

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

MINUTES OF THE MONTHLY MEETING OF DECEMBER 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.

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; and representing Stiffler McGraw, Eric Banks. Solicitor Patrick Fanelli, Esq. was absent.

ANNOUNCEMENT: An executive session is scheduled to be held at the conclusion of the Supervisor's meeting to discuss a personnel issue.

Visitors present were Dodie Amigh and Homer Delattre.

Public comment is welcome and invited in accordance with the Township policy and the Commonwealth

Supervisor Germaux made a motion to **approve the minutes of the Monthly Business Meeting of November 14, 2023**. Supervisor Lusk seconded the motion. The motion to approve passed with a unanimous vote.

Disbursements for the month of November: Payroll \$31,801.53; General Fund disbursements and payroll liabilities \$62,342.66; Liquid Fuels \$9,928.26; and Local Services Tax, \$53,019.25.

Supervisor Germaux made a motion to **approve the total November disbursements in the amount of \$153,291.84**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Supervisor Germaux made a motion to **approve the Treasury Balance for November 2023 of \$1,711,818.61**. Chairman Amigh seconded the motion. The motion passed with two (2) yes votes. Supervisor Lusk briefly excused himself at this time.

Supervisor Germaux made a motion to **approve the "Specific Service Investment Account Funds" Treasury Balance for November 2023 of \$126,132.62**. Chairman Amigh seconded the motion. The motion passed with two (2) yes votes.

Chairman Amigh invited public comment. Resident, Homer Delattre took the podium to offer his appreciation and thanks for the Board of Supervisors, Police Department, Road Crew, and Municipal Staff for all they do to keep the Township running smoothly and safely.

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 reviewed the plans and finds it to be consistent with countywide planning efforts. Eric Banks reported that no new information has been received. The municipal review period will expire February 17, 2024.

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.

Tussey Mountain Landscape Land Development plan as prepared by Jeff Gunnett of Gunnett Engineers has been submitted to the Township for review. The project is located along Route 36 in Blair Township. Eric Banks reported that he had received the plan on Thursday and briefly reviewed it. Eric stated that the developer is requesting a waiver of the setback requirements. He stated that he does not think it's a land development, because they are installing an accessory structure of a previously approved subdivision. The developer is requesting a waiver to **Ordinance 350-36C**, construction of accessory structure within the setback area. Eric recommends approval of the waiver based on both adjacent property owners willingness to sign a variance agreement letter to allow the structure to be built within the setbacks.

Supervisor Germaux made a motion to **conditionally approve the waiver to Ordinance 350-36C** provided the adjoining property owners agree to sign a variance agreement allowing construction of an accessory structure within the setbacks. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Supervisor Germaux made a motion to **Table the Tussey Mountain Landscape land development plan**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Chairman Amigh opened discussion on the appointment to the Blair Township Water & Sewer Authority Board. Chairman Amigh stated that Ted Ventre had submitted a letter of interest to continue serving on the Board. No additional letters of interest have been submitted to the Supervisors.

Supervisor Lusk made a motion to **Appoint Ted Ventre to the Blair Township Water & Sewer Authority Board**. Supervisor Germaux seconded the motion. The motion passed with a unanimous vote.

The **2024 Computer Maintenance and Support Agreement** as forwarded by A.J. Delerme was presented. There are no changes to the agreement from 2023 for the Municipal Office or the Police Department.

Supervisor Germaux made a motion to **approve the 2024 Computer Maintenance and Support Agreement** between A.J. Delerme and Blair Township. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

The 2024 Engineering Service Agreement has been provided by Stiffler McGraw. There has been a small rate increase over 2023, but no contractual changes have been made. Chairman Amigh stated that he is very happy with the work that Stiffler McGraw and specifically Eric Banks has done for the Township.

Supervisor Germaux made a motion to **approve the 2024 Engineering Service Agreement**. Supervisor Lusk seconded the motion. The motion to approve passed with a unanimous vote.

