

**AGENDA - SUPERVISORS MEETING, MERCER TOWNSHIP, BUTLER COUNTY, PA -
November 20, 2023**

CALL TO ORDER: Meeting called to order at 7: pm by:

Members present:

Visitors present:

PLEDGE OF ALLEGIANCE: All attendees (please stand).

ACCEPTANCE OF MINUTES: Motion to accept the October 16, 2023 Regular Meeting minutes and the October 24, 2023 Budget Workshop Meeting minutes as printed: Second:

BUSINESS FROM THE FLOOR:

OLD BUSINESS:

Kozy Rest Sewage Expansion: Invoice sent to Kozy Rest for legal and engineering fee reimbursements to date.

Public Sewer:

1. **Incomplete connections/inspections (7):** Unchanged: D. Brown #2; K. Schumacher; R&M Holdings '09, LLC; V. Kennedy - 108 Boyers & 645 WMS; McFeaters; R. Williams.
2. **Delinquencies-Three or more months (16):** Update: None sent to S. Gallagher after 11/1/2023 invoicing. Fourteen (14) properties (11 owners) currently are delinquent by 5 months or more. Two (2) are 3-4 months delinquent. Total is one more than last month.
3. **Property Liens (12):** Update: D. Brown; F. Carroll-Gillen; J. Green*; S. Heller*; K. Jones; V. Kennedy (3 properties)*; R/J. McFeaters*; G. Mullett; H. Russell; R. Williams. Notice of Claim sent to Register of Wills for H. Russell's Estate. Also, see "Municipal Office: Upset Sale".
4. **Sheriff Sale (6):** Update: J. Green; S. Heller; R. McFeaters; & 3 G. Kennedy properties. G. Kennedy agreed to terms of payment agreement and we have received one payment. He still needs to pass inspection for 108 & 645. If he defaults even once, the sale process will continue.
5. **Grove City Lateral Inspection Program:** Received packet with Ordinance to be adopted before 1-1-24, along with their Resolution with technical details for implementation. Sent to Sean & Josh for review on 9-19-23. Received Josh's response. Sean has questions and is still reviewing. J. Bennett Jr. went to the COG mtg. Several places are concerned about required certifications. Before a home closing, a certified plumber in the program must do an inspection and then submit to GC Sewage Authority when it is approved. We need to decide if we adopt for both Forestville and Harrisville, or only Harrisville. Question about how this affects the finalized purchase of a property under Article of Agreement: Solicitor advises it would be considered a new sale at time of closing and subject to inspection if required. Decision to adopt the GC Ordinance needs to be made by this meeting.
6. **Book & Proch:** Received invoice for: Aug, Sept, Oct.
7. **NPDES Permit:** Received preliminary report that was reviewed by EADS. Posted at office and STP for 30 days to be compliant.

Private Sewer:

1. **Pelletier property:** Changes were made to the agreement for final review. Once reviewed, it will be sent to homeowners.
2. **On-Lot Sewage Permits:** 7 permits this year - 1 for DeSanti, 5 for Reich, 1 for Boozel.

Municipal Office:

1. **Upset Sale:** R. Williams property at 204 Boyers Rd. Letter mailed to purchasers on 10-23-23 asking for response as to intended use of property so the Supervisors can decide how to proceed with lien satisfaction. Spoke to buyers on 11-8-23. Intend to clean up and use as a yard for now. Future plans are for a self-storage unit or a rental.
2. **Building Permits:** 12 permits this year - 4 wrecking, 1 deck, 2 additions, 1 mobile home, 4 garages.
3. **CEO:**
4. **"For Love of the Lost"/Fish property:** To have front of property cleaned up by Nov 30th. CEO instructed by Chairman to continue to observe and monitor clean up and report back to us.
5. **Peters/Combine property:** Agreed to clean up in 30 days, which would be Nov 15th.

Municipal Garage:

1. **Dump Truck:** Est. delivery - end of December, 2023. J. Bennett, Jr. is submitting a grant application. Won't be invoiced until 2024.
2. **CDL Program: Virtual training scheduled** for Supervisory Personnel and Records Management: **11/30/23**. See below:

Lori, Pete and John are scheduled.

