

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

MINUTES OF THE MONTHLY MEETING OF SEPTEMBER 08, 2020

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

The following were in attendance: Chairman Edward Silvetti; Supervisor Paul Amigh II; Supervisor Robin Cadwallader; Secretary/Treasurer Betty Robertson; BTPD, Chief Roger White; Road Foreman, John Reed; Eric Banks, PE, of Stiffler, McGraw & Associates; and Solicitor Patrick Fanelli.

Trina Illig, Blair County CDBG representative, joined the meeting by teleconference.

Chairman Silvetti announced that Pandemic-related meeting restrictions remain in place. The meeting room is set up to accommodate social distancing while allowing limited face-to-face attendance. Telephone conferencing remains available for persons wishing to participate without attending in person. Public comment is welcomed and invited in accordance with Township policy and the Commonwealth of Pennsylvania's Right-to-Know provisions and the Sunshine Act.

Supervisor Cadwallader made a motion to approve the minutes of the Monthly Business Meeting of August 11, 2020. Supervisor Amigh seconded the motion. The motion passed with a unanimous vote.

Disbursements for the month of August were reviewed. Secretary-Treasurer Betty Robertson presented the report as follows: Payroll totaled \$31,584.97; General Fund disbursements and payroll liabilities for the month of August totaled \$45,309.17; Liquid Fuels \$883.23; and Local Services Tax \$1,701.50. Supervisor Amigh questioned the \$30 discrepancy between the Liquid Fuel's disbursement report and the agenda amount. Betty noted that the \$30 was a bank charge because she had exceeded the three-checks per month rule on the Liquid Fuels account. The bank charge was reversed on September 3rd and will show up as a \$30 deposit in September in the Liquid Fuels account.

Supervisor Amigh made a motion to approve total August disbursements in the amount of \$79,478.87. Supervisor Cadwallader seconded the motion. The motion to approve the total August disbursements in the amount of \$79,478.87 passed with a unanimous vote.

Supervisor Amigh made a motion to approve the Treasury Balance for August 2020 as \$1,134,989.20. Supervisor Cadwallader seconded the motion. The motion passed with a unanimous vote.

Supervisor Amigh made a motion to approve the “Specific Service Investment Account Funds” Treasury Balance for August 2020 as \$195,521.98. Supervisor Cadwallader seconded the motion. The motion passed with a unanimous vote.

Public Comment Period. Chairman Silvetti announced the public comment period. No public comment was offered at this time.

Chairman Silvetti noted that the **Blair Township Police Department Collective Bargaining Agreement (CBA) for the period of January 1, 2021, through December 31, 2023**, is approved and signed by all parties. Due to current COVID-19 events, final 2020 tax revenue is uncertain. The CBA indicates a 2.00% wage increase effective 1/1/2021 and 2.75% wage increases for 2022 and 2023, the difference in the three years is to account for an average annual 2.5% pay increase over the three-year CBA period. Chairman Silvetti noted that the 2020 tax revenue is being monitored monthly and, if stable and the Township ends 2020 without a deficit, a 2.5% increase may take effect on 1/1/2021, and the increase for 2022 and 2023 would be reduced to 2.5% as outlined in the CBA.

Trina Illig addressed the Supervisors regarding the **FY 2020 CDBG Funding Allocation**. The total grant is \$97,351.00 less 18% charged by Blair County for administration. Funds available for projects total \$79,828.00. The Supervisors agreed to allocate the available funds to Housing Rehabilitation. The Housing Rehabilitation category could be used to support the lateral connections for low- to moderate-income households should the currently halted Reservoir Road public sewerage project be undertaken.

Chairman Silvetti made a motion to approve the total allocation, \$79,828.00, be placed in the Housing Rehabilitation category. Supervisor Amigh seconded the motion. The motion to **allocate the FY 2020 CDBG Funding into Housing Rehabilitation** passed with a unanimous vote.

Chairman Silvetti suggested a possible use of the **CDBG-CV Cares Act Funding** in the amount of \$50,872.00 (\$62,039.00 less 18% County Admin). He cited the lack of educational opportunities for low- to moderate-income households who may not have the financial means to have their children tutored during the pandemic. He suggested “pod groups” with multiple students benefitting from a paid tutor. Chairman Silvetti stated this would be a “new service” not previously offered with CDBG funding. The Supervisors agreed that there is a definite advantage to the community to having all school-aged children benefit from unique educational opportunities. Trina Illig said that she would investigate the possibility of using **CDBG** funds for such a project.

Chairman Silvetti proceeded with the agenda.

The **O’Reilly Final Land Development Plan**, as prepared by Greg Hillard of Bollard Engineering, was briefly discussed. The storm-sewer connection easement remains outstanding.

Supervisor Amigh made a motion to table the O’Reilly Final Land Development Plan. The motion to **table the O’Reilly Final Land Development Plan** was seconded by Supervisor

Cadwallader and passed with a unanimous vote. The current municipal review period will end on October 22, 2020.

No new information was received on the **Mezzy Court Subdivision Plan**, as prepared by Todd Beiswenger of Young Engineers & Surveyors.

Supervisor Amigh made a motion to **table** the **Mezzy Court Subdivision Plan**. Supervisor Cadwallader seconded the motion. The motion to **table** the **Mezzy Court Subdivision Plan** **passed** with a unanimous vote. The current municipal review period will end on October 21, 2020.

