

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

JANUARY 11, 2016

John Curtaccio, Chairman, called the regular meeting of the Board of Supervisors, located in the Municipal Building, 1300 Brighton Road, to order at 7:00 P.M. Five (5) visitors were present.

PRESENT: John Curtaccio – Chairman
 James E. Equels, Sr. – Vice Chairman
 Mark Piccirilli – Supervisor
 Bryan K. Dehart - Manager/Secretary
 Harold F. Reed, Jr., Esq. – Township Solicitor
 Ned Mitrovich, P.E. - Township Engineer

Public Comment – Agenda Items: None.

Minutes of December 14, 2015 Regular & January 4, 2016 Reorganization Meetings:
Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the minutes of the December 14, 2015 Regular Meeting and the January 4, 2016 Reorganization Meeting.

The following **December Reports** were read by Mr. Dehart except as noted:

- A. Treasurer's Report
- B. Building Permit Report
- C. Road Department Report
- D. Police Department Report – given by Chief Howard Blinn
- E. Fire Department Report – given by Asst. Chief Kevin Crawford
- F. Report of Tax Collectors
- G. Report of Fines
- H. Recycling Report

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to accept the December Reports as submitted.

Parks & Recreation Board Vacancy: There is a vacancy on the Parks & Recreation Board for one (1) member for a term expiring December 31, 2020.

Open Bids for Sale of Police Vehicle: At the October meeting the Board authorized the sale of the 2011 Ford Crown Victoria. The Township Manager opened and read aloud all bids received as follows:

Grace Quality Used Cars, Inc. Michael Makon, President 945 Lincoln Highway, Morrisville, PA 19067	\$2,518.00
Chicago Motors, Inc. Akhtar Naviwala 2553 W. Chicago Ave., Chicago, IL 60622	\$2,000.00
Bay Ridge Motors Yousef Dabbagh 2438 Fen View Circle, Island Lake, IL 60042	\$1,811.00

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to award the bid for the 2011 Ford Crown Victoria to Grace Quality Used Cars, Inc. in the amount of \$2,518.

Sale of Fire Truck: At the October meeting the Board authorized the sale of the 1994 Pierce Dash pumper to the Harmon Volunteer Fire Department (Illinois) in the amount of \$60,000. This sale is pending.

Purchase of New Fire Engine: At the December meeting Assistant Fire Chief Kevin Crawford presented a contract from Glick Fire Equipment Co., Inc. for a Pierce Quantum top mount 2nd gen pumper through CoStars - Contract #013-016. The contract price is \$743,476.00. There are two options available. One option offers a prepayment discount if the chassis portion of \$376,160.08 is paid prior to completion of the apparatus, resulting in a decrease in price of \$10,956.00. The second option offers a discount of \$30,035.00 if the total “contract price” is paid in full within 30 days of receipt of the P.O. at the factory. There will be a 3% price increase effective January 25th. The truck is intended to replace the 1994 Pierce that has been authorized to be sold and the 1997 Pierce that is still in service.

If payment is made in full within 30-days, the purchase price is \$713,441 after the discount of \$30,035 is applied. Mr. Dehart reported that available funding is as follows:

Pierce Quantum Purchase Price:	\$713,441
Fire Truck Reserve:	(\$400,781)
2016 Fire Truck Allocation (budgeted)	(\$100,000)
Pending Sale of 1994 Pierce	<u>(\$ 60,000)</u>
Required Additional Funding	\$152,660

Funds are within the Capital Reserve Fund that have been designated for pending projects at the Public Works Site, Two Mile Run Park and for future equipment needs. Mr. Dehart advised the Board that they could determine to utilize unallocated funds in the Capital Reserve for the new fire engine purchase.

It was noted that the 1997 Pierce will also be sold. Assistant Chief Crawford estimated the sale of this fire truck at a price of \$50,000 to \$60,000.

After a discussion, Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the purchase of the 2016 Pierce Quantum Fire Truck through CoStars – Contract #013-016 at the prepaid discount price of \$713,441 from Glick Fire Equipment Co., Inc. and authorized the Township Manager to proceed with the required paperwork.

Authorize 2016 Truck: The 2016 budget includes \$78,000 for the purchase of a new one-ton truck, with stainless steel bed, hydraulic and lighting package to replace the 2008 F-550 (September 2007 purchase). Woltz & Wind has prepared final pricing for this vehicle through CoStars - Contract #25-032 in the amount of \$76,372. Woltz & Wind has also offered \$18,000 for the trade-in of the 2008 F-550.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the purchase of a 2016 Ford F-550 through Co-Stars - Contract #25-032 at a cost of \$76,372 from Woltz & Wind Ford, Inc. and accepting the trade-in offer of \$18,000 for the 2008 F-550.

