

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

JUNE 13, 2016

James E. Equels, Sr., Vice Chairman, called the regular meeting of the Board of Supervisors, located in the Municipal Building, 1300 Brighton Road, to order at 7:01 P.M. Three (3) visitors were present.

PRESENT: 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

ABSENT: John Curtaccio – Chairman

Public Comment – Agenda Items: None.

Minutes of the May 9, 2016 Regular Meeting: Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve the minutes of the May 9, 2016 Regular Meeting.

The following **May 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 May Reports as submitted.

Change August Meeting Date: Mr. Dehart recommended that the August meeting date be changed from August 8th to August 16th so the full Board can be in attendance.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to reschedule the August meeting to August 16th at 7:00 P.M.

Sale of Fire Truck: The Board previously authorized the sale of the 1994 Pierce Dash pumper. The sale of the truck to the Harmon Fire Department for \$60,000 has been completed.

Chief Crawford reported that the Harmon Fire Department is very thankful to have purchased this truck. They plan to inscribe Harmon Fire Department in cooperation with Brighton Township on the truck.

Authorize Flooring Replacement: A quotation of \$4,997 from Abbey Carpet & Floor has been received for the front office area, including the copy room, and two side offices. This installation would be the same as was installed in the meeting room and conference room.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the purchase and installation of carpet tile from Abbey Carpet & Floor in the amount of \$4,997.

Authorize Office Furniture: A quotation for replacement storage units and office furniture in the copy room has been received from Bauman Office Equipment in the amount of \$5,604.50. A copy of the layout was provided to the Board. The cost of installation is \$875.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to accept the proposal from Bauman Office Equipment for the purchase and installation of storage units and office furniture in the copy room in the amount of \$6,479.50.

Ellis Field Parking Lot Lights: Mr. Dehart recommended that the Board consider the installation of light posts at the Ellis Field parking lot, along the area by the softball field fencing. The cost of three (3) 20-foot aluminum poles with LED fixtures is \$4,245 from YESCO Electric Supply. The Road Department would install the concrete bases and light poles. Additional conduit would be added for the placement of video recording cameras to monitor the parking area and fill site.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the purchase of light poles and fixtures for the Ellis Field Parking Lot at a cost of \$4,245.

Road Paving Contracts: Partial Payments were approved at the May meeting for the paving contracts. However, final closeout documents and payment are still pending.

2016 Roadway Improvement Program: The project is completed. The amount being retained is \$19,457.40.

2015 Roadway Improvement Program: The project is completed. The amount still being retained is \$14,147.69.

2015 Roadway Scratch & Leveling Program: The project is completed. The amount still being retained is \$8,013.29.

Public Works Garage Site/Two Mile Run Park Access Project: The Township Engineer is preparing design drawings for the site grading, stormwater management, paving and relocation of the fueling system. The Engineer reported on the status of the project. The Board decided to proceed with the relocation of the fuel tanks and paving. Quotations will be received

for the relocation of the fuel tanks. The paving will require sealed bids. The goal is to open bids in July and complete paving by October. The 2016 Budget designates \$340,000 for this project.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the Township Engineer to prepare and release paving bids for the Public Works Garage Site Project.

Hardy Field Lower Parking Lot Improvements: The contract is complete. Final project closeout is pending submittal of final payment documents.

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

Hardy Field Parking Lot & Walking Trail Paving: The contract is complete. The amount still being retained is \$4,143.12.

Hardy Field Project – Notice of Termination for NPDES Permit: Lennon, Smith, Souleret Engineering has prepared the Notice of Termination plan and documents for the NPDES Permit to file with PA DEP. The Township Engineer explained the purpose of the documents which is to close out the permit and ensure that the property is maintained should it be sold. The Township Solicitor also reviewed the documents and recommended signature.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize execution of the Recording Plan, the Notice of Termination for NPDES Permit No. PAG02 00414008, The Declaration of Restrictions and Covenants, and Filing Notice.

Township Greenways and Trails Network Plan: The plan will be concluded over the next several months and prepared for adoption.

Location Agreement: A request has been made by FNT Enterprises LLC to enter into a Location Agreement that would permit them to film at Hardy Field for the “Friday Night Tikes Steel Country” TV program. This is similar to the arrangement made last year. At this time it is unknown if the Brighton Township Bears football club will be authorizing a similar agreement.

The Township Solicitor has reviewed the agreement and made recommendations. After discussion, the Board deferred consideration until the football club determines if they will participate and executes an agreement.

