be the other one. Supervisor Caldwell said then this would be Mitch Duda's position and it expires 12/31/15. Supervisor Caldwell called for further discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

H. **Status of Multi-Municipal Comprehensive Plan** – Supervisor Caldwell reported that there was no change from last month other than they are still trying to apply to the LGA grant. He stated that no matter what, it has been agreed upon by those that have been at the meetings, that once this grant has been taken care of, we are going forward with the project with what we have available, which I believe is about \$70,000.00.

I. **Status of Sewage Overflow Project** – Supervisor Caldwell reported that he attended an ABC meeting yesterday and basically, they went to the DEP on April 21<sup>st</sup>, along with Chester Engineers, and ABC made their presentation for an 85% containment system. This system has not been used in Pennsylvania and it was very intriguing to the people at the DEP and the DEP seemed to act positively toward them. He stated that if that does get approved, that will substantially reduce the amount of ABC's CSO project.

J. **Appointment of Emergency Management Officer tabled from previous meeting** – Supervisor Smith stated that he hoped to have a recommendation for the May meeting and asked that this matter be tabled once again. Supervisor Caldwell stated that he needed a motion, Supervisor Smith, so moved, second by Supervisor Sadler. Supervisor Caldwell called for any discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**K. Discussion to determine if municipal liens on delinquent taxes should be filed tabled from previous meeting** – Supervisor Caldwell said that he will contact Keystone Collections Group and determine if they have services in this area. He also stated that at the PSAT's conference, he went to one of the seminars of a company that offers these services and it was basically for larger amounts of money and that they did not recommend going forward because of the cost with some of these smaller amounts. He also stated that you may be able to arrange something with your Magistrate to do bench warrants or some type of a lien from them but that he did not understand the legal portion of it. The Solicitor reported that he did talk to Keystone and they would be willing, if we submit a proposal, to talk to us and possibly provide us service. He stated that he asked them if they would do it on the basis of they only get money if they collect, they said that would be one option or there are some other options where you pay them a certain percentage of the outstanding amounts, so they would be willing to talk to us. As he has said in the past, it is cost prohibitive to file these liens because the filing fee of \$19.00 is more than or double the outstanding amount, plus you then have the legal fees. He went on further to say that assessments are not something you can collect criminally, so it is either lien the property or see if we can talk to Keystone and/or talk to PAMS and get a quote. Supervisor Smith asked if they were willing to collect on the basis that they get paid if they collect the money. The Solicitor replied, no, they want us to give them a pre-proposal and he would have to have Wayne help him with that and then they would meet with us to discuss. He stated that he had contacted PAMS but had not heard back from them yet.

**L. Status of oil and gas title search on Township properties/Solicitor to investigate accuracy of statements that Township Roads should also be included** – The Solicitor stated that it appears that four of our seven properties do have gas rights, so we could go about seeing if someone was interested in drilling. He stated that he knows that most of the drillers right now are not signing anyone new because of the prices but at some point the prices will be back up and they will be back around. Supervisor Caldwell stated that he had heard at the conference, and you can check the legality of this, that several of the townships are actually assessing the acreage from the township roads against the gas lease, so if a leg runs under our road, that road is part of that lease, so they have been leasing the township roads out. The Solicitor stated that he will look into that.

**M. Status and discussion of investigation of gas well ordinances and associated costs tabled from previous meeting** – The Solicitor stated that based on our discussion at the work session, how the Board wants to proceed with the districts and setbacks, I will have a draft for you on or before the next work session.

**N. Discussion of outdoor wood burner inspection costs tabled from previous meeting** – Supervisor Caldwell stated that we have a Resolution that was developed. The Solicitor stated that under Section 20 of the Ordinance, we have the opportunity to add or change fees at any time by Resolution. He said that at the work session you asked me to put together a draft of some of the things we were talking about, it is up to the Board if the fees are acceptable. He went on to say that the Board thought it was not fair to charge a fee for the yearly renewal so you can pass it as it is or we can make changes. Supervisor Smith stated that the biggest question he had was the fee for re-certifying after a suspension due to a complaint. The Solicitor stated that if there is a complaint and the inspector goes out and views it and shuts it down, and the individual does not appeal, then they are locked in. There would be a fee if someone lost

their permit because of bad activity, then the township should not have to pay our person to go back out and make sure that the problem has been alleviated. He stated that the costs are up to the Board and explained that an appeal hearing fee is pursuant to the Local Agency Law and we would have to have a stenographer here and we would have to pay their costs. Supervisor Smith ask if there was an urgency to act on this now and the Solicitor stated, no sir. Supervisor Smith made a motion to table, second by Supervisor Sadler. Supervisor Caldwell called for any discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

