

**Harmar Township Municipal Building**  
**Township Board of Supervisors**  
**REGULAR BUSINESS MEETING**  
**Thursday, April 21, 2016**

**PRESENT**

Patricia A. Janoski	Chairperson
Robert Seibert	Vice Chairperson
Robert Exler	Supervisor
Emiliano Cresta	Supervisor
Donna Piper	Secretary/Treasurer
Charles Means	Solicitor
Larry Seiler	Engineer
Linda Slomer, Absent	Supervisor

**CALL TO ORDER**

The Chairperson called the Board of Supervisor’s Regular Business Meeting of April 21, 2016 to order at 7:25 pm. The Pledge of Allegiance was recited.

The Chairperson moved Resolution #16-2016 – Liquor License Transfer to American Natural to the beginning of the Agenda to accommodate those present for the preceding Public Hearing. Mr. Siebert made a motion to approve the Liquor License Transfer as presented and represented in the Public Hearing. Mr. Exler provided the second and the motion was carried unanimously.

**PUBLIC COMMENTS**

Mr. Paul Messich ask if there is an active Code Enforcement Officer. Mr. Seibert responded: The Board terminated the contract with Building Inspection Underwriters in January and appointed the Bureau of Veritas. Currently, there is a Codes Officer working one day per week. Mr. Messich stated that he does not feel that one day per week in enough. Mr. Seibert agreed.

Mr. Paul Messich asked if the Harmar Supervisors attended the Lower Valley Ambulance meeting. Mr. Seibert responded that he and Supervisor Exler attended. Mr. Messich stated that he would like to see the Harmar Board of Supervisors work with the Ambulance service toward longevity. Mr. Seibert stated that he does not believe the ambulance service to be in a financial crisis. The Ambulance Service has secured a line of credit. Mr. Seibert added, the Board of Supervisors supports the Ambulance Service and will look at the 2017 Budget to perhaps provide funding from the Local Services Tax revenues. Mr. Exler reported that Harmar Township was the only municipality that offered aid – all other municipalities represented were silent. Pat Janoski said that she believes it will all get worked out.

Bruno Moretti, Emergency Management Coordinator was present to thank the Board for completing the required FEMA NIMS certifications for Incident Management and Incident Command Systems. Mr. Moretti also reported that the Operations/Command Center functioned smoothly during a recent local evacuation and sheltered 90 residents. Ms. Janoski thanked Mr. Moretti for all of his hard work.

## **BOARD COMMENTS**

Mr. Cresta reported, the Pension Board of Trustees met recently to review applications submitted in response to the Request for Proposals for Administrative Services. The Board of Trustees will be interviewing two applicants in the near future.

## **CORRESPONDENCE**

**Liquor License Transfer Request - American Natural:** Correspondence recognized by action of the Board

**AVJSA Information Meeting – May 4, 2016:** The Board discussed the letter of request for Board attendance on May 4<sup>th</sup>. Mr. Seibert and Mr. Exler will attend the Information Meeting.

**Liquor License (New) Application – Freeport Road Hotel Associates:** Correspondence in regard to a new application for a liquor license was recognized. Solicitor Means stated, there is no action required by the Board of Supervisors. The PA Liquor Control Board will hold a Hearing wherein aggrieved parties may attend the PLCB Hearing and provide testimony.

**Fox Chapel Authority – 2015 Annual Audit:** Correspondence and receipt of audit report was recognized by the Board.

## **PRESENTATIONS**

**Fun Fest Land Development Plan (2525 Freeport Road) – Building Addition:** Anatasia Marchlo, Architect with SASI Architects was present to represent Fun Fest. Ms. Marchlo presented the plans for the building addition and interior renovations and open air seating area. Mr. Seibert asked how far the addition will extend out from the current building. Ms. Marchlo said it will only be 13’ out from current. Mr. Seibert also asked if there are any future plans to develop or sale the out parcel at the corner of Freeport Road and Guys Run Road. Alex Guntrum, Fun Fest Manager said there are no future plans for development of that parcel. Ms. Janoski asked if the proposed plan changes parking. Ms. Marchlo said the addition does not affect sidewalks or parking. Ms. Janoski asked if access will remain from Freeport Road and Guys Run Road. Mr. Seiler reported that the Planning Commission has recommended approval of the Plan but has concerns about the existing Franco’s Restaurant sign. Mr. Guntrum said that the sign face will be removed but the existing sign structure will remain. Ms. Janoski made a motion to approve the

