HARMAR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
THURSDAY May 21, 2015
HARMAR TOWNSHIP MUNICIPAL BUILDING

PRESENT	
Pat Janoski	Chairman
Linda Slomer	Supervisor
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 Supervisors Regular Business Meeting of May 21, 2015 to order at 7:02 pm. The Pledge of Allegiance was recited.

PRESENTATIONS

Sheetz

Consultants, engineers and attorneys for Sheetz presented the proposed land development plan along Freeport Road at the current location of Shults Ford. Linda asked about the bio-detention area as shown on the plan at the rear/west side of the lot. The representative explained that it is a very small area designed to catch run-off from the parking lot; and after rain events there would be no more than 12 inches of standing water that would eventually seep into the ground. A citizen asked if any environmental testing has been conducted in regard to automotive oils in the ground from the dealership. The Sheetz representative explained that Phase I environmental testing was completed and the findings indicated nothing alarming. A citizen asked how many fueling bays are being proposed. The representative answered – 7 fuel islands are proposed. Larry Seiler asked about the sidewalk curb cut at the corner of Freeport Road and Alpha Drive as discussed in the preplanning meeting. A representative from Sheetz stated that it could be added. There being no further questions, the Chair called for a motion. Mr. Exler made the motion to approve the land development plan as proposed with conditions as follows: Section 215-306.6(d) to modify the 20' width of access at the property line to 36' at the throat and 56' at the property line; Section 215-307(c) to modify the parking lot perimeter tree planting requirement to allow the installation of a bio-retention area near the carwash in order to fulfill post-construction stormwater management requirements; Section 215-502 to modify the requirement for concrete markers at parcel corners and permit the installation of iron pins at parcel corners; Section 215-504.10 to modify the no-grading within five feet of property lines and permit the site to be graded at zero set-back due to

the current condition of the site (a bituminous surface at zero setback). In addition, the Board recommended (if feasible) that Sheetz install a sidewalk at the corner of Freeport Road and Alpha Drive for pedestrians using the adjacent public transit bus stop. Mr.Chalmers provided the second. The Chair called for a roll call vote: Mr. Chalmers-yes, Mr. Exler-yes. Ms. Janoski-abstain, Ms. Slomer-yes. There being a majority of the Board in favor, the motion was carried.

Watson Standard

Tony Fitzgerald of Martone Engineering presented the Watson Standard subdivision plan. Mr. Fitzgerald explained that part of the parcel for subdivision is also situated in Springdale Township. There being no questions, Ms. Janoski made a motion to approve the subdivision plan. Mr. Chalmers provided the second and the motion was carried.

PUBLIC COMMENTS

Mr. DiPalma announced, the Tax Office would be closed on Monday, May 25th for Memorial Day observance. Mr. DiPalama stated the office would be open in the evening on Tuesday, May 26th and Wednesday, May 27th.

Mr. Richard Dietz informed the Board of an issue with nuisance boaters. According to Mr. Dietz, the boaters park between the island and the river bank and carry-on into late night hours. Jurisdiction was discussed in regard to township police vs. the fish commission. Staff was directed to look into the matter further.

Thelma Jewart commented on the patriotic banners at the front of the meeting room.

APPROVAL OF MINUTES

Ms. Slomer made a motion to approve the minutes of the April 16, 2015 regular business meeting. Mr. Exler provided the second and the motion was carried unanimously.

APPROVAL OF TREASURERS REPORT

Mr. Chalmers made a motion to approve the Treasurer's Report as read as follows:

General Fund Checking	$129,320.03
General Fund Reserve	$846,545.26
Tax Collector Fund	$452,612.44
Sewer Revenue Checking	$145.22
Sewer Revenue Savings	$748,040.37
Capital Improvement Fund	$342,258.03
Aim Loan Sinking Fund	$4,813.47
Nixon Bridge Fund	$12,006.95
State Fund (liquid Fuels)	$222,296.37
Developer's Escrow Checking	$249.22
Developers Escrow Reserve	$17,147.31

Ms. Slomer provided the second and the motion was carried unanimously.

AUTHORIZE PAYMENT OF BILLS

Mr. Exler motioned to ratify payment of bills as follows:

a) Ratify payment of bills from General Fund in response to due dates and discounts

GF Checking	
Date	**Expenditures**
04/08/15	$26,090.85
04/15/15	$13,744.05
04/22/15	$11,483.05
TOTAL	$51,317.95

b) Ratify payment of bills from the Sewer Revenue Fund in response to due dates and discounts

Sew Rev Checking	
Date	**Expenditures**
04/08/15	$1,524.88
04/22/15	$44.39
TOTAL	$1,569.27

c) Ratify payment of bills from the Developers Escrow Fund in response to due dates and discounts

Dev Escrow	
Date	**Expenditures**
04/08/15	$3,990.00
TOTAL	$3,990.00

d) Ratify payment of bills from the Police Fund

Police Fund	
Date	**Expenditures**
03/16/15	$3,281.75
TOTAL	$3,281.75

The motion was seconded by Mr. Chalmers and carried unanimously.

