

## MINUTES

### BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

November 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 present.

PRESENT:           John Curtaccio – Chairman  
                  Mark Piccirilli – Vice Chairman  
                  Gary J. Gordon – Supervisor  
                  Bryan K. Dehart - Manager/Secretary  
                  Kathryn L. Johnston, Esq. – Solicitor

ABSENT:            Marie S. Hartman, P.E. - Township Engineer

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

**Minutes of October 14, 2024 Regular Meeting:** Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to approve the minutes of the October 14, 2024 Regular Meeting.

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

**Planning Commission Vacancy:** John Wattick of 129 Fineview Circle has submitted a letter of interest to fill the Planning Commission vacancy term ending December 31, 2027. This vacancy was created by the resignation of Kim Radler.

Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to appoint John Wattick to fill the Planning Commission vacancy for term ending December 31, 2027.

**Authorize Funds Transfer:** The Township recently reached a settlement of \$25,000 for acquisition of land needed for construction of a stormwater facility. The funds were paid from the Stormwater Fund 04. Mr. Dehart recommended that the Board authorize a transfer from the Land Reserve Account in the Capital Fund 30 for the land acquisition.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the transfer of \$25,000 from the Land Reserve Account in the Capital Fund 30 to the Stormwater Fund 04 for a land acquisition.

**Approve Proposal to Purchase and Outfit 2025 Tahoe Police Vehicle:** A quotation has been received from Jim Shorkey Auto Group for the purchase of a Chevy Tahoe Police Package Vehicle in the amount of \$56,639.81 through CoStars Contract 13-E22-270 Emergency Responder Vehicles Contract. A quotation has also been received from Valero Service, Inc. through CoStars Contract No. 012-E24-373 to outfit the Chevy Tahoe Police Package Vehicle in the amount of \$17,147.12. The total purchase price of these two (2) quotations is \$73,786.93.

Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to accept the quotation in the amount of \$56,639.81 from Jim Shorkey Auto Group for the purchase of a Chevy Tahoe Police Package Vehicle through CoStars Contract 13-E22-270 Emergency Responder Vehicles Contract; and to accept the quotation from Valero Service, Inc. in the amount of \$17,147.12 through CoStars Contract No. 012-E24-373 to outfit the 2025 Chevy Tahoe Police Package Vehicle.

**Approval Proposal to Purchase Compact Track Loader with Rotary Cutter:** A proposal has been received from Vernon Dell Tractor for the purchase of a New Holland Compact Track Loader with 84" bucket in the amount of \$70,227.18 and a New Holland 6-foot rotary cutter in the amount of \$7,131.41. These purchases are available through Sourcewell Contract 011723-CNH-2. Mr. Dehart noted that at the June meeting the Board approved the purchase of a 72" John Deer Diamond Brush Cutter in the amount of \$8,121.85 through Groff Tractor & Equipment, but the vendor later advised the price was incorrectly quoted and the Township did not make that purchase.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to accept and approve the quotation from Vernon Dell Tractor for the purchase of a New Holland C332 Compact Track Loader and 6-foot rotary cutter in the total amount of \$77,403.59 through Sourcewell Contract 011723-CNH-2.

**Advertise Intent to Appoint a Certified Public Accountant:** The Township is required to advertise their intent to appoint a CPA to audit the books for the year ending December 31, 2024 in lieu of the elected auditors. The Township Solicitor previously filed a petition with the courts to appoint Mack C Turnley, CPA and approve his compensation of \$10,500 as set forth in a three-year proposal. The appointment of the CPA will occur at the Board's January 6, 2025 Reorganization meeting beginning at 5:00 P.M.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the advertisement of the Township's intent to appoint Mark Turnley, CPA at the January 6, 2025

Reorganization Meeting and approve his compensation of \$10,500 as set forth in a three-year proposal to audit the books for the year ending December 31, 2024.

**Agreement with Heritage Valley Health System, Inc. for RACP Grant:** Brighton Township previously agreed to serve as the lead agency for a Commonwealth of Pennsylvania Redevelopment Assistance Capital Program (RACP) grant for a project at the hospital. The grant award is \$495,000. The Agreement with Heritage Valley Health System, Inc. is a Cooperation Agreement and is a required document of the grant to set forth the obligations of Heritage Valley as a sub-applicant. The Agreement has been executed by Heritage Valley and reviewed by the Solicitor.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve and authorize execution of the Agreement By and Between The Township of Brighton and Heritage Valley Health System, Inc.

**Contract No. 24-R01 the 2024 Roadway Improvement Program:** The Board 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. A final project walkthrough has been completed by the Road Foreman with the contractor.

**Partial Payment No. 1:** The Engineer has submitted and recommended for approval Partial Payment No. 1 in the amount of \$440,897.59. Of this amount, \$31,358.33 will be reimbursed by the Brighton Township Municipal Authority for Contract B – BTMA Parking Lot.

Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to approve Partial Payment No. 1 in the amount of \$440,897.59 for payment to Youngblood Paving, Inc.

Mr. Dehart said that a final change order and a final payment will be presented for processing at the December meeting.

**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. Work has been initiated, and is nearing completion. A final walkthrough with the contractor and the Beaver County Conservation District will be coordinated.

**Partial Payment No. 1:** The Engineer has submitted and recommended for approval Partial Payment No. 1 in the amount of \$59,814.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Partial Payment No. 1 in the amount of \$59,814 for payment to LM&R Excavating, LLC.

**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 items that need to be addressed. The Township Engineer has issued to the contractor by letter of October 31, 2024

a listing of outstanding items. The Township Engineer had reported that the contractor has not responded to their correspondence of October 31<sup>st</sup> advising that the seeding was insufficient and would need to be redone in the spring. The Township Engineer has also submitted a NPDES Permit renewal application to the Beaver County Conservation District.

