

**HARMAR TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR BUSINESS MEETING  
Thursday, December 17, 2015  
Harmar Township Municipal Building**

**PRESENT**

Patricia A. Janoski	Chairperson
Kimberly Toney	Vice Chairperson
Linda Slomer	Supervisor
Jerry Chalmers	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 December 17, 2015 to order at 7:04 pm. The Pledge of Allegiance was recited.

**PUBLIC COMMENTS**

Mr. Malak commented, the light at the front entrance to the Municipal Building is not working properly. Mr. Malak also stated, the Art Class at the highschool may be able to complete a sketch of the Denny's to be placed in the foyer.

**MINUTES**

Ms. Slomer made a motion to approve the minutes of the November 19, 2015 meeting. Ms. Toney provided the second and the motion was carried. Mr. Chalmers abstained due to absence at the meeting.

**TREASURER'S REPORT**

Ms. Slomer made a motion to approve the Treasurer's Report of November 1 - November 30, 2015 as written. Mr. Chalmers 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: General Fund in the amount of \$73,044.34, Sewer Revenue Fund in the amount of \$170,930.78, Developer's Escrow Fund in the amount of \$5,732.00, and Capital Improvements Fund in the amount of \$22,811.84. Ms. Toney provided the second and the motion was carried unanimously. Mr. Chalmers made a motion to pay the outstanding bills to the Fox Chapel Authority in the amount of \$1,476.26 and to Keystate Publishers in the amount of \$2,071.41.

## **REPORTS**

**Solicitor's Report:** Mr. Means reported, his office reviewed the request for the reduction in a customer's sewage bill and will advise when the topic is discussed later on the agenda.

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

CDBG40/ACME CULVERT: The project is complete. An invoice in the amount of \$19,836.40 has been submitted to the COG. The COG will invoice the Township and pay the contractor.

2015 PAVING PROJECT: The project is complete. The contractor will invoice the Township.

**Public Works Department Report:** The Chair reviewed the Road Department Report noting that the fencing around the Municipal Building generator has been installed. Mr. Chalmers reported, the Township will be moving the road materials from behind the soccer field to the Township's salt shed area.

**Police Department Report:** The Chair reviewed the Police Report as submitted and noted that the Department responded to 235 service calls and issued 60 traffic citations.

**Building/Codes/Zoning:** No report submitted.

**Personnel Committee Report:** Ms. Slomer reported, the Township is continuing contract negotiations with the administrative staff. The next meeting is scheduled for January 11, 2016.

**Administration Report:** Dr. Piper stated, there is a public information meeting scheduled for Tuesday, December 22, 2015 at 6:00 pm. Dr. Piper also reported, the Codes Officer began patrolling the Township in December at a frequency of one day per month.

Mr. Malak asked about the "Welcome to Harmar" signs. The Chair stated the need for a Sign Committee to discuss size, structure and materials and suggested that the new Board of Supervisors address the issue in 2016.

**Real Estate Tax Collection Report:** The Chair reported, \$33,284.54 (at face) remains to be collected for the 2015 tax year.

**Safety Committee:** Dr. Piper reported, there were no OSHA reportable(s) and no major property damage or general liability accidents during the month of November. The Safety Committee met on December 9<sup>th</sup> for training on defensive driving and public sector work related injuries. The next Safety Committee Meeting is scheduled for January 27, 2016 at 2:00 pm.

**Council of Governments:** No Report.

**Emergency Management Report:** Mr. Moretti reported, the Emergency Management Operations Center is fully functional with eleven computers and a weather alert satellite system.

### CORRESPONDENCE

The Chair read aloud, a Thank You card from Paul and Paula Cantalupo to the Road Crew for their good work.

### UNFINISHED BUSINESS

**Resolution #16-2015:** Ms. Slomer made a motion to appoint Merge & Hill as the independent auditor for audit of Fiscal Year 2015 financial records. Ms. Toney provided the second and the motion was carried unanimously.

**Mary and Bob Loveland – Request for reduction in sewage bill:** Mr. Means reported that a recent court decision found it to be appropriate to provide relief to a bill if there is evidence that the water did not go into the sewage system for processing. Discussion ensued and it was decided that the water was not processed by the sewage system. Ms. Toney made a motion to refund \$38.85 as a one time refund per account as per the policy established by the Board of Supervisors. Mr. Chalmers provided the second and the motion was carried unanimously.

### NEW BUSINESS

**Mike Ziencik (Road Crew) Official Date of Employment Start:** Dr. Piper explained that the pension records indicate an incorrect employment start date for Mike Ziencik. The current records reflect a date of August 22, 2005. The correct date is March 23, 2005. Dr. Piper requested approval by the Board to amend the start date per information contained in employee records. Ms. Toney made a motion to approve the request. Mr. Chalmers provided the second and the motion was carried unanimously.

**Resolution #17-2015:** Ms. Toney made a motion to adopt the 2016 General Fund Operating Budget, the 2016 Sewer Fund Operating Budget, and the Capital Improvement Plan as advertised with no changes. Ms. Slomer asked the other Board members if they had intentions to reopen the budgets in January and/or if the budgets as advertised are the final budgets for 2016. No Board member spoke in opposition to the advertised budgets. Ms. Slomer provided the second and the motion was carried unanimously.

**Resolution #18-2015:** Ms. Toney made a motion to establish the 2016 real estate tax rate at 3.7 mills. Mr. Chalmers provided the second and the motion was carried unanimously.

**Change date of Janaury Regular Business Meeting:** Dr. Piper stated that she has been approached with the suggestion that the January Regular meeting be scheduled immediately following the Organization Meeting on Janaury 4, 2016. Ms. Slomer made a motion to schedule

the January meeting to follow the Organization meeting on January 4, 2016. Mr. Chalmers provided the second and the motion was carried unanimously.

**Advertise Change in Meeting Date:** Ms. Slomer made a motion to authorize the Sec/Treasurer to advertise the date change for the January meeting. Ms. Janoski provided the second and the motion was carried unanimously.

### **PUBLIC COMMENT**

Mrs. Hiteshew asked about the recent activity near the Armory on Guys Run Road and if the property owner has obtained the required permits to establish a place of business in a residential zone. The Chair answered, the Board of Supervisors does not handle permits. It is up to the Codes Officer to enforce the ordinances. Discussion ensued. Ms. Slomer stated, she recalls approximately ten years ago, Mr. Panza approached the Board and requested the property be rezoned from residential to commercial and the request was denied. Mr. Means reiterated the Chair's position and stated that the Building Inspector/Codes Officer is responsible for the permitting process. Ms. Slomer asked if the Board should be concerned that development is taking place without permits. Ms. Slomer stated that all residents must be treated equally. Mr. Means stated, the Township is not liable for anything that happens on private property and recommended that the Code Committee meet with the Building Inspector/Codes Officer.

Ms. Slomer asked the Secretary/Treasurer to contact the County about a recycling program in Harmar Township.

### **ADJOURNMENT**

There being no further business before the Board, the Chair adjourned the meeting at 7:58.

Respectfully Submitted,

  
Donna J. Piper