SOLICITOR'S REPORT

Mr. Means reported that he has provided the Board with some sample language for a proposed ordinance in regard to dust/dirt on parking lots and driveways. Mr. Exler stated his opposition to enforcing such regulations due to financial burdens on various and numerous tax payers. Mr. Seiler suggested the placement of dust oil as a viable alternative solution. Mr. Chalmers suggested that parking areas be laid in stone. Ms. Slomer suggested that the Board have Mr. McChesney address the dust problem with Mr. Tesone on Russellton Road.

ENGINEER'S REPORT

Larry Seiler, P.E. of Senate Engineering submitted a written report and added the following information at the meeting:

Pitt Ohio Development
The permanent traffic signal has been installed and approved by PADOT. The temporary signal has been removed. There are a few items remaining to be addressed at the development site. Final payment remains to be held.

2014 Paving Project
Mr. Seiler reported that there are few issues that remain to be resolved and that final payment remains to be held.

Guys Run Road Bridge
The project will require a stream encroachment permit. The road will be closed during construction.

ACME Project (CD40)
The contractor has been issued a Notice to Proceed and has until the end of June to complete the project.

Guys Run Road Bridge Project
Mr. Seiler reported that PADOT has submitted revised drawings for review and approval.

2015 Paving Program
Mr. Seiler reported that the bid packets for the 2015 Paving Project will be ready and available in the near future. The bids will be opened at the Township Building on June 16th and will be reviewed and tabulated for award on June 18th.

COMMITTEE AND DEPARTMENTAL REPORTS

Roads
Mr. Chalmers reported that Truck #3 does not have the correct plow and staff is obtaining prices for a new plow. Mr. Chalmers reported that the Public Works Department videoed

the Kephart stormwater drainage pipe and the interior of the pipe appears to be in good condition. Mr. Chalmers thanked the volunteers and the Fire Department for participating in the Great American Clean-up in April and reported that 14 volunteers participated in the Great American Clean Up in Harmar on April 25th and collected 115 bags of garbage, 4 tires and 1 television. Mr. Chalmers thanked each of the donors who participated in the Great American Clean Up as follows: Target – 3 $10 gift cards, Sheets for the donation of hot dogs, McDonalds for the donation of hamburgers, KFC for the donation of side dishes, Get-Go for the donation of cases of bottled water, Dunkin Donuts for the donation of donuts for breakfast, and the law firm of Goehring, Rutter & Boehm for the Pirate baseball tickets.

Police

The Chair reviewed the written report as provided to the Board and public. Items of interest highlighted by the Chair were: the utility trailer was recently painted by Bouchek's using monies from the police donation fund, a printer was donated by Best Buy for use in the utility trailer, and praises received in regard to the police (specifically Officer Fechke) who provides an annual children's bicycle helmet safety program.

Administration

Dr. Piper presented the Administration's Monthly Report in writing to the public and the Board and highlighted the following topic: the Municipal Engineer and staff met with PADOT on Friday, April 17, 2015 to discuss the traffic signals in the commercial district of Harmar. Also discussed was a new type of signaling system called Adaptive Timing which uses the computer analysis of live data to control traffic and numerous signals. According to the PADOT traffic experts, the adaptive system is very expensive and there is no guarantee that it can improve the Harmar traffic light timing issues

Real Estate Tax Collection

Mr. DiPalma reported an addition of 40 new duplicates on the tax roll and collection of $397,207.40 during the month of April.

CORRESPONDENCE

The following letters of correspondence were provided to the public and reviewed by the Board:

Brayman Construction – Hulton Bridge to close June 11 – June 24

Senate Engineering – submission of PA DEP General Permit application

Zoning Hearing Board Meeting summary of 4/21/2015

Fox Chapel Authority Minutes – March 31, 2015

Harmar Water Authority Minutes – March 17, 2015

Harmar Township Planning Commission Agenda – May 13, 2015

Harmar Township Planning Commission Minutes – February 11, 2015

PADOT to seal coat Pearl Ave./Russellton Rd. – work to begin after 5/11/2015

Jim DePalma – Certificate from PA DCED for the successful completion of the Act 164-2014 Qualified Tax Collector training

AVJMA Audit (February 1, 2014 – January 31, 2015)

Fox Chapel Authority Minutes for January 27, 2015

Harmar Water Authority – Public Water Supply Permit to DEP

Harmar Water Authority Financial Report 1/31/2014-1/31/2015

Fox Chapel Authority Financial Report 1/1/2014 – 12/13/2014

NEW BUSINESS

2014 Municipal Audit & Financial Report
Dr. Piper presented the 2014 Audit Report and Management Letter as submitted to PA DCED. Ms. Slomer made mention that the Township was $700,000 in debt in 2007-2008 and currently has only $52,000 of debt. Mr. Chalmers made a motion to approve the Audit Report and ratify the Management letter as submitted. Ms. Slomer provided the second and the motion was carried unanimously.

