

**HARMAR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
THURSDAY, August 21, 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 August 21, 2014 to order at 7:07 pm as legally advertised. The Pledge of Allegiance was recited.

PRESENTATION(S)

Harmar Soccer Association – Rob Taliani and Mike Liberati

Representatives from the Harmar Soccer Association presented photographs in a power point note format to the Board along with a list of needed improvements to the soccer field and associated facilities to include: replacing a severely rusted fence that is located directly in front of the concession stand/bleachers, update the existing pavilion dirt flooring to either asphalt or concrete, install gutters on pavilion, stain or paint the support posts, extend the fencing behind the goal to prevent soccer balls from rolling into the creek, upgrade restrooms, new door looks, and recycle bins for plastic bottles. The Harmar Soccer Association is willing to provide some financial assistance and asked if the work can be completed by Volunteers from the Association. The Board agreed that all improvements must be approved by the Board prior to commencing work. The Board discussed the opportunity to submit a CD grant application to the County for such a project. The Harmar Soccer Association will submit and itemized rough estimates of cost for the requested improvements for a preapplication submission to the County no later than September 15, 2014.

COMMENTS FROM THE FLOOR

A citizen wanted to clarify his intentions for the letter submitted to the Board of Supervisors in July in regard to ACME Park; and went on to state that the letter was not meant to be a criticism of the Township workers. The citizen stated that the items addressed in the letter should be considered low priority and may well be addressed by the Township crew when high priority responsibilities have been completed. In addition, the citizen stated that the Township crew has too much work in the summer and the Board should consider hiring summer help. In regard to the tree limbs identified in the letter, the citizen stated concerns about having the Township crew

do the work and suggested that the Board hire a professional tree trimming service to remove the limbs; and went on to state that the Board should also hire a contractor to replace the sidewalks. Finally the rusted basketball backboards were mentioned and it was requested that they be replaced.

A citizen stated that it is difficult sometimes to hear and understand the internal discussions being held among Board Members and requested that the Board speak into the microphones even when discussions are taking place among Board members.

A citizen stated that Oakmont Borough has a model (poster) of the Guys Run Road Bridges and asked why Harmar Township does not have a poster available for public viewing. Mr. Seiler stated that he was not aware of a model (poster) and will make some phone calls.

A citizen stated a concern about the Business Office telephone system and it is difficult to get someone to answer the general number when calling in.

A citizen asked if the public will have an opportunity to comment on Correspondence items prior to the Board taking action on the items. Mr. Means explained that the public is not given the opportunity to comment on correspondence items on the agenda because Correspondence is an informative category and no actions are taken by the Board when reviewing correspondence. Mr. Means further explained that any topic that the Board takes action on during the meeting that is not listed on the agenda, the public is provided the opportunity to comment prior to the vote.

APPROVAL OF MINUTES

Mr. Exler made a motion to approve the Minutes as follows:

July 17, 2014 Regular Business Meeting

August 7, 2014 Special Meeting

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

APPROVAL OF TREASURER'S REPORT

Dr. Piper reported the fund balances as of August 15, 2014 as follows:

Regular Checking	\$ 401,223.44
General Fund Reserve	\$1,412,822.79
Tax Collector Fund	\$ 77,745.89
Sewer Revenue Checking	\$ 24,034.37
Sewer Revenue Savings	\$ 559,692.10
Capital Improvement Fund	\$ 341,874.28
Sinking Fund	\$ 7,507.47
Nixon Bridge Fund	\$ 2,002.84
Liquid Fuels Money Market	\$ 144,742.26
Developer's Escrow Checking	\$ 22.29
Developer's Escrow Savings	\$ 29,980.00

Ms. Janoski asked for a motion to approve the Treasurer's Reports. Mr. Chalmers made a motion and Ms. Slomer provided the second. Ms. Janoski asked for a roll call vote. The Treasurer's Report was approved unanimously.

AUTHORIZE PAYMENT OF BILLS

Ms. Janoski asked for a motion to ratify the payment of bills for the month of July 2014 as follows:

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

July 17, 2014	\$28,222.02
July 25, 2014	\$24,754.18
July 26, 2014	\$457.96
July 30, 2014	\$38,785.75
August 5, 2014	\$9,143.24
<u>August 13, 2014</u>	<u>\$55,458.71</u>
TOTAL	\$156821.86

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

July 17, 2014	\$2995.36
August 5, 2014	\$8.27
<u>August 13, 2014</u>	<u>\$138.44</u>
TOTAL	\$3142.07

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

<u>July 26, 2014</u>	<u>\$4776.50</u>
TOTAL	\$4776.50

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

CORRESPONDENCE

Workplace Safety Committee Certification Renewal

Dr. Piper reported the Township has received the Safety Certification that allows a 5% reduction in the Worker's Compensation Policy premium for having an active Workplace Safety Committee that meets monthly.

