

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

JUNE 8, 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. Four (4) 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 May 11, 2015 Regular Meeting: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the minutes of the May 11, 2015 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 Chief Joshua Curtaccio
- 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.

Parks & Recreation Board Vacancy: There is a vacancy on the Parks & Recreation Board for one (1) member for a term expiring December 31, 2016. Mr. Curtaccio reported that Patty Mick of 142 Northview Circle has expressed interest in this position.

Zoning Hearing Board Vacancy: Sam Mastrangelo has submitted his resignation from the Zoning Hearing Board. Therefore, there is a vacancy on the Zoning Hearing Board for one (1) member for a term expiring December 31, 2019.

Resolution No. 2015-14 Appoint Alternate Member to ZHB: Sam Mastrangelo has agreed to serve as an alternate member to the Zoning Hearing Board. Resolution No. 2015-14 appoints him as an alternate.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Resolution No. 2015-14 appointing Sam Mastrangelo as an alternate member to the Zoning Hearing Board for a term ending December 31, 2017.

Personnel Actions: Seasonal Employment – Action to ratify the employment of Eric Russo, 116 Lawrence Drive, as a seasonal employee at a rate of \$9.00 per hour.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to ratify the hiring of Eric Russo for seasonal employment effective May 20, 2015 at a rate of \$9.00 per hour.

Municipal Benefits Services Amended & Restated Trust Agreement: As a result of a name change, the Municipal Benefits Services, previously known as The Municipal Employers Insurance Trust, has forwarded an amended and restated Trust Agreement and a new Plan Document. The Township has been asked to approve the Joinder Agreement that reflects the benefits the Township currently purchases through the Municipal Benefit Services. The Joinder Agreement submitted accurately reflects the benefits purchased.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve and authorize execution of the Joinder Agreement with Municipal Benefits Services.

2015 Road Paving Program: The Board has awarded the 2015 Road Paving bid, to Youngblood Paving, Inc. Contract documents have been prepared for execution.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to execute Contract No. 15-R01 the 2015 Roadway Improvements Program Contract B with Youngblood Paving, Inc. in the amount of \$315,710.

2015 Roadway Scratch & Leveling Program Bids: The 2015 Road Paving Program bids were less than the funding available for the 2015 road program. Therefore, a second bid was released for a scratch and leveling program. Bids for two (2) contracts were opened the morning of June 8th. Contract A is the scratch and leveling of Bradys Ridge Road from Livermore Drive to Beacom Drive. Contract B is the scratch and leveling of Pine Grove Road from Tuscarawas Road to 1430 Pine Grove Road.

The Township Engineer presented the bid tabulation as follows and recommended that the bid be awarded to the low bidder, Youngblood Paving, Inc.

Contractor	Contract A Bid Amount	Contract B Bid Amount
Youngblood Paving, Inc.	\$56,000.00	\$87,740.00
Protech Asphalt Maintenance, Inc.	\$57,343.00	\$90,134.70

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to award the bid for Contract No. 15-R02 Roadway Scratch and Leveling Program including Contract A and Contract B to Youngblood Paving, Inc. in the amount of \$143,740 and to authorize preparation of contract documents and their execution upon receipt.

Resolution No. 2015-15 Authorizing Collection of Interim Real Estate Taxes: The Beaver County Assessment Office has prepared a listing of interim real estate tax assessments dated May 21, 2015. Resolution No. 2015-15 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. 2015-15 directing the Real Estate Tax Collector to collect Interim Real Estate Taxes.

Collection of Delinquent Per Capita Tax: The Tax Collector has turned over the listing of unpaid 2014 Per Capita Taxes for collection, recommending they be turned over to Sharp Collections for collection. The Township Manager will notify the Beaver Area School District of the Township's intent to turn over the unpaid 2014 Per Capita Taxes to Sharp Collections so they may do the same with their portion of the Per Capita Tax.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize the Township Manager to turn over the unpaid 2014 Per Capita Tax records to Sharp Collections for collection, subject to confirmation that the Beaver Area School District will also be approving the submittal.

