

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

MINUTES OF THE MONTHLY MEETING OF MARCH 11, 2025

Chairman Paul Amigh 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, Supervisor, Brad Germaux; Supervisor, Lou Lusk; Secretary/Treasurer Kami Bilek; Police Chief Roger Peacock; Road Foreman John Reed; representing Stiffler McGraw, Eric Banks; Solicitor Patrick Fanelli, Esq., and Auditor, Jacob Wible.

Visitors present were John P. Harker and Terri Harker regarding the Harker Subdivision and Shared Driveway agreement, and Mark Ickes representing Explore Altoona.

Chairman Amigh announced that there will be an executive session to discuss a personnel matter at the conclusion of the Supervisors Regular Monthly Meeting.

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 Germaux made a motion to **approve the minutes of the Monthly Business Meeting of February 11, 2025** with no additions or corrections. Supervisor Lusk seconded the motion. The motion to approve passed with a unanimous vote.

Disbursements for the month of February: Payroll \$35,117.99; General Fund disbursements and payroll liabilities \$73,423.17; Liquid Fuels \$12,684.29; Capital Reserve \$1,580.00; and Local Services Tax Account, \$3,549.30.

Supervisor Germaux made a motion to **approve the total February disbursements in the amount of \$126,354.75**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Supervisor Germaux made a motion to **approve the Treasury Balance for February 2025 of \$1,920,473.91**. 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 February 2025 of \$256,117.74**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Supervisor Germaux made a motion to approve the **FNB Credit Card Statement** for the month of February in the amount of \$1,038.24 the **Sam's Club** credit card in the amount of \$224.67, and the **Wex Bank Sunoco Fleet** gas card in the amount of \$3,286.26. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Chairman Amigh invited public comment and there was none.

The **Greendown Acres Site Expansion** plan as prepared by Clearwell Engineering was discussed. Eric banks reported that no new information has been received. The engineer has requested an extension to the municipal review period.

Supervisor Germaux made a motion to **approve the request for extension of the municipal review period**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Supervisor Germaux made a motion to **table the Greendown Acres Site Expansion Plan**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote. The municipal review period ends on June 9, 2025.

Bradley and Jackie Dodson Stormwater Management plan as prepared by Jeff Gunnett of Gunnett Engineers, LLC has been submitted to the Township office for review. The proposed project is related to a new home construction at 547 Reservoir Road. The Stiffler McGraw review letter dated February 18, 2025 was provided to the engineer with ordinance-related comments. Jeff Gunnett has requested a sixty (60) day extension to the municipal review period.

Supervisor Germaux made a motion to **approve the sixty (60) day extension of the municipal review period**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Supervisor Germaux made a motion to **table the new Bradley and Jackie Dodson Stormwater Management Plan**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Jordan and Ashley Lankey submitted their proposed stormwater project narrative for their property located at 214 Edna Street. The narrative included a waiver from the requirement of an engineered stormwater plan. Engineer Eric Banks reported that the narrative was well-written and was a good concept for a stormwater layout; However, it does not include stormwater drainage calculations. He reported that the narrative as submitted, the installation of a rain garden, which requires an engineering design. Chairman Amigh stated that there are circumstances that the homeowner could not reasonably have expected, which now requires them to design and implement a stormwater management system after their home has been constructed. Supervisor Germaux agreed that the burden should have fallen on the contractor that prepared the ground for building and submitted the building permits. Chairman Amigh asked engineer Eric if the Ordinance can be followed without a sealed engineer drawing, and Eric stated that the ordinance requires an engineer sealed drawing and narrative, but there are design criteria for a rock sump in the ordinance that a homeowner or contractor could work through without an engineer's assistance. Solicitor Pat Fanelli stated that the Township liability would be minimized as long as the Township engineer closely monitors the construction of the stormwater management system and it is implemented as designed.

