

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

JANUARY 12, 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. Five (5) 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
 Larry Lennon, Jr., P.E. – Township Engineer

Public Comment – Agenda Items: None.

Minutes of December 8, 2014 Regular Meeting & January 5, 2015 Reorganization Meeting: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the minutes of the December 8, 2014 Regular Meeting and the January 5, 2015 Reorganization Meeting.

The following **December 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 December 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, 2019. No candidates have expressed interest.

Appointment of Deputy Tax Collector: Act 164 of 2014 requires tax collectors to appoint a deputy tax collector who can receive and collect taxes during any incapacitation of the

tax collector. James Onuska is recommending the appointment of Maureen T. Bostwick as the Deputy Tax Collector. Ms. Bostwick is the elected tax collector for Beaver Borough.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the appointment of Maureen T. Bostwick as the Deputy Tax Collector, subject to the approval of the Surety Company.

Revised and Restated Policy Manual: A revised and restated policy manual has been prepared for consideration by the Board.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the revised and restated policy manual.

Batting Cages: At the special meeting on September 22, 2014 the Board awarded the bid for the installation of two batting cages to Allegheny Fence Construction Co. Inc. of Pittsburgh, PA in the amount of \$18,960. The Township has prepared the locations for the fence installations. This work is pending improved weather.

Authorize Purchase of New Copier/Printer: A proposal in the amount of \$6,895 has been received from Speerhas Business Machines for the purchase of a new Toshiba copier/printer. The cost after discount is \$10,761 less a trade in deduction of \$3,600 for the current copier/printer that was purchased in 2007.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize the purchase of the new Toshiba "E" Studio 4555C copier/printer from Speerhas Business Machines in the amount of \$6,895.

Refuse Contract Bid: The Township is in the final year of the contract with J. Young Refuse, which expires June 30, 2015. At the November meeting the Board said to plan for a February 2015 bid opening with a March 2015 bid award. This will allow for a three-month transition period in the event a new contractor is the successful bidder. At the December meeting Mr. Young asked the Board to consider an extension of the current contract. The Township Solicitor was asked to evaluate that request to see if that option was available.

Mr. Reed reported that the Second Class Township Code limits refuse collection contracts to five years. Therefore, the Township must advertise for bids for a refuse contract.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the Township Manager to advertise for refuse contract bids with a February 9, 2015 bid opening.

Firearms Industry Consulting Group: A letter dated December 12, 2014 has been received from the Firearms Industry Consulting Group requesting that the Township's Parks and Recreation Areas regulations be changed, claiming that they do not comply with current law. The Township Solicitor has been asked to evaluate the request and make a report to the Board.

The Township Solicitor reported that effective January 1, 2015, the Pennsylvania Legislature added additional provisions to the law controlling fire arms. The State granted a 60 day grace period to comply with the new law. Mr. Reed recommended referring the Parks and Recreation Areas ordinance to the Planning Commission for review. He will discuss the changes needed to comply with new law with the Planning Commission Solicitor. The Parks and Recreation Area ordinance Section 133-2(19) will be amended by deleting “other missile propelling instruments or explosives or other dangerous weapons”. Mr. Reed will prepare the amendment to the Parks and Recreation Areas ordinance and advertise for adoption at the February meeting.

Sales Agreement: At the November meeting the Board approved and authorized the execution of a Sales Agreement with John W. Lehman, Trustee for the purchase of 1.35 acres of property adjacent to Fire Station No. 3. A subdivision plan has been prepared to create the 1.35 acre lot that is the subject of the Sales Agreement.

The Township Solicitor stated that he has received the executed Sales Agreement from Mr. Lehman. The sale will be finalized after the plan has been recorded and a deed prepared. Mr. Reed also reported that the property title examination has been completed and that the property is free and clear.

Township Greenways and Trails Network Plan: The Township is preparing a Greenways and Trails Network Plan pursuant to a PA DCNR grant award. The minutes of the public input meeting conducted on November 19th at Shultz Lodge have been prepared. The next meeting of the Study Committee has not yet been scheduled.

Resolution No. 2015-08 – Adoption of the Two Mile Run Park Master Plan: During 2014 the Board of Supervisors and Parks & Recreation Board prepared a Two Mile Run Park Master Plan. The draft plan was circulated and comments have been taken into consideration. The Plan is now presented for adoption.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Resolution No. 2015-08 Adopting the Two Mile Run Park Master Plan.

Shultz Lodge Project: The Township did not receive the PA DCED Greenways, Trails and Recreation Program Grant for renovations to Shultz Lodge. The Board was asked to determine if they still wish to proceed with the project without the grant or to postpone it and submit another grant application in the future. If the Board postpones the project, the Lodge can be made available for rentals for the period September 8 – December 31.

The Board agreed to postpone the Shultz Lodge Renovation Project and to file for another grant application. An announcement will be placed on the Township website to inform residents that the Lodge will be available for rentals from September 8 – December 31.

Police Department Garage: Hancock Architecture has been engaged to prepare a conceptual plan and cost estimates for a proposed garage to house police vehicles. The plan and

cost estimates will allow for proper planning in the Capital Budget for this future project. A meeting with the architect was conducted on January 9th.

