

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

**MINUTES OF THE MONTHLY MEETING OF AUGUST 13, 2024**

Vice-Chairman Brad Germaux 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 Vice-Chairman, 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. Chairman Paul Amigh participated via telephone.

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

Supervisor Lusk made a motion to **approve the minutes of the Monthly Business Meeting of July 9, 2024** with no additions or corrections. Chairman Amigh seconded the motion. The motion to approve passed with a unanimous vote.

Disbursements for the month of July: Payroll \$34,151.07; General Fund disbursements and payroll liabilities \$99,125.43; Liquid Fuels \$1,411.74; Capital Reserve \$166,506.43, which includes the payment for the Boom Mower to be reimbursed with Local Share Grant monies; and Local Services Tax Account, \$2,884.47.

Supervisor Lusk made a motion to **approve the total July disbursements in the amount of \$304,079.14**. Chairman Amigh seconded the motion. The motion passed with a unanimous vote.

Supervisor Lusk made a motion to **approve the Treasury Balance for July 2024 of \$1,802,377.00**. Chairman Amigh seconded the motion. The motion passed with a unanimous vote.

Supervisor Lusk made a motion to approve the **"Specific Service Investment Account Funds" Treasury Balance for July 2024 of \$195,630.49**. Chairman Amigh seconded the motion. The motion passed with a unanimous vote.

**Supervisor Germaux invited public comment** and there was none.

Larson Design Group has submitted preliminary plans and SALDO Application for a Dollar General store to be located at 16474 Dunnings Highway, Duncansville. The developer has requested a waiver to Ordinance Section 350-48: Parking, reducing the number of required parking spaces from 54 to 35. Eric Banks reported that he received additional information detailing the request for parking spaces. The letter received explained that the number of parking spaces is standard for the size of the store, and that studies show that fewer than 50% of parking spaces are filled at most Dollar General locations. The designer did slightly change the layout which allowed for two additional spaces, increasing the proposed number from thirty-three (33) to thirty-five (35). Eric voiced satisfaction of the explanation and recommended approving the request for Waiver of Ordinance 350-48.

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Supervisor Lusk made a motion to **approve the request for Waiver of Ordinance 350-48: Parking Spaces**. Chairman Amigh seconded the motion. The motion passed with a unanimous vote.

Eric also reported that he met with the developers via Teams meeting to address comments from the Stiffler McGraw review letter dated June 28, 2024. Eric stated that several items still need to be addressed, such as a resubmission of plans or waiver of and recommends tabling the plan. Supervisor Lusk made a motion to **table the Dollar General plan**. Chairman Amigh seconded the motion. The motion passed with a unanimous vote. The municipal review period will expire on October 12, 2024.

Eric Banks reported that no new information has been received for the Greendown Acres site development project. Eric recommended tabling the proposed project until a formal plan is submitted. Supervisor Lusk made a motion to **Table the Greendown Acres site development project**. Chairman Amigh seconded the motion. The motion passed with a unanimous vote.

Kandko, LLC Lot Line Relocation plan as prepared by Keller Engineers has been submitted to the Township Office for review. The proposed lot line relocation is located at 580 N. Park Lane Duncansville. The plan has not been reviewed by the Blair Township Planning Commission. Review fees have been paid, and the plan has been submitted to the Blair County Planning Commission for review. Eric stated that this is a simple plan, removing the line between two (2) lots. Neither the Blair Township Planning Commission, nor the Blair County Planning commission have not yet reviewed the plan, and the Engineer has not yet submitted a waiver for plan scale.

Supervisor Lusk made a motion to **table the Kandko, LLC Lot Line Relocation plan**. Chairman Amigh seconded the motion. The motion passed with a unanimous vote.

Road Foreman John Reed reported that the new John Deere Tractor and boom arm has been delivered to the Township Garage, and he reports that it is working well. John suggested that the old Boom Mower be listed on Municibid for sale. After reviewing what other similar mowers have sold for, he recommended the minimum bid be set at \$15,000.

