

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

MAY 11, 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 April 13, 2015 Regular Meeting: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the minutes of the April 13, 2015 Regular Meeting.

The following **April 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
- 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 April Reports as submitted.

Parks & Recreation Board Vacancy: There is a vacancy on the Parks & Recreation Board for one (1) member to fill the term of Julie Richards who resigned from the Parks & Recreation Board. The term would expire December 31, 2016. The Township Manager said there is some interest in the position and that hopefully the position will be filled shortly.

Personnel Actions: **Removal from Probation** – Officer Bruce Clark has completed his probationary period as a part-time officer with the Department. Chief Blinn is recommending his removal from probationary status.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to remove Officer Clark from probationary status.

Seasonal Employment – Mr. Dehart recommended that the Board approve the hiring of Asa Equels, 106 Allison Drive, for seasonal employment at a rate of \$9.00 per hour.

Due to a conflict of interest, Vice-Chairman James Equels, Sr. refrained from participation in the following motion, and presented a signed memorandum stating the nature of the conflict, that Asa Equels is his grandson. Mr. Curtaccio made a motion, seconded by Mr. Piccirilli, to hire Asa Equels for seasonal employment at a rate of \$9.00 per hour. Mr. Equels abstained.

2015 BCRCOG Spring Commodities: At the February meeting the Board authorized the Township's participation in the 2015 Beaver County Regional COG Spring Commodities Bid. The following bid awards were recommended by Mr. Dehart for the Township's estimated quantities:

Contract #1 Road Aggregates Delivered

A.R. Oliastro, Inc. (724) 758-5215

River Gravel Size No. 57	\$20.68 Ton	200 Tons	<u>\$4,136.00</u>
			\$4,136.00

McClymonds Supply & Transit Co., Inc. (724) 368-8040

No, 2A Stone (Limestone)	\$16.49 Ton	1,500 Tons	\$24,735.00
No. 8 Stone (Limestone)	\$18.99 Ton	1,500 Tons	\$28,485.00
No. 1 Stone (Limestone)	\$18.24 Ton	400 Tons	\$ 7,296.00
No. R4 (Limestone)	\$17.49 Ton	100 Tons	<u>\$ 1,749.00</u>
			\$62,265.00

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to award the bids for Contract #1 Road Aggregates items and quantities as listed above and authorize execution of the contract documents with A.R. Oliastro, Inc. and McClymonds Supply & Transit Co., Inc.

Contract #2 Liquid Asphalts Applied

Russell Standard (724) 625-1760

E-1 Prime	\$1.540 Gallon	5,000 Gallons	\$ 7,700.00
MC 70 Road Oil	\$3.120 Gallon	5,000 Gallons	\$15,600.00
CRS-2 (E-3)	\$1.767 Gallon	30,000 Gallons	\$53,010.00
CRS-2PM (E-3M)	\$2.230 Gallon	5,000 Gallons	<u>\$11,150.00</u>
			\$87,460.00

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to award the bid authorize the execution of Contract #2 Liquid Asphalts with Russell Standard for the items and quantities listed above.

Contract #7 Gasoline & Fuel

Reed Oil

Ultra Low On-Road Diesel Fuel +\$0.03 (Posted Price \$1.9756) 16,000 Gallons
Contract: \$32,089.60

Unleaded Gasoline (87 Octane) +\$0.03 (Posted Price \$1.6816) 6,000 Gallons
Contract: \$10,269.60
\$42,359.20

The cost of ultra-low on-road diesel fuel and unleaded gasoline (87 octane) will be \$0.03 above the posted price on the date of order. Add \$0.03/gallon for winter additive.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to award the bid authorize the execution of Contract #7 Gasoline & Fuel with Reed Oil for the items and quantities as listed above.

