

**HARMAR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
Thursday, October 15, 2015
Harmar Township Municipal Building**

PRESENT

Patricia A. Janoski	Chairperson
Kimberly Toney	Vice Chairperson
Jerry Chalmers	Supervisor
Bob Exler	Supervisor
Chuck Means	Solicitor
Donna Piper	Secretary/Treasurer
Larry Seiler	Engineer

CALL TO ORDER

The Chairperson called the Board of Supervisor's Regular Business Meeting of September 17, 2015 to order at 7:04 pm. The Pledge of Allegiance was recited.

PUBLIC COMMENTS

Mr. Allen Pollick, a resident of Harmar Township since 1970, expressed his concerns in regard to a political flyer being distributed that contained content referencing his property and repairs that may cost the Township's tax payers up to \$150,000 in 2014 and 2015. Mr. Pollick felt that the personal reference in a political flyer was inappropriate. Discussion ensued among members of the audience and the Board. Mr. Hillary spoke in defense of Mr. Chalmer's character and Mrs. Thelma Jewart stated that there are rumors going around the Township that she believes to be untrue.

PRESENTATIONS

Hard Oak Nursery Land Development Plan

A representative from Hard Oak Nursery was present to answer questions in regard to the proposed land development plan. Mr. Seiler indicated that the site is located along Route 910 and is 22 acres in size. Hard Oak Nursery is proposing to use the site for nursery and landscaping operations and intends to construct a 42'x80' pole building. There is no retail sales from the site being planned and there are no new curb cuts to Route 910 required. The owners would like to start construction of the pole building as soon as possible. Mr. Seiler reported that the Planning Commission has reviewed the Plan and has recommended approval provided that a more detailed stormwater management plan and landscaping plan are submitted for review by the Township Engineer. Ms. Janoski made a motion to approve the land development plan as submitted contingent upon review and approval (by the municipal engineer) of a more detailed stormwater management plan and a detailed landscaping plan. Mr. Exler provided the second and the motion was carried unanimously.

MINUTES

Ms. Janoski made a motion to approve the minutes of July 18, 2015 and August 20, 2015. Mr. Exler provided the second. The motion passed by a majority vote. Mr. Chalmers and Ms. Toney abstained to due absenses.

TREASURER'S REPORT

Mr. Chalmers made a motion to approve the Treasurer's Report of September 1 - September 30, 2015 as submitted in writing. Mr. Exler provided the second and the motion was carried unanimously.

PAYMENT OF BILLS

Mr. Chalmers made a motion to ratify the payment of bills already paid due to discounts and due dates for the General Fund, Sewer Revenue Fund, Developer's Escrow Fund, Police Fund and AIM Loan Fund. Ms. Toney provided the second and the motion was carried unanimously.

GF Checking	
Date	Expenditures
09/04/15	\$35,713.35
09/14/15	\$3,184.16
09/16/15	\$7,761.74
09/24/15	\$29,264.81
09/29/15	\$8,971.17
TOTAL	\$84,895.23

Sew Rev Checking	
Date	Expenditures
09/04/15	\$36.61
09/14/15	\$33.93
09/24/15	\$1,697.13
TOTAL	\$1,767.67

Dev Escrow	
Date	Expenditures
09/16/15	\$86.00
TOTAL	\$86.00

Police Fund	
Date	Expenditures
09/14/15	\$3,791.10
TOTAL	\$3,791.10

AIM Loan	
Date	Expenditures
09/24/15	\$10,160.00
TOTAL	\$10,160.00

Ms. Toney made a motion to pay the outstanding bills as read by the Chair:

Oakmont Municipal Authority (3 rd qtr 2015 public hydrants)	\$495.00
Harmar Water Authority (1 st & 2 nd qtr public hydrants)	\$5,147.50
Police Pension 2015 MMO contribution	\$130,328.00
Nonuniform Pension 2015 MMO contribution	\$74,706.00
Jankovik & Son Asphalt Sealing (Municipal Bldg parking lot)	\$693.91

Mr. Chalmers provided the second and the motion was carried unanimously.

REPORTS

Solicitor's Report: Mr. Means reported that his office researched the Regional Asset District revenue requirements and indicated that the Township must allocate 25% of any increase from the two prior year allocations to any intergovernmental cooperation organization/entity.

Engineering Report: In addition to the written report as submitted, the Township's Engineer provided updates on the following topics:

CDBG42: Three preapplications were submitted for Harmar Township (Terrace Drive Retaining Wall Phase III, Pearl Avenue Culvert, Acme Park Tennis/Basketball Courts) with two of three requiring the completion of income surveys.

