

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

MARCH 9, 2015

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. Six (6) 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 February 9, 2015 Regular Meeting: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the minutes of the February 9, 2015 Regular Meeting.

The following **February 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 Assistant 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 February 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, 2018. Suzanne Brailey of 109 Crest Drive has expressed interest in filling the vacancy.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to appoint Suzanne Brailey of 109 Crest Drive to the Parks & Recreation Board for a term ending December 31, 2018.

Personnel Actions: Seasonal Employment – Each year the Board approves the hiring of seasonal employees. The following employees, most of which have been employed by the Township during previous summers, were presented for consideration:

Wilbert (Bud) Huffman, 184 Maple Drive - \$11.25 per hour – crew leader;
Keith Renner, 298 Cooper Drive - \$10.25 per hour;
James Onuska, Jr., 3545 Tuscarawas Road - \$9.75 per hour
Brice Hodge, 256 Edgewood Drive - \$9.25 per hour
James M. Bell, 2495 Dutch Ridge Road - \$9.00 per hour; and
Allyson Dehart, 495 Barclay Hill Road - \$9.25 per hour.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize the hiring of seasonal employees and approving the rates of compensation for the 2015 season as listed.

Workers' Compensation Panel: The Workers' Compensation Physician Panel has been updated to reflect current medical practices and locations.

Mr. Piccirilli asked if the day of the injury should be listed on the Employee Report of Occupational Injury. Mr. Dehart noted that the date is listed. Mr. Piccirilli also asked what happens if an employee does not report an injury within 24 hours. Mr. Dehart stated that it is in the best interest for the employee to report when an injury occurs. Failure to report an injury could result in the denial of a claim.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the revised and updated Workers' Compensation Physician Panel.

Batting Cages: The Board previously awarded the bid for the installation of two batting cages to Allegheny Fence Construction Co. Inc. of Pittsburgh, PA. Work has been initiated on the batting cages, but they are not completed.

Dawson Field Rehabilitation: A proposal in the amount of \$5,824.30 has been received from S&S Processing for the rehabilitation of Dawson Field in the Dawson Ridge Park. Baker Field was completed in 2014. This process reshapes the field with grading and new materials.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve the proposal from S&S Processing Athletic Field Pros in the amount of \$5,824.30 for the rehabilitation of Dawson Field.

Schedule Tire Collection Date: Each year the Township schedules a tire collection date with the Independence Conservancy. September 19, 2015 has been reserved as a tire collection date at the Public Works Garage in cooperation with the Independence Conservancy. In 2014 506 tires were collected.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to schedule September 19, 2015 as a tire collection date at the Public Works Garage in cooperation with the Independence Conservancy.

Summer Playground Program: A proposal has been received from the YMCA of Beaver County to operate a six-week summer playground program at Dutch Ridge Elementary School from June 15 to July 24 in the amount of \$2,400. Beaver Area School District has agreed to provide the use of their facilities at no cost. The funding for this program is included in the 2015 Budget and is unchanged from the prior year.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to accept the proposal of the YMCA in the amount of \$2,400 to operate a summer playground program at Dutch Ridge Elementary School June 14 to July 24.

DCNR Community Conservation Partnerships Program Grants: Notification has been given that the 2015 DCNR grant cycle is open, with grants due April 16, 2015. The renovation of Shultz Lodge as included in Two Mile Run Park Master Plan will be the project submitted this application cycle.

Mr. Dehart reported that Moshier Studios has presented a proposal in the amount of \$1,500 for design services in support of the DCNR grant application. Preliminary design and cost estimates will be provided.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the proposal from Moshier Studios in the amount of \$1,500 for preliminary design services.

Ordinance No. 193 Authorizing Participation in the PSATS UC Group Trust: At the January meeting Mr. Reed reported that the Township received a letter from the PSATS Unemployment Compensation Group Trust that stated that to ensure compliance with the Intergovernmental Cooperation Act and the UC Trust Agreement, the Township should adopt an ordinance to reaffirm participation in the PSATS UC Group Trust. The Board authorized the Township Solicitor to prepare the ordinance and advertise for adoption. The Ordinance has been advertised for adoption.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to adopt Ordinance No. 193 Authorizing Participation in the PSATS UC Group Trust.

Township Greenways and Trails Network Plan: The next meeting of the Study Committee is scheduled for March 18th at 7:00 P.M.

Resolution No. 2015-10 Authorizing Disposal of Specified Records: The Board previously adopted the Municipal Records Manual providing the retention schedule for public records. Resolution No. 2015-10 authorizes the disposition of certain public records.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Resolution No. 2015-10 authorizing the disposition of the records specified therein.