2015 Road Paving Program: The Board has approved the following roads for inclusion in the 2015 Road Paving Program:

<u>ROAD/STREET</u>	<u>FROM – TO</u>
Laurel Drive	Entire Length
Stokes Drive	Entire Length
Hill Drive	Entire Length
Evergreen Circle	Entire Length
Sebring Road	Aspen Drive to 520 Sebring Rd

There is \$245,000 in the State Liquid Fuels Fund available for the road paving program. Act 13 Impact Fee and Sebring Road Escrow funds are expected to be approximately \$100,000 with additional funds available in the General Fund to cover the difference.

Bids were opened on May 8, 2015. The bid tabulation is as follows:

<u>Contractor</u>	<u>Contract A</u> <u>Bid Amount</u>	<u>Contract B</u> <u>Bid Amount</u>
Youngblood Paving Inc.	\$286,510.00	\$315,710.00
Protech Asphalt Maintenance, Inc.	\$314,870.10	\$346,720.35
Mele & Mele & Sons, Inc.	\$315,903.85	\$337,656.70
Michael Facchiano Contracting, Inc.	\$352,920.00	\$387,275.00
Russell Standard Corporation	\$373,735.00	\$410,380.00

The Township Engineer recommended the Township award Contract B to Youngblood Paving Inc. in the amount of \$315,710.00.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to reject all bids for Contract A and to award Contact B, the 2015 Road Paving bid, to Youngblood Paving Inc. in

the amount of \$315,710.00. and to authorize the Township Engineer to prepare the contract documents for execution.

Ellis Field Fence Change Order: Allegheny Fence Construction Co., Inc. has completed the installation of the two batting cages under their contract. One cage was constructed at Baker Field and the second at Ellis Field. Some additional fence work is needed to tie the batting cage into the existing line fence at the Ellis Field complex. A change order in the amount of \$1,880 has been prepared to do this work.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the additional work and approve the contract increase of \$1,880 with Allegheny Fence Construction Co., Inc.

Hardy Field Playground Installation: At the April meeting the Board accepted a proposal for the purchase of playground equipment and rubberized surface through CoStars Contract 14-027 in the amount of \$141,971. A proposal has been received for the installation of the equipment by Jeffrey Associates for a fee of \$7,800. The Township will remove the old equipment and prepare the area for the installation in advance.

The Township Manager reported that delivery is expected during the first half of June. The Township will remove the old playground, level the area and place stone.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve the installation of the Hardy Field playground equipment and rubberized surface by Jeffrey Associates in the amount of \$7,800.

Pension Advisory Committee Meeting: The Pension Advisory Committee, which includes the Board of Supervisors, will meet at 3:30 P.M. on May 12th with the investment advisor and actuary for the Police Pension Plan.

Per Capita Tax Collection Proposal: A proposal has been solicited from Berkheimer to assume the duties of Per Capita Tax Collection. Berkheimer has also sent a proposal to the Beaver Area School District so joint billing can continue. The current tax collector suggested the use of Berkheimer as many other taxing districts have begun to use Berkheimer since they became the county-wide collector of the Earned Income Tax.

The Township Manager reported that the Beaver Area School District is considering eliminating the per capita tax and increasing the millage to generate an equal amount of revenue. If the School District does not increase the millage, they will have Berkheimer collect their per capita tax. If the Beaver Area School District does not utilize the services of Berkheimer to collect their portion of the per capita tax, the township's fee would increase from 37½ cents to 50 cents per tax bill plus the full burden of postage. Per capita bills are scheduled to be mailed the beginning of July.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to accept the proposal from Berkheimer as the Per Capita Tax collector in accordance with their proposal dated April 3, 2015 subject to the Beaver Area School District also making the appointment.

Mr. Dehart will make a request to Berkheimer for the contract documents and appointment resolutions.

Resolution No. 2015-13 Authorizing Collection of Interim Real Estate Taxes: The Beaver County Assessment Office has prepared a listing of interim real estate tax assessments dated April 16, 2015. Resolution No. 2015-13 has been prepared by the Township Solicitor directing the Real Estate Tax Collector to collect taxes on certain interim assessments received from the Beaver County Assessment Office.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Resolution No. 2015-13 directing the Real Estate Tax Collector to collect Interim Real Estate Taxes as listed therein.

