

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

February 13, 2023

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
 James E. Equels, Sr. – Supervisor
 Bryan K. Dehart - Manager/Secretary
 Wyatt Dishler - Township Engineer
 Kathryn L. Johnston, Esq. – Solicitor

ABSENT: Mark Piccirilli – Vice Chairman

Public Comment – Agenda Items: There was no public comment.

Minutes of January 9, 2023 Regular Meeting: Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve the minutes of the January 9, 2023 Regular Meeting.

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

Parks & Recreation Board Vacancies: There are two (2) vacancies on the Parks & Recreation Board: one for a term ending December 31, 2025; and one for a term ending December 31, 2027. Currently, there are no candidates for these vacancies.

Parks & Recreation Board Resignation & Appointments: Resignation – Suzanne Brailey has submitted her resignation from the Parks & Recreation Board. This will create a vacancy for a term ending December 31, 2023. There are two (2) other vacancies on the Parks &

Recreation Board: one for a term ending December 31, 2025; and one for a term ending December 31, 2027.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to accept the resignation of Suzanne Brailey from the Parks and Recreation Board.

Appointments – The Township has three (3) persons who have expressed their interest in being members of the Parks & Recreation Board. Mr. Dehart recommended the following appointments:

Lauren Maroney, 106 Jodi Drive – to a term ending December 31, 2023;
Don Houghton, 103 Ornida Drive – to a term ending December 31, 2025; and
Tammy Lang, 435 Dutch Ridge Road to a term ending December 31, 2027.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to make the three (3) appointments to the Parks and Recreation Board as recommended.

Approve Purchase of Park Maintenance Equipment: The Road Department has solicited quotations for the purchase of a side-by-side vehicle for the maintenance of parks. The recommended purchase is a John Deere model with a windshield and winch kit from M&R Power Equipment of Hermitage, PA in the amount of \$16,947.34. Funding is available in the Capital Fund for Public Works equipment purchases.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to accept the quotation from M&R Power Equipment in the amount of \$16,947.34 for the purchase of a side-by-side utility vehicle (CoStars Contract Ag/Grounds Keeping Power Equipment). The purchase order will be made to Deere & Company, Cary, NC 27513.

Approve Quote for Outfitting Police Vehicle: The Board previously approved the purchase of a police vehicle for 2023. A quoted from IBIS Emergency Vehicles in the amount of \$12,116 has been received to outfit the 2023 police vehicle through CoStars Contract No. 012-E23-318.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to accept the quotation from IBIS Emergency Vehicles (CoStars Contract No. 012-E23-318) for marking and outfitting the 2023 police vehicle in the total amount of \$12,116.

Authorize Bid for 2023 Roadway Improvement Program: The Township Engineer has prepared preliminary cost estimates for various roads for consideration as part of the 2023 Roadway Improvement Program. The Township has approximately \$425,000 budgeted for road paving. Of this amount \$330,000 is Liquid Fuels funding. The balance will be paid from the Capital Reserve Fund or General Fund.

The Engineer provided a listing of roads with paving cost estimates for selection of the paving program. Some roads are delayed due to projects of the Municipal Authority and the

Sewage Authority. After review and discussion, the following roads were selected for the 2023 roadway improvement program.

Base Bid:

<u>Street Name</u>		<u>Cost Est.</u>
Ridgeview Drive	Tuscarawas Rd to Laurel Dr (reconstruction)	\$131,567
Ridgeview Drive	Laurel Dr to end	\$ 37,078
Sebring Road	Matthews Dr to 1100 Sebring Rd	\$138,938
Highland Woods Dr	Entire Length	\$ 83,427

Scratch Coat Only with Seal Coat by Township

Todd Road	Sebring Rd to end	\$ 32,407
Estimated Total Base Bid:		\$423,417

Add Alternate No. 1

BTMA Parking Lot		\$ 32,769
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Add Alternate No. 2 - Scratch Coat Only with Seal Coat by Township

Todd Road	Barclay Hill Rd to 320 Todd Rd	\$ 56,324
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Add Alternate No. 2 - Scratch Coat Only with Seal Coat by Township

Todd Road	320 Todd Rd to 450 Todd Rd	\$ 29,061
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Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to authorize the Township Engineer to prepare and release the bids for the 2023 Roadway Improvement Program for the street selected and detailed above.