Appoint Berkheimer as Per Capita Tax Collector: At the May meeting the Board accepted a proposal from Berkheimer to assume the duties of Per Capita Tax Collection. Berkheimer has also sent a proposal to BASD so joint billing can continue. Berkheimer has sent an Agreement and adopting resolutions for implementation of this service.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve and authorize execution of Resolution No. 2015-16 Appointment of Berkheimer as Per Capita Tax Collector and authorizing execution of the Agreement between Brighton Township and H. A. Berkheimer, Inc. for the collection of Per Capita Taxes.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve and authorize execution of Resolution No. 2015-17 Confidentiality.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve and authorize execution of Resolution No. 2015-18 Imposition of Costs.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve and authorize execution of Resolution No. 2015-19 Appointing Berkheimer as Its Tax Hearing Officer.

Township Greenways and Trails Network Plan: The last meeting of the Study Committee was on April 8, 2015. The Board was provided a copy of those minutes. The Committee is moving along with the preparation of a recreation transportation plan to include trails, bike lanes and greenways. A natural resource inventory greenway map is also being prepared. The next meeting has not been scheduled at this time. The Township Manager will follow up with Pashek Associates to schedule a meeting.

Two Mile Run Hiking Trail Project Grant: An application is being prepared for grant funding through the PA DCED Greenways, Trails and Recreation Program. The project is the construction of the Two Mile Run Hiking Trail as identified in the Two Mile Run Park Master Plan adopted by the Board in January. The total project cost is still being developed. Grant funding of 85% is available to a maximum of \$250,000. Applications are due by June 30th. Therefore, a special meeting to approve the Resolution for the grant application will be necessary.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to schedule a special meeting on June 22nd at 3:30 P.M.

Requests for Exemptions from Refuse Program 2015-2016 Contract Year: Each year the Board reviews requests for exemption from the refuse program for the next year. Twenty-three residents have requested renewal of their exemptions.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the Requests for Exemption from the Refuse Program 2015/2016 contract year for the twenty-three residents requesting the exemption.

Hardy Field Playground Installation: The Board has accepted proposals for the purchase and installation of playground equipment and rubberized surface at Hardy Field. The Township will remove the old equipment and prepare the area for the installation in advance. The project is expected to occur in June.

Hardy Field CDBG Grant Project: The hand rails have been installed and the project is substantially complete. A final inspection has not been conducted. Pay Application No. 5 has been submitted for approval. Pay Application Nos. 1, 2 & 3 were paid directly by the Beaver County Community Development Program CDBG Project Grant. Pay Application No. 4 was partially paid by BCCD with the Township paying the balance. The Township is obligated to pay the balance of the project. The Beaver County Community Development Program has submitted approval of Pay Application No. 5.

Pennsylvania Building & Development Corp.:

Pay Request No. 5 has been submitted in the amount of as follows:

Contract Amount:	\$106,250.00
Change Orders	<u>\$ 12,645.00</u>
Contract Total:	\$118,895.00
Completed to Date:	\$ 98,202.50
Less Retainage:	(\$ 9,820.25)

Less Prior Payments: (\$ 60,592.50)
Payment Due: \$ 27,789.75

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve Pay Application No. 5 to Pennsylvania Building & Development Corp. in the amount of \$27,789.75.

Hardy Field Lower Parking Lot Improvements: The Road Department has completed the excavation and placement of base material for the lower parking lot at Hardy Field. The Board has authorized the letting of bids for the paving, sidewalks, dumpster pad and pedestrian crossing. Bids will be opened on June 19, 2015. The Engineer was asked to prepare a bid tabulation and recommendation for consideration by the Board at their Special Meeting on June 22, 2015.