Chairman Silvetti introduced a follow-up discussion to the proposal by Mr. Greg Werstil to change the name of **NAC Drive to Innovation Drive**. It was agreed that the Township would be responsible for the actual installation of the street sign; however, Mr. Werstil will be responsible for paying the full cost of the change upfront or providing adequate financial security, which will then be used to satisfy his obligation to the township for any costs incurred on his behalf. Penn DOT is currently laying out the sign. US Municipal will be contacted as to the cost of manufacturing the sign per Penn DOT specifications, and Tel-Power will be contacted for its cost for placing the sign. Mr. Werstil will be responsible for any and all costs connected to this change.

Supervisor Amigh questioned the outcome of the **NAC/Innovation Drive site inspection**. Chairman Silvetti reported that Mr. Werstil, Eric Banks, Donald Ott, Donna Fisher, Stephen Beach, Ken Szala, as well as himself, conducted an exterior site visit. At that time, it was determined that Mr. Werstil had failed to prepare a required E & S Plan and to secure an NPDES Permit prior to the obvious earth disturbance having taken place. With reference to the actual building permit requirements, Clem Malot, PMCA and Officer Ott visited the NAC/Innovation Drive site the following day. Mr. Malot explained the UCC requirements to Mr. Werstil, noting there were currently no building permit violations at that site.

Chairman Silvetti commented that the revised/redrafted **S & A Harvest Glen Development Deed of (Streets) Dedication** is acceptable, clarifying that Township Code Section 350.66(D) would apply. This requires financial security in the amount of 25% of the covered improvements for a term of 18 months. Ben Piper of Keller Engineers, on behalf of the Township, is currently ascertaining the pertinent calculation.

The **2021 Minimum Municipal Obligation** (MMO) worksheets for both the Police and Non-Uniformed employees' retirement plans were discussed. The MMO worksheets are based on, among other factors, the estimated wages of the covered employees through the current year. The MMOs are then calculated and provided by the Actuary, PMRS. Township adoption is an annual requirement of the Pennsylvania Municipal Retirement System. A portion of each obligation is supported with Commonwealth funds through Act 205, with the balance funded through the Township's General Fund. Typically, the Act 205 funds are deposited annually into the General Fund in mid-September.

Supervisor Amigh made a motion to approve the 2021 MMO for the Police Pension Plan in the amount of **\$41,270.00**. Supervisor Cadwallader seconded the motion. The motion to **approve** the **2021 MMO** for the **Police Pension Plan** passed with a unanimous vote.

Supervisor Amigh made a motion to approve the 2021 MMO for the Non-Uniformed Pension Plan in the amount of **\$58,059.00**. Supervisor Cadwallader seconded the motion. The motion to **approve** the **2021 MMO** for the **Non-Uniformed Pension Plan** passed with a unanimous vote.

Chairman Silvetti explained that at the March 2020 Board of Supervisors meeting, Resolution 2020-04 had been prepared for action, but was inadvertently left off the agenda for this meeting. Action is still required of Blair Township to adopt **The County of Blair Emergency Management Agency's Updated Emergency Operations Plan** by Resolution. If adopted, Resolution 2020-07, takes this action, replacing Resolution No. 2020-04.

Supervisor Amigh made a motion to approve Resolution No. 2020-07. Supervisor Cadwallader seconded the motion. The motion to **approve Resolution No. 2020-07 Adopting the County of Blair Emergency Management Agency's Updated Emergency Operations Plan** passed with a unanimous vote.

Due to recent severe winds, **storm damage** occurred to a portion of the **fence** surrounding the **Edgewood Stormwater Holding Pond**. The insurance deductible is \$1,000. Craig Fencing was contacted and submitted a quote to repair the fence at a cost of \$1,050.

Supervisor Cadwallader made a motion to recommend that no insurance claim be filed for the damage to the fence. Supervisor Amigh seconded the motion. The motion to have the **Township cover the cost to repair the fence, without filing an insurance claim**, passed with a unanimous vote.

Other Business and Informational Items:

An **Auditor General Audit** of the **PMRS Retirement Plan** was, due to COVID-19, conducted remotely. The audit covered the **period from 2016 to 12/31/2019**. The Supervisors will be given a copy of the results once the audit is filed with the Township.

The **PMRS** forwarded an email indicating that both Township of Blair pension plans have a **Total Distress Score of Zero**. To obtain a distress score of zero, the funded ratio of all the municipality's pension plans combined must be 90% or greater. Zero is an excellent rating.

The County of Blair Emergency Management Agency conducted a **Covid-19 Inoculation Survey of municipal officials and staff**. While Blair Township's response included all such personnel, it was agreed that accepting vaccination, if eventually offered, would be up to each Township personnel member.

Chairman Silvetti commented on the **Blair Township Water & Sewer Authority's September Meeting**, which lasted **17 minutes** and made **no mention** of the **Reservoir Road Project**.

Supervisor Amigh questioned whether the Board approved the purchase of the new BTWSA truck. The purchase vote in the affirmative was confirmed.

The Supervisors, in discussion with Chief White, agreed that they have no authority in determining the public's participation in **Trick or Treat**. As a matter of record, and in order to maintain a designated date consistent with other area municipalities, it was agreed that the last Thursday in October between the hours of 6:00 p.m. and 8:00 p.m. would be designated for Trick or Treat.

Chief White stated that the **DCED (consultant's) Police Study** of merging East Freedom and Blair Township police departments is complete and was forwarded to DCED approximately seven weeks ago. Copies of the study, as well as recommendations will be forthcoming.

Chairman Silvetti called for further business. There being none, Supervisor Amigh made a motion to adjourn the meeting. Supervisor Cadwallader seconded the motion. The motion to adjourn passed with a unanimous vote. The meeting adjourned at 7:43 p.m.

Respectfully Submitted by

Betty Robertson
Secretary