

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

MINUTES OF THE MONTHLY MEETING OF SEPTEMBER 12, 2023

Chairman Paul Amigh II called the meeting to order at 6:00 p.m. and led the assembly in the salute to the flag. Supervisor Lusk asked for a moment of silence to honor all those who fought, bled, and died for us since 9/11.

Township elected officials and personnel included Chairman Paul Amigh, II; Supervisor Brad Germaux; Supervisor, Lou Lusk; Secretary/Treasurer, Kami Bilek; Police Chief, Roger Peacock; Road Foreman, John Reed; representing Stiffler McGraw, Eric Banks, and Solicitor Patrick Fanelli, Esq.

ANNOUNCEMENT: An executive session is scheduled to be held at the conclusion of the Supervisor's meeting to discuss the Blair Township Police Department Collective Bargaining Agreement.

Visitors present were Adam Long from Keller Engineers representing the Green Bean Coffee House; Trina Illig, Grant Coordinator for Community Development, County of Blair; and Edward Sylvetti.

Public comment is welcome and invited in accordance with the Township policy and the Commonwealth of Pennsylvania's Right-To-Know provisions and the Sunshine Act.

Supervisor Germaux made a motion to **approve the minutes of the Monthly Business Meeting of August 8, 2023** Supervisor Lusk seconded the motion. The motion to approve passed with a unanimous vote.

Disbursements for the month of August: Payroll \$30,254.63; General Fund disbursements and payroll liabilities \$56,922.71; Liquid Fuels \$1,985.26; Capital Reserve \$4,595.64; Local Services Tax, \$1,985.26; and Stormwater Management (reimbursement to Hummingbird Daycare.), \$2,500.00.

Supervisor Germaux made a motion to **approve the total August disbursements in the amount of \$98,243.50.** Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Supervisor Germaux made a motion to **approve the Treasury Balance for August 2023 of \$1,822,588.32.** Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Supervisor Germaux made a motion to **approve the "Specific Service Investment Account Funds" Treasury Balance for August 2023 of \$129,412.73** Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Chairman Amigh invited public comment, and there was none.

Secretary/Treasurer Kami Bilek reported that there was a correction to the **End of July Total (all Funds).** The total July Treasury amount was incorrectly reported as \$2,006,181.04 but should have been **\$1,835,066.88.**

Supervisor Germaux made a motion to **approve the corrected Treasury Report End of July Total (all funds)**. Supervisor Lusk Seconded the motion. The motion passed with a unanimous vote.

The **Intergovernmental Stormwater Agreement** for January 1, 2024 through December 31, 2025. The cost of membership for this period is **\$29,731.64**. Solicitor Fanelli reported that the cost to participate in the Intergovernmental Stormwater Committee is lower than previous years because there was a balance remaining for projects, so for the next two years the amount covers only administrative costs. It is estimated that by the third year, the costs will increase once again. Supervisor Lusk reported that to his knowledge the Beaverdam project is currently the number one project on the list.

Supervisor Germaux made a motion to **continue participation in the Intergovernmental Stormwater Committee**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

The **Green Bean Coffee House & Headquarters Land Development Plan** as presented by Adam Long of Keller Engineers. Eric Banks reported that the developer is requesting two waivers on the proposed project. The first waiver is from Section 338-25B 1 foot of freeboard, and the second is from Section 338-25F (9) fencing around the rain garden. Eric reports that he has no objection to the waiver of one foot of freeboard and stated that the depth of the rain garden is not great, so the pressure of the berm is not great, and the risk of breaching the berm is minimal. Eric also stated that he has no objection to the waiver of fencing, as the three items required to be considered for waiver are met. The items are three-to-one side slopes, basin will drain of water within seventy-two (72) hours, and pond depth of less than one foot. With no questions related to the waivers, Chairman Amigh called for a motion to approve the requested waivers.

Supervisor Germaux made a motion to **approve Waiver of Section 338-25B, 1 foot of freeboard**. Supervisor Lusk Seconded the motion. The motion carried with two (2) yes votes. Chairman Amigh abstained, citing conflict of interest.