Supervisor Lusk made a motion to **approve the sale of the Boom Mower on Municibid, and the minimum bid be set at \$15,000**. Chairman Amigh seconded the motion. The motion passed with a unanimous vote.

Secretary Kami Bilek proposed Resolution No. 2024-06: Destruction of electronic waste. The Township Police department, Roadmaster, Secretary, and Chairman have recently upgraded their cell phones to iPhone 14's. Several versions of iPhones have been stored at the Township office for several years. The proposal is to destroy nine (9) iPhone 4's, and nine (9) iPhone S's. Nine iPhone 10's will be kept as backup cell phones in the event they are needed.

Chairman Amigh made a motion to **approve Resolution No. 2024-06**, destruction of 18 old and unusable iPhones. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Keller Engineers has submitted the Robertson/Weber Preliminary/Final Subdivision plan as part of the Blair Township Sanitary Sewer Expansion Project. The proposed subdivision is located along Reservoir Road. Previously, the Board of Supervisors waived the plan fees. The proposed subdivision is to place a pump station for the Sanitary Sewer project. Stiffler McGraw submitted their review letter on July 9, 2024. Engineer Eric Banks stated that waiver requests for plan scale, road frontage requirements, minimum lot size requirements, building setback line requirements, and utility and drainage easement

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requirements have not been submitted. The Blair County Planning Commission has not submitted their review to date. Eric Recommends tabling the plan.

Supervisor Lusk made a motion to **table the Robertson/Weber Preliminary/Final Subdivision plan**. Chairman Amigh seconded the motion. The motion passed with a unanimous vote.

Keller Engineers has submitted the Kern Preliminary/Final Subdivision plan as part of the Blair Township Sanitary Sewer Expansion Project. The proposed subdivision is located along Reservoir Road. Previously, the Board of Supervisors waived the plan fees. The proposed subdivision is to place a pump station for the Sanitary Sewer project. Stiffler McGraw submitted their review letter on July 9, 2024. Engineer Eric Banks stated that waiver requests for plan scale, road frontage requirements, minimum lot size requirements, building setback line requirements, and utility and drainage easement requirements have not been submitted. Eric also stated that there are several outstanding items from the review letter, as well. The Blair County Planning Commission has found that the plan is consistent with County-wide planning efforts. Eric Recommends tabling the plan.

Supervisor Lusk made a motion to **table the Kern Preliminary/Final Subdivision plan**. Chairman Amigh seconded the motion. The motion passed with a unanimous vote.

The Municipal office requires a sewer pipe repair due to a disconnected pipe under the municipal office. Four requests for bids were sent out, but only one quote has been received. Burke & Company, LLC has submitted a bid for \$4,879.00 to cut through the concrete floor, dig out and repair the broken pipe, and backfill and repair concrete. Burke & Company, LLC requires half down to schedule the work.

Chairman Amigh made a motion to **approve the repair of the Municipal Building sewer pipe using Burke & Company, LLC**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

The Township Garage air conditioner needs to be replaced. The current system has been repaired previously, and no longer cools the office and break room at the garage. Three bid requests were sent out via email and telephone. One bid request was sent out from Road Crew members. Two bids were received. The first bid was submitted by Burke & Company, LLC. The bid was to replace the existing 3 Ton condensing unit and A-Coil. The cost for the replacement is \$9,046.00. This bid uses COSTARS pricing. The second bid was received from Custers Contracting for an electric heat pump and A-Coil. The bid for the heat pump was \$8,500.00. After discussion, it was determined that the savings on the heat pump would not justify the additional electric cost to run the heat pump in the winter, with gas-powered furnace as backup heat, as heat pumps are not as efficient in colder climates. Burke & Company requires half down to order the condenser and coil and schedule the work.

Chairman Amigh made a motion to **approve the bid from Burke & Company, LLC**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

The Supervisors revisited the request for a shorter workday for the road crew. The road crew had suggested a workday that mirrors other agencies within the Township and State road crews. After review, no Federal or State grants cover administrative costs or require payroll information to be submitted for review.