The Township Manager reported that Mr. Hancock presented two options for the Police Department Garage. Once the Township is satisfied with the design, cost estimates will be determined. The proposed garage will match the exterior of the Municipal Building. The conceptual drawing shows a garage with dimensions of 88 feet by 28 feet and provides 7 bays. The plans will be looked at in more detail before proceeding further with a cost estimate. The Township Engineer will need to evaluate the stormwater requirements and fill slopes.

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 has been made on behalf of the Township by D. C. Baker Associates, but not received to date.

Hardy Field Playground Design Proposal: The 2015 Budget proposal includes funding for the replacement of the playground at Hardy Field. A preliminary design was circulated. Mr. Dehart said if the Board is satisfied with the layout it is recommended that Pashek Associates be authorized to finalize the design and specifications.

Mr. Dehart reported that \$175,000 has been allocated for the Hardy Field Playground project. The budget for this project is itemized as follows:

- \$96,000 – Equipment
- \$40,000 – Rubberized Surface
- \$14,000 – Installation
- \$25,000 – Surface Preparation

The playground will meet all current standards and accessibility guidelines.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize Pashek Associates to prepare final project design and bid documents.

Diesing & Dumpe Subdivision: The Board was provided a copy of the Diesing & Dumpe Subdivision plan dated September 9, 2014 as prepared by Coe Surveying. The application proposes the subdivision of the property of Kevin & Pamela Dumpe into 2-lots with the 1.12 acre lot (Lot No. 3A) to be incorporated into the adjacent lands of Rudolf & Michelle Diesing. The Diesings own two adjacent lots, one with a single family home. The combined

three lots total 6.33 acres. There are no new building lots being created. At their meeting of December 1, 2014 the Brighton Township Planning Commission recommended plan approval.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the Diesing & Dumpe Subdivision plan dated September 9, 2014 as prepared by Coe Surveying and authorize execution and recording of the plan mylar.

Lehman Plan No. 2: The Board was provided a copy of the Lehman Plan No. 2 dated November 7, 2014 as prepared by Daniel C. Baker Associates, Inc., A Larson Design Group Company. This plan subdivides a 1.35 acre parcel from the Lehman property on Dutch Ridge and Grange Road and incorporates it into the adjacent property of Brighton Township – Fire Station No. 3 on Grange Road. The residual land is 75.752 acres in size. The Township has a pending Sales Agreement with John W. Lehman, Trustee for the purchase of the 1.35 acres of property. At their meeting of December 1, 2014 the Brighton Township Planning Commission recommended plan approval.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the Lehman Plan No. 2 dated November 7, 2014 as prepared by Daniel C. Baker Associates, Inc., A Larson Design Group Company and authorize execution and recording of the plan mylar.

Request for Planning Waiver & Non-Building Declaration: A Request for Planning Waiver & Non-Building Declaration has been submitted for the Lehman Plan No. 2 to document that the 1.35 acre parcel is not being approved as a building lot. The on-lot system located on the residual parcel has been inspected.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve a Request for Planning Waiver & Non-Building Declaration for the Lehman Plan No. 2 and authorize the Chairman and Secretary to sign the document.

Ordinance Proposal to Amend the Zoning Code – Oil & Gas Provisions and Development Standards: The Brighton Township Planning Commission has prepared and recommended for approval amendments to the Zoning Code to amend the current regulations for oil and gas development. The proposal also established Industrial and Development Performance Standards for various uses. At the December meeting the Board authorized the submission of the ordinance proposal to the Beaver County Planning Commission for their review and comment. Their review comments have not been received to date, but are expected soon.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to schedule a Public Hearing on the Ordinance Proposal to Amend the Zoning Code – Oil & Gas Provisions and Development Standards on February 9th at 6:30 P.M. Thereafter, the ordinance will be considered for adoption at the regular meeting the same evening.

Additional Business:

Pennsylvania Commission on Crime and Delinquency Grant - “Countywide Digital Forensic Improvement Project”: The Police Department has received a grant for digital

forensic enhancement equipment in the amount of \$49,900. Chief Blinn explained that the equipment will enhance video and is used in the prosecution of individuals. Patrolman Sanders will be trained in use of the digital forensic equipment. The equipment will also be used to assist other police departments. Beaver County will also be in possession of the equipment. The project is titled "Countywide Digital Forensic Improvement Project."

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to accept the grant from the Pennsylvania Commission on Crime and Delinquency in the amount of \$49,900 and to authorize the Chairman to sign the grant acceptance on behalf of the Township.

Mr. Curtaccio welcomed Lennon, Smith, Souleret Engineering, Inc. as the new Township Engineer. He introduced Ned Mitrovich and Larry Lennon, Jr. who were in attendance.

Mr. Mitrovich thanked the Board of Supervisors for selecting Lennon, Smith, Souleret Engineering as the Township Engineer.

Mr. Reed reported that the Township Manager received a letter today from the PSATS Unemployment Compensation Group Trust. The letter 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 by January 31, 2015.

Mr. Reed asked for approval to prepare the ordinance and advertise for adoption at the February 9th meeting. Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the Township Solicitor to prepare the ordinance and advertise for adoption at the February 9th meeting.

Public Comment: None.

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

Adjournment: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to adjourn the meeting at 7:58 P.M.

Respectfully submitted,

Bryan K. Dehart
Township Secretary