Supervisor Germaux made a motion to **approve renewal of Short- and Long-Term Disability Policies through UNUM for 2024**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Supervisor Germaux made a motion to **approve the 2024 pay increase for eligible non-uniformed Township employees** to match the 2024 BTPD Collective Bargaining Agreement pay increase of 4%. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

The **2023 Volunteer Fire Department/Annual General Fund Allocation** was discussed. Blair Township Supervisors voted at the August 8, 2023 Monthly Meeting to send half of the annual budgeted allocation to the Four (4) area Fire Companies that serve Blair Township. The second half of the allocation in the amount of \$10,000, divided between the four (4) companies was to be paid out before the end of the year. Supervisor Germaux made a motion to **distribute the remaining \$10,000 divided equally between four VFCs**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

The **2024 Elected Auditor Position** was discussed. Chairman Amigh asked for clarification on the position, wanting confirmation that the elected auditor is not a paid position that would be responsible for performing the Township Annual DCED Audit. Solicitor Fanelli explained that elected auditors previously performed the annual audit of financials; However, the PA legislature passed a law that Municipalities may hire a CPA Audit firm to perform the financial audit of the books. The position of Elected auditor is generally to review and audit the monthly meeting minutes, the petty cash, review the annual audit, and write their findings in the official Auditor's Book. They also must approve any requested pay increase for the Supervisors and set the salary if any Supervisor would request or apply for a paid position with the Township. Chairman Amigh indicated that the Board of Supervisors will request to continue using a CPA Firm to audit the Township Financials. No formal action was taken at this time.

Chairman Amigh asked that the former **Blair Chalet** property be discussed. Chairman Amigh noted the addition of a manufactured dwelling and a job-site trailer being stored at the front of the property along Reservoir Road. Supervisor Germaux indicated that he has received complaints from neighbors who are unhappy with the manufactured dwellings being stored there. Solicitor Fanelli stated that as there are no zoning laws in Blair Township, there are no rules that prohibit the storage of such structures if they are not permanent. Solicitor Fanelli stated that they would violate the nuisance ordinance if they were not properly maintained. Eric Banks also reviewed the Township Ordinance and agrees that the addition of manufactured dwellings only requires a land development plan if the property owner changes the use of the property to a mobile home park or would require permitting if the manufactured dwellings were to be used as a residence. No formal action was taken at this time.

Resolution No. 2023-11, Appropriating Specific Estimated Expenditures for 2024 was presented as follows:

| | | | |
|---------------------------|-----------------------------------|--------------------------|----------------|
| General Fund | 2024 Est. Exp. \$1,786,678 | Est. End. Bal. \$ | 173,156 |
| Liquid Fuels | 2024 Est. Exp. \$ 188,985 | Est. End. Bal. \$ | 192,303 |
| Capital Reserve | 2024 Est. Exp. \$ 147,750 | Est. End. Bal. \$ | 628,360 |
| Local Services Tax | 2024 Est. Exp. \$ 128,024 | Est. End. Bal. \$ | 200,304 |
| Act 32 2012 | 2024 Est. Exp. \$ 73,000 | Est. End. Bal. \$ | 75,216 |
| Stormwater Maint. | 2024 Est. Exp. \$ 30,232 | Est. End. Bal. \$ | 68,986 |
| ARPA Fund | 2024 Est. Exp. \$ 284,459 | Est. End. Bal. \$ | 15,903 |

The budget had been advertised and posted online and at the Township office for review. No changes to the estimated 2024 expenditures had been made after submission.

Supervisor Germaux made a motion to **approve Resolution No. 2023-11**. Supervisor Lusk seconded the motion. The motion to approve passed with a unanimous vote.

Under Informational Items, Eric Banks reported no new information on **Pleasantview Holding Ponds**. The updated and corrected **Stuckey Subaru Parking Lot O&M Agreement** was submitted and is ready to be signed by the Supervisors.

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In other business, Chairman Amigh stated that the past-due taxes will need to be paid for the Mountain Home Community Park, as was approved at the June 13, 2023 Monthly Meeting. The Municipal Office received notification that the property was transferred on the tax rolls to Blair Township. Dodie Amigh stated that she will forward a copy of the bill to the Township Office. Eric Banks will have Stiffler McGraw submit the engineering bill to the Township office to be paid for the work they have performed.

There being no additional other business, Supervisor Germaux made a motion to **adjourn the meeting of December 12, 2023**. Supervisor Lusk seconded the motion. The motion to adjourn passed with a unanimous vote. The meeting was adjourned at 6:25 p.m.

Respectfully Submitted by

Kami Bilek

Secretary