2015 Roadway Improvement Program: The completion date for Contract No. 15-R01 the 2015 Roadway Improvements Program Contract B to Youngblood Paving, Inc. in the amount of \$315,710 has been extended to May 27, 2016.

2015 Roadway Scratch & Leveling Program: The completion date for Contract No. 15-R02 the 2015 Roadway Scratch & Leveling Program Contracts A & B to Youngblood Paving, Inc. in the amount of \$143,740 has been extended to May 30, 2016.

Authorize Bids for the 2016 Roadway Improvement Program: The Township Engineer reviewed the proposed 2016 Roadway Improvement Program and cost estimates at the December meeting. The Engineer proposed three (3) contract documents as follows:

Contract A (Estimate \$344,077):

Virginia Drive

Allen Drive

Pinkerton Drive

Sebring Road (520 Sebring Road to intersection of Highland Wood Drive/Mudlick Hollow Road)

Contract B (Estimate \$385,301):

All roads in Contract A and add Woodridge Drive

Contract C (Estimate \$453,725):

All roads in Contracts A & B and add Lake Drive

After review, Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the Township Engineer to prepare bid documents and specifications and advertise for the receipt of bids for the 2016 Roadway Improvement Program.

Public Works Garage Site/Two Mile Run Park Access Project: At the December meeting the Township Engineer reviewed a project that is under preliminary discussion. The project includes the paving of the area around the public works garage, separation of stormwater runoff from the yard waste area, and defined access to Two Mile Run Park Extension. The project includes the following goals:

1. Separation of the stormwater runoff from the yard waste site from other stormwater sources to pre-treat it prior to discharge to the stormwater basin. This is an MS4 compliance item.
2. Improve overall stormwater runoff control by directing runoff to the proper collection points. The site was never properly graded or paved when constructed.
3. Clearly defined and controls the flow of traffic to Two Mile Run Park Extension.
4. Relocate fuel system to accommodate the new traffic flow design.

The Township Engineer reviewed the design of the project which includes Phase I to be completed in 2016, Phase II to be completed in 2017 and future improvements. The Township has received grant funding of \$36,587 to be used toward the paving. These funds are to be expended by April 15, 2017.

After discussion, Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize the Township Engineer to prepare design drawings and prepare any required permitting for this project.

Township Greenways and Trails Network Plan: The second community-wide public meeting for the Greenways and Trails Plan was conducted on September 28th. The plan will be concluded over the next several months and prepared for adoption. The Township Manager and John Buerkle of Pashek Associates will be meeting with representatives of the Western Pennsylvania Conservancy to discuss implementation strategies prior to preparing the final plan document.

Hardy Field Lower Parking Lot Improvements: The Board previously awarded contracts for this project as follows:

Concrete Work - Russell Reed Contracting: This contract is complete.

Hardy Field Parking Lot & Walking Trail Paving: A contract in the amount of \$86,400 has been executed with Youngblood Paving Inc. The Balance to finish is \$49,784.74. The completion date has been extended to May 27, 2016.

Resolution No. 2016-08 Authorizing Disposal of Specified Records: The Board previously adopted the Municipal Records Manual providing the retention schedule for public records. Resolution No. 2016-08 authorizes the disposition of certain public records of the police department.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Resolution No. 2016-08 authorizing the destruction of the specified records.

Small Development Stormwater Management Plans: In June 2015 the Board of Supervisors adopted Ordinance No. 197 creating Chapter 173 – Stormwater Management and MS4 Prohibited Discharges to comply with new PA DEP stormwater management requirements and the Township’s NPDES permit for its stormwater facilities. To implement requirements of Chapter 173 an application has been developed for the approval and tracking of Small Development Stormwater Management Plans.

The Township Engineer reviewed the application and how it will be implemented. Each construction permit applicant will need to complete a worksheet to determine the amount of impervious surface they are creating. If the project creates less than 1,000 SF of impervious surface no further action is required. If the project creates between 1,000 SF and 5,000 SF of impervious surface the homeowner will be required to install a small stormwater management system, such as a gravel sump or rain garden. The homeowner will also be required to sign an agreement for future maintenance of the system, and those systems will need to be added to the list of stormwater facilities that require annual inspection by the Township as part of the MS4 program. The Township Solicitor will rewrite the agreement and submit to Mr. Dehart for review. The Board asked Mr. Mitrovich and Mr. Dehart to compose a fee schedule for this program for their consideration.

