

**BLAIR TOWNSHIP BOARD OF SUPERVISORS
375 CEDARCREST DRIVE
DUNCANSVILLE, PA 16635**

**MINUTES OF THE MONTHLY MEETING & ANNUAL BUDGET
PREPARATION MEETING OF OCTOBER 13, 2015**

Chairman Richard Lasek called the meeting to order at 7:00 p.m. and led the assembly in the salute to the flag.

In attendance were Chairman Lasek and Supervisors Edward Silvetti and Palmer Brown, Secretary/Treasurer Betty Robertson, Chief of Police Roger White, Teddie Kreitz representing Keller Engineers, Solicitor Rick Gieg, Attorneys Matthew Gieg and Chris Jancula.

Announcement: Halloween Trick or Treat will be held in Blair Township on Thursday, October 29th from 6:00 p.m. until 8:00 p.m., the same date and time as in neighboring municipalities.

Chairman Lasek announced: "Public comment is both welcome and invited. Any persons wishing to speak on an agenda item or during the public comment period will be limited to five minutes per person."

Supervisor Silvetti made a motion to approve the minutes of the Monthly Meeting of September 08, 2015. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Payroll and payroll liabilities for the month of September totaled \$39,094.48. General Fund disbursements for the month of September totaled \$30,833.02. Local Services Tax disbursements totaled \$3,335.49. Supervisor Brown made a motion to approve total disbursements in the amount of \$73,262.99. Supervisor Silvetti seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to approve the Treasury Balance for September 2015 as \$839,897.37. Supervisor Silvetti seconded the motion. The motion passed with a unanimous vote.

Supervisor Silvetti made a motion to approve the "Specific Service Investment Account Funds" treasury balance for September 2015 as \$132,430.47. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

No new information was received regarding the **Pleasant View Phase 6 Subdivision** plan. Supervisor Silvetti made a motion to table the Pleasant View Phase 6 Subdivision plan. Supervisor Brown seconded the motion. The motion to table the plan passed with a unanimous vote. The municipal review period will end December 25, 2015.

Chairman Lasek made a motion to table the Weidley **Lot 10 & Park Lot Land Development** plan. Supervisor Brown seconded the motion. The motion passed with a unanimous vote. The municipal review period will end February 26, 2016.

Supervisor Silveti made a motion to table the **Mezzy Court Subdivision** plan. Supervisor Brown seconded the motion. The motion to table the Mezzy Court Subdivision plan passed with a unanimous vote. The municipal review period will end January 7, 2016.

Supervisor Brown made a motion to approve the **Smith/McCoy Subdivision and Lot Merger** plan. Supervisor Silveti seconded the motion. This is a simple lot line adjustment between two adjoining property owners (107 & 105 Steve Street). The Blair Township Planning Commission approved the plan at their September 14th meeting. The motion to approve the Smith/McCoy Subdivision and Lot Merger plan passed with a unanimous vote.

Katrina Pope, Education/Enforcement Coordinator of the Intermunicipal Relations Committee (IRC), presented the IRC Council of Government's Program Report. Ms. Pope then presented an informative oral summary of the IRC's achievements over the past year, noting the continued importance of municipal cooperation and participation. She specifically asked the Township to contact PSATS in support of Paint Care Legislation, commenting this would add a minimal charge to all types of paint purchases, with the fee then going toward the cost of paint recycling. Should this legislation pass, it would help eliminate 50% of the cost associated with paint recycling. Through an EPA Grant, there is a plan to expand the composting to include food. The Duncansville recycling facility continues to be leased by the IRC. Supervisor Silveti complimented Ms. Pope and the excellent service provided by the IRC. Supervisors Lasek and Brown agreed and all thanked her for the presentation.

Supervisor Silveti commented on the **Building Code and Enforcement Officer position**. Numerous employment applications were received, with three of the top applicants chosen for interview. Following the interviews, the Supervisors and Police Chief agreed unanimously that Donald Ott was best suited for the position.

Supervisor Silveti made a **motion to hire Donald Ott as Building Code and Enforcement Officer** and present him with an offer of employment, which included an outline of benefits. Supervisor Brown seconded the motion. The motion to hire Donald Ott passed with a unanimous vote. Being present, Mr. Ott verbally accepted the offer. He addressed the assembly and thanked the Supervisors for the appointment. He outlined his many years of experience, past and present and stated that, while currently employed by Greenfield Township, he is a resident of Blair Township and looks forward to serving the municipality.

Supervisor Silveti opened discussion regarding the **Greendown Acres Mobile Home Park CDBG-funded sewerage project**. He stated that in order to keep the project moving, he is suggesting that the Supervisors agree to move ahead with bidding the project. Supervisor Silveti made a motion to **proceed with bidding the Greendown Acres Mobile Home Park Sewerage Project** in January, as per the Engineer's recommendation. Supervisor Brown seconded the motion. The motion to bid the project in January passed with a unanimous vote.

Supervisor Silveti asked that Solicitor Gieg broker a meeting between Blair Township Supervisors and the **Blair Township Water and Sewer Authority** in order to conclude language of the necessary Township-Authority agreement covering construction and completion of the project. Once the low bid is accepted and moves forward into the construction phase, the Authority must take responsibility and commit to seeing this project completed. As additional

funding may become necessary, the Township agrees to look for additional CDBG funds, but the BTW&SA must remain fiscally responsible for any costs should additional necessary funds to complete 100% funding of the project prove unavailable. Supervisor Brown commented that there is no reason to believe that the project cannot be completed for the proposed half million dollars, noting that the engineer is also confident that the funds available are more than adequate to complete the project. Chairman Lasek stated that any funds needed to complete the project would not be supported by Blair Township's General Fund.