Land Development Plan. Mr. Exler provided the second and the motion was carried unanimously.

**Shults Land Development Plan – Building Addition:** Lenny White from RF Mitall & Associates presented the Shultz Plan for a Building Addition to the new Shultz Development on Gulf Lab Road. Mr. White stated, the addition will be 2600 square feet and will contain four (4) bays for auto body work and one (1) bay for auto detailing. Mr. Seibert made a motion to approve the Plan. Mr. Cresta provided the second and the motion was carried unanimously.

### **APPROVAL OF MINUTES**

Mr. Seibert made a motion to approve the March 17, 2016 minutes as written. Mr. Exler provided the second and the motion was carried. Mr. Cresta abstained due to absence at the March 17<sup>th</sup> meeting.

### **TREASURER’S REPORT**

Ms. Janoski made a motion to approve the Treasurer’s Reports for March 1 – March 31, 2016. Mr. Exler provided the second and the motion was carried unanimously.

### **SOLICITOR’S REPORT**

Solicitor Means reported on the condemnation process and informed the Board of Supervisors that the Township must pay just compensation to the land owner. Solicitor Means will have an appraisal completed and will file the Declaration of Condemnation.

Solicitor Means reported that he had reviewed the West Penn Power Contract for LED Lights as submitted by the Secretary/Treasurer and stated that the Agreement is a General Agreement and the Township will be invoiced for consumption under Schedule 72. Mr. Cresta asked if the electric rate is a locked rate. Mr. Means explained that the Agreement locks the rate for 10 years after the new light kit (LED LIGHT) is installed. The Solicitor recommended the Agreement be executed by motion. The Chairperson asked if there is any Public Comment. There being no Public Comment, the Chairperson called for a motion. Mr. Seibert made a motion to enter in the contract with West Penn Power to upgrade all Township street lights to LED Lights. Mr. Exler provided the second and the motion was carried unanimously.

### **ENGINEER’S REPORT**

**Terrace Drive Phase III – CD 42:** The Township selected the Terrace Drive Retaining Wall Phase III as their area-wide AVN COG project for 2016. Construction will begin the end of July.

**Guys Run Road Bridge:** The bridge on Guys Run Road closest to Campbell’s Run Road will be closed during reconstruction of the the bridge over Guys Run. The Bridge is scheduled to close on May 23, 2016 and will be closed for 5 weeks.

**2016 Paving Program:** The Township named Old Route 910 and the Soccer Parking lot to the 2016 Paving Program. The bid opening will take place in May.

**Soccer Field Improvements:** Senate is currently designing the project as authorized at the February meeting. There will be a new Under 8 soccer field, improvements to the concession stand and restrooms, and new fencing. The Township has submitted the building permit application and plans to Bureau Veritas. Senate is preparing the bid packets.

Mr. Seibert commented that Mr. Seiler has worked very hard on the soccer field improvements and was able to come up with a design that increases parking by approximately 50 spaces.

**Guys Run Road Complaint:** The Township Engineer and Township Staff met with representatives from PADOT in regard to the written complaint submitted to the Township. The District Engineer said Traffic Studies were completed a couple of years ago and the speed limit as posted is the lowest that can be posted. The Township asked about an additional stop sign in the area of Terrace Drive. The District Engineer said, the Traffic Study did not reveal a need for an additional sign. The District Engineer also said it is the responsibility of the Township Police to enforce the speed limit.