FEDERALLY REQUIRED CDL TRAINING:

"Probable Cause Training for CDL Supervisory Personnel"

State and federal regulations require every employer who has CDL employees driving vehicles with a gross vehicle weight rating or operating weight of more than 26,001 pounds used on public roads to participate in a drug and alcohol testing program. These same regulations also require that such employers train all personnel who supervisor employees with commercial driver's licenses (CDLs) in handling suspected on-the-job drug or alcohol use. This virtual class addresses these federal requirements by providing supervisory personnel with a working understanding of the federal CDL regulations, including on-the-job probable cause procedures. In addition to those supervisory personnel required to attend, all township CDL employees should attend this workshop to ensure that everyone is on the same page regarding this important public safety training.

In this virtual class, participants will learn what to do if they suspect or verify that a CDL employee is under the influence of drugs and/or alcohol while on duty. Each attendee will receive a comprehensive student handout packet containing relevant instructional material. Each participant who completes the workshop will receive a certificate of attendance at supervisory personnel training for permanent retention in their employer's files. This training is required at least once for all personnel who have any supervisory responsibilities for CDL employees. All your CDL and CMV employees will benefit from attending this workshop. **Date: November 30, 2023. Time: 9:00 a.m. - 11:30 a.m.**

“CMV/CDL Records Management - Virtual Class”

This virtual workshop will review CMV/CDL employee and vehicle paperwork, including pre-employment inquiries regarding a CDL applicant's past drug and alcohol test results and driving safety reports; requests for CMV driver's license information; annually reviewing each CMV driver's qualification to continue driving; CMV daily vehicle inspection, maintenance, and repair reports; the employer's required policy on CDL drug and alcohol testing; and a general overview of all the CDL regulations. **Date: November 30, 2023. Time: 1:00 p.m. - 3:30 p.m.**

Shields Rd. Tree: Jeff & Laurie Sowers have continued to email on the status of the tree on Shields Rd. We try to update them regularly but haven't heard anything new.

EMC/Weather - Emergency Management Coordinator: Pursuing replacement of several telephone poles in disrepair.

2024 Budget Workshop: Meeting held on October 24th at 1 pm. Final changes have been made with the exception of the new truck insurance. This figure will change the total amount available for truck purchase. Then will need one final review. **Motion** to advertise the Proposed Budget Figures for 2024 with truck insurance figures by . Seconded . (Send separate from packet).

NEW BUSINESS:

CPA Legal Ad: Motion to advertise appointment of McGill, Power, Bell & Assoc., LLP as the CPA for 2023 fiscal year by . Seconded by .

2024 Fee Schedule: Any changes to the fee schedules will need to be made at the reorganization meeting.

OTHER BUSINESS:

MEETING REPORTS:

COG Meeting:

Butler Co. Municipal Outreach Meeting: (11-2-23) Commissioners gave some updates on issues, including 911 and EMS funding and how to help solve the financial problems. R. Rossi gave an overview of upcoming Grants available. L. Osche asked for early notification of planned projects so the commissioners can help coordinate and possibly link municipalities into one project to get better grant funding for all. T. Sparacino/A. Brown reviewed current projects and reminders about reports & reimbursement. L. Osche mentioned the upcoming municipal election and wished all candidates good luck and thanked those who have decided not to run again for their service.

ROAD REPORT:

10/17/23: Mowed around speed limit sign on 58.

10/23/23: Checked the roads for Halloween damage, put back stop sign at Valley View/Unity, R/R sign missing on Harmony, straighten several other signs throughout the Twp.

FINANCIAL REPORT:

General Fund:	\$70,094
Sewer Fund:	\$58,723
Liquid Fuels Fund:	\$69,507
Capital Reserve:	\$123,954
ARPA Fund:	\$0
Escrow Fund:	<u>\$3,517</u>
Total:	\$325,795

Motion to pay bills: Second:

ADJOURNMENT: Motion to adjourn meeting at pm: Second: Meeting adjourned.