CDBG40: Construction has started on the Acme Avenue Culvert.

Guys Run Road Bridge: The stream crossing permit has been approved.

2015 Paving Project: The paving project is complete and partial payment is recommended.

Sheetz Sewage Facilities Planning Module: Mr. Chalmers made a motion to approve the Planning Module based upon the recommendation of the Township Engineer. Ms. Toney provided the second and the motion was carried unanimously.

Acme Stream Drainage Basin: The Acme Stream drainage basin is being investigated by the Engineer and the Public Works Foreman due to recent downstream flooding.

Ms. Toney also asked if there is anything that can be done for the flooding of Guys Run. Mr. Seiler stated that they can take a look at it.

Road Department: Mr. Chalmers reported that the monthly Road Report also includes an Inspection Report for the various Township Parks. Mr. Chalmers reminded the Board of the MS4 requirement and informed the Board that the Township is implementing a rating system for the catch basins. Mr. Chalmers reported that the new F650 is on the road and that the Township received a \$10,000 dealer rebate and \$22,000 for the sale of the old truck.

Bike Lanes on Freeport Road

Mr. Chalmers initiated a discussion in regard to bike lanes on Freeport Road. He informed the Board that he and Dr. Piper met with representatives from PADOT and the Southwest Planning Commission at the O'Hara Township Municipal Building along with the O'Hara Township Manager, Engineer, and Public Works Director. Mr. Chalmers

reported that PADOT is proposing a 4' lane one each side (north bound and south bound) of Freeport Road beginning at the northern boundary of Blawnox and ending at the Guys Run Road intersection in Harmar Township. In addition, PADOT also stated that the municipality will be responsible for maintenance of the bike lanes to include signage. Mr. Chalmers recommended that the Township Secretary send a letter to PADOT stating that the Board is not in favor of a bike lane on Freeport Road unless there is a physical barrier between the edge of the road and the edge of the bike lane. Ms. Toney provided the second and the motion was carried unanimously.

Police Department: The Chair reviewed the Police Report as submitted and specifically mentioned that the Police Department responded to 293 service calls and issued 82 traffic citations.

Bob Harbich, a new resident to Harmar Township, asked if Harmar's police officers wear body cameras. Mr. Chalmers answered no and suggested that the police look into grants for car cameras. Mr. Chalmers is not in favor of body cameras due to liabilities associated to privacy laws.

Codes Officer/Code Committee: Ms. Janoski reported that the Codes Officer issued two violation letters and 10 building permits and completed 9 occupancy inspections during the month of August.

Personnel Committee: No report.

Administration: Dr. Piper indicated the availability of a written report on the table for public review and indicated: the Township's new web site is now online at www.harmartownship-pa.gov, staff is working to develop the 2016 Budget with two budget meetings remaining.

Tax Collection Report: The Chair reviewed the Tax Collector's Report as submitted and indicated that current year collections are now past due and in delinquent status. There is \$43,758.13 at face remaining to be collected for 2015.

Safety Committee: Dr. Piper reported that the Safety Committee will meet on October 28th at 2:30.

Council of Governments Report: No report.

Pension Board of Trustees: Dr. Piper reported that the Pension Board of Trustees will meet on October 28th at 1:30.

Emergency Management: No report.

OLD BUSINESS

Sanitary Sewer Pump Station Repairs

Mr. Seiler, having conducted an on-site inspection of the Pump Station with the Public Works Foreman, reported that the necessary repairs to the pump station include only four pipes/rails that are used to lift the pumps. The pump station does not need new pumps. The generator is good. The transfer switch is new. Mr. Seiler estimated the project would come in under \$6,000.

NEW BUSINESS

Resignation of Zoning Hearing Board Alternate

Mr. Exler made a motion to accept the resignation of Ben Roth. Mr. Chalmers provided the second and the motion was carried unanimously.

Ms. Janoski made a motion to have the Zoning Hearing Board vacancy posted on the bulletin board in the foyer. Mr. Exler provided the second and the motion was carried unanimously.

Disposition Requests

The Secretary presented 5 record disposition requests (1-2015, 2-2015, 3-2015, 4-2015, 5-2015) that contained resume and job applications in response to vacant positions. Mr. Chalmers made a motion to approve the disposition of the records. Ms. Janosky provided the second and the motion was carried unanimously.

Intent to Appoint Independent Auditor

Ms. Janoski made a motion to authorize the Secretary to advertise the intent of the Board to appoint an independent auditor to audit the 2015 financial records. Mr. Exler provided the second and the motion was carried.

