

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

October 14, 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. Five (5) visitors present.

PRESENT: John Curtaccio – Chairman
 Mark Piccirilli – Vice Chairman
 Bryan K. Dehart - Manager/Secretary
 Marie S. Hartman, P.E. - Township Engineer

ABSENT: Gary J. Gordon – Supervisor
 Kathryn L. Johnston, Esq. – Solicitor

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

Minutes of September 9, 2024 Regular Meeting: Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve the minutes of the September 9, 2024 Regular Meeting.

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

Beaver Area Memorial Library: Becky O’Neil, Board Representative for Brighton Township, and Sarah Boyce, Library Director of the Beaver Area Memorial Library (BAML) were in attendance to discuss their services and to seek the Township’s continue financial support within the 2025 Budget. Ms. O’Neil thanked the Board for the annual contribution being made to the Library and stated how important it was to their operations. She noted that the BAML is the busiest of all libraries in Beaver County. The library offers many programs for all age groups, and highlighted some of those offered. Ms. Boyce provided copies of their newsletter and information

on the Fall fundraiser. She also noted that the library system has a social worker, and provided a schedule of when the social worker is available at BAML.

Mr. Curtaccio thanked them for attending and stated that the Township considers the contribution made to be a great investment into the community.

Public Comment - Community Outreach: Ms. Marcia Butler, representing Our Lady of the Valley Parish was in attendance

Planning Commission Vacancy: Kimberly Radler has submitted her resignation from the Planning Commission. This creates a vacancy for a term ending December 31, 2027.

Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to accept the resignation of Kimberly Radler from the Planning Commission, and to thank her for her contribution to the community.

Personnel Actions: Police Department – Full Time Hire: Chief Blinn has recommended Adam Horning be hired as a full-time police officers effective December 16, 2024. He is currently a full-time police officer with another Department.

Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to hire Adam Horning as a full-time police officer effective December 16, 2024 subject to a 180 day probationary period, with wages and benefits as provided for in the Agreement between Brighton Township and the Beaver Valley Lodge 4 F.O.P.

Authorize New Account: A new account, Tolbert Fire Escrow, is being established pursuant to the Township's Fire Loss ordinance. This account will establish a new savings account for the escrow deposit.

Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to authorize the opening of the Tolbert Fire Escrow savings account at First National Bank with the Board of Supervisors and Township Treasurer as authorized signatures on the account.

Approve Outfitting Proposal for 2026 Model Year Mack: A proposal in the amount of \$113,700 has been received from Stephenson Equipment, Inc. (SEI) for the dump body, hydraulics, plow, spreader, and hitch for a 2026 model year Mack GR42FR single axel cab and chassis. The purchase is through CoStars Contract No. 025-E22-432 Municipal Work Vehicles. The cab and chassis were ordered in February 2024.

Mr. Curtaccio made a motion, seconded by Mr. Piccirilli, vote unanimous, to accept the proposal in the amount of \$113,700 from Stephenson Equipment, Inc. (SEI) for the dump body, hydraulics, plow, spreader, and hitch for a 2026 model year Mack GR42FR single axel cab and chassis through CoStars Contract No. 025-E22-432 Municipal Work Vehicles.

AT&T Cell Site Lease – Proposal for First Amendment: The Township currently holds a land lease with AT&T for a cell tower located at 1400 Brighton Road. The proposal is to change

the amount of the lease to \$1,175 per month starting January 12, 2025, with a 10% rent increase at the end of each 5-year term starting May 1, 2031. The term is proposed for extension through April 30, 2051.

After review, Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to accept the proposed terms of the lease amendment, and authorize execution of the lease documents after review by the Township Solicitor.

Ratify Agreement of Just Compensation: The Board of Supervisors previously filed a Declaration of Taking action to acquire 2.96 acres of land that was part of Tax Parcel No. 55-001-0703.001 for the purpose of constructing a stormwater facility. A Settlement Agreement of Parties for Just Compensation has been agreed upon between the parties. The Agreement provides payments totaling \$25,000 as just compensation for the 2.96 acres. The terms of the Agreement also provide for the payment of a pro rata share of real estate taxes due the condemnee and the statutory maximum for attorney fees.

Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to Ratify the approval and execution of the Settlement Agreement of Parties for Just Compensation between Brighton Township and Benjamin S. Pentz and Citizens Bank, N.A. and release of payments as specified therein.

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. The Township Engineer advised that the paving is completed and final restoration work is completed or near completion. A pay request was received, but not in time to be processed for the agenda. Total costs are near bid amounts.

Contract No. 24-PK1 Two Mile Run Park Trails Phase 2: At the July meeting, the Board awarded Contract C (Trail B and Trail C) to LM&R Excavating, LLC in the amount of \$159,900. The contract documents have been executed. Work has been initiated. The Engineer advised that the NPDES permit for the project is due to expire December 7th and will need to be extended.

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 (BCCD) found items that need to be addressed. The Township Engineer reported that reseeded was inadequate, based upon their inspection. A report will be issued to the contractor. The Road Department has completed some maintenance work also. LSSE is preparing as-built drawings to demonstrate that the pond was constructed in accordance with the drawings approved as part of the permit issuance. LSSE is also preparing calculations for the pipe crossing on the entrance driveway to demonstrate it does not need replaced with a larger diameter pipe.

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. Some of the funding for the project is Federal money and the Township will need EPA approval prior to placing the project out for bid.

Township MS4 Program: The Township Engineer said that the annual report was filed with the PA DEP.