Resolution No. 2016-15 Sewage Planning Module: A PA DEP Sewage Planning Module for a small flow treatment facility has been submitted on behalf of Bill Lilly at 845 Barclay Hill Road. The SEO has failed the testing to repair or replace his existing on lot system. As a result, this type of system is the alternative chosen by the home owner for sewage service. Mr. Dehart recommended that the owner provide maintenance reports to the Township on an annual basis. The owner has executed an agreement for annual maintenance and reporting.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve Resolution No. 2016-15 authorizing execution of the Sewage Planning Module, subject to the Township receiving maintenance documents on an annual basis.

Resolution No. 2016-16 Adopting the Emergency Operation Plan: The Emergency Operations Plan has been reviewed and updated. Resolution No. 2016-16 adopts the updated and revised plan document.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Resolution No. 2016-16 adopting the Emergency Operations Plan for Brighton Township.

Refuse Contract Cost Adjustments: Year 2 of the refuse contract begins July 1, 2016 and the new base rate will be \$11.12. The contract also contains provisions for a Fuel Cost Adjustment and an Escalation Clause for Tipping Fee. Two prior rate increases have been approved for cost increases at the recycling center. A new rate increase has been calculated for a landfill increase. In addition, a calculation has been prepared for fuel cost based upon OPIS price postings and in accordance with the formula included in the contract documents. The calculation results in a decrease of \$0.14 per month, based on the contract start date. Based on the calculations, the new rate will be as follows:

Base Rate July 1, 2016 to June 30, 2017	\$11.12
Recycling Fee escalation approved effective October 1, 2015	\$ 0.05
Recycling Fee escalation approved effective December 1, 2015	\$ 0.02
Tipping Fee escalation approved effective May 1, 2016	\$ 0.08
Fuel Cost Adjustment calculated effective July 1, 2016	<u>\$(0.14)</u>
Monthly Refuse Rate effective July 1, 2016	\$11.13
Quarterly Refuse Rate effective July 1, 2016	\$33.39

A one-time charge of \$0.16 for July 1, 2016 Billing for the refuse disposal fee increase of \$0.08 per ton effective May 1, 2016 (to collect the fee for May and June 2016).

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve the refuse fee effective July 1, 2016 at \$11.13 per month, or \$33.39 per quarter, and to authorize a one-time fee of \$0.16 with the July 1, 2016 billing to collect the tipping fee escalation cost for May and June 2016.

Requests for Exemptions from Refuse Program 2016-2017 Contract Year: Each year the Board reviews requests for exemption from the refuse program for the next year. Eighteen residents have requested exemptions.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the Requests for Exemption from the Refuse Program 2016/2017 contract year for the eighteen residents requesting the exemption.

Zoning Code Amendments: The Planning Commission has prepared and recommended proposed amendments to the Zoning Code for signs, parking and SC-1 Zoning. The Township Manager reviewed the draft ordinance at last month's meeting. Since that review light intensity

regulations were added for digital signs, parking changes at motels/hotels and restaurants were clarified and stationary photographs were permitted on changeable copy signs.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize the submittal of the proposed ordinance to the Beaver County Planning Commission for their review and comment.

Aspen Fields Plan of Lots Phase IV – Conflict of Interest Waiver: Maronda Homes has submitted application for Aspen Fields Plan of Lots Phase IV. The development plans have been prepared by Lennon, Smith, Souleret Engineering, Inc., who also serves as the Engineer. Therefore, the Township Solicitor has prepared a Conflict of Interest Waiver document for execution by Maronda Homes, Inc., Lennon, Smith, Souleret Engineering, Inc. and Brighton Township. Maronda Homes has executed the document.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the Conflict of Interest Waiver and authorize it for execution.

Additional Business: The Township Manager announced that Jenny Strang has resigned from the Planning Commission since she is moving out of the Township. He recommended that Matthew Stewart of 114 Overlook Drive be appointed to fill the vacated term ending December 31, 2019. Mr. Stewart serves on the study committee for the Greenways and Trails Plan and is a professional planner. Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to appoint Matthew Stewart to the Planning Commission for a term ending December 31, 2019.

Mr. Dehart also reported that the developers of the Ashley Ridge Plan have requested modification of the roads to the detention ponds. The Township Engineer stated that most developers place stone on the access to the detention ponds, but he has no objection to a change as long as no obstructions are placed on the access. It was suggested that affected homeowners sign an agreement that they will not impede the easement to the detention ponds. Another suggestion was that a letter be drafted and recorded so it would show up on future title searches.

Public Comment: None.

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

Adjournment: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to adjourn the meeting at 8:15 P.M.

Respectfully submitted,

Bryan K. Dehart
Township Secretary