After no additional discussion, Supervisor Germaux made a motion to **conditionally approve the waiver of engineer requirement for the Jordan and Ashley Lankey Stormwater narrative**, contingent upon an agreement to install rock sumps in accordance with the ordinance, and close monitoring of the Township engineer. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Supervisor Germaux made a motion to **table the Jordan and Ashley Lankey Stormwater narrative**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

The Harker Subdivision as prepared by Jeff Kifer of Kifer & Associates, LLC was discussed. A revised plan was submitted to the Township for review. The surveyor has submitted a letter on behalf of John and Shirley Harker stating that they do not wish to accept the conditional approval of the original plan submitted and requested approval of the plan submitted on March 4, 2025.

Supervisor Germaux made a motion to **approve rescinding the conditional approval of the previously submitted Subdivision plan**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Engineer Eric Banks reported there are two revisions to the previously submitted Harker Subdivision plan. The first is to move a previous right-of-way line for Freedom Township. The second change is related to the access of the easement that was originally approved as a twenty-foot easement, which was then assumed to be a ten-foot easement under court order. The easement had been changed to ten feet on the subdivision plan but, subsequently, the court order was never found or presented, so Eric would like clarification from the Board of Supervisors whether to keep it at ten feet or change it back to twenty feet. He stated that he has no exception to the ten-foot easement but indicated that it could cause issues in the future with winter maintenance. Chairman Amigh asked if the property owners were aware of the width of the easement, but there was no clear answer. Eric stated that Blair Township Ordinance does not specify how wide a shared drive must be. He reiterated that the recommendation is twenty feet to allow for maintenance, but it ultimately depends on the property owner's willingness to increase the width of the drive. Supervisor Germaux asked that prior to making a decision on the subdivision or shared driveway agreement, he would like to see if the property owners' deeds specify the right-of-way or the road width.

Supervisor Germaux made a motion to **table the Harker Revised Subdivision plan**. Supervisor Lusk seconded the motion. The motion to table passed with a unanimous vote.

Solicitor Fanelli stated that he had a few comments related to the shared drive agreement that he had discussed with Eric Banks that he will communicate with Mr. Harker's attorney. At this time, John P. Harker stated that he had a question regarding his ability to turn around at the end of the road where he burns on a small piece of property that he owns. He stated that he wanted to make sure that he would have, in writing, permission to continue to utilize the road and have the ability to turn around. Solicitor Fanelli stated that he believes the attorney did clarify in the shared drive agreement permission to turn around at the end of the road in question. John P. and Terri Harker both stated that they also had concerns about a gate that was placed on the property. They feel that the gate should be taken down because if it is locked they will not have access to their property at the end of the drive. Solicitor Fanelli stated that the Township does not have a role in what an individual does on private property, and that it would be a civil matter between the owners of the property and the owners of the lots provided access on the shared drive agreement. Therefore, the Township would not be able to address the use of a gate.

Supervisor Germaux made a motion to **table the Harker Shared Driveway Agreement**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

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The Pennsylvania One-Call System submitted a request to Blair Township to adopt a resolution making April “Safe Digging Month”. The purpose for the resolution would be to raise awareness across Pennsylvania municipalities of the importance of calling 8-1-1 before digging. Resolution No. 2025-03 makes April “Safe Digging Month” in Blair Township. The proposed resolution was provided to the Board of Supervisors for review. It was also reported that the Pennsylvania One-Call System recognized Road Foreman John Reed as having one hundred percent compliance with marking PA One-Calls. The Board of Supervisors thanked John for his dedication to the safety of the Township residents.

Chairman Amigh made a motion to **approve Resolution No. 2025-03, making April 2025 “Safe Digging Month”**. Supervisor Germaux seconded the motion. The motion passed with a unanimous vote.

Stiffler McGraw submitted a revision to Ordinance No. 2024-09 that was approved at the November 12, 2024 Supervisors monthly business meeting. The Department of Community Economic Development has requested a change be made to the resolution, adding the amount requested of \$365,000. The updated **Resolution No. 2025-04** had been provided to the Board of Supervisors, Eric Banks, and Solicitor Pat Fanelli for review.

Supervisor Germaux made a motion to **approve Resolution No. 2025-04, Mountain Home Community Park Grant**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

The Blair County Commissioners submitted a signed polling place agreement for the 2025 election year. Pursuant to Blair County Resolution 14-2025, Polling Place Agreements must be approved between the County of Blair and the Polling Place property owners prior to election day. Primary election day is Tuesday, May 10, 2025 and General election day is November 4, 2025. There were no additional comments or questions.

