

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

MINUTES OF THE MONTHLY MEETING OF OCTOBER 13, 2020

Chairman Edward Silveti 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 Silveti; Supervisor Paul Amigh II; Secretary/Treasurer Betty Robertson; BTPD, Chief Roger White; Building Code & Ordinance Officer, Donald Ott, Road Foreman, John Reed; Eric Banks, PE, of Stiffler, McGraw & Associates; and Solicitor Patrick Fanelli. Due to an injury, Supervisor Robin Cadwallader attended by teleconference.

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

Chairman Silveti then 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.

Chairman Silveti also announced that due to the Blair Township Municipal Building being used as a General Election Polling Place on November 3rd and Covid-19 protocols, the **Municipal Business Office** will be **closed** from **Tuesday 11/3/20 through Thursday 11/5/20 at 1:00 p.m.** To ensure the safety of staff and residents alike, Service Master has been scheduled to sanitize the General Office at 8:00 a.m. on Thursday, November 6th, prior to the Municipal Office reopening. Service Master uses approved CDC approved chemicals when sanitizing against Covid-19.

Chairman Silveti stated that public comment is welcome and invited in accordance with Township of Blair policy and the Commonwealth of Pennsylvania's Right-To-Know provisions and Sunshine Act. All cell phones are to be silenced during the meeting.

Supervisor Amigh made a motion to approve the minutes of the Monthly Business Meeting of September 08, 2020. Supervisor Cadwallader seconded the motion. The motion passed with a unanimous vote.

Disbursements for the month of September were reviewed. Secretary-Treasurer Betty Robertson presented the report as follows: Payroll totaled \$32,252.28; General Fund disbursements and payroll liabilities for the month of September totaled \$54,636.98; Liquid Fuels \$3,392.81; Capital Reserve \$2,958.00 and Local Services Tax \$2,571.96.

Supervisor Amigh made a motion to approve total September disbursements in the amount of \$95,812.03. Supervisor Cadwallader seconded the motion. The motion to approve the total September disbursements in the amount of \$95,812.03 passed with a unanimous vote.

Supervisor Amigh made a motion to approve the Treasury Balance for September 2020 as \$1,301,731.58, as presented. 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 September 2020 as \$195,521.98, as presented. Supervisor Cadwallader seconded the motion. The motion passed with a unanimous vote. **This balance was reported incorrectly. The balance reported was the August ending balance, not the September balance. The September balance was \$238,810.80, which as Betty reported, included \$40,000 from the funds held in escrow for the Halleran fire, Loop Road.

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

Chairman Silvetti proceeded with the agenda.

Chairman Silvetti commented that it appears everything is finally in place for the **O’Reilly Final Land Development Plan**, as prepared by Greg Hillard of Bohler Engineering. The storm-sewer connection easement is signed, and a copy of the recorded easement was forwarded to the Municipality.

Supervisor Amigh commented that he is happy to make a motion to approve the O’Reilly Final Land Development Plan. The motion to **approve** the **O’Reilly Final Land Development Plan** was seconded by Supervisor Cadwallader and passed with a unanimous vote.

No new information was received on the **Mezzy Court Subdivision Plan**, as prepared by Todd Beiswenger of Young Engineers & Surveyors. The municipal review period will expire before the November meeting. An email reminder of the expiration was forwarded to the engineer on October 5th, but no reply was received. Chairman Silvetti recommended rejecting the plan with the opportunity to resubmit without prejudice.

Supervisor Amigh made a motion to **reject** the **Mezzy Court Subdivision Plan**. Supervisor Cadwallader seconded the motion. The motion to **reject** the **Mezzy Court Subdivision Plan** **passed** with a unanimous vote.

Chairman Silvetti introduced a follow-up discussion to the proposal by Mr. Greg Werstil to change the name of **NAC Drive to Innovation Drive**. A letter was forwarded to Mr. Werstil requesting financial security be placed with the Township to cover the installation of the sign. Mr. Werstil in an email expressed disagreement with the request and noted that he would proceed with the name change following Chairman Silvetti’s term of office with Blair Township. For the record, it was noted that the Township is legally responsible for correct placement of the signage over Plank Road. There is also a Signal Light Agreement between the Township and PA

DOT that would require amending the street name of NAC Drive to Innovation Drive. The Township has no objection with the name change. No further action will be taken at this time, pending Mr. Werstil's decision on whether he will submit financial security to the Township.

