

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

**PRESENT**

Patricia A. Janoski	Chairperson
Kimberly Toney	Vice Chairperson
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 Supervisor's Regular Business Meeting of September 17, 2015 to order at 7:05 pm. The Pledge of Allegiance was recited.

**PUBLIC COMMENTS**

Mr. Messich expressed concerns about the condition of some of the properties in the Township and asked if the Board could have the Codes Officer drive the Township. Discussion ensued in regard to the current complaint driven process per the contract with Building Inspection Underwriters that was executed in the spring of 2014. Mr. Means indicated that code complaints are not part of the public record. The Board directed the Secretary to contact Mr. Kauer of BIU to discuss a solution to the problem.

Mr. Messich addressed concerns in regard to the 2015 paving project and specifically Cherry Lane. Mr. Seiler indicated that the project is not complete and the contractor will be back to make improvements.

Mr. Malak stated that the people of Harmar should not be afraid to contact the office to make a complain – "Pride in Harmar".

Margaret Cook expressed her opinion in regard to complaint driven code enforcement and that the Codes Officer should be driving around the community and inspecting properties.

A resident asked the Board to oversee the need to reduce the speed limit on Guys Run Road. He said that he had circulated two petitions that were submitted to PADOT requesting a traffic study to reduce the speed limit. Discussion ensued. The Chief of Police, being present at the meeting, stated that a traffic study on Guys Runs Road had been completed and the results of the study indicated that the traffic on Guys Runs Road travels at an average speed that is less than the current posted speed limit.

A resident gave an article to the Chairperson in regard to a neighboring community who is having a police officer act as the Code enforcement Officer.

Ron Josefcyzk of Meadow Street attended to ask questions about the mobile home park in Acme being for sale and asked about the codes for mobile home parks. The Chair told Mr. Josefcyzk to contact the Codes Officer.

Evie Perrett asked the Board if the Township is currently operating on budget. The Chair responded yes, the Township's employees are very careful to watch their budgets and spending limits. Mrs. Perrett then asked "What percent will the Board work toward lowering the 2016 budget." No response was provided.

Mr. Malak asked if there has been any progress in purchasing the canvas prints for in the hall of the founding fathers. The Chair stated that she would look into it.

### **PRESENTATIONS**

The Chair presented a Certificate of Appreciation to Mr. Frank Rubin for his many years of service as a member of the Zoning Hearing Board. Mr. Rubin was not present at the meeting to accept the certificate. The Secretary will see that the certificate is mailed to Mr. Rubin.

### **MINUTES**

Ms. Slomer made a motion to approve the minutes of July 18, 2015 and August 20, 2015. Mr. Exler provided the second. The motion passed by a majority vote. Mr. Chalmers and Ms. Toney abstained due to absences at those meetings.

### **TREASURER'S REPORT**

Mr. Exler made a motion to approve the Treasurer's Report of August 1-August 31, 2015 as submitted in writing. Ms. Slomer 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 for the General Fund, Sewer Revenue Fund, Developer's Escrow Fund, and the Liquid Fuels Fund (as shown on the next page). Ms. Slomer provided the second and the motion was carried unanimously.

a) General Fund

GF Checking	
Date	Expenditures
8/7/2015	\$8,525.08
08/20/15	\$87,944.10
08/28/15	\$30,440.20
TOTAL	\$126,909.38

b) Sewer Revenue Fund

Sew Rev Checking	
Date	Expenditures
08/07/15	\$42.78
08/20/15	\$478.69
08/28/15	\$10,111.10
TOTAL	\$10,632.57

c) Developer's Escrow

Dev Escrow	
Date	Expenditures
08/20/15	\$1,964.00
TOTAL	\$1,964.00

d) Liquid Fuels Fund

State Liquid Fuels	
Date	Expenditures
08/20/15	\$38,482.00
TOTAL	\$38,482.00

Ms. Janoski made a motion to pay the outstanding bills.

Fox Chapel Authority	\$1,502.74
Harmar Water Authority	\$5,147.50
Deller Professional Services (Acme Stream Work)	\$2,095.00
AIM Loan (truck payment)	\$10,116.00
Pastucha (generator install)	\$3,886.00

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

**REPORTS**

**Solicitor's Report:** Mr. Means indicated that the Board met in Executive Session prior to the regular business meeting to discuss personnel and legal matters.