Supervisor Germaux made a motion to **approve the signing of the Polling Place Agreement**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

The Blair Township Supervisors requested at the February 11, 2025 meeting that the Township Office receive a quote for leasing a new copier for the Blair Township Police Department. Secretary/Treasurer Kami Bilek reported that the cost for a five-year lease with annual maintenance and repair included and a higher copier count is \$98.65 per month with a total cost over sixty (60) months of \$5,919.00. The quote to replace the copier was \$1,989.27, but the annual maintenance agreement with a lower copier count is approximately \$1,823 per year. The Police Department has not historically exceeded their copier count allowance. The cost savings to lease a new copier for the Police department is approximately \$5,185.27 over the five-year period. Kami reported that the copier was able to be repaired, but replacement of the copier is eminent.

Supervisor Germaux made a motion to **approve leasing a new copier for the Police Department when it becomes necessary**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Ordinance No. 2025-02, Parking Restriction Ordinance increasing the parking restrictions along Dunnings Highway for public safety was advertised for inspection on February 21, 2025. Kami

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reported that no members of the public asked to review the ordinance during the inspection period. With no additional questions or comments, Chairman Amigh asked for a motion to approve the proposed ordinance.

Supervisor Germaux made a motion to **approve Ordinance No. 2025-02: Parking Restriction Ordinance**. Supervisor Lusk seconded the motion. The motion to approve passed with a unanimous vote.

A copy of **Ordinance No. 2025-03: Peddler's Ordinance** was provided to the Board of Supervisors for review. The purpose of the proposed ordinance is to update the Township's current Peddler's Ordinance. Solicitor Fanelli asked if there were any questions or further discussion, and there being none, Chairman Amigh asked for a motion to approve advertisement.

Supervisor Germaux made a motion to **approve advertising Ordinance No. 2025-03: Peddler's Ordinance**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

The 2025 Road Paving Project was announced. Road Foreman John Reed and Secretary/Treasurer Kami Bilek met with a representative from the Pennsylvania Department of Transportation to discuss the proposed paving projects for the 2025 season. PennDOT provides the Township with a close estimate of the cost of the project so that the Township knows what to expect when receiving bids. The proposed projects are to pave Country View Drive and Mountain View Lanes and to perform base repair on Shaffer Lane and Catfish Roads. Bids must be advertised a minimum of two times prior to acceptance.

Supervisor Germaux made a motion to **approve advertising to solicit bids**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

Chief Roger Peacock received a bid for the police cruiser that was included in the 2025 LST budget. The bid for the cruiser with upfitting is \$57,821.24. This bid uses COSTARS pricing. It had been suggested in the past by Supervisor Lusk that the police keep a cruiser as a back-up in the event one of the vehicles is in the shop for maintenance; Therefore, it seemed fitting that the current codes vehicle be traded in and the cruiser that Chief Peacock is currently driving become the new codes vehicle. The interior lights can be deactivated when the cruiser is being used by the codes officer, but can be reactivated when used by the PD. The dealer has offered a trade-in of \$2,500 for the current codes vehicle, which is more than anticipated. The total cost of the police cruiser with trade-in is \$55,321.24.

Supervisor Germaux made a motion to **replace the current codes vehicle with the Police Chief's 2015 Ford Explorer**. Supervisor Lusk seconded the motion. The motion passed unanimously.

Supervisor Germaux made a motion to **accept the \$2,500 trade-in for the 2010 Ford Expedition**. Supervisor Lusk seconded the motion. The motion passed unanimously.

Supervisor Germaux made a motion to **accept the bid of \$55,321.24 for the Police Cruiser**. Supervisor Lusk seconded the motion. The motion passed unanimously.