Chairman Silveti reported that Ben Piper of Keller Engineers is currently in the process of computing an estimate of relevant infrastructure value for the **S & A Harvest Glen Development Deed of (Streets) Dedication**. This value would then be used to determine S&A Homes's financial security as a requirement prior to Township acceptance of street dedication.

Supervisor Amigh made a motion to **approve** distribution of the **2020 Firemen's Relief Funds** equally **among the four VFCs** that serve Blair Township. Supervisor Cadwallader seconded the motion. The funds available in 2020 for distribution total \$28,062.23, \$104.15 more than 2019. Divided equally among Duncansville VFC, Freedom VFC, Geeseytown VFC, and Phoenix VFC, the contribution to each VFC would be **\$7,015.55**. (One VFC will receive .01 less than the others). The checks are required to be issued no later than November 28th, 60-days from the date of receipt. The motion passed with a unanimous vote.

State Pension Relief Funds in the amount of **\$68,933.66** have been received by the Township. Supervisor Amigh made a motion to approve the **2020 PMRS MMO** payment in the amount of **\$82,637.00**. Supervisor Cadwallader seconded the motion. The total includes \$30,518.00 for the Police Pension Plan and \$52,119.00 for the Non-uniform plan. Betty explained that the balance between the State funds and the amount due, \$13,703.34 would be paid with General Fund money. The State funds are due to be paid by October 30th. The motion **approving** payment to **PMRS** for the **2020 Pension Funds** in the amount of **\$82,637.00** passed with a unanimous vote.

Due to current COVID-19 restrictions relative to interagency face-to-face contacts, it is necessary for the Township to establish an **Electronic Access Licensing Agreement (EALA)** and **dotGrant Resolution** in order to file the **MS-965 Form** and receive **Liquid Fuels funds** through the **PA dotGrants E-filing System**. Hard copy submissions are no longer accepted.

Supervisor Amigh made a motion to **approve** the **EALA Agreement** with Penn DOT. Supervisor Cadwallader seconded the motion. The motion to approve the EALA Agreement passed with a unanimous vote.

Supervisor Amigh made a motion to **approve** the **dotGrants Resolution No. 2020-08**. Supervisor Cadwallader seconded the motion. The motion to **approve Resolution No. 2020-08** dotGrants passed with a unanimous vote.

Betty provided a briefing on the progress in drafting the **2021 Budget(s)**. Through September, the income and expense categories for the most part fall in the 70-75% range of the budgeted amounts for 2020. This is exactly where they should be for the period ending September 30th. The General Fund budget was passed anticipating a transfer in the amount of \$100,000 from the Capital Reserve Account into the General Fund for operating expenses. To date, \$25,000 was transferred. Betty reminded the Supervisors that \$350,000 was placed in the Capital Reserve Account a few years prior in order to gain a higher interest rate. Chairman Silveti commented that despite the Covid-19 issues, the Township remains in good fiscal shape. He confirmed that

he has no intent to run for reelection in 2021, meaning he will leave office at the end of next year. Accordingly, he reiterated that the Supervisors seriously consider hiring a Township Manager. He suggested that Betty draft the budget contemplating filling the position July 1 of 2021 at an estimated expense of \$50,000-\$60,000 for the 6-month period. The budget discussions will continue, anticipating the adoption at the December 8th Monthly Meeting.

Other Business and Informational Items:

Polling place security at Blair Township sites is a concern. Chief White explained that unless they are called for a police issue, a police presence is not permitted under Pennsylvania law. The Police are, however, permitted to drive by and patrol the polling sites. Designated areas can be created in order to keep the candidate workers from interfering with the voters. Constables are permitted to patrol any polling place and are not necessarily confined by their specific municipality. Parking at the Blair Township polling site is an issue and the need to re-route traffic prior to the primary election may need to be decided upon and laid out in advance.

