

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

MARCH 9, 2020

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. Two (2) visitors were present.

PRESENT:                    John Curtaccio – Chairman  
                                  Mark Piccirilli – Vice Chairman  
                                  James E. Equels, Sr. – Supervisor  
                                  Bryan K. Dehart - Manager/Secretary  
                                  Kathryn L. Johnston, Esq. – Solicitor  
                                  Marie Hartman, P.E. - Township Engineer

**Public Comment – Agenda Items:** None

**Minutes of February 10, 2020 Regular Meeting:** Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the minutes of the February 10, 2020 Regular Meeting.

The following **February 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 Mitchell 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 February Reports as submitted.

**Planning Commission Vacancy:** There is a vacancy on the Planning Commission for a term ending December 31, 2023. The term of Nathan Allen has expired and he is moving from the Township.

**Personnel Actions:** **Part-Time Police Resignations** – Joseph J. Daransky has resigned as apart-time police officer to take another position.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to accept the resignation of Joseph Daransky as a part-time police officer with Brighton Township.

Seasonal Employment: Each year the Board approves the hiring of seasonal employees. Mr. Dehart recommended that the Board approve the hiring of the following individuals, all returning from last year:

- James R. Shaw, 17 Circle Drive - \$12.50 per hour
- Charles Bates, 2785 Dutch Ridge Road - \$11.25 per hour
- Lesley Brightwell, 300 McKinley Road, Beaver Falls - \$10.25 per hour; and
- Daniel B. Hughes, 3405 Dutch Ridge Road - \$9.75 per hour

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize the hiring and pay rates of the four (4) seasonal employees as listed above.

Seasonal Maintenance: Mr. Dehart prepared an RFP for General Turf Mowing & Trimming Services Maintenance for Two Mile Run Park and Richmond School. Quotes were due earlier today. The Township Manager provided the following bid tabulations for consideration.

<b>BRIGHTON TOWNSHIP</b> 2020 Lawn Service Quotes	Lincoln Learning Solutions	Chaffee Lawn Service	Orlo's Greenhouse	Green with Envy
<b>Two Mile Run Park</b>				
Mowing Only:	\$325.00	\$320.00	No Bid	No Bid
Mowing and Trimming:	\$350.00	\$410.00	\$330.00	No Bid
<b>Richmond School</b>				
Mowing Only:	\$35.00	\$40.00	No Bid	No Bid
Mowing and Trimming:	\$50.00	\$100.00	\$55.00	No Bid
<b>Ellis Ball Fields</b>				
Mowing Only:	\$100.00	\$110.00	No Bid	\$180.00
Mowing and Trimming:	\$130.00	\$130.00	\$55.00	\$225.00

<b>BRIGHTON TOWNSHIP</b> 2021 Lawn Service Quotes	Lincoln Learning Solutions	Chaffee Lawn Service	Orlo's Greenhouse	Green with Envy
<b>Two Mile Run Park</b>				
Mowing Only:	\$325.00	\$320.00	No Bid	No Bid
Mowing and Trimming:	\$350.00	\$410.00	\$330.00	No Bid
<b>Richmond School</b>				
Mowing Only:	\$35.00	\$40.00	No Bid	No Bid
Mowing and Trimming:	\$50.00	\$100.00	\$55.00	No Bid
<b>Ellis Ball Fields</b>				
Mowing Only:	\$100.00	\$110.00	No Bid	\$180.00
Mowing and Trimming:	\$130.00	\$130.00	\$55.00	\$225.00

Mr. Dehart recommended awarding the seasonal maintenance bids to Orlo's Greenhouse for the mowing and trimming of Two Mile Run Park (\$330/cut & trim) and Ellis Ball Fields (\$55/cut & trim) and to Lincoln Learning Solutions for the mowing and trimming of Richmond School (\$50/cut & trim) for 2020 and 2021.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to award the bids to Orlo's Greenhouse for the mowing and trimming of Two Mile Run Park and Ellis Ball Fields and to Lincoln Learning Solutions for the mowing and trimming of Richmond School for 2020 and 2021 in the amounts quoted.

**Ratify New Account:** A new account, Thompson Fire Escrow, was established pursuant to the Township's Fire Loss ordinance.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to ratify the Thompson Fire Escrow account at First National Bank with the Board of Supervisors and Township Treasurer as authorized signatures on the account.