Authorize Participation in the CoStars Salt Contract: Estimated quantities for the 2023/2023 winter contract are due March 15, 2023 for the CoStars State Contract for rock salt. Last year the Township included 1,800 tons of salt in the CoStars Salt Contract. The Township can purchase up to 140% of the estimated quantity and is obligated to purchase a minimum 60% of the estimated quantity.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to authorize participation in the CoStars State Contract for rock salt with an estimated quantity of 1,750 tons.

Contract No. 22-ST01 2022 Stormwater Improvements (Beaver Woods Detention Pond): At the November meeting, the Board awarded the bid for the Beaver Woods Detention Pond Retrofit Project to Pride Masonry, Inc. for the Base Bid (\$197,350) and Add Alternate No. 2 (\$48,750) for a total bid award of \$246,100. The contract has been executed. A preconstruction meeting was conducted on January 19th, and the Notice to Proceed was issued effective February 1, 2023.

The Township Engineer advised the Board that the contractor is mobilizing to the site on February 14, 2023. The contractor has estimated that the work will take approximately four (4) weeks.

Social Hall Renovation Project: The architect and engineer are proceeding with final design drawings for the Social Hall renovation project. The Township Engineer said Penn DOT permitting is being secured and final details for utility pole relocations are being worked out with Duquesne Light Company. It is expected that bids will be authorized for release at the March meeting.

DCNR Community Conservation Partnerships Grant Program: Notification has been given that the 2023 DCNR grant cycle is open, with grant applications due April 5, 2023. Application was made in the Fall for Phase II Two Mile Trails project, but it was not selected for funding. The permits are still open for that project and the design work and bid documents prepared. Mr. Dehart recommended that application be made for that project. The Board agreed.

The grant program also provides funding for land acquisitions. The Township previously discussed acquiring the Baycura property at the interchange area that would provide road access to both sides of Two Mile Run Creek. The first step would be to have an appraisal prepared to determine property value.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to authorize the Township Manager to proceed with an application to DCNR for the Phase II Two Mile Run Trail Project and to have a property appraisal conducted on the Baycura property.

Authorize Filing Redevelopment Assistance Capital Program Grant Application: Heritage Valley Health System, Inc (HVHS) has requested the Township to be the municipal applicant for a PA Redevelopment Capital Program (RACP) grant application for funding towards the renovation and construction of a new Nuclear Radiology Hot Lab at the hospital. The grant program requires a municipality to be the applicant and conduit for the grant funds for non-government project. The Township would enter into an Agreement with HVHS that would indemnify and hold harmless the Township for any claims or financial responsibility. M:7 Agency would fulfill the role of consultant for HVHS and will assist with all administrative duties required for the application, grant administration and filings. The Solicitor has reviewed the grant program documents and draft Agreement with HVHS and reviewed the items for the Board.

At this time the Board is being asked to authorize the filing of the RACP application. Subsequently, a Resolution will need to be approved for the application and various Agreements and documents approved and executed.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to authorize the Township to approve the request of HVHS to act as the lead agency for the RACP grant application to seek funding for the renovation and construction of a new Nuclear Radiology Hot Lab at the hospital.

Resolution No. 2023-08 Appointing CPA: The Board has advertised its intent to appoint Mark C. Turnley, CPA to audit the accounts of the Township for the year ending December 31, 2022 and has approved the proposal for services.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve Resolution No. 2023-08 appointing Mark C. Turnley, CPA to conduct the audit for the year ending December 31, 2022 and in accordance with his proposal letter of December 26, 2022 in the amount of \$10,750.