Allegheny Valley Joint Sewage Authority Invoice - $167,879.62
Ms. Slomer made a motion to pay the AVJSA invoice of $167,879.62. Mr. Exler provided the second and the motion was carried unanimously.

Housing & Redevelopment Insurance Exchange Bylaw and Articles of Agreement
Ms. Janoski made a motion to adopt the amended Bylaws and updated Articles of Agreement from H.A.R.I.E. Ms. Slomer provided the second and the motion was carried unanimously.

Management Letter for Harmar Water Authority Audit
Ms. Janoski made a motion to accept the Audit as present by the Harmar Water Authority. Mr. Chalmers provided the second and the motion was carried unanimously.

Wal-Mart Foundation – Police Funding Request
Dr. Piper presented a letter of information from Chief Domaratz for submission and request for funding assistance to the Wal-Mart Foundation. Mr. Chalmers made a motion to approve the Chief's request to Wal-Mart. Mr. Exler provided the second and the motion was carried unanimously.

OTHER BUSINESS ADDED

Merge & Hill, P.C. invoice - $6,452.81

Mr. Chalmers made a motion to pay the Merge & Hill invoice in the amount of $6,452.81 for completion of the 2014 Audit Report. Mr. Exler provided the second and the motion was carried unanimously.

Repair 2nd floor malfunctioning door (main entrance) - $500.00

Dr. Piper presented a proposal from Access Security Systems in the amount of $500 for a necessary repair to the second floor exterior (main entrance) door. Mr. Chalmers made a motion to have the latch repaired per the cost proposal. Ms. Slomer provided the second and the motion was carried unanimously.

Upgrades to 2nd floor Security- $1,490.00

Dr. Piper presented a proposal from Access Security Systems in the amount of $1,490 to make upgrades to the second floor security system to include the addition of a security device (card reader) for access to the Evidence Room. Mr. Exler made the motion to have the upgrades completed per the cost proposal. Mr. Chalmers provided the second and the motion was carried unanimously.

PUBLIC COMMENT(S)

A resident from the Forest Highlands Development asked the Board to consider paving the Forest Highlands neighborhood in the near future. The Board asked that the Road Crew Supervisor conduct a visual inspection/field survey to assess the Forest Highland neighborhood roads.

Mr. Dietz asked if Harmar Township has a representative on the School Board. Mr. Exler answered "No, School Board Members are elected at large."

Thelma Jewart mentioned the Pearl Avenue closures on Election Day and stated there should have been notice given. Mrs. Jewart also asked why the closure was not put on SwiftReach. A Board Member explained that the SwiftReach notifications system is for emergency purposes.

Thelma Jewart also asked the Board if the Township has received complaints about the timing of the light signals at the intersection of Route 910 and Rich Hill Road. Larry Seiler will speak with PADOT about the timing.

BOARD COMMENT(S)

Mr. Chalmers, who attended the May Planning Commission Meeting, mentioned the need for new "Welcome to Harmar Township" signs at the portals on main roads.

Ms. Janoski announced that she may have a couple sponsors for the new sign in front of the municipal building.

Ms. Slomer mentioned the Hampton Inn Open House Invitation. Board members present stated their interest in attending.

Ms. Slomer asked if Alice Krusek's complaints were addressed by the Building Inspector. Ms. Slomer suggested that Mr. McChesney communicate with the Board via email as a follow-up to issues the Board has asked him to address.

Ms. Slomer apologized to the Board for having not recalled the Soccer Field was named by the Board of Supervisors in 2012.

Ms. Slomer asked Mr. Means if the Township should have Hold Harmless Agreements in place for Community Service Workers. Discussion ensued. It was established that there is no need but in the future, the Chief will email the Board anytime there is Community Service assigned to a Township project.

Ms. Slomer asked Ms. Janoski why she stopped the installation of copy machine codes after the Board, by motion, directed Dr. Piper to have the codes reinstalled on the copy machine in the business office. Ms. Janoski stated that she felt that they were not needed because of the security system that is currently in place. Ms. Slomer then stated that Ms. Janoski's reasoning for her actions is fine; however, she stated that once the Board makes a decision, it cannot be overturned by one Board member.

Ms. Slomer stated that she would like to discuss the issues with First Commonwealth Bank and a personnel issue and asked that the Board meet in Executive Session after the meeting. Mr. Chalmers and Mr. Exler agreed to adjourn to Executive Session immediately after the meeting.

ADJOURNMENT

There being no further business before the Board, Ms. Janoski made a motion to adjourn at 9:03. Mr. Exler provided the second and the motion was carried unanimously.

Respectfully submitted

Donna J. Piper, PhD
Secretary/Treasurer