

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

MINUTES OF THE MONTHLY MEETING OF SEPTEMBER 12, 2017

Chairman Edward Silveti called the meeting to order at 7:00 p.m. and led the assembly in the salute to the flag.

In attendance were Chairman Silveti and Supervisors Palmer Brown and Richard Lasek, Secretary/Treasurer Betty Robertson, Police Chief Roger White, Sergeant Peacock, Building Code and Ordinance Enforcement Officer Donald Ott, Road Foreman John Reed, Chris Dutrow, PE of Stiffler, McGraw & Associates and Solicitor Michael Rouch.

Chairman Silveti announced: "Public comment is both welcomed and invited. Any persons wishing to speak on an agenda item or during the public comment period will be limited to five minutes per person." Attendees were asked to silence their cell phones.

Supervisor Brown made a motion to approve the minutes of the Monthly Business Meeting of August 08, 2017. Supervisor Lasek seconded the motion. The motion passed with a unanimous vote.

Disbursements for the month of August: Payroll and payroll liabilities totaled \$55,604.20; General Fund disbursements for the month of August totaled \$33,700.76; Liquid Fuels disbursements totaled \$9,258.17; Capital Reserve disbursements totaled \$27,715.00 and Local Services Tax disbursements totaled \$10,990.61. Supervisor Lasek made a motion to approve total disbursements in the amount of \$137,268.74. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to approve the Treasury Balance for August 2017 as \$1,026,978.81. Supervisor Lasek seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to approve the "Specific Service Investment Account Funds" Treasury Balance for August 2017 as \$98,873.73. Supervisor Lasek seconded the motion. The motion passed with a unanimous vote.

Chairman Silveti announced that anyone wishing to address the Supervisors may do so at this time. No public comment was offered.

Chairman Silveti proceeded with the agenda.

Chairman Silveti welcomed **James Matthew Brantner**. Supervisor Richard Lasek, in charge of the Police Department, proceeded with swearing-in James **Brantner** as Blair Township's **fifth Police Officer**. Officer Brantner thanked the Supervisors for the appointment. He

introduced his wife and son, noting that he has been a Police Officer for 16 years and has resided in Blair Township for 20 years. Officer Brantner is looking forward to serving the Municipality that he lives in. Police Chief Roger White, Sergeant Roger Peacock, and Officers Nathan Hale and Benjamin Shanholtz, along with the assembly, welcomed Officer Brantner to the Blair Township Police Force.

The **Joseph and Sherri Zyra Subdivision** plan, as submitted by Todd Beiswenger of Young and Associates was discussed. DEP sewage facility planning approval was received. Chris Dutrow noted that the plan scale size is not as required in the SALDO, but that they take no exception as to recommending approval as drawn.

Supervisor Brown made a motion to **approve waiving §403, plan scale**. Supervisor Lasek seconded the motion. The motion to approve the waiver request passed with a unanimous vote.

Supervisor Brown made a motion to **approve the Joseph and Sherri Zyra Subdivision** plan. Supervisor Lasek seconded the motion. The motion to **approve the Zyra Subdivision** passed with a unanimous vote.

Supervisor Lasek made a motion to **approve Resolution No. 2017-07; 2013 CDBG Budget Revision**. Supervisor Brown seconded the motion. Beverly Pounds, Executive Director of the Blair Redevelopment and Housing Authority, 2013 CDBG Grant Administrator, presented the Revision. Funds remain in the Public Facility Budget in the amount of \$1,311.11 and in the Clearance and Demolition Budget in the amount of \$5,215.28. The motion to **approve Resolution No. 2017-07 to re-budget** the total remaining funds in the amount of **\$6,526.39** into **Housing Rehab** passed with a unanimous vote.

Chris Dutrow commented on the **Pleasant View Phase 6 Land Development Plan**, as presented by Jeff Holtzinger of DPPS, noting financial security needs to be in place. Mr. Holtzinger requested Final Plan approval, commenting it has taken six years to have the nine lot subdivision considered for approval. Chairman Silvetti referred to Chris Dutrow, who noted that all of the public improvements have been inspected and approved. The streetlight is on back order, a temporary replacement light is in place pending installation of the Pleasant View Phase IV matching fixture. Chairman Silvetti questioned the significance of waiting another month for approval, allowing time for the light fixture to be installed. Mr. Holtzinger noted he would not be available for the October meeting. A lengthy discussion took place. The driveways are part of the negotiation between the contractor and the homeowner. The driveways are completed when the homes are built. Mr. Holtzinger stated that he does have a prospect on a parcel sale. The amount of **financial security**, 15% of the required improvements, was set at **\$2,978.54** and will be in place for 18 months. It was noted that the cul-de-sac is included in the annual Liquid Fuels grant.

Supervisor Brown made a motion to **approve the Pleasant View Phase 6 Deed of Dedication; cul-de-sac**. Supervisor Lasek seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to **approve the Pleasant View Phase 6 As-Built Public Improvements**. Supervisor Lasek seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to **approve the Pleasant View Phase 6 Land Development Plan**. Chairman Silveti seconded the motion. The motion passed with two yes votes. Supervisor Lasek opposed.

Supervisor Brown made a motion to **approve the Financial Security** in the amount of **\$2,978.54**, as stated. Chairman Silveti seconded the motion. The motion passed with two yes votes. Supervisor Lasek opposed.