Allegheny Valley Volunteer Fire Company Compliance Audit

Dr. Piper reported the Township is in receipt of a copy of the Audit by the Office of the Pennsylvania Auditor General for the Allegheny Valley Volunteer Fire Company which reported that the financial records of the Fire Company are in order and there were no findings.

Allegheny Valley Joint Sewage Authority Minutes of June 25, 2014

Ms. Janoski reported the Township is in receipt of a copy of the June 25, 2014 minutes.

Fox Chapel Authority Minutes of June 24, 2014

Ms. Janoski reported the Township is in receipt of a copy of the June 24, 2014 minutes.

Comcast Channel Changes

Ms. Janoski reported the receipt of a notice from Comcast in regard to changes made to the local channel line-up and that hand-out are available on the table on this regard.

Equitable Energy to UGI Energy – notice of change in provider

Ms. Janoski reported the receipt of a notice from Equitable Energy in regard to changes made to the local service provider from Equitable to UGI.

EQT Oil & Gas Lease Opportunity

Dr. Piper presented a letter from EQT Oil & Gas that states their interest in leasing municipal property along Freeport Road (municipal bldg. and soccer field) for gas well drilling purposes. Dr. Piper stated that she has not responded to this letter. In addition, it was brought to the Boards attention that the Township was approached in 2012 by Huntley & Huntley in regard to gas well interests on various parcels owned by the Township.

Planning Commission Zoning Amendment Recommendation – Electric Fence

Dr. Rupert presented a letter from the Harmar Township Planning Commission Secretary that states that the Planning Commission recommends that the Board of Supervisors amend the Zoning Ordinance in regard to electric fences per the proposed language.

Liquid Fuels Audit

Dr. Piper reported that the Township has recently undergone a Liquid Fuels Audit, there were no findings, and the Township's Liquid Fuels financial records are in order.

Bruno Moretti – appointment by Governor Corbett

Ms. Janoski present a letter from Governor Corbett that appoints Bruno Moretti as the Emergency Management Coordinator for the Allegheny Valley Regional Emergency Management Agency.

Planning Commission Bennett Supply Land Development Recommendation

Dr. Piper presented a letter from the Harmar Township Planning Commission Secretary that states that the Planning Commission recommends approval of the Bennett Supply Land Development as proposed.

Planning Commission Zoning Amendment Recommendation – Floodplain Ordinance

Dr. Piper presented a letter from the Harmar Township Planning Commission Secretary that states that the Planning Commission recommends that the Board of Supervisors amend the Zoning Ordinance and the Floodplain regulations per the proposed language.

Planning Commission Zoning Amendment Recommendation – Place of Worship in a C-2 District

Dr. Piper presented a letter from the Harmar Township Planning Commission Secretary that state that the Planning Commission recommends that the Board of Supervisors amend the Zoning Ordinance to include places of worship as a conditional use in the C-2 Zoning District.

SOLICITORS REPORT

Attorney Means reported that the Board of Supervisors went into Executive Session after the Special Meeting on August 7, 2014 to discuss collective bargaining issues and personnel matters.

Attorney Means made recommendations for upcoming Public Hearing dates per legal advertising requirements as follows:

Zoning Ordinance amendment for floodplain regulation amendments – a Special Meeting on September 22, 2014 at 7:00 pm

Zoning Ordinance amendment for electric fence language – September 18, 2014 (prior to the regular business meeting in September) at 7:00 pm.

Zoning Ordinance amendment for places of worship in the C-2 zoning district – October 16, 2014 (prior to the regular business meeting in October) at 7:00 pm.

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 AVNCOG issued the Notice to Proceed to A. Folino on April 14, 2013.

Change Order #1, in the amount of \$125, 000.00 for a temporary traffic signal will be presented to the Board of Supervisors. Mr. Seiler stated that all costs shall be the responsibility of Pitt Ohio.

2014 Paving Project

Senate Engineering provided a preliminary list of roads with the estimated cost for the 2014 Paving Project for the Boards consideration. The Board approved replacing the paving of Harmar Drive with a section of Nixon Road. The bid opening for the 2014 Paving was held on August 20, 2014 with only two bidders: Folino at \$71,235 and a 10% bid bond and Liberoni at \$82,545.50 with a 10% bid bond.