The Craig and Melissa Plants stormwater management plan was discussed. The proposed plan was submitted by the Eads group. The property is located at Lot 4 of Phase 6 in Pleasantview Estates. No

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new information on the Plants stormwater plan has been received; However, Jeff Holtzinger submitted a request to the Township for a waiver of the Stormwater Management Ordinance on behalf of the homeowner for lot 4 and all remaining lots in Phase 6. Mr. Holtzinger's basis for the waiver request is that the subdivision has an existing stormwater plan that was developed when the subdivision was created, and he believes that the existing plan is sufficient to cover new home construction. Engineer Eric Banks stated that he had only a brief amount of time to review the plan but stated that the subdivision plan that was approved in 2016 includes a note requiring all house permits to have an on-lot stormwater management plan. He stated that he believes that lot 4 stormwater runoff may flow onto the other side of the hill; Therefore, the existing stormwater plan for Pleasantview Estates would not handle the stormwater runoff for that property. He asked for more time to review the waiver request and information that was provided. He recommended tabling the waiver request at this time.

Supervisor Germaux made a motion to **table the request for a waiver of the Stormwater Management Ordinance**. Supervisor Lusk seconded the motion. The motion passed with a unanimous vote.

The Blair County Commissioner's Office submitted a request via email on February 12, 2025 regarding the decertification of the County's Tourism Promotion Agency, Explore Altoona. Attached in that email was a sample resolution for municipalities to review and vote to implement. A copy of the resolution was provided to the Board of Supervisors and Solicitor Pat Fanelli for review. At this time, Mark Ickes representing Explore Altoona spoke on behalf of the Tourism and Marketing Agency. Mr. Ickes thanked the Board of Supervisors for allowing representatives from Explore Altoona to speak at the October 10, 2024 meeting regarding this issue. He wanted to make it clear that the Commissioner's desire to decommission Explore Altoona comes from a difference of opinion on how to spend the tax revenues collected on the hotel bed tax. He reported that concerns regarding the usage of the tax revenues range from the lack of specific plans or research provided, lack of input from the hotels from where the tax money is generated, and lack of financial strategic analysis for the proposed plan to the changes in reasons behind why the County Commissioners want to move forward decertifying the Organization. Mr. Ickes stated that twelve of eighteen municipalities have opted not to vote, citing various reasons for doing so. He asked for any questions at this time, and there were none. Chairman Amigh stated that he is opposed to taking formal action at this time with no evidence that a public meeting has taken place. He is open to reviewing it after a formal public meeting has taken place.

Chairman Amigh made a motion to **table Resolution to decertify Blair County TPA, Explore Altoona**. Supervisor Germaux seconded the motion. The motion passed with a unanimous vote.

Under informational items, Eric Banks reported no new information on the request for signature of the Community Acknowledgment form for the application to FEMA that has been discussed in prior meetings.

Eric reported that the DCNR Parks Grant application was previously mentioned during the discussion on Resolution No. 2025-04.

Secretary/Treasurer Kami Bilek reported that Sergeant Jim Brantner had been in touch with the homeowner at 416 Cedarcrest Drive and she agreed to sign authorization to allow the Blair Township Police Department and Codes Enforcement officer to enter her property to inspect it for code

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violations in response to ongoing complaints about rodent infestation and codes violations. The homeowner requested that she be present when the officers enter the property. Chairman Amigh requested the officers purchase personal protective equipment to wear into the property in the event of environmental hazards.

Secretary/Treasurer Kami Bilek provided an update on price Quotes for the Police Department and Office computers. So far two quotes have been received. The quote from Dell for six desktop computers with monitors and a laptop with docking station is \$7,763.45. Comparable desktop computers with monitors and a laptop with docking station from Staples is \$5,065.77. All computers come with Windows Pro 11, and DVD/DVR players, as requested by the Police Department. Supervisor Lusk recommended looking into rebuilt computers at a remanufactured computer business in Tyrone and Mark's Computers in Blair Township.

Chairman Amigh called for other business, and there being none, Supervisor Germaux made a motion to **adjourn the meeting of March 11, 2025 to executive session**. Supervisor Lusk seconded the motion. The motion to adjourn passed with a unanimous vote. The meeting was adjourned to executive session at 6:50 p.m.

Respectfully Submitted by

Kami Bilek

Secretary