

**HARMAR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
THURSDAY, JULY 17, 2014
HARMAR TOWNSHIP MUNICIPAL BUILDING**

PRESENT

Pat Janoski	Chairperson
Jerry Chalmers	Supervisor
Bob Exler	Supervisor
Linda Slomer	Supervisor
Dr. Donna Piper	Secretary/Treasurer
Charles Means	Solicitor
Larry Seiler	Engineer

CALL MEETING TO ORDER

Pat Janoski called the Board of Supervisors Regular Business Meeting of July 17, 2014 to order at 7:05 pm as legally advertised. The Pledge of Allegiance was recited.

PRESENTATION(S)

Electric Guard Dog
Cindy Gsell, Business Development Director

Ms. Gsell requested that the Harmar Township Zoning Ordinance be amended to allow for a pulsed, nonmetered, low voltage electric fence/alarm system that is a secondary fencing unit to be used as a security system. According to Ms. Gsell, there are a couple of businesses located in Harmar Township that are in need of the security system application. Ms. Gsell provided a sample ordinance from the City of Philadelphia to be used as sample language for the Harmar Township Ordinance. Questions and discussion ensued among the Board and the Municipal Engineer. The Municipal Solicitor suggested that Ms. Gsell submit a request for a change in the Zoning Ordinance via a petition for a zoning amendment with costs associated to the request to be paid by the requester. The Solicitor suggested that the Board, if they should desire, authorize by motion under New Business, to advertise for a zoning amendment request. Ms. Gsell, stated that she would stay through the meeting to make sure the motion for the amendment would pass. Mr. Means suggested that the Board entertain a motion.

Ms. Janoski made a motion to advertise the electric fence for a zoning amendment. Ms. Slomer provided a second. Ms. Janoski called for a roll call vote. Mr. Chalmers, yes. Mr. Exler, yes. Ms. Slomer, yes. Ms. Janoski, yes. The motion was passed unanimously.

COMMENTS FROM THE FLOOR

A citizen stated concerns about the maintenance of the Acme recreation area. The citizen also provided a list of his specific concerns in regard to the upkeep and maintenance of the park. The list also included points wherein the citizen felt that the park was an attribute.

The same citizen stated concerns about the former gas station with high weeds and grass, gravel and dirt on the sidewalks, and garbage on the lot. Ms. Janoski stated that she will look into the situation and will speak with the Codes Officer.

The same citizen stated that the grass on a property on Orchard has not been cut all summer. Ms. Janoski explained that the Codes Officer has responded to all complaints. In addition, Ms. Janoski is aware of the property on Orchard and stated that it is on a mowing schedule.

The property owner of 15 Beckman Street stated concerns about the water runoff that collects on the lot. He also explained that the Roads Department Supervisor has been on the site taking videos. In addition, he has also contacted PADOT because the water issue is due to the runoff from Hite Road. The citizen stated that the water gets very deep and he would be willing to provide the Township with a right-of-way to install and maintain a catch basin connected to the public stormwater system. The property owner does not believe that the water issue is of any fault of his own and that he should not have to pay \$5k-\$6k to resolve the problem. The Municipal Engineer stated that he is very familiar with the issue and that the problem is caused by the contour of the land. The Municipal Engineer will look into the issue further.

APPROVAL OF MINUTES

Ms. Janoski made a motion to approve the Minutes as follows:

- January 6, 2014 Reorganization Meeting
- February 20, 2014 Regular Business Meeting
- March 20, 2014 Regular Business Meeting
- May 15, 2014 Regular Business Meeting
- June 19, 2014 Regular Business Meeting

Mr. Exler provided the seconded and the motion was carried unanimously. Ms. Slomer asked if notes for the April meeting are still needed. Dr. Piper stated that notes are need for the January and April Regular Business Meetings.

AUTHORIZE PAYMENT OF BILLS

Ms. Janoski asked for a motion to approve the payment of bills as follows:

- a) Ratify payment of bills from General Fund in response to due dates and discounts
 - June 6, 2014 \$89,127.04
 - June 19, 2014 \$43,055.11

June 29, 2014 \$22,593.40

June 30, 2014 \$15,921.91

TOTAL \$170,697.46

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

June 6, 2014 \$3,542.50

June 19, 2014 \$1,542.46

June 29, 2014 \$10,380.00

TOTAL \$15,464.96

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

June 6, 2014 \$5,431.50

June 29, 2014 \$184.50

TOTAL \$5,616.00

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

CORRESPONDENCE

Errors & Omissions Insurance – Notice of Nonrenewal

Dr. Piper explained that the letter was sent based on Federal Law as the action occurs automatically for any policy that does not automatically renew. Dr. Piper also explained that she has been in contact with the Township's Broker and that the policy has been placed out for bid for price quotes. Dr. Piper stated that she will provide information on the lowest quote to the Board at the August meeting for review and action.