**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. A Chapter 105 Non-Jurisdictional Dam Permit Application is being prepared for filing as part of this project.

**Township MS4 Program:** There have been no new actions since last month. Planning for the next permit year cycle is underway.

**Stormwater BMP Operations & Maintenance Agreements:** Kristne F. Morgan and David M. Sabol have filed an individual small stormwater management BMP Agreement for construction of single family home at 104 Maplewood Drive. The BMP proposed is the construction of a rock sump.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the Agreement for individual small stormwater management BMP Agreement submitted by Kristine F. Morgan and David M. Sabo for a single family home at 104 Maplewood Drive and authorizing its execution for recording.

**2025 Budget – Second Reading:** The second reading of the 2025 Budget was conducted. The 2025 Budget proposes the following amounts: General Fund \$6,230,003; Stormwater Fund \$1,100,000; Capital Reserve Fund \$4,646,000; State Aid Fund \$321,671 and Police Pension Fund \$4,345,421. As proposed, the 2025 General Fund Budget propose an increase in the RE Tax millage from 2.05 to 2.23. This is partially due to 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 15<sup>th</sup>. The expenses reflect an additional Road Department employee and full year wages for fire department employees that were partially budgeted in 2024. The Stormwater Fee is budgeted to remain at \$5.50 per month per ERU.

The budget will be presented for adoption at the December 9<sup>th</sup> meeting.

**Refuse & Recycling Fee Adjustment:** Year five (5) of the refuse contract began July 1, 2024 with a base rate of \$12.21 per month. The contract contains a provision for a Fuel Cost Adjustment. A calculation has been prepared for fuel cost based upon OPIS price postings and in accordance with the formula included in the contract documents. The calculation results in an increase of \$0.56 per month. As a result of the calculations, the new rate will be as follows:

Base Rate July 1, 2024 to June 30, 2025	\$12.21
Fuel Cost Adjustment calculated effective January 1, 2025	<u>\$ 0.56</u>
Monthly Refuse Rate effective January 1, 2025	\$12.77

Quarterly Refuse Rate effective January 1, 2025

\$38.31

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the revised refuse and recycling fee of \$12.77 per month effective January 1, 2025.

**Ordinance No. 245 Brighton Township Code, Chapter 95 Fire Department Reimbursement:** As authorized by the Board at the October meeting, the Township Solicitor has advertised for consideration of adoption an ordinance that permits the Brighton Township Volunteer Fire Department to invoice for certain emergency responses for the recovery of costs. The ordinance creates Brighton Township Code, Chapter 95, Fire Department Reimbursement for this purpose.

Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to approve Ordinance No. 245 creating Brighton Township Code, Chapter 95, Fire Department Reimbursement.

**Resolution No. 2024-22 Setting A Schedule of Rates Under Chapter 95 Fire Department Reimbursement:** Ordinance No. 245 authorizes the Brighton Township Volunteer Fire Department to bill for the recovery of costs for responses to incidents. The costs are to be reasonable and based upon industry standards. Rates billed are to be approved by the Township. Resolution No. 2024-22 sets for the authorized billable rates.

Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to approve Resolution No. 2024-22 to set forth a listing of approved billable rates pursuant to Ordinance No. 245.

**Ordinance to Establish the Compensation of Supervisors:** Act 94 of 2024 has increased the permitted compensation of Township Supervisors, the first adjustment to permitted compensation since 1995. Brighton Township's 2020 US Census population was 8,791. Under the Act, the maximum annual compensation permitted for a Second Class Township with a population of 5,000 to 9,999 is \$4,190. The current salary is \$2,500 per year. Any change in compensation cannot take place until a newly elected term. Therefore, the earliest date for any increase would be for a Supervisor elected to office in January 2026.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to authorize the Township Solicitor to prepare and advertise for consideration at the December meeting, an ordinance to increase the compensation of a Township Supervisor to \$4,190 effective with elected terms of office starting on or after January 2026.

**Resolution No. 2024-23 DCED LSA Grant Two Mile Stream Crossing:** As authorized at the October meeting, an application through the 2024 DCED Local Share Account Statewide Grant program has been prepared requesting grant funds of \$332,941.05 for a crossing of Two Mile Run Creek to connect trails. The application request funding for the full amount of the project cost estimate.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Resolution No. 2024-23 authoring the filing of the 2024 DCED Local Share Account Statewide Grant requesting grant funds of \$332,941.05 for the Two Mile Stream Crossing.

**Resolution No. 2024-24 DCED LSA Grant Two Mile Trailhead Project:** As authorized at the October meeting, an application through the 2024 DCED Local Share Account Statewide Grant program has been prepared requesting grant funds of \$1,000,000 for the Two Mile Trailhead Project at the Baycura Property. The full project cost is estimated at \$2,090,205. Therefore, the application requires a matching fund commitment of \$1,090,205.

Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve Resolution No. 2024-24 authoring the filing of the 2024 DCED Local Share Account Statewide Grant requesting grant funds of \$1,000,000 for the Two Mile Trailhead Project.

Mr. Piccirilli made a motion, seconded by Mr. Gordon, vote unanimous, to authorize the Chairman to sign a matching funds commitment of \$1,090,205 for the Two Mile Trailhead Project.

**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. Mr. Dehart said that letter has been drafted and will be sent out soon.

**Additional Business.** There was no additional business.

**Public Comment:** There was no public comment.

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

**Adjournment:** Mr. Gordon made a motion, seconded by Mr. Piccirilli, vote unanimous, to adjourn the meeting at 7:26 P.M.

Respectfully submitted,

Bryan K. Dehart  
Township Secretary