

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

January 10, 2022

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. No visitors were present.

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

Public Comment – Agenda Items: None

Minutes of December 13, 2021 Regular Meeting & January 3, 2022 Reorganization

Meeting: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the minutes of the December 13, 2021 Regular Meeting and January 3, 2022 Reorganization Meeting.

Mr. Curtaccio dispensed with the reading of the monthly **December Reports**. Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to accept the following December Reports as written and submitted.

- A. Treasurer’s Report
- B. Building Permit Report
- C. Road Department Report
- D. Police Department Report
- E. Fire Department Report – no report
- F. Report of Tax Collectors
- G. Report of Fines
- H. Recycling Report

Approve Proposal for Preparation of Financial Statements: The Township has received a Year End Services Agreement proposal from H2R CPA in the estimated amount of \$10,000 to prepare the financial statements for the year ending December 31, 2021 and prepare year-end adjusting journal entries. This work is done in advance of the annual audit to be prepared by Mark C. Turnley, CPA. Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to accept the Year End Services Agreement proposal from H2R CPA in the estimated amount of \$10,000.

Approve Proposal from ISV US, LLC: An estimate in the amount of \$11,903 has been received from ISV US, LLC (formerly Ibis Tek) (CoStars Contract No. 012-101 Emergency Equipment and Supplies) for outfitting the 2022 police utility vehicle. The Board approved the vehicle purchase at the October 2021 meeting. Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to accept estimate numbers 21083 from ISV US, LLC for the marking and outfitting of the 2022 police utility vehicle in the amount of \$11,903.

Approve Proposal for Painting of Shultz Lodge: A proposal in the amount of \$3,800 has been received from All Interior Painting for the supply of all materials and labor to paint the interior of all rooms and doors at Shultz Lodge. Ceilings are excluded. Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to accept estimate from All Interior Painting in the amount of \$3,800 for the supply of materials and labor to paint the interior of Shultz Lodge.

Roadway Improvement Program: The Township Engineer provided preliminary cost estimates for various roads for consideration as part of the 2022 Roadway Improvement Program. The Township has approximately \$425,000 budgeted for road paving. The Engineer will review with the Road Foreman also to determine if there are other roads to be added to the list for consideration. It is anticipated that the Board will make final road selections and authorized the release of bids at the February meeting.

Bid - Westview Drive Guiderail Installation: At the December meeting the Board authorized the Township Engineer to prepare specifications and bid documents for the installation of approximately 1,020 LF of guiderail installation along Westview Drive. The Engineer advised that the bid documents are expected to be released over the next several weeks.

Bid for Timber Harvest Chapel Road Property: No bids were received for the January 5, 2021 bid opening for the harvesting of timber on tax parcel numbers 55-039-0500.000 and 55-039-0600.000 located off of Chapel Road.

After review and discussion, Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the release of bids for a February 9, 2022 bid opening and consideration of bid award at the February regular meeting.

Contract No. 21-M1 Municipal Building HVAC Unit Replacement: At the August meeting the Board awarded Contract No. 21-M1 Municipal Building HVAC Unit Replacement to Guy's Mechanical Systems, Inc. in the amount of \$21,400. The Engineer said that the shop drawing submittals have been approved, and the equipment has been ordered. Project is pending delivery of the equipment.

Contract No. 21- PK1 Two Mile Run Park Trails Development: At the August meeting the Board awarded Contract No. 21-PK1 (BRC-PRD-24-229) Two Mile Run Park Trails Development to LM&R Excavating, LLC in the total amount of \$335,350. Project construction is continuing. No pay request was submitted for consideration this month.

Beaver Woods Stormwater Pond(s) Retrofit: The Township Engineer has designed the BMPs required to implement the Township's Pollution Reduction Plan for the Bradys Run

watershed at the current location of the Beaver Woods Stormwater Pond. Ms. Hartman advised that the Chapter 105 and NPDES permit applications have been submitted and are still pending.

Two Mile Run Park Area PRP Stormwater Pond: An additional stormwater pond needs to be constructed or retrofitted to meet the full obligations of the Township's Pollution Reduction Plan (PRP) as part of the MS4 permit. A site at Two Mile Run Park has been proposed for this purpose. The Engineer advised that access to the parcel and project area needs finalized before proceeding.

Comcast Franchise Agreement: The prior Comcast Franchise Agreement has expired, but it was agreed to continue to operate under the terms of the prior agreement due to the inability to meet on a new Agreement. The Solicitor was previously in contact with Jennifer M. Cloonan, Director, External & Government Affairs for Comcast – Keystone Region. However, she has been unable to make contact to close out the review of the Agreement.

Township MS4 Program: The Township Engineer stated that project inspections continue to confirm compliance with approvals and permits. Annual training will take place next month.

Zoning Code Amendments – Agricultural Related Uses: The Brighton Township Planning Commission has prepared and recommended for approval amendments to the Zoning Code to provide new and revised definitions for Agricultural Operation, Farm (Agricultural Use), Home Gardening, Horticulture, Landscape/Garden Center, and Private Greenhouse. These uses are then provided for within the various zoning districts. After review, Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to send the proposal to the Beaver County Planning Commission for their review and comments.

Additional Business: There was no additional business.

Public Comment: There was no public comment.

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

Adjournment: Mr. Piccirilli made a motion, seconded by Mr. Equels, vote unanimous, to adjourn the meeting at 7:29 P.M.

Respectfully submitted,

Bryan K. Dehart
Township Secretary