Resolution No. 2023-09 Exonerating Township Properties from 2023 Real Estate

Taxes: The Township owns certain parcels that are subject to real estate taxation. This Resolution exonerates the Tax Collector from issuing tax bills to collect Township taxes on the specified parcels. Those parcels subject to real estate taxes are:

Tax Parcel Number 55-023-0224.000;
Tax Parcel Number 55-048-0127.000;
Tax Parcel Number 55-006-0200.000; and
Tax Parcel Number 55-152-0117.001.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve Resolution No. 2023-09 to exonerate the Tax Collector from issuing tax bills to collect Township taxes on the specified parcels owned by the Township.

Resolution No. 2023-10 Approving the Disposition of Specific Public Records: The Board previously adopted the Municipal Records Manual providing the retention schedule for public records. Resolution No. 2023-10 authorizes the disposition of certain public records specified therein.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve Resolution No. 2023-10 authorizing the disposition of the records specified therein.

Approve Pricing Agreement and End User License Agreement with PlateSmart/Cyclops Technologies, Inc.: There has been a consolidation of companies providing the software for, and the maintenance of, the License Plate Reader Systems (LPRS). As a result, the Western Pennsylvania Chiefs of Police established a Traffic Camera Committee to review the options available and they have recommended PlateSmart as the preferred provider. Detective/Captain Robert Herbele, Jr. of the Beaver County DA's office represented Beaver County on the Committee. The Committee is recommending that existing Agreement with other vendors be terminated immediately and that Departments enter into the Pricing Agreement and End User License Agreement with Cyclops Technologies, Inc. D/B/A PlateSmart Technologies for existing and new LPRS.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve the into the Pricing Agreement and End User License Agreement with Cyclops Technologies, Inc. D/B/A PlateSmart Technologies and issue notice of termination for the existing agreement(s).

Contract Extension for Collection of Refuse and Recycling: The current contract with J. Young Refuse was for a three (3) year period ending June 30, 2023. The contract provides for an extension of up to two (2) additional years upon mutual consent of the Township and J. Young Refuse. A written request dated February 2, 2023 has been submitted by J. Young Refuse to extend

the current contract for two (2) additional years ending June 30, 2025. The base rate for the additional two (2) years would be \$12.07 effective July 1, 2023 (+0.14) and \$12.21 effective July 1, 2024 (+0.14).

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve the extension of the current contract for collection of refuse and recycling with J. Young Refuse for a period of two (2) years ending June 30, 2025.

Ordinance No. 237 – Zoning Code Amendment Section 195-137.1 Buffer Yard Requirements: The Board conducted a public hearing at 6:30 P.M. on the ordinance to amend the Zoning Code Section 195-137.1 Buffer Yard Requirements. The Ordinance was advertised for consideration of adoption.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve and adopt Ordinance No. 237 amending the Zoning Code Section 195-137.1 Buffer Yard Requirements.

Ordinance - Zoning Code Amendment for C-2 Mixed Use: At the January meeting the Board scheduled a public hearing on the proposed ordinance to amend the C-2 Mixed Use District at 6:15 P.M on March 13, 2023.

Ordinance – Amending the Official Zoning Map: At the January meeting the Board scheduled a public hearing on the proposed ordinance amend the Official Zoning Map at 6:30 P.M on March 13, 2023. The change will rezone Tax Parcel No. 55-152-0137.000 (Haffey property) and a portion of Tax Parcel No. 55-152-0135.P00 (Sheerin property) from C2 Mixed Use District to R1 Rural Residential District.

Two Mile Run PRP Stormwater Project: The Township is in the process of obtaining land to construct a stormwater facility to meet the full obligations of the Township’s Pollution Reduction Plan (PRP) for the Two Mile Run watershed as part of the MS4 permit. A plan of subdivision has been filed for this purpose. The Township Engineer is designing the project and preparing the necessary permit packages. Appraisals are being secured for the properties to be acquired.