Mr. Means reported that he had reviewed filed with the Allegheny County Elections Board, the Harmar Township Vacancy Certification Report as prepared by the Secretary for the upcoming election.

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

CDBG42: Mr. Seiler reported that three preapplications were submitted for Harmar Township: Terrace Drive Retaining Wall Phase III, Pearl Avenue Culvert, Acme Park

Tennis/Basketball Courts. The final applications are due to be submitted in November.

2015 Paving Project: The paving project is complete but there are outstanding items to be addressed by the contractor.

Emergency Generator: The emergency generator for the Municipal Building was installed by Pastucha and the work is complete.

Watson Standard Subdivision Plan Reapproval: Mr. Seiler presented the Watson Standard Subdivision Plan that was previously approved by the Board. Mr. Seiler explained that the 90 days time limit for recording after approval had expired due to the need for the Applicant to obtain an approval from Springdale Township. Mr. Seiler indicated that there were no changes to the Plan since prior approval. Ms. Slomer made a motion to grant reapproval of the Watson Standard Subdivision Plan. Mr. Chalmers provided the second and the motion was carried unanimously.

**Road Department**: Mr. Chalmers reported that the 2015 F650 is on the road and that the sanitary sewer Pump Station is in need of repairs.

The Chair reviewed the submitted report and highlighted the following: the Road Crew has been keeping up with stream clean outs, Truck #3 needs tires, the snow plow needs repaired, and there is a run-off problem on Hilltop Drive.

**Police Department**: The Chair reviewed the Police Report as submitted and specifically mentioned that the Police Department responded to 262 service calls and 55 traffic citations.

**Codes/Zoning/Building Department**: There was no monthly report submitted by the Codes/Building Officer.

The Chair asked if the Board could pass an Ordinance to address littering. Mr. Means indicated that littering is addressed in the motor vehicle code.

**Tax Collection Report**: The Chair reviewed the Tax Collector's Report as submitted and indicated that current year collections are now past due and in delinquent status. There is \$45,871.30 at face remaining to be collected for 2015.

**Safety Committee**: Ms. Piper reported that the Safety Committee will meet on September 30<sup>th</sup> at 2:30.

**Administration**: Ms. Piper indicated the availability of a written report on the table for public review and noted that the Township's new web site is now online and staff will be building content into the website on an ongoing basis.

**Council of Governments Report:** Ms. Slomer reported that there was no COG meeting in August and the next COG meeting is scheduled for Wednesday, September 23, 2015 @ 7:00 pm.

**Pension Board of Trustees:** Ms. Slomer reported that the Pension Board will be meeting on September 28<sup>th</sup> at 1:30 to review the Police and Nonuniform Plans and to discuss the implementation of a 457B Defined Benefit Subplan.

**Emergency Management:** No report.

### **OLD BUSINESS**

#### Sanitary Sewer Pump Station Repairs:

Mr. Seiler presented the quote from W. C. Wiles for the repairs to the sanitary sewer Pump Station. Mr. Means stated that the project, being over the minimum threshold per the Township Code, will need to be bid. Ms. Toney made a motion to have Mr. Seiler prepare a bid package and advertise the necessary repairs for the sanitary sewer pump station. Mr. Chalmers provided the second and the motion was carried unanimously.

#### Use Policies for Township Parks:

Ms. Slomer stated that she would like for the Board to implement policies for use of the Parks to include rental fees and the use (opening) of the restrooms. Mr. Chalmers reported that he is working on obtaining a copy of the policies as established by Ohara Township. There being no further discussion, the agenda item was tabled.

### **NEW BUSINESS**

#### Resignation of Part-time Officer

Ms. Toney made a motion to accept the resignation of Officer Chris Wydra, part-time Officer. Mr. Chalmers provided the second and the motion was carried unanimously.

#### Hiring of a Part-time Officer

Ms. Toney made a motion to hire a part-time Officer. Mr. Exler provided the second and the motion was carried unanimously.

Based upon the Chief's recommendation, Ms. Slomer made a motion to hire Matthew Ellinger as a part-time officer. Mr. Chalmers provided the second and the motion was carried unanimously.