Supervisor Germaux made a motion to **approve Waiver of Section 338-25F (9), fencing**. Supervisor Lusk Seconded the motion. The motion carried with two (2) yes votes. Chairman Amigh abstained, citing conflict of interest.

Eric Banks reported that after review, he recommends approval of the financial security for **Green Bean Coffee House** in the amount of **\$211,424.00**.

Supervisor Germaux made a motion to **approve the Green Bean Coffee House Financial Security**. Supervisor Lusk seconded the motion. The motion passed with two (2) yes votes. Chairman Amigh abstained, citing conflict of interest.

Eric Banks reported that the outstanding items from the Stiffler McGraw Review letter dated September 11, 2023 are administrative in nature. Eric recommends conditional approval of the land development plan. Solicitor Fanelli stated that Eric Banks had made suggested changes to the preliminary Developer's Agreement that he submitted and stated that he will provide an updated Developer's Agreement with those changes to Eric.

Supervisor Germaux made a motion to **conditionally approve the Green Bean Coffee House Land Development Plan**. Supervisor Lusk seconded the motion. The motion passed with two (2) yes votes. Chairman Amigh abstained citing conflict of interest.

Minutes of Monthly Meeting September 12, 2023

Blair Township Supervisors

No action was taken on the developer's request for extension of the municipal review period due to the conditional approval.

Hollidaysburg Family Dental as prepared by the Eads Group. Eric reported that there has been no response to the Stiffler McGraw letter dated August 1, 2023 regarding discrepancies from the approved preliminary plan. He recommended tabling the final land development plan. The municipal review period will expire November 6, 2023.

Supervisor Germaux made a motion to **table the Hollidaysburg Family Dental Land Development plan**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Chief Peacock discussed the current membership agreement with Lexipol who creates and maintains Policies and Procedures manuals nationally for Police Departments. The current contract period ended August 31, 2023. The cost to continue membership through Lexipol through August 31, 2024 is \$4,873.50. After discussion, Chief Peacock reported that he is confident that reviewing the current Policies and Procedures Manual, as well as using examples of existing Policies and Procedures manuals from police departments in the surrounding area, he will be able to update the existing manual to suit the needs of the department. His recommendation is to discontinue the membership with Lexipol.

Supervisor Germaux made a motion to **discontinue the Lexipol membership**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

European Motor Cars land development plan as prepared by Jeff Gunnet of Gunnet Engineers has been submitted. The proposed project is located on Chimney Rocks Road. The Blair Planning Commission has received the plans and request to review. Eric Banks reported that there are several items that need addressed from the review letter dated September 12, 2023. He recommended tabling the plan. The municipal review period will expire December 11, 2023.

Supervisor Germaux made a motion to **table the European Motor Cars land development plan**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

The Blair Township Planning Commission requested a projector system be purchased to utilize during Board Meetings for both the BTPC and the Board of Supervisors. Chairman Amigh reviewed the price quotes provided to the Supervisors and asked that the price of a smart TV with Bluetooth capabilities also be investigated prior to voting.

Supervisor Germaux made a motion to table the agenda item until more information is available. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

The **2024 Minimum Municipal Obligation (MMO)** worksheets for both the Police and Non-Uniformed employees' retirement plans were presented. The Non-Uniformed obligation for 2024 is a slight increase from 2023. The Police obligation for 2024 is a slight decrease from 2023. Calculations are based on the estimated wages paid through the end of the current year. Review and approval of the MMO worksheets is an annual requirement of the Pennsylvania Municipal Retirement System, the Township's retirement provider. The Township will receive aid, generally deposited in mid-September, from the Commonwealth to help defray the retirement plan cost to the municipality.

Supervisor Germaux made a motion to **approve the 2024 MMO for the Police Pension Plan in the amount of \$44,021.00**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Supervisor Lusk made a motion to **approve the 2024 MMO for the Non-Uniformed Pension Plan in the amount of \$63,558.00**. Supervisor Germaux seconded the motion. The motion passed with a unanimous vote.