An **excess** balance of **\$6,681.48** was received from State Pension Aid and returned to the Auditor General in **2019**. Following an AG Pension Audit, and because the Township has Defined Benefit Pension Plans, it was determined that the funds are to be returned to Blair Township and applied to either the Non-Uniformed or the Police Pension plan. It would be logical to apply the additional funds to the lesser funded plan from an actuarial perspective. This would be the non-uniform plan but could be determined by the Supervisors when the funds are received.

Chairman Silvetti recalled the **Pleasant View** traffic issue as reported by Ryan Sheetz. PA DOT, at the request of the Township, proceeded with an **LTAP Traffic Count Study** to help determine recommendations. The Township should now request a report from PA DOT that would include recommendations. The need for Lidar and Radar was once again discussed, noting that the best remedy for the situation is speed control. The Lidar/Radar Bill has passed in the Senate and has moved on to the House of Representatives.

The Blair Township Police Department's **Collective Bargaining Agreement** was briefly discussed. Following receipt of the October Earned Income Tax, likely well in line with estimates, the language pertaining to annual wage increases could logically be reconsidered to be amended to approve 2.5% increases each year under the new Agreement rather than 2.0%, 2.75% and 2.75%, as agreed upon.

Chairman Silvetti introduced the request received by **Lowell Kirk** for a five-year reappointment to the Blair Township Water and Sewer Authority Board. Chairman Silvetti stated that he would not support Lowell Kirk for another five-year term. General discussion followed as to who could be appointed and what qualifications could best serve the Authority, but no action was taken. Supervisors were asked to consider action at a subsequent meeting, while noting an appointment should be made no later than the January Supervisors' Board meeting, i.e., the day before the BTW&SA January 2021 board meeting.

John Reed has reported that there is a dead walnut tree in the **Holliday Cemetery**. Ownership of the cemetery cannot be ascertained. The cemetery pre-dates the Civil War. The Township

maintains the cemetery, but due to the liability involved with removing the tree, the issue is complex. The Township's liability carrier will be contacted prior to the highway crew removing the dead tree.

Thursday, **October 29th, from 6:00 p.m. until 8:00 p.m.** is designated as the official **2020 Trick or Treat** date and time.

Chairman Silvetti acknowledged **Trina Illig** via teleconference regarding the **2020 CDBG Grant**. He noted that it would be helpful to have received the information submitted earlier so that there was enough time for review before discussion. Trina stated that there are two Cooperative Agreements, the same as the past 4-5 years. She also stated that two Resolutions are needed to authorize the County to submit the applications as prepared. The 2020 CDBG Grant Application is going into Housing Rehab, as is the 2020 CDBG Cares Application. She acknowledged that everything is behind schedule due to Covid-19. Trina also commented that the Agreements are the same standard agreements and terms as in the past. The Agreements can be modified in the future, if necessary.

Supervisor Amigh made a motion to **approve Resolution No. 2020-09 CDBG-CV**. Supervisor Cadwallader seconded the motion. The motion to **approve Resolution No. 2020-09 CDBG-CV** passed with a unanimous vote.

Supervisor Amigh made a motion to **approve Resolution No. 2020-10 CDBG FY 2020**. Supervisor Cadwallader seconded the motion. The motion to **approve Resolution No. 2020-10 CDBG FY 2020** passed with a unanimous vote.

Supervisor Amigh made a motion to **approve the CDBG General Application Certification**. Supervisor Cadwallader seconded the motion. The motion to **approve the CDBG General Application Certification** passed with a unanimous vote.

Solicitor Fanelli was approached by the attorney representing the HASD in the **EIG Martins Plaza tax appeal**. The Township is requested to participate in the cost sharing for the appraiser to attend mediation. The appraiser's rate is \$150 per hour. The Township portion is pro-rated and based on the millage rate; it would equal approximately 4% of the total bill. Chairman Silvetti made a motion to approve the Cost Sharing Agreement in favor of the mediation. Supervisor Amigh seconded the motion. The motion to **approve the Mediation Cost Sharing Agreement** passed with a unanimous vote.

Chairman Silvetti called for further business. There being none, Supervisor Amigh made a motion to adjourn the meeting. Chairman Silvetti seconded the motion. The motion to adjourn passed with a unanimous vote. The meeting adjourned at 8:30 p.m.

Respectfully Submitted by

Betty Robertson
Secretary