Resignation (retirement) of Public Works Employee

Ms. Janoski made a motion to accept the resignation as written by Dennis Manning. Ms. Slomer provided the second and the motion was carried unanimously. Mr. Chalmers thanked Mr. Manning for his 39 years of service to Harmar Township.

Mr. Chalmers also suggested that the Board begin to recognize employees at certain milestones. The Secretary will draft an Employee Recognition Program.

Hiring of Full-time Public Works Employee

Mr. Chalmers reported that the Public Works Committee of the Board and the Public Works Foreman conducted interviews from submitted applications as advertsied for the position. The Committee recommends that the Board bring the Public Works Department back to full capacity by hiring two new employees (one to replace Mr. Manning's retirement vacancy and a second to bring the crew to full capacity). The Committee also recommended that the new hires have mechanic and welding experience in an effort to eliminate work that is currently be contracted.

Mr. Paul Messich, Harmar resident spoke and asked if the Foreman participated in the interview process. Mr. Chalmers answered yes. Ms. Toney stated that the Board has much confidence in the Township's Department Heads and their day-to day decision making and recommendations. Ms. Janoski spoke in agreement with Ms. Toney.

Mr. Chalmers made a motion to hire Eric Creal to begin on October 1, 2015 subject to background checks and a physcial. Ms. Toney provided the second and the motion was carried unanimously.

Mr. Chalmers then made a motion to hire Alejandro Scotti to begin on November 1, 2015 subject to background checks and a physical. Ms. Toney provided the second and the motion was carried by a majority vote. Ms. Slomer opposed the hiring of the second person and stated: I'm not opposing the hiring of Alejandro Scotti. I am opposing the hiring of the second person. The crew has been functioning for five to six years with four crewman and the Township may not actually need the fifth person.

Mr. Chalmers explained that a fifth person is needed to implement and maintain the Township's stormwater facilities due to the MS4 regulations.

Ms. Toney stated that a 5 man crew is the historical crew size.

Hiring of a School Crossing Guard Alternate

Based upon a recommendation by the Chief, Ms. Toney made a motion to hire Sean Anderson as an Alternate Crossing Guard (subject to obtaining the necessary clearance) to cover sick days and leave time of the two current Guards. Mr. Chalmers provided the second and the motion was carried unanimously.

Tax Collection Continuing Education

Ms. Toney made a motion to approve payment of one half of the cost associated to Mr. DiPalma's attendance at the Tax Collector Convention for the purpose of obtaining Act 164, continuing education credits. Mr. Chalmers provided the second and the motion was carried unanimously.

**OTHER BUSINESS ADDED**

Electric Service Contract (street light account)

Ms. Piper explained that the Township's electric account for street lights was not added to the Guttman contract of earlier this year. Ms. Toney made a motion to add the street light account to the approved Guttman contract with the same terms and pricing as the other accounts. Mr. Chalmers provided the second and the motion was carried unanimously.

**PUBLIC COMMENTS**

Margaret Cook asked why the restrooms at the parks are always locked. Ms. Cook conveyed that the restrooms used to be opened by the Police in the mornings and locked by the Police in the evenings.

Stanley Malak suggested that a Welcome to Harmar sign be placed on the Hulton Bridge.

**BOARD COMMENTS**

Mr. Chalmers suggested that a thank you letter be written to Mr. Manning for his years of service.

Mr. Chalmers also mentioned that the Board should be looking into constructing a garage near the entrance to the Police Department for police vehicles.

Mr. Chalmers announced that the Crosspointe Church is having an Open House on September 28<sup>th</sup> and indicated that he would attend. Ms. Slomer also indicated an interest in attending.

Ms. Slomer brought-up Trick-or-Treat. Discussion ensued among the Board and it was decided that Trick-or-Treat in Harmar will be on Saturday, October 31<sup>st</sup> from 6:00 pm – 8:00 pm.

Ms. Slomer mentioned the flyers being distributed by the Allegheny County Regional Asset District and additional information can be found on-line at [www.radworkshere.org](http://www.radworkshere.org)

**ADJOURNMENT**

There being no other business before the Board, the Chair adjourned the meeting at 8:40 pm.

Respectfully submitted,

A handwritten signature in blue ink that reads "Donna J. Piper". The signature is written in a cursive style with a large initial 'D'.

Donna J. Piper, PhD  
Secretary/Treasurer