

# HEMPFIELD TOWNSHIP BOARD OF SUPERVISORS

## REGULAR MEETING

JUNE 22, 2020

### A. CALL TO ORDER AND PLEDGE TO THE FLAG:

The regular meeting of the Hempfield Township Board of Supervisors, held at the Hempfield Township Municipal Building, was called to order at 7:00 p.m. by Chairman George Reese, followed by the pledge of allegiance.

**Members Present:** Mr. George Reese  
Mr. John Silvis  
Mr. Rob Ritson  
Mr. Doug Weimer  
Mr. Tom Logan

**Staff Present:** Mr. Scott Avolio  
Mr. Jason Winters  
Mr. Doug Cisco  
Mr. Patrick Karnash  
Mr. Tony Kovacic  
Mrs. Denise Rosak  
Mrs. Melanie Phillips  
Mr. Dan Schmitt  
Mr. Aaron Siko

### B. HEARING: None

### C. CITIZENS COMMENTS: (As Per Resolution #2012-24) None

### D. EXECUTIVE SESSIONS:

1. May 26, 2020 – Legal and Personnel Matters
2. June 17, 2020 – Legal and Personnel Matters

Supervisor Reese advised that there were executive sessions regarding legal and personnel matters on: May 26, 2020 and June 17, 2020.

### E. APPROVAL OF MINUTES:

1. Consideration to Approve the Minutes from the May 26, 2020 Hempfield Township Board of Supervisors' Monthly Meeting – Supervisor Ritson made a motion, seconded by Supervisor Logan, to approve the minutes of the Supervisors' May 26, 2020 monthly meeting. Vote: 5-Yes. Motion carried.

### F. STAFF REPORTS:

*Complete staff reports were presented to the Board of Supervisors at their Public Work Session meeting on Wednesday, June 17, 2020. Some of the highlights of the staff reports were commented on as follows:*

1. Jason Winters, Township Manager:

- a. **Financial Work Session** – Mr. Winters reminded the Board that there is a public work session scheduled Thursday, June 18<sup>th</sup>, 2020 at 6 p.m. to discuss the financial status of the Township in regards to Covid-19.
2. **Melanie Phillips, Director of Finance:**
  - a. **Treasurer’s Report** – Mrs. Phillips reported that the revenues are off a little bit over a million dollars in comparison to last year and we will be discussing this in more detail at the Thursday meeting.
3. **Anthony Kovacic, Director of Emergency Services:**
  - a. **Training** – Mr. Kovacic reported that there is an additional name to add to **Item 12** under “**Action To Be Taken**” for consideration as follows: Cole Burtock, Senior Firefighter, West Point V.F.D.
4. **Doug Cisco, Director of Public Works:**
  - a. **Public Works Report** – Mr. Cisco reported that this past month was focused on grading jobs in preparation for the paving project, not to mention catch basin repairs/replacements, of which are all complete. In addition, he noted that the hot mix paving project will begin milling Peters Road on Tuesday, June 23, 2020. In closing, he advised that the public works department continues road mowing, pot hole patching, street sweeping, etc.
  - b. **Bridge Avenue Stormwater Concerns** – Supervisor Weimer asked Mr. Cisco the status of the Bridge Avenue stormwater concerns. Mr. Cisco reported that the Public Works Department red light checks the culvert on Bridge Avenue on a weekly basis. If there is a blockage detected, the pipe is cleaned out. In addition, Mr. Cisco stated that this practice is documented, including pictures, every time the culvert is checked.
5. **Aaron Siko, Director of Parks & Recreation:**
  - a. **Events** – Mr. Siko noted that there are six (6) tournaments scheduled in the gymnasium. In comparison, he said rentals were at \$40,515.00 June through August, 2019; \$38,200.00 for June through August, 2020. He said that at this point, the department is only down about \$2,000.00 with the rentals, which would be added in. In closing, Mr. Siko said that he projects to finish August with \$53,240.00, which is \$13,000.00 up from last year.
6. **Dan Schmitt, Township Engineer:**
  - **Paving Project** – Mr. Schmitt reported that the paving project is on-going. The contractor, Tresco, he said, has completed three (3) of the six (6) areas included in the program – Westhills Drive and West Drive; High Park and Lynchwood. The three (3) remaining areas are West Point, Valehurst, and Mt. Vernon, which are on-going at this time.
  - **Milling** – Mr. Schmitt advised that the milling work of the last streets in Valehurst and Mt. Vernon are taking place today and, weather permitting, all of the milling on the project should be done by Tuesday, June 23<sup>rd</sup>. In addition, he said, it is expected that Mt. Vernon, Valehurst and West Point will be totally complete within the next week and a half to two (2) weeks, weather permitting.

- **Other Projects** – Mr. Schmitt also stated that the concrete pour is scheduled for Thursday, June 28<sup>th</sup>, weather permitting, for the Dog Park Project at the Hempfield Park. In addition, he noted that there are action items on the agenda for the Dog Park and the paving award for Whigham Road. In another matter, Mr. Schmitt mentioned that he has received notification from the contractor that the line painting work is complete. Upon the completion of an inspection of the work performed, he said, he anticipates making a recommendation on pay estimates by next month. In closing, Mr. Schmitt advised that the Township is still awaiting word on the various park projects relative to whether or not funding agencies will approve the Pavilion F project and/or the fields.