Lower Valley Ambulance Service

Ms. Janoski asked that anyone interested in being considered for a position on the Board of the Lower Valley Ambulance Service to submit an application which is available at the Township office.

42nd Annual Joint Fall Conference at Seven Springs in September

Ms. Janoski announced the 42nd Annual Joint Fall Conference for Township Supervisors. Mr. Chalmers expressed an interest in attending. Mr. Means read through the topics to be covered at the event. Ms. Janoski suggested that the Township limit attendance to two members of the Board of Supervisors. Mr. Exler expressed an opinion that the prices to attend the Conference are very high and that no one should attend due to the cost. A citizen asked what period of time the Conference covers. Mr. Means explained that the Conference begins on Thursday evening and ends on Sunday. Ms. Janoski asked for a motion to authorize payment for any Supervisor to attend the Conference if they are interested. Ms. Slomer provided the second.

Mr. Exler again made statement in opposition due to cost. Mr. Chalmers, Ms. Slomer and Ms. Janoski voted yes. Mr. Exler voted no. A citizen in the audience stated that she expects our Township Supervisors to attend these types of Conferences so that they are aware of topics and issues involving township government.

Department of the Auditor General – Pension Audit scheduled for Tuesday, July 22, 2014.

Dr. Piper announced that the Township will be undergoing a Pension Audit on Tuesday, July 22, 2014.

Fox Chapel Authority requesting information on future road improvements

Dr. Piper announced that correspondence has been received from the Fox Chapel Authority requesting the Township's participation by providing input with regard to future road projects in the Township. The Municipal Engineer will follow-up on the request.

PSATS Youth Award Contest

Dr. Piper announced that the PA State Association of Township Supervisors is sponsoring a youth award contest. Dr. Piper explained that youth who are participating in projects that have an impact on the Township are eligible to enter to win a \$500 award. She further explained information contained in the brochure and announced that applications and guidelines are available on the website and in the Township office.

Banner Community Program

Dr. Piper described the Banner Community Program of the Allegheny League of Municipalities which recognizes municipalities that distinguish themselves as effective and efficient governments. Dr. Piper went on to describe the requirements that include COG involvement and continuing education and that the Board has until the end of January to complete the checklist. Ms. Janoski agreed that she would like to see Harmar Township be recognized as a Banner Community and that the Board should work toward this recognition.

SOLICITOR'S REPORT

Mr. Means described the changes in federal regulations for local floodplain ordinance requirements. He stated it is important that the Township amend its ordinance to comply with the federal regulations so that residents are eligible for flood insurance. Mr. Means explained that his office has been working closely with the DCED consultant and is confident that the proposed ordinance as drafted will be favorably reviewed. Mr. Means asked that the Board authorize to advertise the ordinance once the DCED consultant approves the draft.

Ms. Janoski made the motion to authorize to advertise the amended floodplain ordinance. Mr. Exler provided the second and the motion was carried.

ENGINEER'S REPORT

Pitt Ohio Development

The Rich Hill Road reconstruction work and Route 910 Traffic Signal bids were opened March 7, 2014. The contract was awarded to the low bidder – A. Folino Construction, Inc. in the amount of \$523,876.50. The Allegheny Valley North Council of Governments issued the Notice to Proceed on April 14, 2014. The poles for the traffic signals have been ordered.

2014 Paving Project

Senate Engineering provided a preliminary list of roads with the estimated cost for the 2014 Township Paving Project for the Board's consideration. The Board selected Harmer Drive and Ridge Road for the 2014 Paving Project. The Harmer Water Authority notified the Township in late June of their intent to replace the water line on Harmer Drive. Senate Engineering recommended that the Board remove Harmer Drive from the 2014 Paving Project and select a different road. According to the Township Engineer, the Road Supervisor has recommended Nixon Road.

CD 40 Project

The Board authorized Senate Engineering to proceed with the CD 40 Project – Acme Avenue Culvert Replacement Project. The survey work is complete and the preliminary design has been initiated. The project will be bid by the Allegheny Valley North Council of Governments in July.

Hulton Bridge Project

Senate Engineering has reviewed the PADOT proposal to relocate approximately 750 LF of 8" diameter sanitary sewer in lieu of replacing 6 sanitary manholes. The Board approved the sanitary sewer relocate at the June meeting. The sanitary sewer work is proceeding and is approximately 20% complete.

Guys Run Road Bridge

PADOT proposed to replace two bridges on Guys Run Road. The Township's sanitary sewer will require relocation at both bridges. The Township is responsible for 25% of the cost to relocate the sanitary sewer.

ACME Creek Stormwater Pipe

The Township has received documents indicating the Township is responsible for maintenance of the piping in the Pollick property. The Township has installed barricades and plywood over the sinkholes. Senate Engineering will contact DEP and investigate funding for the project.