Ordinance No. 195 Revised & Restated Floodplain Ordinance: As previously authorized by the Board, the Solicitor has advertised the revised and restated Floodplain Ordinance for adoption. The effective date of the ordinance will be August 17, 2015.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Ordinance No. 195, the revised and restated Brighton Township Floodplain Ordinance.

Ordinance No. 196 Establishing A No-Parking Zone: At the May meeting the Board authorized the Township Solicitor to advertise for adoption an ordinance to establish a No Parking Zone on Bradys Run Road. The Township Engineer has reviewed and evaluated the area requested and is recommending that the No Parking Zone be established on both sides of Bradys Run Road in the area extending between Park Road and McDevitt Road.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to adopt Ordinance No. 196 establishing a No Parking Zone on both sides of Bradys Run Road between Park Road and McDevitt Road.

Stormwater Ordinance: 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. Mr. Dehart recommended that the Board authorize the advertisement of the Ordinance for adoption at the special meeting scheduled on June 22, 2015.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the Township Solicitor to advertise the Stormwater Management and Prohibited Discharge Ordinance for consideration of adoption at the June 22nd special meeting.

Resolution No. 2015-20 Adopting MS4 Minimum Control Measure Plan: At the prior education and training session on the MS4 Program conducted by the Township Engineer, the six (6) Minimum Control Measures (MCMs) were reviewed. A Plan has been prepared that sets forth what the MCMs are and the steps the Township intends to take to comply with those MCMs.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to adopt Resolution No. 2015-20 adopting the Brighton Township Minimum Control Measures Plan.

Zoning Code Amendment - Wireless Communication Facilities: 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 drafts from the Cohen Law Group and has prepared a new ordinance that has been re-organized into a format that is more consistent with the Township's Zoning Code. A copy of the ordinance proposal was provided to the Board for review. At their June meeting, the Planning Commission recommended that the Board of Supervisors conduct a public hearing and consider adoption of the ordinance to amend the Zoning Code to provide regulations for Wireless Communication Facilities. Prior to conducting a hearing the ordinance must be submitted to the Beaver County Planning Commission for their review and comment.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to submit the ordinance to amend the Zoning Code to regulate Wireless Communication Facilities to the Beaver County Planning Commission for review and comment.

Subdivision & Land Development Code Amendment: The Board will be advertising for adoption an ordinance establishing stormwater regulations. The ordinance be a free standing ordinance that is enforceable on all properties. Therefore, the existing stormwater regulations within the Subdivision and Land Development Code need to be repealed. An ordinance to repeal Sections 180-38 and 180-91 has been prepared for this purpose. A public hearing on this ordinance will be necessary and the ordinance must be submitted to the Beaver County Planning Commission for their review and comment.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to submit the ordinance to amend the Subdivision & Land Development Code to repeal Sections 180-38 and 180-91 to the Beaver County Planning Commission for their review and comment.

Additional Business:

Mr. Dehart presented a proposal from Hilltop Paving for installation of asphalt sealer on Municipal Building parking lot in the amount of \$2,880. The scope of work includes crack fill, seal coating and line stripping. Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to accept the proposal from Hilltop Paving for asphalt seal coating on the Municipal Building parking lot in the amount of \$2,880.

The Township Manager also presented a quotation from The Rescue Store, LLC in the amount of \$5,160 for a cutter tool needed by the Brighton Township Volunteer Fire Department (BTVFD) for their rescue unit. This is a replacement tool as the existing cutter is damaged. Mr. Piccirilli made a motion, seconded by Mr. Equels, to approve the purchase of a cutter tool from The Rescue Store, LLC in the amount \$5,160 for the Brighton Township Volunteer Fire

Department. The vote passed with two yes votes and one abstention. Mr. Curtaccio abstained from the vote since he is a member of the BTVFD.

Public Comment: None

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

Adjournment: Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to adjourn the meeting at 7:50 P.M.

Respectfully submitted,

Bryan K. Dehart
Township Secretary