

**BLAIR TOWNSHIP SUPERVISORS**  
**AGENDA-MONTHLY BUSINESS MEETING**  
**TUESDAY, DECEMBER 10, 2024**

---

FLAG SALUTE

---

SUPERVISORS PRESENT:

Paul R. Amigh, II: \_\_\_\_\_ Bradley C. Germaux: \_\_\_\_\_ Louis J. Lusk: \_\_\_\_\_

OTHER OFFICIALS:

SECRETARY/TREASURER: K. Bilek \_\_\_\_\_

POLICE DEPT. Represented By: R. Peacock, Jr. \_\_\_\_\_

HIGHWAY DEPARTMENT: J. Reed \_\_\_\_\_

ENGINEERING Represented By: Eric Banks, Stiffler McGraw & Associates \_\_\_\_\_

SOLICITOR: Patrick Fanelli, Esq. \_\_\_\_\_

ELECTED AUDITOR(S): Bert Altmanshofer \_\_\_\_\_ Jacob Wible \_\_\_\_\_

---

**Announcement:** The **2025 Blair Township Supervisor’s Organizational Meeting** will be held on **Monday, January 6, 2025, at 6:00 p.m.** The **Regular Monthly Meeting** will be held immediately following the Organizational Meeting.

---

Public Comment is welcomed 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.**

---

MINUTES OF THE **MONTHLY BUSINESS MEETING** of November 12, 2024.

Additions or Corrections: \_\_\_\_\_

MOTION ON THE MINUTES AS PRESENTED OR CORRECTED:

MOTION: \_\_\_\_\_ SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

Payroll for the month of November	\$ 31,670.44
Disbursements & Payroll Liabilities for the month of November	\$ 207,349.79
Liquid Fuels	\$ 0.00
Capital Reserve	\$ 2,124.00
Local Service	\$ 1,652.00
GRAND TOTAL DISBURSEMENTS	\$ 242,796.23

MOTION: \_\_\_\_\_ SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

TREASURY: END OF NOVEMBER TOTAL (ALL FUNDS) \$ 2,015,002.79

MOTION: \_\_\_\_\_SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

TREASURY: END OF NOVEMBER TOTAL  
SPECIFIC SERVICE INVESTMENT ACCOUNT FUND \$ 227,677.08

MOTION: \_\_\_\_\_SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

Credit card statements for the month of November	
FNB Visa	\$953.86
Sam's Club	\$337.40
Wex Bank/Sunoco Fuel Cards	\$2,047.10

**CREDIT CARD STATEMENTS FOR THE MONTH OF NOVEMBER:**

MOTION: \_\_\_\_\_SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

**PUBLIC COMMENT PERIOD:** Any person wishing to address the Board of Supervisors on general Township issues may do so at this time. Additionally, prior to votes being taken on items shown on the agenda, public comment may also be offered following discussion by the Board of Supervisors. Public comment may be limited to five (5) minutes per Township resident or other individuals in attendance. Those wishing to comment on specific items listed on the agenda are asked to defer their comments until those items are reached and discussed. For the record, it is requested each speaker stand, if able, and clearly state his/her name.

---

01. Per the **Credit Card Policy**, purchases over the amount of \$500 must be approved in advance of purchase. Microsoft 365 renewal for the 2025 period is \$624.00. The renewal had automatically charged to the FNB Commercial Credit Card, but the credit card statement was not received prior to the November Supervisors Monthly Meeting. It was suggested to increase the amount that requires pre-approval from \$500 to a higher amount in order to allow for annual subscriptions.

**Action on Amending the Credit Card Policy:**

MOTION: \_\_\_\_\_SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

02. **Greendown Acres Site Expansion plan** as prepared by Clearwell Engineering. The proposed plan is located at 210 Allen Lane Duncansville. The plan has been submitted to the Blair Planning Commission for review. Stiffler McGraw has submitted their review letter dated October 16, 2024. The municipal review period will end on January 11, 2025.

**Action on Greendown Acres Site Expansion plan:**

MOTION: \_\_\_\_\_SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

03. **Bradley Dodson and Jackie Potter-Dodson Stormwater Plan** as prepared by Gunnet Engineers, LLC has been submitted to the Township for review. This is a new home construction that is located at 547 Reservoir Road. The property owner has made requests regarding the Stormwater Ordinance as outlined below:

Request 1 – Waiver or modification from the requirements of a stormwater management plan.

Request 2 – Modification to design for the 25-year storm event in lieu of the 100-year storm event.

Request 3 – Use an above grade stormwater BMP in lieu of a below grade BMP.

Action on **Request of waiver or modification from the requirements of a SWM plan**

MOTION: \_\_\_\_\_ SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

Action on **Modification to design for the 25-year storm event in lieu of the 100-year storm event.**

MOTION: \_\_\_\_\_ SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

Action on **Bradley Dodson and Jackie Potter-Dodson Stormwater Management Plan.**

MOTION: \_\_\_\_\_ SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

04. John Sepp of PennTerra Engineering, Inc., representing **Graystone Hollidaysburg, LLC/Jeff Long** has submitted a DEP Sewage Planning Module Exemption mailer for approval and signature by the Board of Supervisors prior to submission of the 220-unit Graystone Apartment Building on Newry Lane. The Exemption mailer will be sent to the DEP for approval.

