

FALLOWFIELD TOWNSHIP BOARD OF SUPERVISORS
Minutes of the July 27, 2016 Continued Meeting
Held August 11, 2016

Call to Order:

Supervisor Caldwell called the meeting to order at 4:00 p.m. prevailing time and led the Pledge of Allegiance.

Roll Call:

Fallowfield Township Supervisors met for the July 27, 2016, continued meeting on August 11, 2016, at 4:00 p.m., at the Fallowfield Township Municipal Building, 9 Memorial Drive, Charleroi, Pa. Present were Supervisor Wilbur Caldwell, Supervisor Earl Sadler, and Supervisor Bruce C. Smith, Secretary/Treasurer, Karen Talbert and Solicitor Thomas P. Agrafiotis.

Approval of the Agenda:

Supervisor Caldwell asked if there were any additions or corrections to the Agenda. Supervisor Sadler stated that he had one item to add under New Business, Item C – Employee asked for an upgrade of his position. Supervisor Smith moved to accept the Agenda as amended, second Supervisor Sadler. Supervisor Caldwell called for discussion and there being none called for a roll call vote:

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

Supervisor Caldwell reported that an informational meeting was held August 9, 2016.

Correspondence:

The Secretary reported for the record, that the day after the regular meeting held on July 27, 2016, so July 28, 2016, that the mail carrier delivered a bid for the 2003 F650. She stated that she had the mail carrier initial and affix the date that the bid was delivered to the Secretary's Office. She also stated that she spoke with the individual who placed the bid who was from Lindenhurst, NY, and told him that she received his bid the day after it was awarded. It further should be noted that the bid was in the amount of \$1,826.00 and per advertisement, the minimum bid on the truck was \$12,000.00.

Solicitor Agrafiotis stated that he received a letter from Attorney Beaver in West Virginia with our original signed copy of the Release with Mountain V for Hess Road and he stated that he made a copy for his file and handed the original to the Secretary for the Township's file.

Supervisor Caldwell stated that he had received a letter of thanks and a \$25.00 check from the Monessen Radio Club for allowing them to use the park in June.

Supervisor Caldwell stated that he had received a certified letter on today's date from Plenary Walsh Keystone Partners in regards to Twin Bridges Road on State Route 2037 on Maple Creek in Fallowfield Township. He further stated that there is going to be a public meeting at the

Charleroi Borough Building on August 31, 2016, from 3 PM to 4 PM for local officials and from 4 PM to 5:30 PM for the general public. Supervisor Caldwell said he will have this notice posted and be aware that is the same day as the regular Township Meeting.

Solicitor Agrafiotis said he received an email from Mr. Golanko this afternoon, who said that he had spoken with Supervisor Caldwell, and they (ABC) will be at the work session to respond to our topics but, of course, he said that we must try to remain focused on the CSO Project. Supervisor Caldwell confirmed that he had spoken with Ed Golanko about the same information as the Solicitor and he did have a couple of different questions on the topics that we had asked him about and Supervisor Caldwell informed him that in our opinion there would probably be another meeting required. Supervisor Caldwell said that Mr. Golanko made mention about sending out the 537 Plan and that we should get it in a couple days, actually it did come in today, so that is here to be reviewed. He further stated this public meeting that they are talking about, I think that was already scheduled for a date in September but Supervisor Caldwell could not recall that specific date but it sounds like whatever they are doing they have to have it wrapped up by a particular date at the end of September. The Solicitor and Secretary stated that the date was in an email that went around.

Supervisor Caldwell also stated that we had received correspondence from the DEP regarding a revised permit for UMCO to show bond replacement in Part D and we did not have enough information so we turned this over to the Solicitor for further investigation. Solicitor Agrafiotis stated that he received and forwarded the revised permit to the Board and that it can be discussed at the Agenda Meeting.

Solicitor Agrafiotis also informed Supervisor Sadler that he had received that map, is that anywhere near where you were having the issue. Supervisor Smith asked the Solicitor if he had the map with him and he said that he did. He further said that he tried to blow it up on the email, I think it is that spot. Supervisor Sadler and Smith reviewed the map and stated that is the one that we are getting water from problems. Supervisor Caldwell said you can put that on for the Agenda Meeting.

Supervisor Caldwell also stated that we received a letter from Rob Arnold from Chester Engineers (former Township Engineer) who stated that he is leaving Chester Engineers for another opportunity. Supervisor Caldwell read the letter aloud. He further stated that we were assigned Mr. Colin Lampark, a professional structural engineer and we met him at the informational meeting on Tuesday.