Reserve at Fox Chase

Universal Development has completed installation of the new cul-de-sac on Fox Chase Drive.

CD 41 Applications

The Allegheny Valley North Council of Government's will be notifying the Township of the CD 41 grant applications schedule in August.

Mr. Exler asked about the catch basins for Pearl Avenue. The Township Engineer stated that PADOT will be installing two catch basins on Pearl Avenue and two catch basins on Hite Road.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

General Maintenance: Catch basins are constantly examined and repairs are addressed as needed. Pot holes are constantly repaired. Weed cutting at intersections and along right-of-ways is being maintained manually.

Parks: Weekly garbage collection is performed along with weed control and the ballfields are being maintained. The swings at the playground will need to be replaced next year.

Vehicle Maintenance: All vehicles are on a mileage maintenance program. In-house repairs are being performed as much as possible to save money. The throttle cable on the backhoe was replaced by Groff Tractor.

Facility Maintenance: Trash and recycling containers are being emptied on a weekly basis. The improvements to the front of the Municipal Building are nearly complete.

Sanitary Sewer System: The Forest Highlands pump station is stable. Maintenance needs to be addressed on the lower pump stabilization. WC Weil has been on-site to provide a bid. Preliminary CCTV has begun.

Equipment: The backhoe and trucks #2 and #3 will need tires soon. Truck #3 was recently inspected – corrosion and rust repair work had to be performed.

Complaints Addressed:

- *447 Terrace Drive – tree limbs around wires
- *Pearl Avenue – sinkholes have been covered with plywood
- *Center Avenue South – PADOT will be installing catch basins in late July/early August to address heavy water flow
- *Gulf Lab Road Ext – Paving to begin in the near future. Sinkhole will be repaired at that time

POLICE DEPARTMENT

According to Department records, officers handled a total of 346 service calls in June and 98 traffic citations were issued.

CODES/ZONING ENFORCEMENT DEPARTMENT

During the month of June, the department issued 4 violation notices, 10 building permits and 2 zoning permits. In addition, 16 occupancy inspections were conducted.

COMMITTEE REPORTS AND COMMENTS FROM THE BOARD

Mr. Chalmers stated that the Board needs to address replacing Truck #5 for next year. Mr. Exler is to review the records and reports on this vehicle.

Ms. Janoski stated that she asked the Road Supervisor about sealing the Municipal Building parking lot. Two estimates have been received and were given to the Township Engineer prior to the meeting for his review.

Ms. Janoski stated that she and Mr. Exler sat in on the police department interviews. Three officers were interviewed for the vacant full-time position. All three officers interviewed are currently part-time police officers for Harmar Township.

A citizen asked about merging police departments to save money. Mr. Chalmers responded that Mr. Hillery looked into merging a couple years ago. Mr. Hillery, present in the audience, stated there would be a tremendous savings for all municipalities involved in a merger but the adjacent municipalities were not interested in merging.

Ms. Slomer asked if the Board would be receiving a monthly report from the Codes Officer. Ms. Slomer also asked who is responsible for overseeing the Codes/Zoning Department and the Inspectors activities. Dr. Piper stated that she would be reviewing the activities of the Codes/Zoning Department on an on-going basis. Ms. Slomer stated that she has contacted Mr. McChesney and he does not return her telephone calls. Ms. Slomer further stated that she leaves messages and asked that certain issues be addressed and that Mr. McChesney does not return calls to let her know if the issues have been addressed. Ms. Janoski stated that all residents should be directed to contact Mr. McChesney directly.

A citizen stated that she has asked the Codes Officer for information pertaining to the boundaries of her property and he has not responded. Ms. Janoski stated that the issue is not the Codes Officer's responsibility and that she should contact a land surveyor. Mr. Seiler stated that the Codes Officer did ask the Engineer for the drawing for the plot of lots. Mr. Seiler has not been able to locate that drawing and that the resident may need to contact a Professional Land Surveyor.

A citizen stated a complaint in regard to the condition of a vacant lot near his residence and that it should be considered a blighted property. Mr. Chalmers stated that the parcel is not considered a blighted property because it is a vacant lot.

Ms. Slomer announced the RAD District's free summer events.

Ms. Slomer asked the Board if she could contact the Police Department about traffic control during the Chapel Downs Community Yard Sale. The Board agreed.

Ms. Slomer stated that she had emailed the Roads Supervisors about the equipment missing from the storage shed at the Chapel Downs Park. Mr. Chalmers stated that the equipment in the storage shed was of minimal value.

Ms. Slomer stated that the weeds in the play area at the park have not been addressed. Ms. Slomer feels that the playground is beginning to look abandoned. Mr. Chalmers will speak with the Roads Supervisor.

