

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

August 12, 2024

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
 Gary J. Gordon – Supervisor
 Bryan K. Dehart - Manager/Secretary
 Marie S. Hartman, P.E. - Township Engineer
 Kathryn L. Johnston, Esq. – Solicitor

Announce Executive Session: The Chairman announced that the Board met prior to the meeting from 6:00 P.M. to 6:10 P.M. in Executive Session to discuss personnel and real estate. Also present were the Township Manager and Township Solicitor.

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

Minutes of July 8, 2024 Regular Meeting: Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to approve the minutes of the July 8, 2024 Regular Meeting.

Mr. Curtaccio dispensed with the reading of the monthly **July Reports**. Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to accept the following July 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
- F. Report of Tax Collectors
- G. Report of Fines
- H. Recycling Report

Contract No. 24-R01 the 2024 Roadway Improvement Program: The Board has awarded the bid for the 2024 roadway improvement program to Youngblood Paving, Inc. for **Contract A (Liquid Fuels):** \$457,363 and **Contract B (BTMA Parking Lot):** \$34,083.75. Contract documents have been executed. The Township Engineer reported that a start date has not been provided by the contractor.

Bid Award Contract No. 24-PK1 Two Mile Run Park Trails (Phase 2): Bids were opened July 31, 2024 for the Two Mile Run Park Trails Phase 2 project. Bid results were as follows:

Contract A (Trail B – 2,600 LF)

LM&R Excavation, LLC	\$ 81,450.00
G. Salandro Excavating, LLC	\$113,425.00
N & N Landscaping LLC	\$162,830.00
T. A. Gall, Inc.	\$242,250.00
Tedesco Excavating and Paving Inc.	\$215,066.00

Contract B (Trail C – 2,225 LF)

LM&R Excavation, LLC	\$ 88,450.00
G. Salandro Excavating, LLC	\$112,625.00
N & N Landscaping LLC	\$219,769.80
T. A. Gall, Inc.	\$262,500.00
Tedesco Excavating and Paving Inc.	\$280,916.00

Contract C (Trail B and Trail C)

LM&R Excavation, LLC	\$159,900.00
G. Salandro Excavating, LLC	\$226,050.00
N & N Landscaping LLC	\$380,899.80
T. A. Gall, Inc.	\$481,000.00
Tedesco Excavating and Paving Inc.	\$493,150.00

The Township has received a \$100,000 grant for the construction of the Two Mile Run Park Trails Phase 2 project. The bid prices are lower than estimated. The low bidder, LM&R Excavating, was the contractor for the Phase I trail project.

Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to award Contract C (Trail B and Trail C) to LM&R Excavating, LLC in the amount of \$159,900.

Resolution No. 2024-14 Approving the Disposition of Specific Public Records: The Board previously adopted the Municipal Records Manual providing the retention schedule for public records. Resolution No. 2024-14 authorizes the disposition of certain public records specified therein.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Resolution No. 2024-14 authorizing the disposition of the records specified therein.

Resolution No. 2024-15 Adding a Deferred Retirement Option Plan (“DROP”) to Police Pension Plan: Resolution No. 2024-15 amends the Brighton Township Police Pension Plan by adding a Deferred Retirement Option Plan (“DROP”). An actuarial study has been prepared by The Phoenix Benefits Group, Inc. that determined that the DROP provision will not have an adverse effect on the funding status or minimum funding requirements of the Plan. The Brighton

Township Police Bargaining Unit and the Fraternal Order of Police have reviewed the proposal to amend the Police Pension Plan and find it acceptable.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, with two (2) “YES” votes and one (1) “ABSTAIN” vote by Mr. Curtaccio to approve Resolution No. 2024-15 amending the Brighton Township Police Pension Plan by adding a Deferred Retirement Option Plan (“DROP”). Mr. Curtaccio’s son, Joshua Curtaccio, is a full-time police officer with Brighton Township, creating a conflict of interest.