Action on **Approval to complete and sign Sewage Planning Module Exemption Mailer:**

MOTION: \_\_\_\_\_ SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

05. Request for completion of Sections A and B of the Community Acknowledgement Form for the LOMA-F application to FEMA.

Action on **Approval to complete and sign Sections A and B of the Community Acknowledgement Form to accompany an application for LOMA-F to FEMA:**

MOTION: \_\_\_\_\_ SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

06. **Emergency Shelter Agreement between Hollidaysburg Area School District and Blair Township:** An updated draft copy of the Emergency Shelter Agreement has been provided to the Township for review and approval.

Action on **Approval of Emergency Shelter Agreement:**

MOTION: \_\_\_\_\_ SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

07. Appointment to the **Blair Township Water & Sewer Authority Board**: BTWSA Board Member Brendan Peterson and Blair Township Auditor Jacob Wible both submitted letters of interest to serve on the BTWSA Board effective January 1, 2025.

Action on **BTSWA Board Appointment**:

MOTION: \_\_\_\_\_SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

08. **2024 Computer Maintenance Agreement** renewal. A.J. Delerme has forwarded the maintenance agreements for both the Municipal Office and the Police Department.

Action on **Computer Maintenance Agreement**:

MOTION: \_\_\_\_\_SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

09. Stiffler McGraw has provided a copy of the **2024 Engineering Service Agreement**.

Action on **2024 Engineering Service Agreement**:

MOTION: \_\_\_\_\_SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

10. **2023 Renewal of Short- and Long-Term Disability Policies** as provided through UNUM.

Action on **UNUM Renewal**:

MOTION: \_\_\_\_\_SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

11. Non-Uniformed staff pay increase for 2025 for eligible employees. Historically, the Township has followed the BTPD Collective Bargaining Agreement percentages for pay increases for Non-Uniformed employees.

Action on **Non-Uniformed staff pay increase for eligible employees effective 01/01/2025**:

MOTION: \_\_\_\_\_SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

12. Blair Township Garage Furnace: The furnace that supplies the office, break room, and bathrooms at the Blair Township Garage needed to be replaced. Only one bid was received, from Burke & Company, DBA S.P. McCarl, which is the company that replaced the air conditioning for the garage this past summer. The total cost of replacement with labor is \$4,248.00. The quote uses COSTARS pricing.

Action on **Replacement of the Blair Township Garage furnace**:

MOTION: \_\_\_\_\_SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

**13. 2024 Volunteer Fire Department / Annual General Fund Allocation:**  
\$20,000.00 ÷ Four Local Volunteer Fire Departments

Action on **Distribution:**

MOTION: \_\_\_\_\_ SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

**14. 2024 Hollidaysburg Area Public Library Distribution:** \$2,391.50.

Action on **Distribution:**

MOTION: \_\_\_\_\_ SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

**15. Resolution No. 2024-10, Appropriating Specific Estimated Expenditures, Revenues and Ending Balances as outlined in the proposed 2025 Blair Township Budgets.**

<b>General Fund</b>	<b>2025 Est. Exp. \$1,625,067</b>	<b>Est. End. Bal. \$</b>	<b>460,795</b>
<b>Liquid Fuels</b>	<b>2025 Est. Exp. \$ 187,789</b>	<b>Est. End. Bal. \$</b>	<b>141,563</b>
<b>Capital Reserve</b>	<b>2025 Est. Exp. \$ 130,250</b>	<b>Est. End. Bal. \$</b>	<b>613,166</b>
<b>Local Services Tax</b>	<b>2025 Est. Exp. \$ 120,524</b>	<b>Est. End. Bal. \$</b>	<b>239,410</b>
<b>Act 32 2012</b>	<b>2025 Est. Exp. \$ 73,000</b>	<b>Est. End. Bal. \$</b>	<b>79,865</b>
<b>Stormwater Maint.</b>	<b>2025 Est. Exp. \$ 30,262</b>	<b>Est. End. Bal. \$</b>	<b>296,066</b>
<b>ARPA Fund</b>	<b>2025 Est. Exp. \$ 284,459</b>	<b>Est. End. Bal. \$</b>	<b>15,903</b>

Action on **Resolution No. 2025-10:**

MOTION: \_\_\_\_\_ SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

**16. Supervisor Compensation Ordinance** as provided by PSATS:

Action on advertising **Supervisor Compensation Ordinance** for adoption:

MOTION: \_\_\_\_\_ SECONDED: \_\_\_\_\_ VOTE: \_\_\_\_\_

---

**DISCUSSION:** Janitorial Services for 2025

**Informational Items:**

---

**Other Business:**

**Adjournment**

MOTION: \_\_\_\_\_SECONDED: \_\_\_\_\_VOTE: \_\_\_\_\_

The meeting adjourned at: \_\_\_\_\_.

---