Ms. Slomer asked if Ms. Janoski has spoken to the Chief about the congestion at the intersection of 910 and Route 28 during rush hours. Mr. Exler stated that the Chief has met with PADOT. PADOT has agreed to adjust the timing of the lights for the traffic signals in the near future.

Ms. Slomer stated that the Board has not been receiving the Council of Government meeting minutes and requested that Dr. Piper begin forwarding the minutes when they arrive.

UNFINISHED BUSINESS

2014 Paving Project

Ms. Janoski asked for a motion to amend the 2014 Paving Program by removing Harmar Drive from the Plan for 2014 and adding Nixon Road. Mr. Chalmers made the motion and Mr. Exler provided the second. The motion was carried unanimously.

NEW BUSINESS

Central Westmoreland Council of Governments Membership

Dr. Piper stated that the membership for the COG needs to be renewed. The purpose for the membership in this COG is to take advantage of the Vehicle Purchasing Program that the COG operates. Mr. Chalmers made a motion to renew the membership. Mr. Slomer provided the second and the motion was carried unanimously.

PADOT 5 Year Winter Service Agreement Resolution

Mr. Seiler presented the 5 year Winter Service Agreement. The Road Supervisor has recommended that the Agreement be renewed. Mr. Chalmers made a motion via Resolution to renew the agreement. Mr. Exler provided the second and the motion was carried unanimously.

PRINT Map Agreement Resolution

Dr. Piper stated that the representative from PRINT Map would like the Board to enter into a new agreement. Dr. Piper presented the map project to the Board. Mr. Chalmer mentioned that the service is a free service and there is no cost to the Township to have this map developed. Ms. Slomer made a motion to renew the Agreement with Print Map. Mr. Chalmers provided the second and the motion was carried.

Workers Compensation Insurance Renewal

Dr. Piper stated that the Worker's Compensation Insurance policy will expire on July 31, 2014. The Broker has submitted a new quote, which is less than the previous year's premium. Mr. Exler made a motion to renew the policy. Ms. Slomer provided the second and the motion was carried.

Liability Insurance Renewal

Dr. Piper presented the EMC liability quote for the policy that expires on August 1, 2014. The new quote is less than the previous year's quote. Mr. Exler asked if EMC is the only company that has given the Township a price. Dr. Piper explained that the Township's Broker contacts various insurance carriers and finds the best price for the Township. Ms. Janoski made a motion to renew the Liability Insurance coverage with EMC. Mr. Exler provided the second and the motion was carried unanimously.

Business Office Computer Upgrades and Network

Dr. Piper described the condition of the computers in the Business Office and explained that the computers should be networked and firewalled in order for the office to operate efficiently and securely. Ms. Slomer made a motion to grant Dr. Piper \$5,000 to get started on the updating and networking needs in the Business Office. Mr. Chalmers provided the second and the motion was carried unanimously.

PADOT Recording Document for Route 910 and Rich Hill Road Traffic Signal

Ms. Seiler presented the Recording Document for the Highway Occupancy Permit for the Traffic Signal. Mr. Chalmers made a motion that the Board execute the Recording Document. Mr. Exler provided the second and the motion was carried unanimously.

Authorize to Advertise Amended Floodplain Ordinance

Authorized under Solicitor's Report.

Sewer Rate Increase Resolution

Mr. Means asked that the Board specify the effective date for the increase. Mr. Seiler recommended that the Board use language such as "the next billing date" in the Resolution. Ms. Janoski made the motion to raise the rate from \$3.00 to \$3.50 for bills issued effective August 1, 2014. Mr. Chalmers provided the second. Discussion on the motion ensued. Ms. Slomer asked why the Board is redoing the Resolution that was passed months ago. Mr. Means stated that the increase was never implemented and that the prior Resolution was to be effective April 25, 2014 and that the Board cannot go back and implement an increase that was to be effective months ago. A citizen stated that there are numerous Authorities that serve Harmar Township and that all should be contacted. Ms. Janoski asked all in favor and the motion was carried unanimously.

Update Official Township Letterhead

Dr. Piper stated that there are a number of changes that have occurred in 2014 and that the Township's official letterhead needs to be updated to reflect those changes. Mr. Chalmers made the motion to change the official letterhead. Mr. Exler provided the second and the motion was carried unanimously.

COMMENTS FROM THE FLOOR

A citizen stated concerns about PPG employees congregating in and along the intersection of Guys Run Road and Meadowvale Road right-of-ways between the hours of 12:00 and 2:00. Ms. Janoski will contact the Chief.

A citizen suggested that the Water Authority be contacted about having a cost analysis completed in regard to monthly billing versus quarterly billing.

ADJOURNMENT

Mr. Chalmers made a motion to adjourn the meeting at 9:00 pm. Mr. Exler provided the second and the motion was carried unanimously.



Donna J. Piper
Secretary/Treasurer