Conditional Use Application by Elevated Properties LLC for Tower Based Wireless Communication Facility: Matt Walker of Elevated Properties LLC has submitted a Conditional Use Application for the construction of a wireless communications tower, pursuant to Zoning Code Section 195-135, on the property of William and Sandra Sheerin, located on Dutch Ridge Road, being Tax Parcel No. 55-152-0135.000. A public hearing is required for the purpose of taking testimony on this application.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to schedule a public hearing on February 22nd at 7:00 P.M. in the Municipal Building.

Zoning Hearing Board Application – Roberts AG Oil, LLC: The Zoning Hearing Board will conduct a public hearing on January 14th to hear the application of Roberts AG Oil. The applicant is requesting approval to continue a non-conforming use at 1205 Gypsy Glen Road. A copy of the application was provided to the Board. The Zoning Hearing Board must determine if the proposed use of the building and use of the lot are less nonconforming than the existing use. The Board of Supervisors has received notice of this hearing. The Brighton Township Planning Commission, at their meeting of January 5th recommended that the Board authorize the Township Solicitor to appear at the hearing to oppose the change of use as proposed.

After a discussion, Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the Township Solicitor to appear at the Zoning Hearing of Roberts AG Oil, LLC on January 14th to oppose the change of use as proposed.

Plan of Subdivision for Leslie A. Harper, Trustee of the Mathew L. Rebrovic Trust:

The plan subdivides an existing lot with two single-family homes into two (2) lots, with a single-family home on each lot. The Board was provided a copy of the site plan prepared by Pringle-Nero Land Surveying, Inc. dated November 4, 2015, the Township Engineer's review letter dated December 4, 2015 and the Beaver County Planning Commission review letter dated December 10, 2015. Each lot has an on-lot sewage system. Those systems were inspected by the Sewage Enforcement Officer and found to be acceptable. At their meeting of January 5, 2016 the Brighton Township Planning commission recommended that the Board of Supervisors approve the Plan of Subdivision for Leslie A. Harper, Trustee of the Mathew L. Rebrovic Trust, as prepared by Pringle-Nero Land Surveying, Inc. dated November 4, 2015.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve the Plan of Subdivision for Leslie A. Harper, Trustee of the Mathew L. Rebrovic Trust as prepared by Pringle-Nero Land Surveying, Inc. dated November 4, 2015.

Request for Planning Waiver & Non-Building Declaration: The Plan of Subdivision for Leslie A. Harper, Trustee of the Mathew L. Rebrovic Trust has a PA DEP Request for Planning Waiver & Non-Building Declaration form. The same statement is contained upon the plan. The SEO has inspected the existing on-lot sewage systems and has signed the Waiver & Declaration. The Brighton Township Planning Commission reviewed the form and found the land uses in the plan of subdivision to be consistent with the zoning and land use codes.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the Request for Planning Waiver & Non-Building Declaration for the Plan of Subdivision for Leslie A. Harper, Trustee of the Mathew L. Rebrovic Trust and authorizing the Chairman to sign the form signifying concurrence by the Board of Supervisors.

Barclay Hill Estates Expiration of Maintenance Bond: At the August 11, 2014 meeting the Board of Supervisors accepted dedication of the streets in the Barclay Hill Estates Plan. The eighteen month maintenance period will be expiring in February.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the Township Engineer to inspect the streets prior to expiration of the Maintenance Bond.

Additional Business:

At the November meeting the Board authorized the purchase of additional playground equipment at Hardy Field. Mr. Dehart reported that he received a quote in the amount of \$11,646 through Co-Stars Contract - #14-207 for the rubberized surface to match the existing playground surface at Hardy Field. Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the purchase of the rubberized surface from Jeffrey Associates for the additional playground equipment at Hardy Field at a cost of \$11,646 through Co-Stars - Contract #14-207.

Mr. Dehart noted that the Township has not received notification regarding the status of the grant application files with PA DCNR for Two Mile Run Park Improvements. This delay is due to a State budget not being passed to date. Mr. Dehart said that even is the grant is awarded,

the delay will make it impractical to implement the construction project by fall due to the other preliminary steps that are required by the grant contracts. Grant contracts are three years in duration, so the project could be planned for the following year.

Reservations for the Two Mile Run Park facilities were taken only through Labor Day 2016 in anticipation of renovations to the park. Mr. Dehart recommended that Two Mile Run Park Lodge be made available for rentals from September to December 2016. Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the rental of Two Mile Run Lodge from September through December 2016.

Public Comment:

Mr. Ed Gray asked how the Township would inform the public about the availability of Two Mile Run Park for rental. The information about reserving Two Mile Park will be posted on the Township website, Facebook and possibly a public service announcement in the Beaver County Times.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to **Ratify the December Bills List.**

Adjournment: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to adjourn the meeting at 8:35 P.M.

Respectfully submitted,

Bryan K. Dehart
Township Secretary