Stormwater BMP Operations & Maintenance Agreements: Blue Sky Builders PA, LLC has filed an individual small stormwater management BMP Agreements for construction of single family home at 1026 Colvin Drive. The BMP proposed is the construction of a rock sump.

Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve and authorize execution of the Agreement for individual small stormwater management BMP Agreement submitted by Blue Sky Builders PA, LLC for a single family home at 1026 Colvin Drive and authorizing its execution for recording.

2025 Budget – First Reading: The first reading of the 2025 Budget was presented. The 2025 Budget proposes the following amounts: General Fund \$6,200,716; Stormwater Fund \$1,075,000; Capital Reserve Fund \$4,716,000; State Aid Fund \$321,671 and Police Pension Fund \$3,947,166. As proposed, the 2025 General Fund Budget has a deficit of \$170,149. The interim 2025 real estate tax assessment roll shows a reduction in total real estate taxable values from 2024 to 2025, with other assessment appeals pending. The 2025 certified tax roll will be issued November 1st. The expenses reflect an additional Road Department employee and full year wages for fire department employees that were only partially budgeted in 2024. The 2024 Budget was approved with a real estate tax millage rate of 2.05 mills. A final determination of a proposed 2025 tax rate will be subject to the certified tax assessment roll values to be received in November and following the Board's review of the first budget draft. The Stormwater Fee is budgeted to remain at \$5.50 per month per ERU. The budget will be reviewed at the November 12th meeting and proposed for adoption at the December 9th meeting.

Mr. Curtaccio made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the advertisement of the 2025 budget at least 20 days prior to adoption.

Resolution No. 2024-21 Distribution of State Pension Aid: The Township has received State Pension Aid in the amount of \$207,621.32. Resolution No. 2024-21 authorizes the distribution of the State Pension Aid as follows: Non-Uniform Pension: \$44,040.88 with the balance of the 2024 MMO (\$13,240.12) to be paid from the General Fund; and Police Pension Fund: \$163,580.44 with the balance of the 2024 MMO (\$31,400.56) to be paid from the General Fund.

Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve Resolution No. 2024-21 distributing the 2024 General Municipal Pension System State Aid as follows: \$44,040.88 to the Non-Uniform Pension Plan and \$163,580.44 to the Police Pension Plan with the balance of the 2024 Non-Uniform MMO (\$13,240.12) and 2024 Police MMO (\$31,400.56) to be paid from the General Fund.

2023 Annual Audit & Financial Report: The 2023 Annual Audit & Financial Report has been completed and issued by Mark C. Turnley CPA. The Board received a copy of the report. Mr. Dehart said it would be appropriate to accept the 2023 Annual Audit & Financial Report as completed and issued by Mark C. Turnley, CPA and to ratify the Chairman and Manager signing of the management representation letter.

Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to accept the 2023 Annual Audit & Financial Report as completed and issued by Mark C. Turnley, CPA and ratifying the authorization for the Chairman and Manager to sign the management representation letter.

LSA Statewide Grant Program: The Local Share Account Statewide grant program is open for applications. Applications are due November 30th. Two (2) projects were proposed for application. One for a pedestrian bridge crossing of Two Mile Creek to connect the trails in Two Mile Run Park. A second application would be for some preliminary work on the Baycura Property on Brighton Road that was purchased. The Board discussed these projects and asked the Township Engineer to prepare cost estimates for the project. Resolutions will be prepared for the November meeting to file the applications.

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 had a project designed by a geotechnical engineer, and the project is being sent to contractors. The property owner at the larger slide has had two companies out for evaluations but has not presented a plan for stabilization. A contractor has proposed a scope of work to the owner. The Board asked that the Manager work with the Engineer and Solicitor to send a letter that outlines the expected course of action.

Ordinance to Authorize Billing for Fire Services: At the August meeting, the Board contracted with by the Brighton Township VFD to do the billing, and retain a portion of collections as their compensation. The Solicitor has prepared a proposed ordinance that the Board reviewed. A draft Resolution setting for the fee schedule for billing purposes was also provided.

Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to authorize the Solicitor to advertise the ordinance for consideration of adoption at the November 12, 2024 meeting.

Aspen Fields Phases 3, 4, and 5 Request for Performance Bond Reduction: Maronda Homes has submitted a letter dated September 27, 2024 to request a partial release of \$9,642.82 from the Performance Bond for Aspen Fields Phases 3, 4, and 5. The Township Engineer reviewed the recommended release, as detailed in a letter dated October 7, 2024. The recommended release is \$3,795.

Mr. Curtaccio made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Bond Reduction Request No. 5 for Aspen Fields Phases 3, 4, and 5 in the amount of \$3,795. The balance remaining after the release is \$28,837.82.

Deed for the Dedication of Aspen Fields Plan Parcel BT-2 Revised: The approved Aspen Fields Plan includes the dedication of open space around the perimeter of the Plan to Brighton Township. Parcel BT-2 Revised is the final open space parcel to be conveyed to Brighton Township. The parcel is 63.57 acres in size. The Township Solicitor has prepared the Deed for the parcel being offered for dedication. Maronda Homes, Inc. will execute the deed following the approval of the Notice of Termination for their NPDES Permit. This is expected over the next several months.

Additional Business. Mr. Dehart reminded everyone that the November meeting will be held on Tuesday, November 12, 2024 due to Veterans Day falling on Monday.

Public Comment: There was no public comment.

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

Adjournment: Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to adjourn the meeting at 7:46 P.M.

Respectfully submitted,

Bryan K. Dehart
Township Secretary