

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

MINUTES OF THE MONTHLY MEETING OF AUGUST 08, 2017

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

In attendance were Chairman Silvetti and Supervisors Palmer Brown and Richard Lasek, Secretary/Treasurer Betty Robertson, Police Chief Roger White, Sergeant Peacock, Building Code and Ordinance Enforcement Officer Donald Ott, Road Foreman John Reed, Chris Dutrow, PE of Stiffler, McGraw & Associates and Solicitor Michael Rouch.

Chairman Silvetti announced that an Executive Session for the purpose of discussing personnel and legal issues was held on Tuesday, July 11, 2017 at 8:00 p.m.

Chairman Silvetti announced that the First Public Hearing for the FY2017 CDBG Grant was held by Trina Illig, Grant Administrator at 6:30 this evening. Ms. Illig approached the podium stating that this is the first Public Hearing, as required by DCED, held for the purpose of gaining public input and suggestions relative to the CDBG Grant.

Chairman Silvetti announced: "Public comment is both welcomed 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." Attendees were asked to silence their cell phones.

Supervisor Brown made a motion to approve the minutes of the Monthly Business Meeting of July 11, 2017. Supervisor Lasek seconded the motion. The motion passed with a unanimous vote.

Disbursements for the month of July: Payroll and payroll liabilities totaled \$56,673.63; General Fund disbursements for the month of July totaled \$48,777.08; Liquid Fuels disbursements totaled \$1,118.78; Capital Reserve disbursements totaled \$1,796.00 and Local Services Tax disbursements totaled \$23,902.00. Supervisor Lasek made a motion to approve total disbursements in the amount of \$132,267.49. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Lasek made a motion to approve the Treasury Balance for July 2017 as \$1,034,284.54. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Lasek made a motion to approve the "Specific Service Investment Account Funds" Treasury Balance for July 2017 as \$137,522.19. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Chairman Silvetti announced that anyone wishing to address the Supervisors may do so now. No public comment was offered.

Chairman Silvetti proceeded with the agenda.

The **Ronald and Maureen Leighty Subdivision** plan was discussed. Revised plans were received. DEP Component 1 was reviewed and approved by DEP. Requested waivers were discussed.

Supervisor Brown made a motion to **approve waiving §403, plan scale**, noting that the plan is clear as presented. Supervisor Lasek seconded the motion. The motion to approve the waiver request passed with a unanimous vote.

Supervisor Brown made a motion to **approve waiving §508.A.1 15-foot road frontage** requirement, noting this is resolved with the Leighty Right of Way and Maintenance Agreement. Supervisor Lasek seconded the motion. The motion to approve the waiver request passed with a unanimous vote.

Supervisor Brown made a motion to **approve the Leighty Right of Way and Maintenance Agreement**, Solicitor Rutch confirmed the final form is acceptable. Supervisor Lasek seconded the motion. The motion to approve the Agreement passed with a unanimous vote.

Supervisor Lasek made a motion to **approve the Ronald and Maureen Leighty Subdivision** plan. Supervisor Brown seconded the motion. The motion to **approve the Leighty Subdivision** passed with a unanimous vote.

The **Ronald and Diana Shaffer Subdivision** plan, as submitted by Todd Beiswenger of Young and Associates was discussed. The review comments of August 7th have each been addressed. Requested waivers were discussed.

Supervisor Lasek made a motion to **approve waiving §403, plan scale**, noting that the plan is clear as presented. Supervisor Brown seconded the motion. The motion to approve the waiver request passed with a unanimous vote.

Supervisor Brown made a motion to **approve waiving §403.B.2 contour lines**, noting there is no construction planned for the site, following the recommendation of the Blair Township Planning Commission, he added that the waiver is subject to no future encroachments. Supervisor Lasek seconded the motion. The motion to approve the waiver request passed with a unanimous vote. Solicitor Rutch reaffirmed this would deny any future construction within the encroached area.

Mr. Shaffer explained that the two adjoining properties had separate tax ID numbers but are currently included in the same deed description. The Shaffers had a pending sale for one of the homes and two days prior to closing discovered that there was a combined deed description.

Supervisor Lasek made a motion to **approve waiving §403.A.18 & 509, utility and drainage easements**, the structures are existing. Chairman Silvetti seconded the motion. The motion to approve the waiver request passed with a unanimous vote.

Supervisor Brown made a motion to **approve the Shaffer Joint Driveway Agreement**. Supervisor Lasek seconded the motion. The motion to approve the waiver request passed with a unanimous vote. Solicitor Rouch reaffirmed this would deny any future construction within the encroached area.