Referencing information provided by Attorney Matthew Gieg, the Board of Supervisors, determined to take legal action to address the dilapidated structure at **2198 Reservoir Road**. Supervisor Silveti made a motion to approve **commencement of legal action** relative to 2198 Reservoir Road. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

In order to proceed with the action at **2198 Reservoir Road**, Chairman Lasek made a motion to approve the **investigation and examination** of the property be completed by Keller Engineers at a proposed cost between \$750 and \$1,000. Supervisor Silveti seconded the motion. The motion passed with a unanimous vote.

The **First Public Hearing** of the **FY 2015 CDBG Grant**, administered by the County of Blair, Trina Illig, will be held on Tuesday, October 20th at 10 a.m. at the Municipal Office. The Supervisors are hopeful that the public will participate. This hearing is strictly for the Township's 2015 CDBG Entitlement Grant and does not impact on the CDBG Competitive Grant for Greendown Acres Project.

Poplar Run Stream Restoration Project.

Restoration has been completed on 4,000 Linear Feet of stream along Poplar Run in Blair Township. A large eroded bend was replaced by a smooth, streamlined channel, banks are now stabilized with log vanes and muddills, and habitat value is greatly improved. The Supervisors agreed this is a very worthwhile project.

Blair Township is currently in the process of participating in the application for grants to help with **MS4 Stormwater BMP Implementations** in the Township:

1. The **Hillside View Drive Pond Retrofit** is designed to improve local water quality by reducing the stormwater runoff. This specific project would convert the existing dry stormwater pond into a bio-retention basin. The amount for this grant application is \$106,000 and includes Administrative match and also limited Blair Township Highway Department personnel in-kind match. The Grant would be provided by the U.S. Environmental Protection Agency and will be selected on a competitive basis. Grantees are to be announced by DEP on December 16th.
2. The **Alliance for the Chesapeake Bay** has requested the Township Municipal grounds site and the adjoining Blair Township Water & Sewer Authority site as part of a Design Competition project. The intent is to create potential opportunities to improve the existing site by disconnecting downspouts, stream restoration, expanding the riparian buffer, pervious pavers, bioretention, site beautification and reuse of roof water. Rain

gardens, artful retention areas and native plantings will be used in the competition. The Supervisors looked favorably on the suggested project.

Participation in these BMP Implementations will give the Township a jump start in meeting its legal obligations as set forth by MS4 requirements.

The **2015 Firemen's Relief Funds** in the amount of **\$29,737.30** have been received. Supervisor Brown made a motion to approve equal distribution to the four Volunteer Fire Companies; Duncansville, Freedom, Geeseytown and Phoenix. Supervisor Silveti seconded the motion. The motion passed with a unanimous vote.

The **2015 Pension Relief Funds** in the amount of **\$43,129.18** have been received. The total amount due to **PMRS** is **\$82,099** (Police \$44,478 + Non-Uniform \$37,621), the balance due (\$38,969.82) will be paid with General Fund monies. Supervisor Brown made a motion to approve payment to PMRS in the amount of \$82,099. Supervisor Silveti seconded the motion. The motion to approve payment of the 2015 Police and Non-Uniform pension plans passed with a unanimous vote.

Supervisor Silveti began discussion relative to the former **MDIA-Employee** Inspector no longer being with the company. Due to this sudden change, and in an attempt to insure that there is no back-up log in the issuance of building permits, Supervisor Silveti suggested the Board consider adding a secondary provider. Note the agenda incorrectly identified the firm as "Uniform Construction Code Field Inspection Services". The intended secondary provider is, "**PA Municipal Code Alliance, Inc.**". The Supervisors agreed to have an alternate provider, should the need arise. It was also notes that the contract between the Township and MDIA expired July 01, 2011, although service had continued uninterrupted.

Supervisor Silveti stated that PSATS recently issued a recommendation that **Requests for Proposals (RFPs)** be conducted every three years for professional services. Supervisor Silveti made a motion to issue an **RFP for UCC inspection services for FY 2016-2018**. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown opened the floor for discussion regarding the proposed, amended **Outdoor Furnace Ordinance**. Suggestions were provided along with four specific questions. Following discussion, it was determined that different brand furnaces would have their own set of manufacturer's regulations, each likely different in some regards. Wood and wood pellets would be the only fuel acceptable. A fee would become effective, to be renewed/paid annually. Inspections would be done by a certified firm at the expense of the home owner. A year-round operation schedule was discussed. Interested participants, including the newly hired Code Officer, Don Ott, were instructed to review the draft Ordinance and offer suggestions and modifications. The Ordinance is expected to be ready for **advertisement** at the **November 10th meeting**.

Other Business: There was none.

Betty presented items for the **2016 Township Budget(s)**; General Fund, Liquid Fuels, Capital Reserve, Local Services Tax and Act 32 of 2012. Added to the Capital Reserve items was a projector (\$1,000), which was actually a carryover from the 2015 Budget. The General Fund

Budget will project: 3% payroll increases, with the exception of Collective Bargain Units and employees with a probationary or training oriented period; a 5% employee (including individual family members) hospitalization premium payroll deduction; a 2% Non-Uniformed and a 5% Police Pension payroll deduction. The Police Department and Highway Department, prior to this meeting, had prepared a list of items they are hopeful will be included in the respective 2016 Budget expenditures. Betty will work on preparing a draft budget for each of the accounts.

Chairman Lasek called for anyone not on the agenda that wished to speak. There being no response, Supervisor Silvetti made a motion to adjourn. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

The meeting adjourned at 7:56 p.m.

Respectfully Submitted by:

Betty Robertson
Secretary/Treasurer