Township MS4 Annual Training and Public Presentation Program: The Township Engineer conducted a presentation, including annual educational training on the requirements of the Municipal Separate Storm Systems Program. The presentation included an overview of the current NPDES MS4 Permit and the annual tasks that are conducted pursuant to the permit requirements. The NPDES MS4 permit held by the Township applies to its stormwater infrastructure that is used to collect and convey stormwater, and authorizes the discharge of stormwater into Waters of the Commonwealth. The General Permit requires six (6) Minimum Control Measures (MCMs) to be implemented, and include:

- 1) MCM 1 Public Education and Outreach Program,
- 2) MCM 2 Public Involvement and Participation,
- 3) MCM 3 Illicit Discharge Detection and Elimination,

- 4) MCM 4 Construction Site Stormwater Runoff Control,
- 5) MCM 5 Post-Construction Stormwater Management (PCSM) in New and Re-Development Activities,
- 6) MCM 6 Pollution Prevention/Good Housekeeping.

The Township's stormwater management program must reduce the discharge of pollutants, protect water quality, and satisfy appropriate water quality requirements of the Clean Water Act and the Pennsylvania Clean Streams Law. As part of this program the Township has instituted an outfall inspection and illicit discharge detection & testing program, a construction site inspection process, and a post construction inspection program. Annual reports are due September 30th of each year. The report includes progress made for each MCM along with PRP and PCM progress.

The Township is implementing a Pollution Reduction Program that was developed in 2017. Implementation includes the Brighton Fields Retention Pond retrofit project that has been completed, and the Beaver Woods Pond retrofit project that is now underway. The Two Mile Run drainage area project is now under permitting and under design. The following reductions are to be met at the end of the 5-year permit cycle ending March 2023:

- Achieve 10% reduction in pollutant loading of sediment.
- Achieve 5% reduction in pollutant loading of total phosphorus.

The current permit expires March 23, 2023. Coverage under the current permit has been extended for two (2) additional years by PA DEP.

Brighton Township Consolidation Plan No. 1: The Township Engineer has prepared a plan to consolidate two (2) parcels at Two Mile Run Park into one (1) parcel. Parcel No. 55-048-0127.000 consisting of 2.99 acres was previously identified as common area for the Woodridge Heights Plan of Lots. This lot is being consolidated with the adjoining parcel 55-152-0123.000 at Two Mile Run Park. This parcel includes Shultz Lodge and adjoining improvements. At their January 4, 2023 meeting the Brighton Township Planning Commission recommended approval of the Brighton Township Consolidation Plan No. 1 dated November 30, 2022 as prepared by Lennon, Smith, Souleret Engineering, Inc. Enclosed is a copy of the site plan prepared by LSSE and the Beaver County Planning Commission review comments by letter dated January 5, 2023.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve and authorize recording of the Brighton Township Consolidation Plan No. 1 dated November 30, 2022 as prepared by Lennon, Smith, Souleret Engineering, Inc.

Clover Communities Brighton LLC – Bond Releases: The site improvements and grading are substantially complete for the Clover Communities Brighton project. The Township Engineer has recommended bond releases for the project.

Bond Reduction No. 1 – Site Improvements – The Township Engineer, by letter of January 9, 2023 has recommended a full release of the Site Improvements Bond in the amount of \$469,476.14.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve a full release of the Site Improvements Bond for Clover Communities Brighton in the amount of \$469,476.14.

Bond Reduction No. 1 – Grading – The Township Engineer, by letter of January 9, 2023 has recommended a release from the Grading Bond in the amount of \$202,954.40, leaving a balance to completion of \$13,750.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, approve a partial release of the Grading Bond for Clover Communities Brighton in the amount of \$202,954.40 leaving a balance to completion of \$13.750.

Additional Business: Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to amend the agenda to include a Personnel Action – Police Department for the hiring of a part-time officer.

Personnel Actions: Police Department –Part Time Hire: Chief Blinn has recommended that the Board of Supervisors hire James M. Lema, as a part-time police officer.

Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve the hiring of James M. Lema as a part-time police officer at a rate of \$23.00 per hour, subject to a 180-day probationary period.

Public Comment: There was no public comment.

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

Adjournment: Mr. Equels made a motion, seconded by Mr. Curtaccio, vote unanimous, to adjourn the meeting at 7:59 P.M.

Respectfully submitted,

Bryan K. Dehart
Township Secretary