

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

APRIL 9, 2018

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. Three (3) 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 March 12, 2018 Regular Meeting: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the minutes of the March 12, 2018 Regular Meeting.

The following **March 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 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 March 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, 2022.

Personnel Actions: **Part-Time Police Resignation:** Part-time police officer Aaron K. Baer has resigned effective March 28th for a full-time position with another department.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to accept the resignation of Office Aaron K. Baer effective March 28th.

Part-Time Police Hire: Chief Blinn in recommending that the Board approve the hiring of the following two (2) part-time police officers:

Kyle A. Fabyanic, 1011 8th Avenue, New Brighton, PA as a part-time police officer at a starting rate of \$17.50/hour – first year with experience, subject to a six-month probationary period, physical and psychological examination.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve the hiring of Kyle A. Fabyanic as a part-time police officer at a starting rate of \$17.50/hour – first year with experience, subject to a six-month probationary period, physical and psychological examination.

Mustafa Mahmood, 418 Duss Avenue, Ambridge, PA as a part-time police officer at a starting rate of \$17.50/hour – first year with experience, subject to a six-month probationary period, physical and psychological examination.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the hiring of Mustafa Mahmood as a part-time police officer at a starting rate of \$17.50/hour – first year with experience, subject to a six-month probationary period, physical and psychological examination.

Seasonal Employment – Each year the Board approves the hiring of seasonal employees. It is recommended that the Board approve the hiring of the following individuals:

Lesley Brightwell, 300 McKinley Road, Beaver Falls - \$9.25/hour
Conor Gillespie, 153 Edgewood Drive - \$9.00/hour
Megan Kostek, 115 Morrow Lane - \$9.00/hour

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to the hiring of three (3) seasonal employees as listed above.

Ed Orlo, 1250 Neville Road will have limited availability for spraying. It is recommended that Mr. Orlo be hired at a rate of \$11.50/hour.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous to hire Ed Orlo at a rate of \$11.50/hour for spraying.

Seasonal Maintenance: The Township has been unsuccessful in finding seasonal maintenance employees for the parks and other facilities, especially an employee who is capable of towing a trailer with equipment. A specification has been prepared to accept quotations for this work by contractors for selected properties. The quotes are on a per mow basis at various locations.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize the Township Manager to mail the Request for Proposals to contractors and to award the work to the lowest responsible party deemed in the best interest of the Township.

Beaver County Regional COG 2018 Spring Commodities Bid: Estimated quantities for the 2018 Beaver County Regional COG Spring Commodities Bid have been provided.

Contract #1 Road Aggregates Delivered

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

River Gravel Size No. 57	\$21.67 Ton	200 Tons	<u>\$4,334.00</u>
Total Contract Award:			\$4,334.00

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

No. 2A Stone (Limestone)	\$18.13 Ton	1,200 Tons	\$21,756.00
No. 8 Stone (Limestone)	\$21.13 Ton	1,200 Tons	\$23,356.00
No. 1 Stone (Limestone)	\$19.63 Ton	400 Tons	\$ 7,852.00
No. R4 (Limestone)	\$18.61 Ton	100 Tons	<u>\$ 1,861.00</u>
Total Contract Award:			\$54,825.00

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the execution of Contract #1 Road Aggregates Delivered to A.R. Oliastro, Inc. and McClymonds Supply & Transit Co., Inc. as listed above.

The low bidder to Liquid Asphalt materials was Midland Asphalt Materials. Their bid will be evaluated and a recommendation made for the May meeting.

No bids were received for fuel products. The current supplier, Reed Oil Company, is meeting with the COG on Wednesday where there will be a determination on a re-bid. The Township Manager explained that bid documents were not sent to past bidders and they were apparently unaware that the bid had been let.

Accept Tree Removal Quote: Quotations have been solicited for removal of a large elm tree on Upland Avenue and three locust trees on 7th Avenue. Cable's Tree Service provided a quote of \$2,400 to remove all four (4) trees and the stumps.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve the quote to remove the four trees and stumps in the amount of \$2,400 by Cable's Tree Service.

Approve Proposal for Camera System at Hardy Field: A proposal for the purchase and installation of three (3) 8-channel hard drive video recorders with outdoor camera systems in the amount of \$10,740 has been received from Don Sanders for installation at Hardy Field. These will operate on the Wi-Fi system to be installed.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to ratify the purchase and installation of a video recording camera system at Hardy Field from Don Sanders in the amount of \$10,740.