**Fun Fest:** The Planning Commission reviewed the addition to Fun Fest and recommended approval.

**MS4 Program:** Senate has been working with the Public Works Foreman and the Township Secretary in developing a township wide map that inventories stormwater outfalls to assist in the inspection and reports necessary per DEP and EPA.

**Forest Highlands Pump Station Repair:** The much needed repairs to the rail stabilization system has been finalized.

**2014 Paving Program:** The Engineer’s punch list was completed by Folino to include 50’ of wedge curbing on Ridge Avenue. Senate is recommending that final payment in the amount of \$7,300 be released.

Mr. Seibert made a motion to release final payment to Folino in the amount of \$7,300. Mr. Cresta provided the second and the motion was carried unanimously.

## **OLD BUSINESS**

**Pension Plan(s) Administration and Management:** Dr. Piper reported that the Pension Board of Trustees will be interviewing Management firms during the next upcoming weeks and will make a recommendation to the Board of Supervisors.

**GEDF and DCED Grant Application(s) Submissions:** Mr. Seibert made a motion to authorize the Secretary Treasurer to submit grant applications to GEDF and PA DCED Greenfield Program for funding assistance for improvements to the Soccer Fields. Mr. Exler provided the second and the motion was carried unanimously.

## **NEW BUSINESS**

Ms. Janoski made mention that the Road Crew has removed debris from Acme Stream and the stream is flowing properly.

**Discuss Building Permit Approval to locate a deck within the Township’s Sanitary Sewer Right-of-way (Robert and Tammy Adams):** Dr. Piper reported that a request for a building permit has been submitted to build a deck in the Township’s sanitary sewer right-of-way. Solicitor Means was contacted to draft a license/ encroachment agreement. Solicitor Means explained that the applicant must remove the building structure at their own expense should there be an issue with the sanitary sewer; or, the applicant could have the sanitary sewer line relocated at their expense. Mr. Seibert made a motion to authorize approval of the permit and to enter into the Encroachment Agreement with the Applicant(s). Mr. Seiler suggested that the Township televise the sanitary lines to be sure of good working condition. Mr. Exler provided the second and the motion was carried unanimously.

**Ordinance as an Alternate Means for Proceeding against Persons in Violation of Township Ordinances:** Dr. Piper explained the process for the ‘ticket’ ordinance and explained that it will specifically be used for Property Maintenance Code Violations. Mr. Exler asked about the amount of the ticket violation. Discussion ensued. Mr. Seibert suggested that the amount be set at \$25.00. Mr. Seibert then asked how enforcement of payment for the ticket/fine will take place. Dr. Piper explained that unabated violations would eventually go before the Magistrate. Mr. Seibert asked how effective such a program would be. Dr. Piper explained the said process will mirror the current process in Kittanning Borough and the process in Kittanning has worked very well. Mr. Seibert asked if a property owner were to abate the problem/issue per the Property Maintenance Code, would the property owner still have to pay the ticket. Dr. Piper explained, the issuance and/or withdrawal of the ticket would be at the Code Enforcements Officer’s discretion. Mr. Paul Messich asked if the Township could clean-up a property and bill the property owner. Mr. Seibert stated that the Township has done this in the past; which is a power the Township has but does use it sparingly. Mr. Messich stated, he turned in an address to the former Code Officer and nothing was done about it. Ms. Janoski made a

motion to authorize the Secretary/Treasurer to advertise the Ordinance. Mr. Cresta provided the second and the motion was carried unanimously.

**2015 Real Estate Tax Collection Exoneration:** Mr. Siebert made a motion to exonerate Mr. DiPalma from collecting the outstanding (delinquent) 2015 Township Real Estate Taxes due in the amount of \$15,606.37. Mr. Cresta provided the second and the motion carried unanimously.