Contract No. 22-ST01 2022 Stormwater Improvements (Beaver Woods Detention Pond): The final contract payment for the Beaver Woods Detention Pond Retrofit Project with Pride Masonry, Inc. was approved in November of 2023, at which time the maintenance period was entered into. An inspection by the Beaver County Conservation District found some items that need to be addressed. The Township Engineer has advised the Pride Masonry, Inc. (the contractor) by letter of August 1, 2024 of corrective actions needed under the maintenance bond. The Township Engineer has also advised the Beaver County Conservation District (BCCD) and the PA DEP by letter of August 1, 2024 of the Township’s intended correction plan. The Township Engineer said that she has conducted a site visit with the Road Foreman to review maintenance work for them to completed. LSSE is completing an as-built survey of the completed pond. She said the project was designed to have the wetlands drain to the pond, and the plans were approved by the permitting agencies. LSSE is also preparing calculations on the culvert pipe to justify the existing pipe size.

Two Mile Run PRP Stormwater Project Update: The Township Engineer is designing and obtaining permits for 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. The permit for the non-jurisdictional dam is pending.

Township MS4 Program: The Township Engineer said that the PA DEP completed an inspection of the Township’s MS4 program for July 11, 2024 and no deficiencies were found.

Gypsy Glen Road Slides: There are two (2) existing slides on Gypsy Glen Road that partially encroach on the pavement, and could possibly slide further onto the roadways. Notices were sent to the property owners to advise them of any obligations they may have for corrective action. The owner of 850 Gypsy Glen Road has completed some cleanup and has a geo-technical engineer preparing restoration and stabilization plan. The property owner at the larger slide has had two companies out for evaluations but has not presented a plan for stabilization.

Park Rental Rates: The rental rates for Shultz Lodge and shelters at Two Mile Run Park where last increased in 2022 for the 2023 season. Rentals for 2025 will begin in October. The current rental rates are as follows:

	<u>Resident</u>	<u>Non-Resident (Beaver, Bridgewater, Vanport)</u>
Shultz Lodge:	\$150	\$175
Shelters (1, 2 & 3):	\$ 50	\$ 60

The Board discussed an increase of the rental rates. The maintenance of the facility due to damage to the interior walls from tape, staples, command hooks and similar items is needed annually, as a result, the Board also discussed requiring cash deposits for building rentals.

Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to increase the rental rate for Shultz Lodge to \$175 for Residents and \$200 for Non-Residents (Beaver, Bridgewater, and Vanport) effective January 1, 2025; and to establish a rental deposit for the Lodge of \$150 to secure against damages, also effective January 1, 2025.

Billing for Fire Services: This Board discussed preparing an ordinance that would permit the Fire Department to invoice for certain emergency responses. Billings would be to insurance companies rather than individual residences, and not all services would be billable. A fee structure would need to be developed as well as the parameters for billing and collection. There are third party companies that would do the billing, and retain a portion of collections as their compensation. Brian Hanne of the VFD was present and provided more information on how the billing would take place. He said the PA Fire Recovery Service was a company that does the third party billing. They retain 15% of collections for their fee. Mr. Hanne said that the fee structure is based on type of apparatus, equipment use, number of response personnel, and similar variable. Sample ordinances from other municipalities to authorize establishing the billing service have been collected. There are other municipalities in Beaver County that have implemented billing for services. A meeting will be established with a billing service company for representatives of the Township and Fire Department to further discuss and evaluate the services.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the Solicitor to draft an ordinance for further discussion on this subject.

Swimming Pool/Splash Pad Discussion: This item was placed on the agenda for discussion to determine if there is any desire to investigate a swimming pool or splash pad project within Brighton Township. A location and the cost of construction and operation would need to be evaluated. Mr. Gordon said that he has had a number of people raise this topic with him and, therefore, it was presented for discussion. The Board discussed potential cost associated with the improvements, staffing, locations, and other issues related to owning and operating these types of facilities. The Township has other recreation projects pending, and the Board decided that this subject would be tabled.

Ordinance No. 242 Zoning Code Chapter 195 Amendment to Add Place of Worship to all Zoning Districts: At 6:15 P.M. the Board conducted a public hearing on a proposed ordinance to amend the Zoning Code. The ordinance adds a Place of Worship (Church) as a Permitted Use in the HC-1 Health Care Service District, C-1 Neighborhood Commercial District, and the C-2 Mixed Use District. A Place of Worship is added as a Conditional Use to the SC-1 Special Conservation District.

Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to approve Ordinance No. 242 to amend the Zoning Code, Chapter 195 Zoning.

Ordinance No. 243 Adopting a Revised and Restated Chapter 180 Subdivision & Land Development Code: At 6:25 P.M. the Board conducted a public hearing on a revised and restated Chapter 180 Subdivision and Land Development (SDLD) Code.

Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to approve Ordinance No. 243 adopting a revised and restated Chapter 180 Subdivision and Land Development Code.

Resolution No. 2024-16 Adopting Minimum Construction Standards and Details: The Brighton Township Minimum Construction Standards and Details have been updated in conjunction with the preparation of the revised and restated Chapter 180 Subdivision and Land Development Code. They are referenced within the revised and restated Chapter 180. The Minimum Construction Standards and Details also include various signature blocks for plans, and a model Conservation and Recreation Easement.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Resolution No. 2024-16 adopting the Brighton Township Minimum Construction Standards and Details.

Resolution No. 2024-17 Adopting a Revised Fee-In-Lieu of Dedication of Public Recreation Land: The revised and restated Chapter 180 Subdivision and Land Development Code includes an updated Section 180-64.1 Public Recreation Land and Facilities. Under this Section the Board can levy a fee-in-lieu of dedication of public land for each residential unit of up to \$1,427.27. This fee is based upon calculations in the Brighton Township Public Recreation Land and Facilities Plan that was updated by the Board at their meeting of November 13, 2023. The current fee is \$500 per residential unit, established in December 2005. Resolution No. 2024-17 proposes an increase of this fee to \$1,000.00 for each dwelling unit. The fee would apply to new plans in excess of three (3) residential units.

Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to approve Resolution No. 2024-17 adopting a fee-in-lieu of dedication of public land for each residential unit of \$1,000 per residential unit.

Resolution No. 2024-18 Aspen Fields Phase V Road Dedication: The final paving of streets in the Aspen Fields Phase IV Plan has taken place. The Developer has requested the Township to proceed with dedication. The Township Solicitor prepared Resolution No. 2024-18 to accept the streets in Aspen Fields Phase V: part of Cottonwood Drive and Meadowridge Drive. The Township Engineer confirmed that the streets are ready for dedication. This dedication is for the streets only, and does not include remaining items required to close out the plan, including dedication of storm sewers.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Resolution No. 2024-18 accepting dedication of a part of Cottonwood Drive and Meadowridge Drive in Aspen Fields Phase V as part of the Township road system, with final execution and recording subject to the maintenance bond.

Ordinance - Amending Chapter 189 Vehicles and Traffic Code: Upon acceptance of the streets in the Aspen Fields Phase V Plan, an ordinance will need to be prepared to amend Article II Traffic Regulations of Chapter 189 Vehicles and Traffic Code to include the approval of a 25 mph speed limit on the roadways and the placement of stop signs at the intersection of Cottonwood Drive (South) at Aspen Drive and at the intersection of Meadowridge Drive at Aspen Drive.

Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to authorize the Solicitor to prepared and advertise an ordinance for consideration of adoption at the September 9, 2024 meeting to amend Chapter 189 Vehicles and Traffic Code and to authorize traffic control signs in Aspen Fields Phase V Plan.

Aspen Fields Phase 5 Dedication of Public Improvements: Maronda Homes has submitted a letter dated May 28, 2024 to request dedication of the public improvements in Aspen Fields Phase 5. The Township Engineer gave a report on what is needed prior to proceeding with dedication of the public improvements. This includes certain storm sewer areas outside of the street rights-of-ways that will need described for dedication. Other storm sewer areas will be conveyed to the HOA. Dedication of public land is still outstanding. And, execution of stormwater agreements for future maintenance of the detention ponds has to be completed.

Additional Business: There was no additional business.

Public Comment: There was not public comment.

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

Adjournment: Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to adjourn the meeting at 7:49 P.M.

Respectfully submitted,

Bryan K. Dehart
Township Secretary