2017 Roadway Improvement Program: At the March 2017 meeting the Board awarded contracts for the 2017 Roadway Improvement Program to Youngblood Paving, Inc. Contract 17-R01 – 2017 Roadway Improvement Program has been completed.

Contract 17-R02 – Roadway Scratch & Leveling Program, with Add Alternate No. 1: With Change Order No. 1 this contract is in the amount of \$157,526.50 for the paving of Gypsy Glen Road from Beaver Borough to Two Mile Run Park.

Change Order No. 2 extended the contract completion date to May 25, 2018.

2018 Roadway Improvement Program: At the March 2018 meeting the Board awarded Contract C for the 2018 Roadway Improvement Program to Youngblood paving, Inc. in the amount of \$338,126. The Township Engineer has prepared the contract documents.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the execution of the contract documents with Youngblood Paving, Inc. for Contract C in the amount of \$388,126.

Two Mile Run Park Development – DCNR Grant:

Contract No. 17-PK1 Parking Lot Renovations: Mele & Mele & Sons, Inc. was awarded the contract in the amount of \$338,162.25 for the Base Bid and Add Alternates Nos. 1 & 2. Change Order No. 1 increased the contract amount to \$376,935.25. Change Order No. 2 extended the contract completion date to June 15, 2018.

As of the March meeting, work completed totaled \$301,304.75 with two (2) partial payments having been approved. The Township Engineer reported that work will be completed when the weather breaks.

Contract No. 17-PK2 General Building Construction: C. W. Smith Contracting, Inc. in the amount of \$168,439 after Change Order Nos. 1 through 4. The work is completed. The Township is holding \$1,000 in retainage. Mr. Mitrovich advised that a change order request has been made for using treated lumber for the trellis (\$675) and for removing the toilets and sinks in the restrooms for the tile work (\$312). Both of the requested items were denied by the Township.

Contract No. 17-PK3 Electrical: R. E. Yates, Inc. in the amount of \$37,436.

This contract has been completed.

Contract No. 17-PK4 Plumbing: Reno Bros., Inc. in the amount of \$17,753.

This contract has been completed.

Schedule Tire Collection Date: Each year the Township schedules a tire collection date with the Independence Conservancy. September 29, 2018 has been reserved as a tire collection date at the Public Works Garage in cooperation with the Independence Conservancy.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to schedule September 29, 2018 as a tire collection date at the Public Works Garage in cooperation with the Independence Conservancy.

Resolution No. 2018-13 PA DCNR Community Parks & Recreation Grant – Two Mile Trails: An application to PA DCNR for a recreation and conservation grant program has been prepared requesting grant funds of \$155,000 for the development of hiking trails within Two Mile Run Park. The project includes approximately 10,850 L.F. of trails, a pedestrian bridge crossing over Two Mile Run Creek, trail heads and informational kiosks. The total project cost estimate is \$311,420. The Township's financial match requirement is \$156,420.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to adopt Resolution No. 2018-13 authorizing the filing of the PA DCNR Community Parks & Recreation Grant to request funding of \$155,000 and authorizing the execution of the signature page by the Chairman.

Resolution No. 2018-14 PA DCNR Community Parks & Recreation Grant – Diana Property Acquisition: An application to PA DCNR for a recreation and conservation grant program has been prepared requesting grant funds of \$45,627 for the purchase of the Diana Property adjacent to Hardy Field. The total project cost is \$91,255. The Township's financial match requirement is \$45,628. This would be a reimbursement of prior expenditures.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to adopt Resolution No. 2018-14 authorizing the filing of the PA DCNR Community Parks & Recreation Grant to request funding of \$45,627 and authorizing the execution of the signature page by the chairman.

Resolution No. 2018-15 Authorizing Sale of Equipment: This Resolution authorizes the sale of used Township property that is no longer in use as follows:

Philip Chaffee, 516 Smith's Ferry Road, Midland, PA has offered \$75.00 to the Township for the John Deere 325 tractor/mower.