O. **Status of cell tower ordinance investigation tabled from last meeting. This needs to include mini cell towers currently being installed throughout the state** – Supervisor Caldwell stated that at the conference he attended with regard to the mini cell towers, there were representatives from Verizon, AT&T and someone else. He reported that he did find out that these towers are going to be every quarter mile in a grid pattern and this is to support cell phones and use of the internet and also at some point going to replace cable. He stated that these are small towers that you would see on telephone poles, they almost look like transformers. He felt that we needed to take a look at this as they are big in the east and they will be coming our way. Supervisor Caldwell provided the Solicitor with the information he had received and stated that if the Solicitor contacted Verizon, they will send him a sample Ordinance and he could get started on one for the Township.

P. **Motion to put bids out for Redds Mill Bridge repair tabled from last meeting** – Supervisor Caldwell stated that the Board had an informational meeting today with Rob Arnold of Chester Engineers and this was one of the subjects reviewed. He further stated that the Board needs to make a motion to allow for the advertising of this project by Chester Engineers. Supervisor Sadler expanded on this matter, stating that every two years bridges over so many feet are inspected by the state and that last year around July, during an inspection, it was discovered that Redds Mill Bridge had some structural problems. These problems were not significant enough to shut it down but the state said we needed to have it repaired before the next inspection. This information was provided to Chester and then we did what we could to keep the cost down but now the rest of bridge repairs will cost around \$35,000.00 and needs to be put out for bid. Supervisor Sadler made a motion to give the okay to Chester Engineers to go ahead and put out the advertisements for the repair of Redds Mill Bridge, second by Supervisor Smith. Supervisor Caldwell called for any discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

Q. **Status of repairs to Deambroggi Road** – Supervisor Sadler reported that this was an emergency situation and that originally Carl DeiCas drew up plans for the repair; however Rob Arnold did not care for the way we were going to do it so he is doing another study. He stated that the Township will do some of the repair but that the rest of the repair will have to go out for quote and Chester Engineers will prepare the quote. Supervisor Caldwell stated that his is a partial construction repair.

R. **Status of Grange and Bentleyville Roads bridge project** – Supervisor Caldwell stated that we needed a motion to authorize Chester Engineers to advertise for this bridge project. Supervisor Sadler stated that he will make the motion, but stated that it is actually Main and

Bentleyville, second Supervisor Smith. Supervisor Caldwell called for any discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

S. **Status of Rodger's Manor phase one engineering** – Supervisor Caldwell stated that the Board met with the Engineer earlier today and this project is being worked on and it will probably be completed by the end of June. Supervisor Sadler explained that the Township had called in a Pa One Call for the area of Wesley to Christine and also between Park and Patricia, the area with the most significant problems, to see where the infrastructure is. He went onto say that the Township may be able to do some of the work on catch basins and run a line out on the side of the road (underneath the road) to help suppress the area that is getting the water first and the rest will probably have to be put out for bid.

T. **IT update** - Supervisor Smith stated that he can't give a percentage update but stated that the computer in this room is finished; the one in the tax office is finished; I believe the one in the code enforcement office is finished. I don't know what the status is of the network tie and I can say that once the scanner, printer, copier is here there will be a tie into that as well.

**New Business:**

A. **Request from the Borough of Charleroi for a donation for the annual July 3<sup>rd</sup> Community Day Celebration and Fireworks** – Supervisor Caldwell stated that we contributed to his last year and ask the Secretary if she knew the amount from last year. The Secretary stated that it was \$300.00. Supervisor Caldwell made a motion to contribute \$300.00 for the July 3<sup>rd</sup> Community Day Celebration, second Supervisor Sadler. Supervisor Caldwell called for any discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

B. **Motion to put out bids for layout and lining of Municipal Parking Lot, work to be completed on or before June 19, 2015** - Supervisor Sadler stated that this should be changed to quote because it is under \$18,500.00. Supervisor Sadler made a motion to obtain quotes for the layout and line of the Municipal Park Lot, second by Supervisor Smith. Supervisor Caldwell called for any discussion. Supervisor Smith asked the Solicitor that when something is going out for quotation, do we solicit and ask for quotes different than the bid process. The Solicitor stated, yes. A roll call vote was taken.