**Authorize Release From Ochs Fire Escrow:** The Ochs Fire Escrow was previously established pursuant to the Township's Fire Loss Ordinance as a result of a house fire at 111 Glenfield Drive. A permit was previously issued for home renovations which are substantially complete. The owner has requested a release of \$24,715.81 pursuant to the Township's Policy for Escrow Release established by Resolution No. 2013-17. Mr. Dehart conducted a site inspection to verify the request was warranted.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize a release of \$24,715.81 from the Ochs Fire Escrow, leaving a balance of \$5,000.

**Contract No. 20-R01 2020 Roadway Improvement Program Bid Liquid Fuels:** As authorized by the Board, the opening of bids for the 2020 Road Paving Program Liquid Fuels took place on Friday, March 6, 2020. The roads included in the bid are:

<u>Street Name</u>	
7 <sup>th</sup> Avenue	Entire Length
8 <sup>th</sup> Avenue	North Ave to End
Colvin Drive	Entire Length
North Avenue	Entire Length
10 <sup>th</sup> Avenue	Entire Length
Terrace Avenue	7 <sup>th</sup> Ave to 8 <sup>th</sup> Ave
Western Avenue	College Ave to 7 <sup>th</sup> Ave

Add Alternate #1

<u>Street Name</u>	
Sebring Road	1100 Sebring to Fletcher Road

Add Alternate #2

<u>Street Name</u>	
Murry Drive	Entire Length
Forrest Drive	Entire Length

Add Alternate #3

Street Name

Maple Drive  
Walnut Street

Walnut St to Beech St.  
Maple Dr. to Chestnut St.

The Township Engineer prepared the bid tabulation and presented it as follows:

Contractor	Base Bid Bid Amount	Add Alternate No. 1 Bid Amount	Add Alternate No. 2 Bid Amount	Add Alternate No. 3 Bid Amount
Youngblood Paving, Inc.	\$309,867.00	\$ 82,822.50	\$ 87,614.55	\$ 80,858.60
Independent Enterprises, Inc.	\$314,920.00	\$109,302.75	\$ 89,945.00	\$150,613.75
Shields Asphalt Paving, Inc.	\$318,663.57	\$ 83,600.58	\$ 88,442.93	\$ 81,301.78
A. Folino Construction, Inc.	\$363,650.00	\$ 96,397.50	\$101,287.50	\$ 91,830.00
Protect Asphalt Maintenance, Inc.	\$381,902.00	\$102,899.10	\$109,790.20	\$101,256.40

The low bidder for the base bid and all add alternates is Youngblood Paving, Inc. The Township Engineer recommended awarding the bid to Youngblood Paving, Inc. for the base bid and whichever add alternates the Township would like to include. The Township Manager recommended awarding the bid to Youngblood Paving, Inc., for the base bid and add alternates 1, 2 and 3. The 2020 Budget includes \$405,000 in the Liquid Fuels State Fund with the balance to be paid from the General and Capital Funds.

After presentation of the bid tabulation by the Township Engineer, Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to make a bid award for Contract No. 20-R01 2020 Roadway Improvement Program Bid Liquid Fuels to Youngblood Paving, Inc. in the amount of \$561,162.65 for the base bid and add alternates 1, 2 and 3.

**Contract No. 20-R02 2020 Roadway Improvement Program Bid General Fund:** As authorized by the Board, the opening of bids for the 2020 Road Paving Program General Fund took place on Friday, March 6, 2020. This bid was for:

Sebring Road                      PA Route 68 to Fletcher Road

The cost for this segment is to be paid by Duquesne Light Company as part of their Excess Maintenance Agreement. The Township Engineer prepared the bid tabulation for presentation at the meeting as follows:

Contractor	Bid Amount
Youngblood Paving, Inc.	\$250,066.00
Shields Asphalt Paving, Inc.	\$254,703.11
Independent Enterprises, Inc.	252,595.00
Protech Asphalt Maintenance, Inc.	\$289,222.00
A. Folino Construction, Inc.	\$54,550,017.00

After presentation of the bid tabulation, the Board decided to defer the bid award until the April meeting for Contract No. 20-R02 2020 Roadway Improvement Program Bid General Fund, until a financial commitment is made by Duquesne Light Company.

**Contract No. 20-R03 2020 Slide Repairs Contract A and/or Contract B:** The opening of bids for the 2020 Slide Repairs for Contract A – Gypsy Glen Road and Contract B – Sebring Road has been deferred to March 27, 2020 at 2:00 P.M.