Township Greenways and Trails Network Plan: The Study Committee most recently met on April 8, 2015. The Committee is moving along with the preparation of a recreation transportation network plan to include trails, bike lanes and greenways. A natural resource inventory greenway map is also being prepared.

Mr. Dehart reported that John Buerkle from Pashek Associates will be doing field evaluations before their next meeting. The next meeting has not been scheduled at this time.

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. The Township Engineer distributed two conceptual site plan options based upon the architectural drawings. One option is for a 7-stall garage on the east side of the parking lot facing west. The second is for a 6 stall garage on the west side of the parking lot facing east. There is insufficient area for the larger garage on this side of the lot due to the Brighton Road right of way location. A secondary 2 stall garage at the southern end of the lot could be included with this option, but increase the cost. The options will be reviewed and discussed at a later date.

Hardy Field CDBG Grant Project: The project is under construction. The hand rails are now being installed and should be completed within the next few weeks. Once completed a final inspection will be scheduled.

John Curtaccio reported that there is a crack in the ramp that the Township will want to look at.

Hardy Field DCNR Grant Project: The Hardy Field DCNR Grant Project has been under construction by Murin & Murn. Presented for processing were Change Order Nos. 5 and 6, as well as Pay Request No. 4 – FINAL.

<u>Change Order No. 5:</u> Additional Topsoil	\$2,750
<u>Change Order No. 6:</u> Additional Asphalt Paving	\$2,886
Delete One Bollard	<u>(\$ 400)</u>
Total Change Order No. 6	\$2,486

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Change Order No. 5 in the amount of \$2,750 and Change Order No. 6 in the amount of \$2,486.

Pay Request No. 4 FINAL has been submitted as follows:

Murin & Murn Inc. - General Contract:

Contract Amount:	\$303,115.50
Change Order No. 1	\$ 8,685.00
Change Order No. 2	\$ 16,525.00
Change Order No. 3	\$ 6,000.00
Change Order No. 4	\$ 2,500.00
Change Order No. 5	\$ 2,750.00
Change Order No. 6	<u>\$ 2,486.00</u>
Contract Total:	\$342,061.50
Completed to Date:	\$342,061.50
Less Retainage:	(\$ 0.00)
Less Prior Payments:	<u>(\$313,443.48)</u>
FINAL Payment Due:	\$ 28,618.02

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve Pay Request No. 4 FINAL in the amount of \$28,618.02.

Hardy Field Lower Parking Lot Improvements: The Road Department has begun the excavation of the lower parking lot at Hardy Field and is placing the stone base, drainage basin and the lighting conduit and concrete pillars.

The Township Engineer reported the Road Department should complete their work next week if the weather cooperates. The project can then be put out for bid. The contract will include the parking lot paving, sidewalks and crosswalk.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the Township Engineer to prepare the bid documents and advertise for opening at 10 A.M. on June 8, 2015.

Ordinance No. 194 Vacating Portion of Ninth Avenue Right of Way: At the April meeting the Board authorized the Solicitor to prepare an ordinance to vacate the Westerly ten-foot of Ninth Avenue right of way. The current right-of-way width is sixty feet. That ordinance has been prepared and advertised for adoption.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve and adopt Ordinance No. 194 Vacating Portion of Ninth Avenue Right of Way.

Plan of Subdivision for Audrey H. Sheline and Cynthia L. Sheline: This is a two (2) lot subdivision on Ninth Avenue between Dutch Ridge Road and Western Avenue. Lot No. 1 is proposed as a new building lot. Lot No. 2 has an existing dwelling. A request was made to vacate a 10-foot strip of Ninth Avenue, which has a 60-foot right-of-way since the existing garage of Sheline on Lot No. 2 is located within the right-of way. Ordinance No. 194 was prepared pursuant to a written request from representation of the owners to address this matter. The cost of the ordinance preparation and advertisement will be paid by the applicant. That ordinance was adopted earlier in the meeting and will be recorded. That recording information can be placed upon the final plan.