Supervisor Lusk made a motion to **approve a change in working hours for the Township Road Crew**, changing the end time from 3:30 P.M. to 3:00 P.M. Chairman Amigh seconded the motion. The motion passed with a unanimous vote.

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The Pennsylvania State Association of Township Supervisors (PSATS) had sent out an email suggesting that Municipalities post on their respective websites that they will not honor anonymous Open Records requests under the Freedom of Information Act and suggests requiring a valid ID along with the request. PSATS sent out a legal determination via email to Pennsylvania Municipalities outlining the York County's Appellate Court's determination that it is lawful to deny requests made by anonymous requestors. Solicitor Fanelli reviewed the determination and recommended that the Township update their website to include language specifying that the Township has the right to deny any Open Records requests made by anonymous requestors.

Supervisor Lusk made a motion to **approve updating the website to include denial of Open Records Requests made by anonymous requestors.** Chairman Amigh seconded the motion. The motion passed with a unanimous vote.

Solicitor Pat Fanelli reported that John Castle has requested reimbursement of Mezzy Court financial security that is being held by the Township in the amount of \$10,310.00. The request was made because the parcels have been sold to abutting homeowners and there are no plans to build on the lots. Eric Banks reported that the original subdivision plans show that a swale was to be installed and there were items that needed to be completed regarding the shared driveway. He also stated that to his knowledge no stormwater facilities were installed. Solicitor Fanelli stated that the developer feels that there is no burden on the current homeowner to follow through with stormwater plans.

After additional discussion, Chairman Amigh made a motion to **deny the release of financial security for Mezzy Court Subdivision plan.** Supervisor Germaux seconded the motion. The motion passed with a unanimous vote.

Eric Banks reported that he continues to work on obtaining information on Stream Stabilization along River Road. He stated that he has not heard back from the Army Corps of Engineers. No further action

Robert and Karen Walter submitted a Variance Agreement for the property located at 901 Pennington Drive. The request is being made in order to place a shed within the legal setback areas of two abutting properties. Solicitor Fanelli has reviewed the Variance request and stated he has no issues with the agreement as it is written.

Supervisor Lusk made a motion to **approve the Walter Variance Agreement.** Chairman Amigh seconded the motion. The motion passed with a unanimous vote.

Under informational items, Eric Banks updated the Board of Supervisors regarding the Brentwood Stormwater Grant. Eric reported that DCED contacted him regarding their approval of the preliminary plan. They stated that a determination should be made by next month regarding the appointment of the grant.

Secretary/Treasurer Kami Bilek asked the Blair Township Police Chief and Road Foreman to submit budget requests next month, including any budgeted items that they do not believe will be purchased this year. Both Chief Peacock and Road Foreman, John Reed agreed to submit budget requests within the next month.

Secretary/Treasurer Kami Bilek reported that Blair Township has a new Codes and Permit Officer with PA Municipal Code Alliance. The new officer is Jeff Shaffer. He is replacing the former Codes and Permit Officer, Marianne Coats.

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The Nuisance Ordinance was reviewed with Chief Peacock and Solicitor Fanelli to clarify some minor points that had been questioned previously regarding noise complaints. No formal action was necessary.

Josh and Pam Steiner had requested permission to fill in a ditch along the front of their property to add additional parking at their property located on Hillsideview Drive. After discussion, it was determined that filling the ditch could potentially cause drainage issues downhill from the property, and would set a precedent for others following suit. The Steiners will be notified that they are not permitted to fill the ditch.

Auditor Jacob Wible updated the Board of Supervisors via email on the Blair Township Water & Sewer Authority Sanitary Sewer project on Reservoir Road. Jacob, stating that he had his questions answered about special permitting and the anticipated time frame of the project. No formal action was necessary.

Vice-Chairman Germaux called for other business, and there being none, Supervisor Lusk made a motion to **adjourn the meeting of August 13, 2024**. Chairman Amigh seconded the motion. The motion to adjourn passed with a unanimous vote. The meeting was adjourned at 6:58 p.m.

Respectfully Submitted by

Kami Bilek

Secretary