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

C. **Motion to purchase a new copier with scanning, color, internet and sizes up to 11 X 17** – Supervisor Smith stated that the our current copier expenses with contract and overages comes to \$130.45 per month, and if they were to add a black and white scanner to our machine, our cost would be \$230.90 per month. He reported that he had two options for upgrading, one was a black and white high speed scanner, printer, copier, (which was mistakenly delivered) because they weren't aware it will do color scan but won't do color print. The second option is a high speed color scanner, printer, copier, capable of doing 11X17 with all bells and whistles, would cost \$210.39 per month which is \$20.00 cheaper than the cost to upgrade ours current copier. He further stated that the month difference in expenses would be \$79.94. Supervisor Smith made a motion to proceed and have it tied in with our IT services. Supervisor

Smith made a second motion that we proceed with the upgraded copier, scanner, printer at a monthly expense of \$210.29 per month, second Supervisor Caldwell. Supervisor Caldwell called for discussion and Helen Sadler spoke from the audience and asked how long is the contract. Supervisor Smith stated sixty (60) months. Supervisor Caldwell called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**D. PSATS Conference Reports** – Supervisor Smith stated that he attended an all-day emergency management conference as well as an additional workshop for emergency management, followed up this week by a meeting at Washington County Emergency Management. He stated that he has come to the conclusion that the Township has a lot of catch up work to do. He felt that the workshops at the Conference were pretty useful except for maybe one. He felt that the most useful was the last one which was a presentation on Google Earth Pro put on by an engineer on GIS mapping which is a free version which we can use for mapping and roads, it was amazing I did not realize that something that amazing was free. All and all worth the while.

Supervisor Sadler attend seminars on water obstruction and permit updates for bridges and culverts; road masters in township roads and storm water management. He met with many vendors to see products to save money; he attended 20 ways the township can save money which was very informative.

Supervisor Caldwell also went to an all-day seminar on parks and recreation grant writing; financing of grant programs; attended several economic development packages that were offered; how to incorporate green technologies into residential areas that are being developed (really surprised what this environmental group was able to do in this subdivision as far as keeping green space and allowing the developer to improve on profit margins). Also went to the Google Ear Pro seminar that Bruce attended and it was very interesting and surprising that it was free. There are a lot of opportunities there for development and budget and as far as computerizing our road schedule for repairs and putting them onto a common format and tying it in with the GIS System, a lot of townships are doing it. It looks like easy technology but you have to put the work in upfront to get it running. Well worth looking at it. Good trip

**E. Return of Bond to Jack Kruell for the 2014-2015 stone bid which expired on March 26, 2015** – Supervisor Sadler made a motion to return the bond in the amount of \$9,343.50, second Supervisor Smith. . Supervisor Caldwell called for any discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**F. Software update for Quick Books Program which will no longer be supported as of May 31, 2015** – The secretary reported that our current program will no longer be supported (we are using the 2012 version of QuickBooks). She reported that the cost for a desktop update is \$229.95 and the online version is \$179.88 for the first year and there is a charge yearly thereafter. Supervisor Smith made a motion to update our Quick Books software to the 2015 version at the cost of \$229.95, second Supervisor Sadler. . Supervisor Caldwell called for any discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**Other Business:**

None

**Reports:**

Parks & Recreation – Already provided.

Planning Board – Already provided.

Solicitor's Report – The Solicitor reported that Frank Monack had finally got me the 2015 International Property Maintenance Code and asked the Secretary if she remember if the Board had actually authorized him to draft and advertise for that. She stated that she was not sure and the Solicitor stated that you may as well authorize me to proceed, that way we don't have to wait until the next meeting. He stated that he could do an ordinance that we approve the code for our property maintenance. He explained that the code comes out every three years so the 2015 code would be good for another 2 ½ years. Supervisor Caldwell made motion as stated, second Supervisor Sadler. Supervisor Caldwell called for any discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

Code & Building Report/Zoning Report – Provided by Secretary.

Road Report – Provided by Supervisor Sadler

Fire Report/Mon Valley EMS Services – Provided by Secretary.

Animal Control Report – Provided by Secretary.

Mon Valley Transit Report – The Secretary read a report prepared by Olga

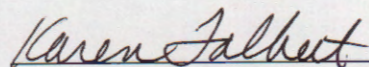
Woodward.

Public Safety – Provided by Supervisor Smith.

**Public Discussion:**

Jeff Umbel stated that he had already heard a few things during meeting so nothing further.

Solicitor Agrafiotis stated that the date of the next work session is May 18, 2015, at 6:00 p.m. and the next regular meeting is scheduled for May 27, at 6:00 p.m. There being no further business, the meeting was adjourned.

  
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Karen Talbert, Secretary/Treasurer

