

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

AUGUST 16, 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. Seven (7) 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 the July 11, 2016 Regular Meeting: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the minutes of the July 11, 2016 Regular Meeting.

The following **July 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

Mr. Reed asked if the Fire Department had received any response to their efforts to recruit volunteers. Chief Crawford responded that one application was received today.

- 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 July Reports as submitted.

Personnel Actions: Accept Resignations: Michael Neville and Zachary Williams have resigned as part-time police officers.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to accept the resignations of Michael Neville and Zach Williams as part-time police officers.

Hiring of Part-Time Police Officer: Chief Blinn is recommending the hiring of Anthony Branchetti as a part-time police officer at a starting rate of \$16.50/hour – first year experience, subject to a six-month probationary period and physical and psychological examinations.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to hire Anthony Branchetti at a starting rate of \$16.50/hour – first year experience subject to a six-month probationary period and physical and psychological examinations.

BCRCOG Winter Commodities Bid: At the July meeting the Board authorized participation in the Beaver County Regional C.O.G. 2016/2017 Winter Commodities Bid. Bid results have not been received.

Gasoline & Diesel Fuel Tanks Installation: The Township has solicited quotations for the purchase and installation of new gasoline and diesel fuel tanks at the Public Works Site. The Engineer reported that quotations had been s from three suppliers, however it was discovered that the Township must install double wall flame guard storage tanks. The suppliers were notified of this clarification but only one upgraded quote has been received. The quote was from Reed Oil in the amount of \$15,837.30. Mr. Mitrovich recommended that the Board approve the purchase and installation of fuel tanks in an amount not to exceed \$15,837.30 after three quotations are secured.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the purchase and installation of fuel tanks at the Public Works Site in an amount not to exceed \$15,837.30.

The Township Solicitor advised that the quotation results be disclosed at next month's agenda for ratification by the Board of Supervisors.

Public Works Building Pavement Improvements – Phase I: At the July meeting the Board accepted the bid of Youngblood Paving, Inc. for Contract No. 16R-02 – Public Works Building Pavement Improvements – Phase I, including Add Alternates 1 & 2 in the total amount of \$205,178.80.

Mr. Mitrovich reported that the bond documents have not been received from the contractor.

Public Works Garage Site Project: The Township Engineer reported on the other project components of the Public Works Garage Site Project. The storm sewer piping is complete. The bio-swale and grading are near completion. Mulch beds will be added. The Public Works Department will prepare the area for the fuel tanks relocation and pour the concrete.

Township Greenways and Trails Network Plan: John Buerkle of Pashek Associates has advised that a draft plan should be completed by the end of August and a study committee meeting will be scheduled in September.

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. Todd Stevens was in attendance on behalf of FNT. The Brighton Township Bears football club has advised that they will be participating this year. The Board was provided a copy of the Location Agreement for consideration. The Solicitor reported that the Agreement is the same as the one submitted last year, however this year’s Agreement has a monetary payment to the Township for use of the facilities in the amount of \$2,000. Mr. Reed recommended approval of the Agreement.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize execution of the Location Agreement to permit FNT Enterprises LLC to film at Hardy Field.

The Solicitor recommended that the Board also approve the Location Agreement map which limits the use of FNT to the football field and parking lot.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the Location Agreement map which limits the use of FNT to the football field and parking lot.

Change of SEO Services: By letter of July 14, 2016 Larson Design Group (LDG) advised the Township that they have discontinued providing SEO services at the close of business on July 29, 2016. Michael Groves who conducted the SEO services for LDG is establishing an independent practice. At this time, he has not provided separate correspondence, a fee schedule or insurance coverage.

Concern was raised over the status of a SEO to service the Township. Mr. Dehart stated that LDG still have SEO’s on staff to service the Township in the transition period.

It was decided to request a proposal and fee schedule from Lennon, Smith, Souleret Engineering, Inc. for SEO services for consideration.

Maintenance Agreement with Bill & Lynda Lilly: In June the Board approved a Resolution for a PA DEP Sewage Planning Module for a small flow treatment facility at 845 Barclay Hill Road owned by Bill & Lynda Lilly. An Agreement for Installation and Maintenance of the Small Flow Treatment Facility has been prepared on the recommendation of PA DEP. The Agreement requires the Lilly’s establish a \$1,000 escrow deposit fund to guarantee the maintenance of the facility. The Agreement has been signed by Bill and Lynda Lilly and a \$1,000 escrow paid.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize execution of the Agreement – Installation And Maintenance Of Small Flow Treatment Facility between Brighton Township and Bill J. Lilly and Lynda A. Lilly of 845 Barclay Hill Road. The Agreement will be recorded.

Authorize New Account: An interest bearing savings account will need to be established for the \$1,000 Lilly Sewage Escrow.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize the establishment of a saving account for the Lilly Sewage Escrow with the Board of Supervisors and Township Manager as authorized signatures, with three signatures required for withdrawal.

Ordinance No. 204 - Zoning Code Amendments: The Board conducted a public hearing at 6:30 P.M. on proposed amendments to the Zoning Code for signs, parking and SC-1 Zoning.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to adopt Ordinance No. 204 amending the Brighton Township Zoning Code.

Stormwater BMP Operations & Maintenance Agreements: Agreements have been submitted for approval for individual small stormwater management BMPs by Andrea Finn (1306 8th Avenue) for new garage construction and for John & Cara Ward (210 Maple Drive) for new garage construction. These Agreements have been submitted pursuant to the Township's Stormwater Management regulations.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve the Stormwater BMP Operations & Maintenance Agreements for recording for Andrea Finn and John & Cara Ward.