**Contract No. 20-SW1 Brighton Fields Phase I 2020 Stormwater Improvement:** As authorized by the Board, the opening of bids for the Brighton Fields – Phase I 2020 Stormwater Improvements took place on Friday, March 6, 2020. The Township Engineer presented the bid results as follows:

<b>Contractor</b>	<b>Bid Amount</b>
LM&R Excavating, LLC	\$122,195.00
Paul Gosik Construction, LLC	\$216,393.79
Stefanik’s Next Generation Contracting Company, Inc.	\$236,565.00
Jet Jack, Inc.	\$296,875.00
W.G. Land Company, LLC	\$337,084.00

LM&R Excavating, LLC is the apparent low bidder for Contract No. 20-SW1 2020 Brighton Fields – Phase I 2020 Stormwater Improvements. The Township Engineer contacted the contractor and he is comfortable with his bid as submitted. The Engineer has worked with this contractor and has experienced favorable outcomes. Therefore, the Township Engineer recommended awarding the bid to LM&R Excavating, LLC.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to award the bid for Contract No. 20-SW1 2020 Brighton Fields – Phase I 2020 Stormwater Improvements to LM&R Excavating, LLC in the amount of \$122,195.00.

**Gypsy Glen Road Waterline Relocation:** The Gypsy Glen Road slide repair will require a relocation of 260 LF of the existing 12-inch waterline on the western side of the roadway. The Municipal Authority staff will perform the relocation. Quotations for waterline materials have been solicited by the Authority. The low quote for waterline materials is from LB Water through CoStars Contract No. 016-026 in the amount of \$21,458.50.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the purchase of waterline materials in the amount of \$21,458.50 from LB Water utilizing CoStars Contract No. 016-026.

**Authorize Participation in the Beaver County Regional COG 2020 Summer & Winter Commodities Bid:** Estimated quantities for the 2020 Beaver County Regional COG Summer & Winter Commodities Bid are due. The Township Manager reviewed the bid sheets with the Road Foreman and it is recommended that the Board include the following estimated quantities in the bid estimate:

River Gravel Size No. 57	200 Tons
Limestone Size No. 2A	1,200 Tons
Limestone Size No. 8	400 Tons
Limestone Size No. 1	400 Tons
Limestone Size No. R4	100 Tons
Limestone Size No. R6	100 Tons
Liquid Asphalt – E-1 Prime	5,000 Gallons
Liquid Asphalt – CRS-2 (E-3)	30,000 Gallons
Liquid Asphalt – CRS-2PM (E-3M)	5,000 Gallons
Ultra-Low On-Road Diesel Fuel	16,000 Gallons
Unleaded Gasoline (87 Octane)	10,500 Gallons
Rock Salt	700 Tons
Anti-Skid Type 3A (AS1)	400 Tons

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize participation in the 2020 Beaver County Regional COG Summer & Winter Commodities Bid for the materials and quantities reported.

**Summer Playground Program:** A proposal has been received from the YMCA of Beaver County to operate a six-week summer playground program from June 15 to July 24 in the amount of \$2,400. The YMCA has evaluated Hardy Field and has agreed to use that as the location for the program in lieu of Dutch Ridge School. Their letter of January 31<sup>st</sup> noted some limitations with the school site. The Board discussed the preferred site. It was noted that there are several adjacent neighborhoods to Hardy Field which may increase attendance to the summer playground program. The funding of this program is included in the 2020 Budget and is unchanged from the prior year.

After review, Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to accept the proposal of the YMCA in the amount of \$2,400 to operate a summer playground program at Hardy Field.

**Ordinance – Amending Chapter 189 Prohibited Parking:** A draft ordinance has been prepared to amend Chapter 189 Vehicles and Traffic, Section 189-17 Parking Prohibited at All Times. This proposal was reviewed at the February meeting. This ordinance will be advertised for consideration of adoption by the Board at their meeting of April 13, 2020.

**Ordinance - Amending Chapter 138 Peace and Good Order:** A draft ordinance has been prepared to amend Chapter 138 Peace and Good Order. This proposal was reviewed at the February meeting. This ordinance will be advertised for consideration of adoption by the Board at their meeting of April 13, 2020.

**Resolution No. 2020-10 Approving the Disposition of Specific Public Records:** The Board previously adopted the Municipal Records Manual providing the retention schedule for

public records. Resolution No. 2020-10 authorizes the disposition of certain public records specified therein.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve Resolution No. 2020-10 authorizing the disposition of the records specified therein.