**Motion to hire Robert Haus as Part-time Police Officer:** Mr. Seibert made a motion to hire Robert Haus as a part-time Police Officer per the recommendation of Chief Domaratz. Mr. Cresta provided the second and the motion was carried unanimously.

**Motion to reapprove the Pitt Ohio Subdivision Plan:** Ms. Janoski made a motion to reapprove the Pitt Ohio Subdivision Plan as was previously approved by the Board. Mr. Seiler reported, the Plan was approved approximately 18 months ago; the Plan could not be recorded until Rich Hill Road was vacate and the new section of Rich Hill Road adopted. Mr. Exler provided the second and the motion was carried unanimously.

**Motion to approve the AVJSA Water Revenue Report and authorize submission of the Management Letter:** Mr. Seibert made a motion to approve the AVJSA Water Revenue Report and to authorize Dr. Piper to submit the Management Letter to be included with the Report. Mr. Cresta provided the second and the motion was carried unanimously.

**Motion to ratify quote and invoice for payment for Parking Lot Slide Repairs:** Mr. Seibert made a motion to approve the construction repair quote and invoice from Wolf Creek Valley, LLC in the amount of \$3100. Mr. Exler provided the second and the motion was carried unanimously.

**Motion to extend contract terms for rock salt with Cargill:** Ms. Janoski made a motion to extend the terms of the contract with Cargill. Mr. Seibert provided the second and the motion was carried unanimously.

**Motion to approve the Police Department Vacation Schedule:** Ms. Janoski made a motion to approve the Police Department Vacation Schedule as submitted by Chief Domaratz. Mr. Exler provided the second and the motion was carried unanimously.

**Motion to enter into Bill of Sale Agreement and to approve Sale of Acme Playground Structure:** Ms. Janoski made a motion to enter into a Bill of Sale Agreement in the amount of \$816.00 for the Acme Playground Structure. Mr. Cresta provided the second and the motion was carried unanimously.

**Discuss quotes as submitted for maintenance of various HVAC units:** Dr. Piper asked that the Agenda item be tabled. The Board agreed to table the item for discussion.

**Resolution #17-2016 – Assessment of Existing Conditions and Forecast of Future Growth and Change:** Ms. Janoski made a motion to approve Resolution 17-2016. Mr. Cresta stated that he does not have a copy of the Assessment Report and asked that the item be tabled until all members of the Board have had an opportunity to review the Report. The motion did not carry due to the lack of a second.

**Resolution #18-2016 – Allegheny Valley Joint Comprehensive Plan:** Members of the Board suggested that this agenda item also be tabled. The Chairperson agreed.

**Discuss amending the contract with Bureau Veritas:** Dr. Piper recommended that the contract with Bureau Veritas be amended to provide for Code/Zoning Services two days per week. Mr. Seibert made a motion to have the contract amended. Mr. Exler provided the second. Discussion ensued. Mr. Seibert made mention of a letter from Alan Pollick who is a certified Home Inspector and mentioned, based upon his discussion with Dr. Piper, Mr. Pollick’s certification is not the same certification obtained by Building Inspectors per the PA Uniform Construction Code. The Chair called for a vote. The motion was carried unanimously.

**Agenda item Resolution #19-2016 was renamed by the Chair to Resolution #17-2016 – Use of Eminent Domain for fee simple acquisition of 241 Acme Avenue:** Ms. Janoski made a motion to move forward with Eminent Domain proceedings for the fee simple acquisition of 241 Acme Avenue. Mr. Exler provided the second and the motion was carried unanimously.

*Prior to the meeting being adjourned, Mr. Stanley Malak asked that the Board look into having the trees removed from the communications lines located on the bends of the hill on Pearl Avenue. Mr. Malak also asked that a Welcome to Harmar sign be placed at the west end of Hulton Bridge.*

There being no further business before the Board, the Chairperson adjourned the meeting at 9:00 pm.

Respectfully submitted,

Dr. Donna J. Piper  
Secretary/Treasurer