

**SUMMIT TOWNSHIP BOARD OF SUPERVISORS  
PUBLIC MEETING MINUTES  
APRIL 4, 2018**

The Summit Township Board of Supervisors public meeting was held on Wednesday, April 4, 2018 at the Summit Township Municipal Building, 502 Bonniebrook Road, Butler, PA.

**CALL TO ORDER**

Willie Adams called the meeting to order at 6:45 p.m.

**PLEDGE OF ALLEGIANCE**

All persons present stood to recite the Pledge of Allegiance.

**ROLL CALL**

All Supervisors were present. Also, in attendance for the meeting, Township Secretary, Roxann Stickney, Wilfred Balentine, W.C. LaFisca, and Dave Barry.

**OPEN TO FLOOR – QUESTIONS/COMMENTS ON THE AGENDA**

There were no questions or comments on the agenda.

**APPROVAL OF THE MARCH 21, 2018 PUBLIC MEETING MINUTES**

Rick Green motioned to approve the March 21, 2018 public meeting minutes as presented. Larry Osche seconded the motion. Motion Carried unanimously.

**TREASURER’S REPORT**

The Treasurer’s Report was read by the Secretary/Treasurer.

<b>FUND BALANCE AS OF 04/04/18</b>	
Capital Fund	\$247,380.26
CDBG	\$1.00
Fire Hydrant Fund	\$3,352.29
General Fund	\$607,511.02
Sewage Escrow Fund	\$12,251.77
Sewage Permit Fund	\$9,773.44
State Fund	\$232,813.84
<b>Available Funds</b>	<b>\$1,113,083.62</b>
Capital Fund CD	\$302,604.92
General Fund CD	\$201,635.40
<b>Total Funds</b>	<b>1,617,323.94</b>

<b>ACTIVITY</b>	
Available Funds as of 03/21/18	\$1,136,170.00
CD Total	\$504,240.32
Deposits	\$41,550.64
Disbursements	\$64,637.02
<b>Total Funds Available as of 04/04/18</b>	<b>\$1,617,323.94</b>

The Treasurer announced that the Worker’s Compensation payment and road salt payment were included in the disbursements.

Rick Green motioned to approve the treasurer’s report. Larry Osche seconded the motion. Motion Carried Unanimously.

**INVOICE APPROVAL**

The following invoices will be paid from the General Fund:

Larry Osche motioned to approve for payment Cleveland Brothers invoice MM45352 for the wheel loader maintenance for \$1,446.79. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Heiway, LLC invoice 80319002 for cold patch for \$279.23. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment J & J Truck Equipment invoice 582139 for 2003 Peterbilt truck tail gate latch for \$233.25. Rick Green seconded the motion. Motion Carried Unanimously.

Willie Adams motioned to pay the following Jerich Insurance Agency invoices:

Invoice 624 for 2017 EMC Worker's Compensation	\$2,149.00
Invoice 625 for 2017 EMC Worker's Compensation	\$2,149.00
Invoice 627 for 2 <sup>nd</sup> Installment payment for liability insurance	<u>\$1,076.00</u>
Total	\$5,374.00

Larry Osche seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Purvis Brothers, Inc. invoice A5124 for on-road fuel for \$2,061.19. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Rankin Welding invoice 0274 for the 2003 Peterbilt hinges for \$382.94. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment from the State Fund the following American Rock Salt Company, LLC invoices for road salt.

Invoice 0557941	\$ 3,792.73
Invoice 0558264	\$ 4,931.67
Invoice 0558509	\$ 7,587.71
Invoice 0558762	\$ 3,595.83
Invoice 0559468	<u>\$10,238.14</u>
Total	\$30,146.08

**GAGLIARDI STORMWATER**

Willie Adams motioned to approve the Anthony Gagliardi's Stormwater Management Plan on Dittmer Road as administratively correct. The Financial Guarantee and Operation and Maintenance Agreement will be submitted upon commencement of development. If development does not begin by April 4, 2023, the plan will have to re-submitted for approval. A letter will be sent to Mr. Gagliardi informing him of these items. Rick Green seconded the motion. Motion Carried Unanimously.

