

**Harmar Township Municipal Building
Township Board of Supervisors
REGULAR BUSINESS MEETING
Thursday, December 14, 2017**

PRESENT

Patricia A. Janoski	Chairperson
Robert W. Seibert, Jr.	Vice Chairperson
Robert Exler	Supervisor
Lee Biermeyer	Supervisor
Harry Lenhart	Supervisor
Donna Piper	Secretary/Treasurer
Kate Dierson for Chuck Means	Solicitor
Matt Pitsch	Senate Engineering

CALL TO ORDER

The Chair called the proceedings to order at 6:05 pm. The Pledge of Allegiance was recited.

PUBLIC HEARING

Nonconforming Use Change Request – 921 Russellton Road

Richard Hazlett has requested a nonconforming use change for the property located at 921 Russellton Road. The request indicates the current use as a mobile home park and a change in use to a multiple mini storage units. Attorney Dierson stated that the request has been reviewed by the Planning Commission and has been recommended for approval. Mr. Biermeyer stated that the Planning Commission’s recommendation was unanimous and felt the change in use would be an attractive addition to the intersection of Nixon and Russellton Roads. The Chair closed the Public Hearing at 6:10 pm. *Motion to approve was made at the end of the meeting – see page 5.*

PRESENTATIONS

Advance Storage Warehouse on Route 910

Mr. Serafini presented his plan to construct a mini warehouse on Route 910. Currently, there is an abandoned house to be demolished on the site. Additionally, there is random contractor supplies that was left on the property that will be cleaned-out prior to beginning excavation work. The Township Engineer asked if there is any intention of outside storage such as boats. Mr. Serfini stated that everything will be stored indoors. The Stormwater Management Plan and the Grading Plan have been reviewed by the Township’s Engineer. Mr. Seibert made a motion to approve the Plan subject to the normal processes pertaining to a land development approval such as necessary bonding and agreements. Mr. Exler provided the second and the motion was carried unanimously.

PUBLIC COMMENTS

None

BOARD COMMENTS

Mr. Seibert suggested that the Board implement a policy regarding the removal of signs along Township roadways. Mr. Seibert motioned that the Road Crew be authorized to remove solicitation signs at any time and political signs ten (10) days after an election. Mr. Lenhart asked what the Road Crew should do with the signs once they are removed. Mr. Seibert suggested that the signs be stored at the Municipal Garage for seven (7) days after removal and further stated that any unclaimed signs are to be placed in the dumpster after the seven (7) day storage period. Mr. Seibert stated that this is a Board policy and no one Supervisor can direct the Road Crew to do otherwise. Mr. Buchman asked if the Road Crew would understand which roads the policy would apply to. Mr. Seibert answered yes. Mr. Seibert made a motion as outlined above. Mr. Lenhart provided the second and the motion was carried unanimously.

Mr. Seibert discussed issues in regard to winter maintenance on Wendell Drive and motioned to permit the Road Crew to plow between Praznicar's Tavern and the Olsen House (toward the old ramp to river). Mr. Biermeyer provided the second and the motion was carried unanimously.

Mr. Seibert discussed issues surrounding the process for obtaining a contractor for emergency situations and the financial ramifications. He suggested that the Township obtain proposals from local contractors who could respond to various types of emergencies in a reasonable period of time. Dr. Piper suggested that this be completed in November/December of each year for the following year. The Township's Engineer offered to assist with the proposal request and to develop a simple boiler plate contract that could be used in emergency situations. Mr. Buchman asked if the work could be completed in-house. Mr. Seibert stated that the Township does not have the equipment to complete a lot of work required in these situations. Mr. Seibert made a motion to authorize the Secretary and Township Engineer to draft a Request for Proposals. Mr. Lenhart provided the second and the motion was carried unanimously.

MINUTES

Budget Meeting of October 10, 2017

Mr. Seibert made a motion to approve the minutes for the Budget Meeting of October 10, 2017 and asked for a roll call vote. Mr. Biermeyer provided the second. Mr. Seibert – yes. Mr. Exler – yes. Mr. Lenhart – yes. Ms. Janoski obtained due to absence, Mr. Biermeyer – yes. The motion carried.

Budget Meeting of October 24, 2017

Mr. Lenhart made a motion to approve the minutes for the Budget Meeting October 23, 2017 and asked for a roll call vote. Mr. Exler provided the second. Mr. Seibert – abstained due to absence, Mr. Exler – yes, Mr. Lenhart – yes, Ms. Janoski – abstained due to absence, Mr. Biermeyer – yes. The motion carried.

Budget Meeting of November 13, 2017

Mr. Seibert made a motion to approve the minutes for the Budget Meeting of November 13, 2017 and asked for a roll call vote. Mr. Exler provided the second. Mr. Seibert – yes. Mr. Exler – yes. Mr. Lenhart – yes. Ms. Janoski – yes, Mr. Biermeyer – yes. The motion carried.

Regular Meeting of November 16, 2017

Mr. Biermeyer made a motion to approve the minutes for the Regular Meeting of November 16, 2017. Mr. Lenhart provided the second and the motion was carried unanimously.