Supervisor Brown made a motion to **approve waiving §508.B.3 lot size**, due to existing structures. Supervisor Lasek seconded the motion. The motion to approve the waiver request passed with a unanimous vote.

Supervisor Lasek made a motion to **approve the Ronald and Diana Shaffer Subdivision** plan. Supervisor Brown seconded the motion. The motion to **approve the Shaffer Subdivision** passed with a unanimous vote.

The **Joseph and Sherri Zyra Subdivision** plan, as submitted by Todd Beiswenger of Young and Associates was discussed. The Blair Township Planning Commission recommended conditional approval, the subdivision is pending DEP sewage facility planning approval. Both BTW&SA and the Freedom Township Sewer Authority have issued capacity letters. The municipal review period will end October 08, 2017.

Supervisor Lasek made a motion to sign the **Zyra Sewage Facility Planning** request. Supervisor Brown seconded the motion. The motion to sign and submit the application to DEP **passed** with a unanimous vote.

Solicitor Rouch has prepared a Shared Driveway Agreement on behalf of the Zyra Subdivision. Supervisor Brown made a motion to **approve the Zyra Shared Driveway Agreement**, pending payment of the Solicitor's invoice. Supervisor Lasek seconded the motion. The motion to approve the Agreement passed with a unanimous vote.

Supervisor Lasek made a motion to **table the Joseph and Sherri Zyra Subdivision** plan. Supervisor Brown seconded the motion. The motion to table the **Joseph and Sherri Zyra Subdivision** plan passed with a unanimous vote.

Supervisor Brown made a motion to **approve the Sidewalk Maintenance Ordinance No. 2017-02**. Supervisor Lasek seconded the motion. Chairman Silvetti commented that, while he recognized the need for such an ordinance, he would have preferred the Ordinance include greater detail regarding what constitutes repairs needing to be undertaken by the adjacent, responsible property owners. The motion to **approve the Sidewalk Maintenance Ordinance No. 2017-02 passed** with a unanimous vote.

Supervisor Brown made a motion to approve release of the **Pleasant View Phase IV Maintenance Bond**. Supervisor Lasek seconded the motion. John Reed, Highway Foreman, reported that the checklist items were satisfactorily completed. The motion to **release** the

Pleasant View Phase IV Maintenance Bond passed with a unanimous vote. Betty requested permission, due to the contractor's (Joe Crossman and John Castle) split, to issue the release of funds to the individual parties. Solicitor Rouch agreed that the amount should be evenly divided and then distributed.

Trina Illig, CDBG Grant Coordinator, summarized the **FY17 CDBG Grant**. The Township is allocated **\$86,073**, less 18% (\$15,493.14) for Administrative Costs, to benefit qualifying low to moderate projects. The Grant now has a **3-year life**, previous grants had 4. Also, **modifications** to the DCED approved expenditure categories for the FY17 grant year are **not permitted**.

Chairman Silvetti commented on **CDBG funds** remaining from previous years and the difficulty with spending these funds in the approved CDBG category of housing rehabilitation. He suggested the use of CDBG funds to offset the cost of sewerage laterals to income-qualifying households as part of the BTW&SA's planned extension of sewerage service on Reservoir Road and elsewhere in the Township. Offsetting the cost of placing sewerage laterals can be included in the general CDBG category of housing rehabilitation. Tim McGaw stated the BTW&SA has applied for an USDA/RUS Grant, noting also that Reservoir Road is planned for public sewer only, but not public water. He stated the Authority projects approximately two years before public sewer system construction would begin on Reservoir Road, assuming funding is procured. MS Illig added that maximum CDBG funding for housing rehabilitation per qualifying unit has increased from \$20,000 to \$24,000.

Trina provided a proposed **FY17 Schedule of Events**. The second Public Hearing is scheduled for October 24th at the Blair County Courthouse. The Board of Supervisors will select the projects at their regular Business Meeting of October 10th, 2017.

Chris Dutrow commented on the **Buckeye Duncansville Station Land Development, Preliminary Plan**. He suggested waiting to sign the Preliminary Plan until the remaining engineering comments are addressed and conditions are met.