Solicitor Rouch will add the Pleasant View Phase 6 street light to the existing Pleasant View Phase 4 **Light District**.

Chris Dutrow presented the **NPDES General Permit Renewal**, noting this is renewed once every five years. The **Municipal Separate Storm Sewer System (MS4)** annual permit report is prepared. The report includes a full display of the Township's stormwater infrastructure mapping, which will be updated annually. The Township will also be provided with a digital copy of the permit and attachments. The renewal includes a check payable to the Commonwealth of PA in the amount of \$500.00. Supervisor Lasek made a motion to **approve the Permit and MS4 Annual Report**. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

The **Edgewood Drive Stormwater Basin Retrofit** grant was briefly discussed. Supervisor Brown made a motion to approve **Stiffler & McGraw Associates** moving forward with the **grant administration** process on a **time and material** basis. Supervisor Lasek seconded the motion. The motion passed with a unanimous vote.

Chris Dutrow commented on the **Buckeye Duncansville Station Land Development Plan**, as submitted by Barr Engineering. The plan was previously approved contingent on all aspects of the engineering comments being addressed. The Blair County Conservation District review remains outstanding. No action is necessary at this time.

Chairman Silveti advised all present that a vendor, **TriStar Motors of Tyrone**, routinely used by the Township for the Costars purchase of police vehicles, apparently was victim of their server being hacked. This has caused a wire fraud theft to be perpetrated against the Township.

Chief White commented that this is a very difficult situation, due to the fact that there are no other Costars dealers in Central Pennsylvania, the next closest being in New Holland. The Department is in need of an additional vehicle and **TriStar** has committed to hold the vehicle pending word from the Police Department. He stated that he has no problem dealing with **TriStar**, but this is a very difficult matter. Chief White stated that a criminal investigation has started and he is of the opinion that the perpetrators are not in this country. Supervisor Lasek feels that the auto dealership is almost as much a victim as the Township. Supervisor Lasek made a motion to approve expending the Capital Reserve funds to purchase the vehicle from

TriStar. Supervisor Brown seconded the motion. Chairman Silvetti and Solicitor Rutch will contact TriStar's Chairman to discuss the situation. The motion to approve the purchase passed with a unanimous vote.

Chief White presented a proposal to **trade or sell** four old, used, **weapons** to a registered dealer in order to offset the cost of the required duty equipment for the new Officer. The suggested trade weapons have been in storage for a number of years. The trade would be to a registered firearms dealer and would absolve the Township from any liability.

Supervisor Lasek suggested, due to the age of the **firearms** currently in use, Chief White may want to explore purchasing new service weapons for each of the Officers, as opposed to a single duty weapon. Supervisor Lasek made a motion to **authorize Chief White to investigate** the best **trade-in package** and submit an email report to the Supervisors. Supervisor Brown seconded the motion. The firearms purchase would be made from the Local Services Tax Account. The motion passed with a unanimous vote.

Supervisor Lasek made a motion to **approve the 2018 Minimum Municipal Obligation** (MMO) worksheets for the **Police** and **Non-Uniformed** Pension plans. Supervisor Brown seconded the motion. The 2018 Police MMO is \$37,437. The 2018 Non-Uniformed Employees MMO is \$38,134. The motion to approve the MMOs passed with a unanimous vote.

For informational purposes, Chairman Silvetti announced that the PA Department of Transportation has submitted to the PA Public Utility Commission a Petition to Modify the application filed on behalf of the **Everett Railroad Company** to install active traffic control devices. The installation will be where Brooks Boulevard crosses the railroad tracks. The original application was dated February 10, 2017; the revision is dated August 22, 2017.

Top To Bottom and W. B. Mason have submitted proposals for office desk and work station renovations to the front Municipal Office and also the Police Department. It was noted that the units quoted are somewhat different. The proposal submitted by Top To Bottom was noted as being more flexible and included descriptive schematics, as opposed to the W. B. Mason submission. Supervisor Lasek made a motion to approve the proposal as submitted by Top To Bottom. Supervisor Brown seconded the motion. The proposal(s) include delivery and installation. The motion to **accept the Top To Bottom** proposal passed with a unanimous vote.

Other Business:

Supervisor Brown had presented a draft of a revised **Fee Schedule**. This will be discussed further once everyone has had an opportunity to review.

The revised **Municipal Services Mutual Aid Agreement**, as edited and re-written by Attorney Lashinsky, was declined.

Supervisor Lasek explained that he is irked and tired of the "**fire drills**", noting Jeff Hollinger's influx of last minute emails that were received pre-meeting. He questioned how anyone was able, or expected, to have ample time to review the information that the Supervisors were to vote

on. Chairman Silveti and Supervisor Brown agreed. Chris Dutrow stated that it is common practice in neighboring municipalities to have an established agenda cut-off time. The Supervisors agreed that anything to be addressed at the Monthly Meeting would need to be received five working days prior to the meeting date. A Resolution will be drafted for formal adoption.

Chairman Silveti called for anyone not on the agenda that wished to speak. No further comment was offered.

Supervisor Brown made a motion to adjourn. Supervisor Lasek seconded the motion. The motion to adjourn passed with a unanimous vote.

The meeting adjourned at 8:16 p.m.

Respectfully Submitted by:

Betty Robertson
Secretary/Treasurer