At their meeting of April 6th the Planning Commission recommended approval of the Plan of Subdivision for Audrey H. & Cynthia L. Sheline subject to the final vacating of 10-feet of the Ninth Avenue right-of-way on the westerly side.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the Plan of Subdivision for Audrey & Cynthia L. Sheline and authorize signing of the mylar and plan recording.

Ashley Ridge Plan of Lots: First National Bank (FNB) is now the developer in the Ashley Ridge Plan of Lots. Since they are not the owners of all of the lots, they will be unable to achieve 90% occupancy for final paving (Code 180-33). There are also street trees and sidewalks bonded on the lots that FNB does not own. The Township Manager and Township Engineer met with the developer to discuss these issues and have made a list of outstanding items. The developer hopes to do final street paving and dedication this year. No action is required at this time, but a determination on some items, such as street trees and sidewalks will need to be made prior to project closeout. FNB has expressed their desire to close out their plan obligations by the end of the year.

Establishing a No-Parking Zone: The Chief of Police and Township Manager recommended that a no parking zone be established in the area of 2405 Bradys Run Road. Chief Blinn said parking on street is not safe due to the lack of shoulder and geometry of the roadway. At a recent event at that location numerous cars parked along the roadway. The Township Engineer will prepare the necessary engineering documents for the ordinance required to post an area as No Parking.

Mr. Equels made a motion, seconded by Piccirilli, vote unanimous, to authorize the Township Solicitor to prepare and advertise an ordinance for consideration at the June 8 meeting that will establish the limits of a No Parking Zone on Bradys Run Road.

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. The Planning Commission has reviewed the ordinance and plans to provide a proposed final ordinance at their June meeting.

Revised and Restated Floodplain Ordinance: The Board has authorized the Solicitor to advertise the revised and restated Floodplain Ordinance for adoption on June 8, 2015. Mr. Reed said the advertisement has been prepared and ordinance will be advertised for adoption as required.

Stormwater Ordinances & Related Documents: To comply with new PA DEP stormwater management requirements and the Township's NPDES permit for its stormwater facilities, a new Stormwater Management and Prohibited Discharge Ordinance has been prepared. The Township Engineer met with the Planning Commission on May 4 to review the ordinance.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to advertise the Stormwater Management and Prohibited Discharge Ordinance for consideration of adoption at the June 8, 2015 meeting.

The Township Engineer reported that a fee schedule will need to be established. Adjustments can be made to the fee schedule without changing the ordinance. This ordinance will bring the Township into compliance.

Additional Business: Mr. Dehart reported that the Township has received the grant funding of \$49,900 from the Pennsylvania Department of Justice for the Countywide Digital Forensic Improvement Project. The funding included the purchase of the software package complete units called "StarWitness" for law enforcement. This software is proprietary software developed, produced and sold by Signalscape, Inc. Beaver County Detectives have also received the software. Officer Don Sander and a County Detective have received training to implement this software. Brighton Township will be available to assist other communities if requested.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to pay Signalscape \$46,900 for the two StarWitness units.

Public Comment: Al Lohry of 1095 Sebring Road stated that garbage is being dumped on Sebring Road again. The Township Manager explained that John Young Refuse will be asked to collect the items and the Township will pay the necessary fees.

The Board acknowledged that illegal dumping is a significant issue that the Township has to deal with on a regular basis. Mr. Curtaccio said that a couch was also recently dumped on Pine Grove Road that the Township has had to make arrangements to have collected and properly disposed of.

Diana Hertzler of 155 Beech Street explained that her neighbor behind her at 170 Sycamore Street has made a 10 foot wall out of dirt by cutting into a hillside. She is concerned that the area will collapse causing her property damage. The Township Engineer will visit the site and work with the Township Manager on a solution.

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

Adjournment: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to adjourn the meeting at 8:20 P.M.

Respectfully submitted,

Bryan K. Dehart
Township Secretary