**School Resource Officer:** Beaver Area School District (BASD) requested a cost estimate for a police school resource officer during the 180 day school year. At the February meeting the Board authorized the release of a cost estimate for a Full-time Police Officer for the 180 day period of \$84,728.20, which is 69.2% of the work year. The Township currently provides a DARE program at the school. The BASD has asked if the Township would consider continuing to fund that portion of the annual cost. Mr. Dehart said he calculated that cost to be \$14,754 for labor and benefits over 30 days for DARE instruction. Additional costs are incurred for instructional materials and t-shirts. After discussion the proposal to phase it in over a 3-year period was arrived at.

After a discussion, Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize a proposal to the Beaver Area School District for a police school resource officer with a commitment of three (3) years and with the cost of the DARE officer phased out over the three years (\$15,000, \$10,000 and \$5,000 annual credit). The Township would continue to fund the DARE program costs for materials at the school. It is understood that the cost of the officer would be recalculated annually.

**Police Pension Plan Amendment:** An amendment to the Police Pension Plan to provide for an early retirement is authorized for a member of the police force with 20 or more years of service was proposed. It is further proposed that an early retirement window be provided that would permit the retirement of Sergeant Bernardi, should he choose that option. The required cost study to comply with Act 600 has been prepared by the plan actuary, The Phoenix Benefits Group, Inc. The study demonstrates that there would be no actuarial loss.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize the Solicitor to prepare a Resolution amending the Police Pension Plan to provide an early retirement window for the period ending July 31, 2020 for Board consideration at the April 13, 2020 meeting.

**Franchise Agreement – Comcast:** The current Franchise Agreement with Comcast expires June 7, 2020. A proposed Cable System Franchise Agreement has been submitted by Comcast for review and consideration. The Solicitor will compare the proposed contract with the 2010 contract. She will also contact the Comcast Director of Government Affairs, Jennifer Cloonan to discuss the agreement. The agreement is being submitted under the informal renewal procedures.

This item was deferred to the April meeting.

**DCNR Grant – Two Mile Run Park Trails:** The Township Engineer is preparing the design drawing and construction specifications for the Two Mile Run Park Trails project. These documents need to be reviewed and approved by DCNR before release of the bid documents.

The Engineer reported that the documents are primarily complete and should be submitted to the DCNR later this week. Ms. Hartman noted that since the documents are being submitted to the State, it is a slower process. Once the Township receives comments from the DCNR, a timeline can be established for bid release and award.

**DCNR Community Conservation Partnerships Program Grants:** At the February meeting the Board approved the preparation of a 2020 DCNR grant application for the renovation of the social hall. In the interim it has been discovered that the DCNR will require an Indoor Recreation Feasibility Study to be prepared prior to the filing of the application. This cannot be completed prior to the grant due date of April 22, 2020. The Township can evaluate the preparation of the study this year prior to the 2021 application period.

**Authorize Municipal Recycling Program Grant:** Applications are being accepted by PA DEP for Section 902 Recycling Grants. An application has been prepared to request funding for the installation of surveillance and security cameras at the yard waste site and for public education related expense. Total project costs at \$13,741 and funding of \$12,366 is being requested.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize the filing of a PA DEP Section 902 Recycling Grant to request funding of \$12,366.

**Township MS4 Program:** The Township Engineer reported on current MS4 activities taking place under the Township's MS4 program. The Township Engineer will be conducting a mock inspection/audit on March 17<sup>th</sup> to prepare the Public Works for what could be expected should an actual field view be conducted by the State. BMP reviews will be conducted on April 7<sup>th</sup>.

**Stormwater BMP Operations & Maintenance Agreements:** Michael & Celina Hendershot have filed an individual small stormwater management BMP for construction of a single-family home at 1995 Dutch Ridge Road. The BMPs filed with the application included the construction of gravel sumps.

The Township Manager received notice from the Hendershot's that they may change the BMPs to a rain garden. Therefore, this item was tabled until next month's meeting.

**Beaver Woods Stormwater Pond(s) Retrofit:** The Township has acquired the stormwater detention facilities and surrounding property located behind Beaver Woods. The Township Engineer has been authorized to prepare a survey of the properties needed in advance of the design of the BMPs required to implement the Township's Pollution Reduction Plan.