TREASURER’S REPORTS

Mr. Biermeyer made a motion to approve the Treasurer’s Reports from November 1 through November 30, 2017. Mr. Exler provided the second and the motion was carried unanimously.

REPORTS

Legal Report

No Report.

Engineer’s Report

Mr. Pitch reported that Pitt Ohio has approached the Township for release of a \$1.2 million letter of credit. Mr. Pitsch further reported that the only outstanding items for repair is an inlet and some asphalt joints which would not total more than \$10,000. Mr. Pitsch also reported that Pitt Ohio has provided a \$10,000 cash security for repair of the said items to be completed in the spring of 2018 and has executed a Stormwater Management Developer’s Agreement for Maintenance of all stormwater facilities. Dr. Piper asked if a motion was needed to accept the cash security and to execute the Stormwater Agreement. Mr. Seibert made a motion to release the \$1.2 million letter of credit; to accept the financial security in the amount of \$10,000 for repairs to the inlet and asphalt on Rich Hill Road as identified by the Township Engineer; and to execute the Stormwater Management Agreement. Mr. Lenhart provided the second and the motion was carried unanimously.

NEW BUSINESS

HVAC Services Annual Maintenance Agreement: Mr. Seibert made a motion to enter into an annual agreement with Junction Climate Control for annual maintenance of the Township’s

HVAC systems in the amount of \$1,082 for the year 2018. Mr. Exler provided the second and the motion was carried unanimously.

Ordinance #425 that amends the Service Employees Pension Plan Document by provided for a defined contribution arrangement for all new hires effective January 1, 2018: Mr. Lenhart made a motion to amend the Service Employees Pension Plan (as stated above). Mr. Biermeyer provided the second and the motion was carried unanimously.

Release of Russell Standard 2017 Paving Project Performance Bond: Mr. Seibert made a motion to release the Performance Bond and Payment Bond for the 2017 Paving Project. Mr. Exler provided the second and the motion was carried unanimously.

Regional Asset District Distribution: Mr. Seibert asked if the Allegheny Valley Fire Company would be a qualified intergovernmental cooperation organization to receive RAD monies per the terms of the RAD agreement. Dr. Piper answered yes. Mr. Seibert made a motion to rescind the motion from the November meeting and to award the allocation to the Allegheny Valley Fire Company in the amount of \$ 752.02. Mr. Lenhart provided the second and the motion was carried unanimously.

Resolution #46-2017: Mr. Exler made a motion to pass Resolution #46-2017 that established criteria that volunteer emergency personnel must meet to be certified under the Volunteer Service Tax Credit Program. Mr. Biermeyer provided the second and the motion was carried unanimously.

Resolution #47-2017: Mr. Seibert made a motion to adopt the 2018 General Fund Operating Budget as provided and advertised. Mr. Lenhart provided the second and the motion was carried unanimously.

Resolution #48-2017: Mr. Exler made a motion to establish the 2018 Real Estate Tax Millage Rate at 3.45 mills. Mr. Biermeyer provided the second and the motion was carried unanimously.

2018 Re-Organization Meeting Date and Time: Mr. Seibert made a motion to authorize the Secretary to advertise the re-organization meeting for Tuesday, January 2, 2018 at 6:00 pm. Mr. Lenhart provided the second and the motion was carried unanimously.

Forest Manor HOA Request for Stop Signs: Mr. Seibert explained that there has been some confusion about this topic in reference to the Township having already completed a road study for stop signs at the intersection of Sweet Gum and Butternut Court. Mr. Seibert stated that he would like to set the record straight and maintained that the Township has never conducted an official study for a stop sign at the requested location. Mr. Seibert deferred to the Township Engineer who explained the standards to be met and the requirements to be followed. Mr. Biermeyer stated that he often walks in the development and made reference to a site distance issue with a driveway as well as a site distance issue at the bend just prior to the end of Butternut

Court that could be a potentially dangerous area for pedestrians. Mr. Buchman in the audience agreed that the area is dangerous to pedestrians because of topography and believes that a stop sign at the said intersection is warranted. Mr. Seibert made a motion to authorize the Township Engineer to examine the intersection in detail. Mr. Exler asked how long it would take. Mr. Pitsch stated that he could report back to the Board in January. Mr. Seibert stated that if there is an obstruction in site distance then the issue should be addressed.

Hazlett – 921 Russellton Road Nonconforming Use Change Request: Mr. Exler made a motion to approve the nonconforming use change as presented. Mr. Biermeyer provided the second and the motion was carried unanimously.

Volunteer Service Tax Credit: Attorney Dierson asked that the Board certify the list of Volunteers for the Allegheny Valley Volunteer Fire Company as approved and presented by Chief Funkhouser. Mr. Seibert made a motion to certify the list as presented by the Fire Chief. Mr. Exler provided the second and the motion was carried unanimously.

ADJOURNMENT

There being no further business before the Board. Mr. Seibert made a motion to adjourn at 7:10. Mr. Exler provided the second and the motion was carried unanimously.

Respectfully submitted,



Dr. Donna J. Piper
Secretary/Treasurer