**OLSEN & ASSOCIATES LETTER**

Willie Adams motioned for a letter to be sent to Olsen & Associates, LLC that a \$500.00 payment will be submitted for the retrieval of all documents pertaining to the Community Development Block Grant (CDBG). If in the future, it has been determined that a document was not received, it will be submitted without any additional cost. Rick Green seconded the motion. Motion Carried Unanimously.

**AUDIT**

The Township's audit has been completed, however, the report to Development Community Economic Development (DCED) will be late due Pennsylvania Municipal Retirement System (PMRS) being behind on processing their documentation for the report.

**MINUTE BOOKS**

Willie Adams motioned for Roxann Stickney to purchase two or three minute books either at the PA State Association of Township Supervisors (PSATS) Convention or online which, ever is most economical. Rick Green seconded the motion. Motion Carried Unanimously.

**SUMMIT TOWNSHIP AUTHORITY**

Willie Adams motioned to transfer \$50,000.00 from the General Fund to the Summit Township Authority fund for the sewage project. Once the Authority has funding established, the Township will be reimbursed. Rick Green seconded the motion. Motion Carried Unanimously.

The Solicitor will be contacted for the Summit Township Authority's EIN number. Carol Achezinski from NextTier Bank will be contacted to establish an account for the authority.

**FLAGGER TRAINING**

Larry Osche motioned for Township's employees that are available to attend a Flagger Training. The cost is \$50.00 per person. Rick Green seconded the motion. Motion Carried Unanimously.

**TEMPORARY TRUCK DRIVER, MACHINE OPERATOR AND GENERAL LABORER EMPLOYEE**

Larry Osche motioned to hire Glenn Heilman as a temporary employee to drive truck, operate equipment and be a general laborer at \$15.00 an hour with no benefits. Rick Green seconded the motion. Motion Carried Unanimously.

**PAVING BID RESULTS**

The paving bid results were reviewed. Weist Asphalt Products & Paving, Inc. was the only company to bid on the paving project at a cost of \$91,587.86.

Larry Osche motioned to award the paving bid to Weist Asphalt Products & Paving, Inc. for \$91,587.86. Rick Green seconded the motion. Motion Carried Unanimously.

**ROADMASTER REPORT**

Roadmaster, Larry Osche, presented the following road department report:

1. Winter road maintenance.
2. Patching of pot holes.
3. Tree removal due to the weather.

Letters were submitted to Harvest Lane property owners informing them that a large hole has formed at the end of the lane that is damaging Bonniebrook Road. It is the property owners' responsibility to repair the hole. The Roadmaster requested to be contacted to discuss the project to ensure that the Township's specifications are met.

Mr. Fishel has agreed to dig-up the drainage pipe on his mother's property to find the source that is causing the water issue on Hinchberger Road.

The following projects are scheduled:

1. Installation of a cross pipe on Portman Road.
2. Installation of a catch basin on Geibel Road.

Geibel Road will be paved at the full width. The Roadmaster will coordinate with Butler School Area School District transportation department the school bus schedule.

Binsey Road is on the schedule for the Dirt and Gravel Grant.

**ADDITIONAL BUSINESS**

Willie Adams announced that an informational meeting was held on March 26, 2018 at 2:00 p.m. for the Hinchberger Road water issue.

A resident requested that a sign be installed on Route 422 prohibiting trucks to use their engine retarder brakes (Jake brakes) down on the hill on Route 422 near Old Route 422 due to the noise the brakes cause. The Supervisors will review the request.

Willie Adams motioned that he signs the Quarterly Additional Fund Receipt for the Community Development Block Grant (CDBG). Rick Green seconded the motion. Motion Carried Unanimously.

**OPEN TO THE FLOOR**

There were not questions or comments from the floor.

**ADJOURN**

With there being no further business to come before the Board of Supervisors, Rick Green made the motion to adjourn. Larry Osche seconded the motion. Motion Carried Unanimously. Meeting adjourned at 7:40 p.m.

**THE NEXT MEETING WILL BE HELD ON WEDNESDAY, APRIL 18, 2018 AT 6:45 P.M.**

Respectfully Submitted Roxann L. Stickney, Secretary