Police Department Garage: Hancock Architecture has been engaged to prepare a conceptual plan and cost estimate for the proposed police department garage to allow for proper planning in the Capital Budget for this future project. A conceptual plan of the building was selected at the January meeting and the office of the Township Engineer has surveyed the area to site the structure and evaluate stormwater management and related items involved in the project.

The Engineer reported on their site evaluation. Mr. Mitrovich recommended that the building be moved away from the property line and that the building be shortened 12 to 14 feet to accommodate on-site grading and to not intrude into the PA D.O.T. right of way. The waterline will have to be relocated and the parking lot re-graded. The Township Engineer has prepared two plan options. Copies of the plans will be sent to the Township Manager.

Hardy Field CDBG Grant Project: The project is under construction. Most of the work on the ADA ramp has been completed except for the hand rails. A 10% retainage is being held on all line items. Project completion is pending delivery of the handrails and improved weather for final site work.

Hardy Field DCNR Grant Project: The Hardy Field DCNR Grant Project has been under construction by Murin & Murn. The project is substantially completed. Final project closeout will occur in the spring.

Hardy Field Lower Parking Lot Improvements: A Penn D.O.T. Highway Occupancy Permit is required for the lower parking lot renovations at Hardy Field. Permit Application No. 62191 was issued on March 5, 2015.

Mr. Dehart stated that the Township Engineer will evaluate the design and drawings of the Hardy Field Lower Parking Lot Improvements. The goal will be to bid out this project and to construct this summer.

Hardy Field Playground Replacement: The 2015 Budget proposal includes funding for the replacement of the playground at Hardy Field. A preliminary design was selected at the January meeting and Pashek Associates has been authorized to proceed with the design and specifications for project construction. A meeting will be conducted on March 11th at 3:30 P.M. with Pashek Associates and the vendor of the playground equipment included in the preliminary design to discuss pricing, installation and other details.

Wireless Facilities Ordinance: The Board accepted a proposal from the Cohen Law Group to perform wireless facilities management, to include the review of the Township's current zoning regulations for communications facilities and to incorporate changes needed based upon new developments in the wireless industry. A first draft of an ordinance was received March 2nd. The Planning Commission will evaluate the draft and review it with the Cohen Law Group. A copy of the draft ordinance was provided to the Board for review.

Floodplain Ordinance Update: FEMA has given a final flood hazard determination for Beaver County and the Flood Insurance Study (FIS) and the Flood Insurance Rate Maps

(FIRMs) for Beaver County will become effective August 17, 2015. The Township must update the Floodplain Ordinance by August 17th to remain compliant with the requirements of the National Flood Insurance Program. The model ordinance provided for compliance has been reviewed the by Solicitor, Engineer and Manager.

The Engineer reviewed the model ordinance and the recommendations to be made within those areas of the ordinance that have some limited options. Mr. Mitrovich stated that they tried to make the ordinance workable and not burdensome for the Township. The preliminary ordinance will be forwarded to Leslie Rhodes of PA DCED for review of the changes and confirmation that the ordinance fulfills all of the criteria required. Thereafter, the ordinance will be advertised for adoption.

Vacating Portion of Ninth Avenue Right of Way: The existing right of way of Ninth Avenue is 60-feet in width. The Plan of Subdivision for Audrey H. Sheline and Cynthia L. Sheline shows that part of their existing detached garage is within the Ninth Avenue right of way. A substantial portion of the right of way exists on their side of the paved roadway. Therefore, the option to vacate 10-feet of the right of way is possible to address the encroachment.

The Solicitor advised the Board on the steps that would need to be followed if the Board wishes to pursue this further. Mr. Reed stated that the property owners would need to submit a formal written request to the Township to vacate 10-feet of the Western side of Ninth Avenue. An ordinance, with description of the part to be vacated, would be required. Mr. Reed also noted that the property owner would be responsible for the expense. Mr. Dehart will contact the property owner to start the process.

Spring Road Inspection: The Board may wish to schedule the Spring Road Inspection to prepare of the 2015 road paving program. The original date had to be cancelled due to snow. The Board scheduled Tuesday, March 24th at 8:00 A.M. for the Spring Road Inspection.

Additional Business: None

Public Comment:

Todd McKee of 715 Brady's Ridge Road was in attendance. He is the owner of Tow Tegrity Inc. He requested that his company be included in the police towing rotation in Brighton Township. He stated that he employs individuals who are Wreck Master certified and that he has an outside storage facility. Mr. Curtaccio asked Mr. McKee to submit information to the Board and that they will consider his request.

Mr. Crawford asked if Two Mile Run Park is included in the floodplain. Mr. Dehart responded that part of Two Mile Run Park is in the floodplain. However, the lodge and parking lot are outside of the floodplain.

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

Adjournment: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to adjourn the meeting at 8:02 P.M.

Respectfully submitted,

Bryan K. Dehart
Township Secretary