CD40 Project (Acme Culvert)

The Board of Supervisors authorized Senate Engineering to proceed with the CD 40 area-wide project, the acme Avenue Culvert Replace Project. The survey work is complete and the preliminary design has been imitated. The project will be bid by the AVNCOG in August.

Hulton Bridge Project

Senate Engineering has reviewed the PennDot proposal to relocated approximately 750 LF of 8" diameter Township sanitary sewer in lieu of replacing 6 sanitary manholes. The Township approved the sanitary sewer relocation at the June meeting. The sanitary sewer work is proceeding and is approximately 30% complete.

Guys Run Road Bridge

PennDot proposed to replace two bridges (A-2, A-3) 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. Documents have been prepared and submitted to PennDot request no cost to the Township for bridge A-3.

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 has contacted DEP and requested an onsite meeting.

CD41 Applications

The Allegheny Valley North COG has notified the Township of the CD 41 grant application schedule. Mr. Seiler and Dr. Piper has discussed various projects and will be submitting a preapplication to the County no later than September 15, 2014

Ms. Janoski asked for a motion to authorize Mr. Seiler to work with Dr. Piper in preparing and submitting a CD41 preapplication to the County no later than September 15, 2014. Mr. Exler provided the motion and Mr. Chalmers provided the second. The motion was carried unanimously.

Ms. Janoski asked for a motion to authorize the Pitt Ohio change order for temporary traffic signals. Mr. Chalmers made a motion to execute the change order. Dr. Piper asked if there is a written agreement that needs to be executed. Attorney Means stated that the change order is covered by the executed Developer's Agreement. Mr. Exler provided the second and the motion was carried unanimously.

DEPARTMENT REPORTS

Roads Department

Ms. Janoski asked Mr. Chalmers to report on the road crew. Mr. Chalmers reported that he and Dr. Piper will be discussing the contract next week. Mr. Exler asked if he could be of any assistance since Ms. Toney is unavailable. Ms. Janosky thanks Mr. Exler for offering but stated Mr. Chalmers has met with the Road crew on several occasions and Dr. Piper will assist in developing the financial data for Board analysis.

Mr. Chalmers reported Truck #5 needs to be replaced for next year. Mr. Exler stated that he has gone over the vehicle in question and believes that 48,000 miles does not justify replacement – even though it is an older vehicle. Mr. Chalmers stated the truck has been

exposed to the elements and the miles are hard miles. Ms. Janoski asked Mr. Chalmers to provide the names and opinions of the professionals who have looked over the truck.

Ms. Janoski reported that PADOT has sprayed the island at the intersection where it is always grown over with high grass and weeds. Mr. Means suggested the Agility Agreement with PADOT be reviewed and PADOT be contacted about working together.

Dr. Piper reported that a member of the Road Crew may be attending the PA One Call Conference in Monroeville in September at no cost to the Township.

Ms. Janoski reported the Road Crew has been repairing pot holes. Then asked Mr. Seiler about the catch basin on Pearl Avenue. Mr. Seiler reported that PADOT will not be doing the catch basin on Pearl Avenue.

Ms. Janoski stated the Harmar Water Authority will be making repairs to the road openings on Harmar Drive.

Mr. Chalmers asked about the water on Hite Road. Mr. Exler stated that he was told it is an underground spring. Mr. Seiler reported that it was verified by open excavation that it is not a spring and that Harmar Water will be checking again to look for a water leak. Dr. Piper reported that five catch basins were recently installed by PADOT.

Ms. Janoski reported that the Road Crew has asphalted the walking paths in Highbury and Terrace Park.

Police

According to Police Department records, Ms. Janoski reported a total of 306 service calls and 101 traffic citations were issued in July.

Code Enforcement

According to Department records, Ms. Janoski reported a total of 9 building permits, 4 code violation citations, and 11 occupancy inspections were completed during the month of July.

Administration

Ms. Slomer commented that the Board received the Administration Report.

COMMITTEE REPORTS AND COMMENTS FROM THE BOARD

Mr. Exler reported on the newspaper article of Saturday, August 23, 2014 in the Valley News Dispatch "*Sentencing set in Harmar election conspiracy case*". Mr. Exler then asked for Mr. Chalmers to resign from the Board. Mr. Chalmers refused to resign and refused to comment further.

Ms. Slomer commented about an alleged terroristic threat made in a public meeting. Mr. Exler asked Ms. Slomer to produce the audio for the said meeting.

Ms. Slomer thanked Dr. Piper for keeping the Board informed about the day-to-day operations.

Ms. Slomer asked if the scanner is being used by the staff. Dr. Piper replied that the scanner is being used to copy large format drawings. Ms. Slomer stated that the scanner is to be used for all document scanning. Dr. Piper made note and will make an effort to implement policies for using the scanner to scan all documents into digital format.