The Township Engineer updated the Board on the status of the site survey and project design. Boundary and topographical surveys have been completed. The Township Engineer is



now in the process of preparing design drawings and completing the design plans. The project is ongoing and on schedule.

**Comprehensive Plan:** The second meeting of the study committee took place on January 30<sup>th</sup> for the preparation of a Brighton Township Comprehensive Plan. The next meeting is a community wide input meeting scheduled from 6:30-8:30 P.M. in Shultz Lodge on Thursday, March 26<sup>th</sup>.

**Plan of Lot Revision for Ceravolo & Defrancesco:** Application has been filed for a lot line revision between two properties. A 1.0 acre parcel (Parcel "A") is being subdivided from the Defrancesco property located at 665 Neville Road and becoming an integral part of the Ceravolo property located at 118 James Drive. The Board was provided a copy of the site plan prepared by Pringle-Nero Land Surveying dated January 27, 2020 and the Beaver County Planning Commission review letter dated February 5, 2020. The Township Engineer's review letter of February 17, 2020 states that the plan conforms to Township codes. Since the Defrancesco property has an on-lot sewage system a Request for Planning Waiver & Non-Building Declaration has been filed for Parcel "A".

At their meeting of March 2, 2020 the Brighton Township Planning Commission recommended approval of the Plan of Lot Revision for Michael J. & Jill A. Ceravolo and David Defrancesco as prepared by Pringle –Nero Land Surveying, Inc. dated January 27, 2020.

The Engineer and Solicitor had no further comments or recommendations.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the Plan of Lot Revision for Michael J. & Jill A. Ceravolo and David Defrancesco as prepared by Pringle –Nero Land Surveying, Inc. dated January 27, 2020.

**Request for Building Waiver & Non-Building Declaration:** A Request for Planning Waiver & Non-Building Declaration has been filed for the Parcel "A" of the Plan of Lot Revision for Michael J. & Jill A. Ceravolo and David Defrancesco. The Sewage Enforcement Officer has inspected the site and signed the waiver form. The Planning Commission reviewed and signed the form at their most recent meeting.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to authorize the Chairman to sign the Request for Planning Waiver & Non-Building Declaration signifying that the plan is consistent with applicable Township codes.

**Ganoe Consolidation Plan:** At the April 8, 2019 meeting the Board approved the Ganoe Consolidation Plan subject to certain conditions. One condition was PA DEP Sewage Planning Module approval, which has now been secured. The plan is the consolidation of Lot Nos. 204 and 205 of the Highland Acres Plan of Lots No. 3 into one 8.292 acre lot. The owners intend to construct a single-family home on the lot. It is recommended that the Board approve the plan for recording, subject to the applicant entering into a Developer's Agreement with the Brighton Township Sewage Authority to extend public sewage service to the property.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve the Ganoë Consolidation Plan for recording, subject to the execution of a Developer's Agreement with the Brighton Township Sewage Authority.

**Additional Business.**

The Township Solicitor discussed two Property Maintenance violations and hearings. The first one concerned an unsafe structure at 1221 Western Avenue owned by ORREO II. A hearing was held on February 20<sup>th</sup>. A settlement was reached which included payment of \$750 of the assessed fines as long as the building was demolished within a specified time period. Unis Demolition Company has applied for a demolition permit for this structure. The next hearing is scheduled for May 21<sup>st</sup>.

The second Property Maintenance violation involved an ongoing sewage issue at 1425 Barclay Hill Road with Real Estate for Retirement, LLC. An appeal scheduled for March 19<sup>th</sup> was moved to April 16<sup>th</sup>. Michael Groves, SEO also previously filed a citation against the owner. A notice of civil penalties was sent by Brighton Township, and the Solicitor reviewed that process.

The Township Manager presented a Developer's Agreement from R.E.D. Mantini, LLC, developer of the Beaver County State Police Barracks, to the Board for review. The Developer's Agreement would require the bonding of \$350,269.37. The Engineer and Solicitor have reviewed and approved the Developer's Agreement. It was noted that the property will have on-lot sewage and that no waterline improvements were necessary.

Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to approve the Developer's Agreement with R.E.D. Mantini, LLC for the Beaver County State Police Barracks, subject to the securing of the bonding.

**Public Comment:** There was no public comment.

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

**Adjournment:** Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to adjourn the meeting at 8:05 P.M.

Respectfully submitted,

Bryan K. Dehart  
Township Secretary