Scott Shepler, 166 Windover Drive, Midland, PA has offered \$50.00 to the Township for the used bolt bin; and

John Yenges, 208 Woodview Drive, Beaver, PA has offered \$50.00 to the Township for the used bookcase.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve Resolution No. 2018-15 authorizing the sale of used Township property as listed above.

Refuse & Recycling Fee Adjustment: J. Young Refuse, Inc. has been notified by Waste Management that the Environmental Fee for recycling will be increasing by \$1.25 per ton

effective in April. The below calculation shows the required rate increase to cover this added disposal cost is \$0.01 per month.

Base Rate July 1, 2017 to June 30, 2018	\$11.15
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
Recycling Fee escalation approved effective April 1, 2018	\$0.01
Fuel Cost Adjustment calculation effective January 1, 2018	<u>\$0.02</u>
Monthly Refuse Rate effective April 1, 2018	\$11.33
Quarterly Refuse Rate effective April 1, 2018	\$33.99

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve the revised refuse fee of \$11.33 per month effective April 1, 2018.

Stormwater BMP Operations & Maintenance Agreement: An individual small stormwater management BMPs has been submitted as follows:

Mathew R. & Crystal J. Phillips and George G. & Linda E. Barr – 470 Neville Road – for construction of a new single-family home.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the Agreement for individual small stormwater management BMPs submitted by Mathew R. & Crystal J. Philips and George G. & Linda E. Barr for construction for a new single-family home at 470 Neville Road.

Township MS4 Program: The Township Engineer advised that there are no current updates with the Municipal Separate Storm Systems Program.

Brighton Fields Phase 1 Stormwater Pond Restoration: At the September meeting the Board authorized the Township Engineer to prepare a plan of what improvements are required for the stormwater detention facility within Phase I. The restoration will partly address the Township’s obligations under the Pollutant Reduction Plan that has been prepared as part of the Township’s MS4 permit application.

The Township Engineer has done a preliminary plan for the stormwater ponds restoration. Additional evaluation is pending dry weather. Mr. Mitrovich stated that Chaffee Excavation has been asked to prepare a cost estimate.

Stormwater Service Fee Analysis and Report: The Board has authorized the Township Engineer to prepare a Stormwater Service Fee Analysis and Report that will provide a basis upon which to charge stormwater fees. The study is being completed during 2018.

The Township Engineer provided an update on the Stormwater Service Fee Analysis and Report, which is approximately 80% complete. The Township Engineer will review the Report with the Township Manager in April.

Property Maintenance Code: The Planning Commission has reviewed and is recommending that the Board of Supervisors begin the process to adopt the 2015 International Property Maintenance Code. At the December meeting the Board took the Code under review. An adoption ordinance has been drafted.

The Township Manager suggested that the Property Maintenance Code ordinance be reviewed and addressed at next month's meeting.

Hunter's Ridge Plan – Maintenance Bond: The Board of Supervisors previously accepted dedication of the streets in the Hunter's Ridge Plan. The Maintenance Bond expires July 9, 2018.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the Township Engineer to schedule an inspection with the Developer in advance of expiration of the Maintenance Bond.

Ashley Ridge Plan – Maintenance Bond: The Board of Supervisors previously accepted dedication of the streets in the Ashley Ridge Plan. The Maintenance Bond expires July 31, 2018.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize the Township Engineer to schedule an inspection with the Developer in advance of expiration of the Maintenance Bond.

Brighton Fields Phases 2, 3A & 3B: The developer has completed the improvements with the Brighton Fields Plan Phases 2, 3A & 3B and is requesting dedication of the public improvements. A Stormwater BMP Operations & Maintenance Agreement for the Brighton Fields Plan Phases 3A and 3B is also outstanding for approval and recording. The Township Engineer reported that work is still being done on the Agreement and it will be reviewed by the Township Engineer and Township Manager.

Spring Road Inspection: The Board scheduled a spring road inspection for Friday, April 20th at 8:00 A.M.

Additional Business:

The Township Solicitor requested an Executive Session be held to discuss a Police Department personnel matter. The meeting was recessed at 7:48 P.M. The meeting was reconvened at 8:07 P.M.

Public Comment:

There was no public comment.

Ratify March Bills List: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to ratify the March Bills List.

Adjournment: Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to adjourn the meeting at 8:09 P.M.

Respectfully submitted,

Bryan K. Dehart
Township Secretary