Old Business:

A. Motion to accept bid from Metzinger Cement Contractor for repair of Redds Mill Bridge – Supervisor Caldwell stated that this bid was turned in and opened at our last meeting on July 27, 2016, as we had discussed we were considering taking the monies from the Washington County Local Share. He stated that as of June 30, 2016, the balance was \$161,382.82. He stated that of that money there was \$16,491.50 earmarked for paving, \$45,559.82 earmarked for tar & chip and there was \$20,000.00 earmarked for bleachers for a total earmark of \$82,051.32 leaving a balance in the Washington County Local Share account of \$79,331.50. He stated that we also received the second quarter 2016 distribution in the amount of \$22,975.01 giving a us a

useable balance of \$102,306.51. Supervisor Caldwell went onto say that if we were to elect to take that \$79,550.00 from that fund to do the Redds Mill Bridge repair, after all earmarks, that would still leave us \$22,756.51 in the Washington County Local Share. Supervisor Sadler stated that our Engineer did go over the bids and Supervisor Sadler made a motion to award Metzinger Cement Contracts in the amount of \$79,550.00 to repair Redds Mill Bridge and the money be taken out of the Washington County Local Share, second Supervisor Smith. Supervisor Caldwell called for discussion. Gary Ainsley spoke from the audience and ask if that is the bridge that crosses the creek down here. Supervisor Sadler said, yes. A roll call vote was taken:

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

B. Motion to instruct Chester Engineers to advertise for bid for storm water drainage upgrades per Chester Engineers scope in Rodgers Manor (Christine and Wesley Streets) as presented at the August 9, 2016 informational meeting - Supervisor Caldwell said that it was also estimated at that meeting by Chester Engineers per their scope that this cost would be approximately \$100,000.00 and we have that in a variety of accounts that we could use later on once we know the exact cost. Supervisor Sadler made a motion that we let Chester Engineers, who also made up all the work that is to be done there for the storm water management on Christine and Wesley Streets, to proceed to put them out for bid and we will take the money out accordingly when we get the bids awarded, second Supervisor Smith. Supervisor Caldwell called for discussion and there being none called for a roll call vote:

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

C. Motion to approve CFS loan for purchase of the new 2017 Peterbilt truck
– The Secretary said she received another proposal from Ray Mosco at Charleroi Federal Savings Bank. The Secretary read the proposal as follows:

Loan Amount: \$120,000.00 (\$162,000.00 - \$42,000.00 down payment)
Loan Term: 48 months
APR: 2.75% Fixed Rate
Annual payments of \$32,120.47 – first payment due 12 months from loan closing
Loan documentation fee: \$350.00
Bank Fee: 0
No prepayment penalty

Supervisor Caldwell stated that we had also talked about taking the down payment money from the Equipment Fund. Supervisor Sadler asked did we decide where we were going to make the payments out of. Supervisor Caldwell said that we were going to review that annually as it came up to determine what funding was available. Supervisor Sadler asked the Solicitor if we can do that and he replied, yes. The Solicitor said I assume that right now you are going to say it is going to come out of the General Fund and next year if there is money better suited elsewhere, that is fine, you will just make another motion. Supervisor Sadler asked if when the motion is made, do we have to say that the four payments will definitely come out of general fund, the Solicitor replied, no Sir. Supervisor Smith made a motion to approve the CFS loan for the purchase of the new 2017 Peterbilt truck, a \$120,000.00 loan, 48 months at 2.75% fixed APR, second Supervisor Sadler. Supervisor Caldwell called for discussion. Helen Sadler spoke from the audience who stated that we got \$16,100.00 for the trucks that were traded in, where is that money going to be. Supervisor Caldwell stated that the money went into the Equipment Fund. The

Secretary said it did not and that she had put it into the General Fund. Supervisor Caldwell said that it needed transferred from the General Fund into the Equipment Fund because that is where the down payment will come from. The Solicitor asked if you were going to do a separate motion on the down payment. Supervisor Caldwell called for a roll call vote:

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

Supervisor Smith made a motion to make a down payment of \$42,000.00 to come out of the Equipment Fund, second Supervisor Sadler. Supervisor Caldwell called for discussion and there being none called for a roll call vote:

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

D. Type/Form of Report from Ed Opst, C.P.A. regarding the 2015 audit – The Secretary stated that she talked to Ed Opst and the way he explained it was that he would still do a report to the Township, that he would print the twenty some odd pages of the DCED filing, attach an opinion and bind it as if we had just a regular report on the audit but it would not contain the GASBE accounting principles that they do for a business. She stated that Mr. Opst said that, in fact, most municipalities do it in this manner and that in his office our municipality and one other are the only ones who had a report that contained the GASBE accounting principles. He stated that if we do it this way (without all GASBE principles), he would take \$1,000.00 off of our bill. The Secretary stated that he had quoted us \$7,250.00 for the audit, we had already made a partial payment of \$5,000.00 so if he takes off \$1,000.00, we would owe him very little to complete the audit report. The Secretary said she did not see the need for accounting principles as long as we have some report for our records. Supervisor Smith said as long as PennDot is good with it. The Secretary explained that if he did not properly file his report with the DCED and she file the reports required of her, that we would not have gotten our liquid fuel funds which have already been received. Supervisor Smith moved to accept the recommendation of Certified Public Account, Ed Opst, to cease providing the full accounting report which will result in a savings of \$1,000.00, at least this year, probably annually, second Supervisor Sadler. Supervisor Caldwell called for discussion and there being none called for a roll call vote:

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

E. Debt service account held at Plgit – The Secretary explained that she had called PSATS but they really were not sure but suggested going back to try and determine why the account was established in the first place (plus they thought it should be used on some debt). The Secretary said she reviewed the Resolutions and discovered that prior to 2008 two mills of real estate taxes were designated for debt service and were deposited into the debt service account. The Secretary read the definition of debt service. She also stated that she felt that the money should be used to pay off debt. Supervisor Caldwell stated that there is the sum of \$18,821.02 in the account as of June 30, 2016, and said we may consider using it to pay some debt in the future.

New Business:

A. Motion to send delegates (Supervisors; Secretary/Treasurer; Tax Collector; Solicitors; Engineers; Auditors; Zoning/Code Enforcement Officers and Roadmasters) to attend the 101st Annual Convention of the Washington County Association of Township Officials on October 6, 2016, at the Double Tree by Hilton, 340 Racetrack Road, Washington, PA and any delegate attending be compensated from the Township's General

Fund \$50.00 plus round trip mileage at the rate previously established by the Board –

Supervisor Sadler made a motion to send delegates (Supervisors; Secretary/Treasurer; Tax, Collector; Solicitors; Engineers; Auditors; Zoning/Code Enforcement Officers and Roadmasters) to attend the 101st Annual Convention of the Washington County Association of Township Officials on October 6, 2016, at the Double Tree by Hilton, 340 Racetrack Road, Washington, PA and any delegate attending be compensated from the Township's General Fund \$50.00 plus round trip mileage at the rate previously established by the Board, second Supervisor Smith. Supervisor Caldwell called for discussion. Supervisor Smith said that if he decides to go he will waive his \$50.00 plus the mileage. Supervisor Caldwell called for a roll call vote:

Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell -yes

B. Request by Mon Valley Alliance regarding Alta Drive -- Ron

Monack asked the Secretary if the Board had received a copy of what he had provided regarding Alta Drive. The Secretary explained that she had sent his first draft to the Board but the revised draft was too large to scan and email to the board. The Secretary provided the larger revised map to the Solicitor. There was much discussion back and forth between Mr. Monack and the Board of Supervisors. Mr. Monack believing that when the amended subdivision was submitted for approval to the Township that meant the Township should have taken over the roadway. The general consensus of the Board was that MMIDA never made an official request for the Township to take over Alta Drive now known as Monack Way. Ultimately, Supervisor Smith made a motion to instruct the Solicitor to proceed with all necessary paperwork and advertisement, and if necessary, coordinating with our Engineer, to adopt Monack Way, formerly Alta Drive, as a Township Road, second Supervisor Sadler. Supervisor Caldwell called for discussion and there being none called for a roll call vote:

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

Kenneth Reed request - Supervisor Sadler read a letter that he had received from Kenneth Reed. The letter said "I would appreciate a chance to be an Operator No. 1 as proposed on 8/3/15 at our Safety Meeting". Supervisor Sadler stated that he approved it and so did John Grossi. Supervisor Sadler stated that as an Operator No. 1 he will be paid at the sum of \$20.60 per hour pursuant to the CBA with the USW. He further said that they have been watching Ken operate for over a year and that he can operate any piece of equipment we have as efficiently as anybody else, so we feel he is worthy of having this. Supervisor Sadler made the motion to upgrade Kenneth Reed to equipment operator #1 position on the road crew with according to the CBA will be at the rate of \$20.60 per hour effective 8/22/15, second Supervisor Smith. Supervisor Caldwell called for discussion and there being none called for a roll call vote:

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

Public Discussion:

Gary Ainsley – time of meetings at 4:00 pm.

Supervisor Caldwell stated that the next work session is August 15, 2016, @ 6:00 p.m. and the date of the next regular meeting is August 31, 2016, @ 6:00 p.m. Supervisor Sadler made a motion to adjourn the meeting, second Supervisor Smith.

Karen Talbert
Karen Talbert, Secretary/Treasurer