Trina Illig, County of Blair Grant Coordinator Project Selection CDBG Grant. Trina reviewed the Blair Township's **CDBG Allocation for Fiscal Year 2023**. She stated that the deadline to submit the CDBG application is October 27, 2023. The Township will need to select its project to be included in the FY2023 CDBG application tonight. Trina recommends allocating FY2023 CDBG funds to the Sanitary Sewer Expansion project on Reservoir Road in the amount of **\$84,684.00**.

Trina reported that with the current number of responses to the income surveys the project as a whole does not qualify as 51% low-to-moderate income requirements. However, after calculating the LMI % into three separate contract areas, area two does have greater than 51% and would qualify for CDBG funding. She further is recommending that the Blair Township Water & Sewer Authority proceed with making application for CDBG competitive grant funding application for construction of area two, which is due February 2, 2024. The competitive grant amount has no maximum amount. Trina reported that in order to apply for competitive grant monies, at least 75% of the Township's annual entitlement grant must be allocated to the same project towards the cost of the project.

Visitor, Ed Sylvetti questioned Trina on how close the other areas were to being ready for construction. Trina stated that she continues to review households, properties, and vacant lots that can be removed from the formula to bring the number of low-to-moderate households at or above the threshold. Mr. Sylvetti asked how the Township's allocation of CDBG funds will benefit the low-income households tying into the sewer system, and Trina explained that the low-income households would be eligible for funds that are available to assist with lateral connections using future CDBG allocations. Trina stated that anyone who needs assistance with the cost of lateral connections would need to apply for assistance individually. Trina reported that the County funds a water and sewer program through Marcellus Shale funding to intermix with CDBG funds to assist, as well. She stated that HUD does not allow funds to be used for tap fees, so Marcellus Shale may be source to be used for shortfalls.

Supervisor Germaux made a motion to **approve 2023 CDBG grant monies in the amount of \$84,680.00 to be allocated to the Reservoir Road Sewer Expansion project**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Under Informational Items, Eric Banks updated the Board on the progress of Grant Funding **Brentwood Stormwater Improvement/flood mitigation program**. Eric reported no new information has been received to date.

The Blair Township Police Department met and decided to alter the plans submitted by Stiffler McGraw, to eliminate the two-foot relocation of the wall in the new office area, and to utilize the existing door in the hallway rather than creating an opening to the existing office. The officers requested doors with key fob entry and asked that the new room be utilized for processing evidence and short-term storage of evidence. Plans will be returned to Stiffler McGraw with requested changes. No formal action was taken at this time.

Eric Banks reported that there was no new information from the developer for **Pleasantview Holding Ponds**.

Chief Peacock discussed the **Traffic Study on Forsht Drive**. The report showed 17,000 vehicles that traveled on the road during the week of the study with a top speed recorded of 74 mph. Chief Peacock

Minutes of Monthly Meeting September 12, 2023

Blair Township Supervisors

stated that he passed the information on to the officers, telling them that the BTPD needs to make its presence known in that area. Supervisor Germaux recommended line painting along the roadway, stating that it is utilized in other areas and appears to be effective. Chief Peacock stated that he is looking into the possibility of line painting, as well as obtaining a digital speed sign that shows drivers their current speed. No formal action was taken at this time.

Supervisor Amigh announced that Trick or Treat night would be Thursday, October 26, 2023, coinciding with other Townships, Boroughs, and Municipalities within Blair County.

Chief Peacock reported that the new Police vehicle is expected to be completed within 3-5 weeks. He also stated that he is going to request a new Police vehicle be included in the 2024 budget. He stated that Lewis Moore at Tri-Star is asking for a verbal commitment to order a new vehicle so that the vehicle can be ordered by October 2023. Chief Peacock stated that the verbal commitment is not binding, and that the dealer has no doubt it can be sold to another department if Blair Township decides not to purchase a new vehicle. Chief Peacock states that Lewis Moore indicated that in order to have one available, it would need to be ordered in advance. Chief Peacock stated that Chief White pre-ordered the 2023 vehicle last year. Chief Peacock was given approval to pre-order the 2024 police vehicle.

There being no other business, Supervisor Germaux made a motion to **adjourn the meeting of September 12, 2023 to executive session**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote. The meeting was adjourned to executive session at 6:38p.m.

Respectfully Submitted by

Kami Bilek

Secretary