Gino Brothers Sewer Bill Reduction Request

Ms. Toney made a motion to grant a reduction in the sewer bill to match the percentage in reduction in the water bill - since the water was in excess due to an outside spicket and was not directed into the sanitary sewer system and treated. Mr. Chalmers provided the second and the motion was carried unanimously.

Regional Asset District Allocation to Intergovernmental Cooperating Organization/Entity

Ms. Toney made a motion to allocate \$1,184.57 (a sum equal to 25% of the difference (increase) from two prior years) to the Allegheny Valley Regional Emergency Management Agency. Mr. Chalmers provided the second and the motion was carried unanimously.

Authorize to close AIM Loan Fund

Ms. Toney made a motion granting the Township's Treasurer to close the AIM Loan Fund and transfer the fund balance to the General Operating Fund. Mr. Chalmers provided the second and the motion was carried unanimously.

Release of Pitt Ohio Grading Bond

Mr. Seiler reported that Pitt Ohio is requesting that the Grading Bond in the amount of \$2,684,000 be released. Mr. Seiler recommended that the Board approve release of the bond contingent upon the Township's receipt of a letter from Senate Engineering stating that all items are complete and the bond may be released. Mr. Chalmers made a motion to release the Grading Bond contingent upon receipt of a letter from Senate Engineering stating that all items are complete. Ms. Toney provided the second and the motion was carried unanimously.

Resolution to Transfer \$500,000 from General Fund Reserve to Capital Improvements Fund

Mr. Chalmers made a motion to have the Township Treasurer transfer \$500,000 from the General Fund Reserve to the Capital Improvements Fund – per the recommendation of the appointed independent Auditor. Ms. Toney provided the second and the motion was carried by a majority of the Board. Mr. Exler voted no.

2016 Minimum Municipal Obligation Resolution

Mr. Chalmers made a motion to concur with the Township Actuary's Report and authorize the Township Treasurer to execute the 2016 MMO and make preparations in the 2016 General Fund Budget for the MMO obligation. Ms. Toney provided the second and the motion was carried unanimously.

OTHER BUSINESS ADDED

Amend Agreement with Building Inspection Underwriters

Discussion ensued in regard to the current complaint driven contract with Building Inspection Underwriters. Mr. Chalmers made a motion to amend the contract to provide for the canvassing of the Township two times per month. Mr. Exler provided the second and the motion was carried unanimously.

Purchase of Playground Structure for Acme Park

Dr. Piper presented information in regard to receipt of a grant in the amount of \$16,217 toward the cost (\$36,489) of a new playground structure for Acme Park. Mr. Chalmers made a motion to purchase the playground structure contingent upon receipt of the grant in the amount of \$16,217. Mr. Exler provided the second and the motion was carried unanimously.

Release of Partial Payment to Russell Standard – 2015 Paving Program

Mr. Seiler recommended that the Board release a partial payment in the amount of \$108,271.25 to Russell Standard for the 2015 Paving Program. Ms. Toney made the motion per the Engineer's recommendation. Mr. Exler provided the second and the motion carried unanimously.

PUBLIC COMMENTS

Margaret Cook addressed the Board to state that she is not in favor of bike lanes on Freeport Road because she is not in favor of reducing the number of lanes for vehicular traffic.

Margaret Cook also commented on the flooding of Guys Run and stated that there used to be a manhole near her house. Mr. Seiler will contact the PADOT Maintenance Foreman.

Stanley Malak asked if there has been any progress in obtaining photos of the Dennys to be made into canvas prints for the Municipal Building hall. Mr. Malak also indicated his concern of losing the money for the prints from the anonymous donor. Ms. Janoski will look into having the print made.

Mr. Malak asked about the progress of the Township Map. Dr. Piper stated that staff is working on compiling content and advertising is in the proofing stage.

Paula Hiteshew stood to address the discussion that took place at the beginning of the meeting and said that she was told that all information in the political flyer was verified for accuracy.

A citizen present at the meeting stood to state their concern in regard to the recent flooding events on Heron Avenue.

BOARD COMMENTS

Mr. Chalmers recommended that the Board look into cameras for the police vehicles, a fence for around the newly installed generator, Welcome to Harmar signs, and new street name signs.

ADJOURNMENT

There being no other business before the Board, Ms. Toney made a motion to adjourn at 8:25 pm. Mr. Chalmers provided the second and the motion was carried unanimously.

Respectfully submitted,



Donna J. Piper, PhD
Secretary/Treasurer