Chief White provided an in-depth summary of the resume received from **James Matthew Brantner**, applicant for the open **Police Officer position**. He commented that Mr. Brantner is by far the best candidate. He has investigated his character, professionalism, background and prior job performance, noting that he is exemplary in all categories and overall very suitable for employment with Blair Township. Supervisor Lasek made a motion to **approve** sending the **Conditional Offer of Employment Letter** to **James M. Brantner**, conditional on the required testing as outlined in the letter, **approving Mr. Brantner for employment**. Supervisor Brown seconded the motion. Pending successful completion of the physical exam, drug testing, and psychological exam and acceptance of the position, Mr. Brantner is anticipated to begin employment with Blair Township in the month of September. The motion passed with a unanimous vote.

Chairman Silvetti addressed the proposed new **2018-2020 Collective Bargaining Agreement** between **Blair Township** and the **Blair Township Police Officers**. He recognized the professionalism of Sergeant Peacock and the Officers during contract negotiations, their

willingness to compromise on several issues. Sargent Peacock in return complimented Chairman Silveti as very professional during the negotiation process.

Chairman Silveti summarized key provisions of the newly-negotiated **2018-2020 Collective Bargaining Agreement**, including: “wage bands” establishing minimum and maximum wages for the Patrol Officer and Sergeant positions; changes to the holiday schedule reflecting State and Federal holidays; revisions to “selling-back” of accumulated sick days; and 2 ½% wage increases in each year to the Agreement, 2018, 2019, and 2020.

Sergeant Peacock expressed his gratitude for the time and effort that **Chairman Silveti** spent working on the Agreement. Supervisor Lasek also thanked Chairman Silveti for his work, noting friendly negotiations make it easy to clean-up past Agreements and transition into a new Agreement. Supervisor Lasek made a motion to approve signing the 3-year Collective Bargaining Agreement with the Blair Township Police. Supervisor Brown seconded the motion. The new Agreement will be in effect from January 01, 2018 through December 31, 2020. The motion to **approve** the **2018-2020 Collective Bargaining Agreement** passed with a unanimous vote.

Supervisor Brown made a motion to **approve** signing the **DEP Grant Agreement, Local Stormwater BMP Implementation** project, titled as the **Edgewood Drive Stormwater Basin Retrofit**. Supervisor Lasek seconded the motion. Chairman Silveti noted that the maintenance responsibilities will not change dramatically and that the Township is grateful for the Grant. Supervisor Lasek commented on the asthetic improvement that would result from the project, noting that it is a good pilot project for the area. The grant application was submitted by Stiffler McGraw on behalf of Blair Township. The maximum dollar amount is \$100,000.00; the grant term ending June 30, 2019. The Township will receive MS4 credit once the project is completed. The motion passed with a unanimous vote.

Other Business:

Due to the approval of hiring an additional Patrol Officer, Chairman Silveti expressed the obvious need for an additional **Police vehicle**. An existing 2010 Police vehicle is used by the Township’s Code Enforcement Officer, but is not equipped as a Police vehicle. It was agreed that the age and condition of this vehicle is not conducive to the likely much-harder use of daily police activity. It was concluded that another new police vehicle would be preferred, allowing the code Enforcement Officer to retain use of the 2010 vehicle, thus precluding the likelihood of needing two vehicles in the near future.

The recently purchased Police cruiser is currently in the process of being up-fitted. The cost of the 2017 Ford Taurus (\$32,000) was offset with the trade of the Charger. Chief White estimates a new cruiser would cost \$36,000-\$37,000. Supervisor Lasek made a motion to **authorize Chief White to solicit bids for a new Police vehicle**. Supervisor Brown seconded the motion. Specific financing would be determined following receipt and review of the bids. A \$40,000 (current) budget cushion is in place. The motion to solicit bids passed with a unanimous vote.

Chairman Silvetti stated that after having inquired of Chief White as to where another Patrol Officer would perform desk work, he had schematic drawings prepared of **modular work stations**, both in the **front Municipal Office** and also for the **Police Department**. He noted these would fit the space available, professionalize both the front office and Police Department, and create more efficient work spaces, replacing office furnishings which are easily 30 years old. It would also add one work station in the front office for use by a Supervisor.

Chairman Silvetti commented that he has received an initial 2020 US **Census Data notice**, requesting input from the Township relating to map and data survey options.

Chairman Silvetti called for anyone not on the agenda that wished to speak. No further comment was offered.

Supervisor Brown made a motion to adjourn. Supervisor Lasek seconded the motion. The motion to adjourn passed with a unanimous vote.

The meeting adjourned at 8:07 p.m.

Respectfully Submitted by:

Betty Robertson
Secretary/Treasurer