

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

July 11, 2022

Mark Piccirilli, Vice-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. One (1) visitor was present.

PRESENT: 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

ABSENT: John Curtaccio – Chairman

Public Comment – Agenda Items: None

Minutes of June 13, 2022 Regular Meeting: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the minutes of the June 13, 2022 Regular Meeting.

Mr. Piccirilli dispensed with the reading of the monthly **June Reports**. Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to accept the following June 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

Personnel Policies: The Employee Manual of Policies has been updated and was submitted to the Board for review and approval.

After review, Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the Employee Manual of Policies.

Revised Job Description: The job description for the position of Secretary/Bookkeeper has been updated and was submitted to the Board for review and approval.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the job description for Secretary/Bookkeeper.

Personnel Actions: Police Department: Chief Blinn has recommended that the Board of Supervisors hire Deante Bradley as a part-time police officer subject to the required physical and psychological examinations. The rate of pay is \$22.00 per hour.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the hiring of Deante Bradley as a part-time police officer, subject to physical and psychological examinations and a 180 day probationary period at a rate of \$22.00 per hour.

Office Staff – The Township Manager has recommended the hiring of Brandi Burgess for the position of Secretary Bookkeeper effective July 18, 2022 at a starting rate of \$18.00 per hour and subject to a 180 day probationary period.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the hiring of Brandi Burgess for the position of Secretary Bookkeeper effective July 18, 2022 at a starting rate of \$18.00 per hour and subject to a 180 day probationary period.

Seasonal Employment: Each year the Board approves the hiring of seasonal employees. It is recommended that the Board approve the hiring of Chyne Hall as a seasonal employee at a rate of \$11.00 per hour.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the hiring of seasonal employee Chyne Hall a rate of \$11.00 per hour.

Agreements for Code & Zoning Enforcement: The Township previously entered into Agreements with Pella Consulting for code and zoning enforcement services. The Agreements are subject to written confirmation by both parties for renewal. Pella Consulting has requested an extension of each Agreement for an additional one-year period. This would be to July 31, 2023 for the Code Enforcement Agreement and to October 8, 2023 for the Zoning Enforcement Agreement. The hourly rate remains the same.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve extension of both the Code Enforcement Agreement and the Zoning Enforcement Agreement with Pella Consulting for an additional one-year term.

Approve Field Maintenance Quote: The Township has received a proposal from Dura-Edge in the amount of \$10,351 for the rehabilitation of a little league field at Dawson Ridge Park. This includes new bases, home plate, pitching rubber, grading and materials.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to accept the quote from Dura-Edge in the amount of \$10,351 for the labor, materials and equipment to rehabilitate a little league field at Dawson Ridge Park.

Contract No. 22-R01 2022 Roadway Improvement & Paving Program: At the April meeting the Board awarded the paving contract to Youngblood Paving, Inc. in the total amount of \$437,661.50. The contract documents have been executed. The Engineer said that a tentative start date is late August.

Contract No. 21- PK1 Two Mile Run Park Trails Development: The Board previously 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 completed and a final walkthrough has been conducted. Retainage is held for the establishment of vegetative growth in disturbed areas. Seeding has been completed.

The Engineer said that another walk through prior to final payment release.

Agreement for Timber Harvest Chapel Road Property: At the March meeting the Board executed the Agreement with JB Mill and Fabricating, Inc. for the timber harvest on Chapel Road. Payment in full has been received. JB Mill has begun to submit documents for the timber harvest permit and road agreements. However, they have not advised of a proposed harvest date.

Actuarial Services Engagement Letter for Police Pension Plan Services & GASB 75: The Phoenix Benefits Group, Inc. has submitted an Actuarial Services Engagement Letter for the Police Pension Plan setting forth the schedule of fees for the 2023 Actuarial Valuation, GASB 68 report and related actuarial services, as well as the GASB 75 valuation.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve and authorize the Township Manager to execute The Phoenix Benefits Group, Inc. Actuarial Services Engagement Letter for the Police Pension Plan and GASB 75 report.

Resolution No. 2022-19 Authorizing Collection of Interim Real Estate Taxes: The Beaver County Assessment Office has prepared a listing of interim real estate tax assessments dated June 21, 2022. Resolution No. 2022-19 has been prepared by the Township Solicitor directing the Real Estate Tax Collector to collect taxes on certain interim assessments received from the Beaver County Assessment Office.

Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Resolution No. 2022-19 directing the Real Estate Tax Collector to collect Interim Real Estate Taxes as listed therein.

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 permits are still pending. Additional review comments were received from the PA DEP. LSSE has responded to those comments.

Two Mile Run Park Area PRP Stormwater Pond: An additional stormwater pond needs to be constructed or retrofitted in the Two Mile Run watershed to meet the full obligations of the Township's Pollution Reduction Plan (PRP) as part of the MS4 permit. At the June meeting the

Engineer presented multiple design options in the same area. Ms. Hartman again reviewed the five (5) options. Cost estimates ranged from \$410,281 to \$1,517,344. Ms. Hartman noted that all the options have not been designed and no geotechnical work has been conducted. Estimates included engineering and permitting. Three (3) options require the relocation of the existing water and sewage lines. Due to permitting, some project would not be able to be constructed until the end of 2023 or 2024. An additional alternative of multiple rain gardens was briefly reviewed, but it would require property acquisition in multiple locations. The Board ruled out the most expensive option and the rain garden option. The original option was determined to be too intrusive and was also ruled out.

Mr. Piccirilli thanked the Engineer for the report and project options. He said the Board would take the report and other options under review prior to making a determination.

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 has been in contact with Cheryl McCabe, Senior Manager, External & Government Affairs for Comcast – Keystone Region, and reported on the status of a new agreement. She said that Comcast has submitted a proposed new agreement, but that it was not acceptable in its current form. Comments on the agreement were emailed last Wednesday and no response has been received to those comments. The Solicitor highlighted some of the comments, noting that changes to the existing agreement were to be minor only. Some provisions were removed, such as the customer service standards and state of the art clause. New provisions were added that were not acceptable. This included adding a definition of Public Way, which was too broad, and adding a requirement putting obligations on the Township for new developments.

The Solicitor will continue to follow up on this with the Comcast representative.

Township MS4 Program: The Township Engineer provided an update on the Municipal Separate Storm Systems Program. Annual outfall sampling has been done and the lab results are under review. A new stormwater ordinance will need adopted to comply with the current PA DEP minimum standards. It is to be included in the December progress report.

Additional Business: The Engineer stated that they are coordinating stormwater improvements with the Brighton Township Municipal Authority design for waterline replacements on streets in the Dawson Ridge plan. The Engineer is also preparing updates for ordinances to implement recommendations from the Comprehensive Plan.

The Solicitor advised the Board that the Township had denied a Right to Know request for building plans for the Clover Development project. The requester, Megan Confer-Hammond and the Fair Housing Partnership of Greater Pittsburgh, Inc. filed an appeal through the Pennsylvania Office of Open Records (OOR). The OOR upheld the Township's denial of the requested records.

Public Comment: There were no public comments.

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

Adjournment: Mr. Equels made a motion, seconded by Mr. Piccirilli, vote unanimous, to adjourn the meeting at 7:54 P.M.

Respectfully submitted,

Bryan K. Dehart
Township Secretary