Aspen Fields Phase II Bond Release Request: At the July meeting the Board approved Bond Reduction Request No. 3 in the amount of \$13,563 for Phase II of the Aspen Fields Plan, reducing the balance to \$59,070. The Township Engineer recommended withholding funds for landscaping items. The Developer has asked the Township to reconsider the withholding of funds for those items.

Mr. Mitrovich said LSSE has contacted Mr. Wolf of Maronda Homes. Unless Mr. Wolf is able to produce documents that show no landscaping on the plans, Mr. Mitrovich's recommendation remains unchanged. As a result, the Board took no action to modify their prior action.

Hunter's Ridge Completion of Improvements: The developers are beginning the process to complete the improvement within the Hunter's Ridge Plan. The Board was provided a copy of the Township Engineer's letter of July 27, 2016 on the site inspection that was conducted for project completion.

The developers, Messrs. Branthoover and Betters were in attendance. They had questions regarding the placement of a fence around the pond area. The Township Manager recommended that a meeting be arranged on site with the Engineer and the developers. The Engineer stated that if the fence is changed, it must be documented why it was changed. Mr. Mitrovich recommended a letter be sent to the Township requesting the proposed changes to the fencing area.

Mr. Branthoover also asked how to determine the cost of engineering fees for the inspection of the roads. Mr. Mitrovich stated that it depends on the time needed to perform the required inspections.

Brighton Fields Phase III: The first steps have been taken by the developer to complete the improvement within the Brighton Fields Phase III Plan. The Board was provided the Township Engineer's reports on the road inspection and status of the stormwater detention facility. The Township Solicitor has given notice to the developer to provide documentation that steps have been taken to enter into contracts for the completion of improvements or the Township will exercise its authority to complete improvements and call upon the surety bond or other means.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the Solicitor to write a letter to the bank to place them on notice that it may be necessary for the Township to place a claim upon the letter of credit should the developer fail to complete the required improvements.

Ashley Ridge Completion of Improvements: The developer has initiated the completion of improvements to enter into dedication and plan closeout. The Township Engineer reported on the work taking place. Mr. Mitrovich reported that he is satisfied with the completed work to the ponds. Sidewalks need to be completed. Lindy Paving has been contracted by the developer to complete road paving. The improvements should be completed by the end of the year.

Additional Business:

The Solicitor informed the Board of two tax property litigations. Lifesteps, Inc., 138 Friendship Circle, has been placed on the tax role by Beaver County and is up for tax sale in November. A hearing will be scheduled. Several years ago Brighton Township agreed to permit Lifesteps to be tax exempt provided they pay an amount in lieu of taxes. The second subject property is Beaver Meadows, 5130 Tuscarawas Road. In 2010 Beaver Meadows entered into an agreement with the Township, Beaver County and the Beaver Area School District to pay 25% of property taxes. In 2013 Beaver County opted out of the agreement. Beaver Meadows will be petitioning the Court to exempt its property from all real estate taxes. The Solicitor recommended that the Township take the position that the original agreement should be reinstated. The Board was in agreement with these actions.

The Township Manager presented the following additional business:

Richmond School Improvements: The Township Manager received a proposal from Joseph Lang for exterior painting, including window repairs, at the Richmond School in the amount of \$3,900. The Richmond School budget allows for this expense. Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the quotation from Joseph Lang for exterior painting of the Richmond School in the amount of \$3,900.

Hardy Field Baseball Scoreboard: The Beaver H.S. Baseball Boosters have requested that they and the Township share the cost 50/50 to purchase and install a new scoreboard for the

baseball field at Hardy Field. Mr. Dehart presented a quotation from Institutional Specialties, Inc. (ISI) for the purchase and installation of a 6' by 16' scoreboard through Costars Contract No. 014-136 Recreation & Fitness Equipment in the amount of \$16,350. The Beaver H.S. Baseball Boosters will reimburse the Township \$8,175. The scoreboard would be owned by the Township and will used by the boosters and other organizations. Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to accept the proposal from ISI for the purchase and installation of a scoreboard at the Hardy Field baseball field through Costars Contract No. 014-136 in the amount of \$16,350, subject to the Township Manager meeting with the vendor and verifying references.

Hardy Field Fencing for Batting Cage/Pitching Mound: Mr. Dehart presented the Board with the following bids for fencing for the Batting Cage/Pitching Mound at Hardy Field. The Township will excavate and install stone within the 30' 70' area where the installation will take place. The netting will be purchased and maintained by the Boosters.

Mr. Fence, 2643 Portersville Road, Ellwood City, PA 16117	\$4,460
BCI, Batting Cages, Inc.	\$6,660
Keepergoals.com	\$8,990

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the proposal from Mr. Fence in the amount of \$4,460 for fencing for the Batting Cage/Pitching Mound at Hardy Field.

Agreement with Teamsters Local Union 261: The current Agreement between Brighton Township and the Teamsters Local Union 261 expires August 31, 2016. A new Agreement has been negotiated and approved by the Union and members for the period September 1, 2016 to August 31, 2021. Mr. Dehart reviewed the terms of the contract and presented it for consideration by the Board.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the Agreement between Brighton Township and Teamster Local Union No. 261 effective September 1, 2016 to August 31, 2021.

Agreement with Chief of Police: The current Agreement between Brighton Township and the Chief of Police expires December 31, 2016. A new Agreement for the period January 1, 2017 to December 31, 2021 has been negotiated and approved by the Chief of Police. The terms of the contract match those that are included within the contract with the Police Bargaining Unit that was previously approved by the Board.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve the Agreement between Brighton Township and the Chief of Police for the period January 1, 2017 to December 31, 2021.

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

Adjournment: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to adjourn the meeting at 8:18 P.M.

Respectfully submitted,

Bryan K. Dehart
Township Secretary