Ms. Slomer asked how a cross-walk came to be on Guys Run Road in front of PPG. Mr. Seiler was not aware a crosswalk was installed at the location. Mr. Seiler suggested that it may have been placed by PADOT since Guys Run Road is a State road.

Ms. Slomer asked about a Fall Newsletter and suggested that Ms. Janoski and Mr. Exler should be working on putting this together. Ms. Janoski stated there will be a Fall Newsletter.

Ms. Slomer mentioned that Mr. DiPalma was using the photocopier when she was in the office and asked if Dr. Piper could send her the emails of record. Dr. Piper stated that there are no emails available prior to May 2014 in the web based email account. Ms. Slomer asked Ms. Janoski if the emails were erased. Mr. Means stated that emails do not have to be kept in digital format as a matter of public record once the content has been printed and filed. Ms. Slomer went on to ask if there are any other expenses associated to the Tax Collection office such as installation of a phone or phone services. Ms. Janoski stated there are no other expenses.

UNFINISHED BUSINESS

2014 Paving Bid

Ms. Janoski asked for a motion to award 2014 Paving Bid for Ridge Road and Nixon Road to Folino for the amount of \$71,235. Mr. Chalmers made the motion and Mr. Exler provided the second. The motion was carried unanimously.

Alpha Tennis Consolidation Plan

Ms. Janoski asked for a motion to reapprove Alpha Tennis Consolidation Plan. Mr. Seiler explained that the subdivision consolidation plan was previously approved but was not recorded at Allegheny County by the applicant within the 90 day period required by Act 247. Mr. Chalmers made the motion to reapprove the plan and Mr. Exler provided the second. The motion was carried unanimously.

NEW BUSINESS

Bennett Supply Land Development Plan

Mr. David Bennett presented the Land Development Plan consisting of an addition to the warehouse and a designated outside storage area. Dr. Piper stated that the Planning Commission recommended approval of the Plan. Ms. Janoski asked for a motion to approve the Bennett Supply Land Development Plan. Mr. Exler made a motion to approve the Plan. Ms. Slomer provided the second and the motion was carried unanimously.

Renewal of Errors and Omissions Insurance Policy

Dr. Piper presented the requested action to renew the Errors and Omissions Insurance Policy that expires on September 1, 2014 at an annual cost of \$14,976. The renewal contains new Nonmonetary Actions endorsement at a cost of \$150. The 2013 policy premium was \$13,786 with the 2014 premium being increased by \$1190. Ms. Janoski action for a motion to renew the Errors and Omissions Policy. Mr. Chalmers made the motion and Ms. Slomer provided the second. The motion was carried unanimously.

Places of Worship in the C-2 Zoning District - authorization to advertise for Public Hearing

Ms. Janoski asked for a motion to authorize to advertise a Public Hearing to amend the zoning ordinance to consider the inclusion of places of worship in the C-2 zoning district.. Mr. Chalmers made the motion and Ms. Slomer provided the second. Mr. Chalmers asked if the Hearing is for the same church that came before the Board a couple of months ago. Dr. Piper explained, the Hearing is to decide on the zoning ordinance amendment in regard to places of worship in the C-2 zoning district. Mr. Means stated, provided the Board would amend the Zoning Ordinance, Hampton Bible Church would have to present their plan to the Planning Commission for conditional approval and the Board of Supervisors would subsequently hear the application. Ms. Janoski asked all in favor. The motion was carried unanimously.

Floodplain Ordinance Amendments - Authorization to advertise for Public Hearing

Ms. Janoski called for a motion to authorize to advertise a Public Hearing on September 22, 2014 for amendments to the Floodplain Ordinance. Mr. Chalmers made the motion and Mr. Exler provided the second. The motion was carried unanimously.

Electric Fence Zoning Ordinance Amendment – Authorization to advertise for Public Hearing

Ms, Janoski made a motion to authorize to advertise a Public Hearing on September 18, 2014 for amendments to the Zoning Ordinance in regard to electric fences. Mr. Chalmers provided the second and the motion was carried unanimously.

Motion to Approve Guys Run Road Sewer Right-of-way Affidavit

Mr. Seiler explained that the Affidavit in question is in regard to a possible reduction in the local share for the relocation of the sanitary sewer line along Guys Run Road near the A-3 Bridge. Ms. Janoski called for a motion to approve the affidavit. Mr. Chalmers made the motion and Mr. Exler provided the second. The motion was carried unanimously.

Sanitary Sewer Line relocation along Guys Run Road - Resolution to enter into agreement with PADOT pertaining to costs

Mr. Seiler explained, the resolution in question is in regard to the relocation of the sanitary sewer line along Guys Run Road near the A-2 Bridge. The resolution states the Township will be responsible for 25% of the costs associated to the sanitary sewer line relocation near the A-2 Bridge. Ms. Janoski called for a motion. Mr. Chalmers made the motion and Ms. Slomer provided the second. The motion was carried unanimously.

Rock Salt bid with Cargill, Inc. - Motion to Enter into Agreement

Dr. Piper presented the bid result for rock salt as submitted through the public bid process with the SHACOG purchasing alliance. Dr. Piper stated, the bid came in at \$79.29 per ton; and as a comparison, the cost per ton in 2012 was \$56.69 and the cost per ton in 2013 was \$57.52 per ton. Mr. Exler asked if this is the lowest bid the Township could possible receive. Attorney Means explained, the bid request as written is for an unlimited supply of rock salt for the upcoming winter – which causes the price per ton to be a little higher. Ms. Janoski called for a motion to accept the bid. Mr. Exler made the motion and Ms. Slomer provided the second. The motion was carried unanimously.

Electronic Security/Access Control System at Main Entrance – Motion to Authorize Purchase

Dr. Piper presented a quote from Dan Liberati to update the electronic security system for the main entrance to the municipal building. In addition, Dr. Piper explained that a second company came to look at the system and will also be providing a price quote. Ms. Janoski tabled the requested action.

Computer Upgrades and Networking of the Business Office - Additional Funds needed

Dr. Piper presented a tabulation of the price quotes from the three companies that submitted proposals and further explained that the initial amount of \$5,000 is not enough to complete the upgrade and networking of the Business Office. Dr. Piper then requested an additional \$2000 to purchase software and licenses for the new computers. Ms. Slomer made a motion to permit the allocation of an additional \$2,000 for the computer upgrades and network. Mr. Exler provided the second and the motion was carried unanimously.

Right-to-Know Policy –Update

Dr. Piper requested that the Board update the Right-to-Know policy by changing the written name in the policy from Annette Dietz to the new Secretary. Attorney Means suggested that the Board name two Right-to-Know Officers in the event that one officer is not available to provide a timely answer. Ms. Slomer made the motion to name Donna Piper and Laura Conte as the Right-to-Know Officers for the Township. Mr. Chalmers provided the second and the motion was carried unanimously.

A citizen stood and asked why information must be provided through a Right-to-know Officer. Attorney Means stated that the Board passed a policy in 2009 that requires the submission of a written right-to-know request. Further, Attorney Means stated that the Board will not discuss particulars of any right-to-know request in a public meeting.

Employee Benefits for Secretary/Treasurer

Dr. Piper asked that the Board table this item until September. Ms. Janoski tabled the agenda item.

PUBLIC COMMENTS

A citizen asked if Ms. Slomer could be assigned to Ms. Toney’s committees in her absence. Ms. Janoski responded by taking the matter under advisement. Mr. Exler stated, this is the reason why he asked to be assigned to the labor negotiation committee. Ms. Janoski stated, she is not making any committee assignment changes.

A citizen asked about the Stormwater drain pipe on Terrace Drive. Mr. Seiler responded, the Public Works Department has looked at the pipe but they have not scheduled any repairs.

A citizen spoke in defense of Mr. Chalmers integrity and asked if Mr. Exler is placing Mr. Chalmers and the Township in legal jeopardy.

A citizen spoke in regard to the emails Ms. Slomer spoke of during the meeting. The citizen asked if there is a difference between when Mr. Exler asked for emails and now when Ms. Slomer has asked for emails. Ms. Slomer asked if she needs to file a right-to-know request as a Township Supervisor. Attorney Means declined to provide an answer on this specific situation based upon a lack of information but stated that Mr. Exler did file a right-to-know request in the past.

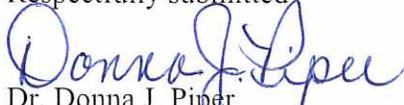
A citizen stated concerns about the continued use of a 12 year old truck (Truck #5) with rough driving miles. This citizen suggested that the Board consider replacing this vehicle. Ms. Janoski asked that Mr. Chalmers provide written reports from professionals who have inspected the truck and also requested that estimates/cost be submitted for replacing the truck.

A citizen spoke in defense of Mr. Chalmers integrity and innocence.

A citizen stated concerns about the continued use of a 12 year old truck (Truck #5) and

Ms. Janoski adjourned the meeting at 9:03.

Respectfully submitted



Dr. Donna J. Piper
Secretary/Treasurer