7. **Jamie Shaw, Director of Code and Safety:**

- a. **Traffic Safety Trailer** – Mr. Shaw advised that the traffic safety trailer is out in full force. He said that there is a back log of requested locations for the device.
- b. **Status of Permits** – Mr. Shaw said that permits year-to-date actually are up in issuing permits from last year but financially still behind. There are not as large project permits as there were last year, he said.
- c. **SAFER Grant** – Mr. Shaw advised that there are eighteen (18) months remaining in the SAFER Grant with fifty (50) percent of the monies left to spend that we are working on.

8. **Patrick Karnash, Director of Planning and Zoning:**

- a. **Zoning Hearing Board** – Mr. Karnash advised that the Zoning Hearing Board met about the proposed old Ramada project.
- b. **Plans for Consideration** – Mr. Karnash noted that there are three (3) action items for site plans with the Amos K. Hutchinson Maintenance Building Micro Grid plan satisfying the contingencies. Therefore, he said that the only site plan with contingencies is the Al Neyer Lot Tech Park II plan.

9. **Scott Avolio, Township Solicitor:**

- a. **Action Items:**
  - **Process to Dissolve the Township’s Participation in the Crabtree Sewage Authority** – Mr. Avolio advised that he reached out to the Crabtree Sewage Authority’s solicitor, Robert Lightcap; however, it is an inactive board. He explained to the Board that should the proposed resolution to dissolve participation in the Crabtree Sewage Authority pass, that Attorney Lightcap said that he would try to get the board together to deal with the dissolution. If that is not possible, Mr. Avolio said the Board of Supervisors would have to consider authorizing him to advertise consideration of an ordinance for Hempfield Township to withdraw from the Crabtree Sewage Authority.
  - **Stop Sign Ordinance for Salisbury Drive** – Mr. Avolio stated that installations of stop signs must be adopted by ordinance and not by a resolution. Therefore, he said, there is an item on the agenda to authorize his office to advertise for an ordinance for the

installation of stop signs on Salisbury Drive at the intersection with St. Andrews Drive and on Salisbury Drive at the bend.

**G. TREASURER’S REPORT:**

Supervisor Logan advised that there was nothing additional to add to the Treasurer’s Report given at the Public Work Session.

**H. PAYMENT OF BILLS:**

Supervisor Logan made a motion, seconded by Supervisor Silvis, to approve the following payment of bills as listed below. Vote: 5-Yes. Motion carried.

1.	General Fund	\$ 858,037.93	2.	Light District	\$ 6,805.73
3.	Recreation	\$ 6,175.00	4.	Act 13 Impact Fee	\$ 26,660.00

**I. SCHEDULING OF HEARINGS:** None

**J. DECISIONS FROM HEARINGS:**

1. **Consideration to Approve Resolution No. 2020-58; Authorizing the Graham Family Trust to be included in the Agricultural Security Area for Tax Map #50-20-00-0-047 –**  
Supervisor Logan made a motion, seconded by Supervisor Silvis, to approve Resolution No. 2020-58. Vote: 5-Yes. Motion carried.

**K. SUBDIVISION PLANS:** None

**L. SITE PLANS:**

1. **Consideration to Approve Resolution No. 2020-65; Granting Final Approval for the AKH Maintenance Building Micro Grid Site Plan – Plan No. 20200155** – Supervisor Reese made a motion, seconded by Supervisor Logan, to approve Resolution No. 2020-65. Vote: 5-Yes. Motion carried.
2. **Consideration to Approve Resolution No. 2020-66; Granting Final Conditional Approval for the Al Neyer Lot Tech Park II Site Plan – Plan No. 20200156** – Supervisor Ritson made a motion, seconded by Supervisor Logan, to approve Resolution No. 2020-66 contingent upon erosion and sedimentation control approval, MAWC for sanitary sewer service, NPDES Earth Disturbance Permit, Hempfield Township stormwater management approval, and depicting on the plan the location of the fire department connection on the exterior of the building. Vote: 5-Yes. Motion carried.
3. **Consideration to Approve Resolution No. 2020-67; Granting Final Approval for the George C. Reese Site Plan – Plan No. 20200162** – Supervisor Logan made a motion, seconded by Supervisor Ritson, to approve Resolution No. 2020-67. Vote: 4-Yes. Supervisor Reese – Abstained. Motion carried.

**M. ITEMS FOR ACTION TO BE TAKEN:**

1. **Consideration to Approve Resolution No. 2020-68; Authorizing the Execution of an Agreement with Apollo Design Group for the Publication of the Township Newsletter in**

- Conjunction with Hempfield Area School District and Authorize the Township Manager to Execute all Needed Documents** – Supervisor Logan made a motion, seconded by Supervisor Weimer, to approve Resolution No. 2020-68. Vote: 5-Yes. Motion carried.
2. **Consideration to Approve Resolution No. 2020-69; Approving the Sewage Facilities Planning Module for the Woodman Plan of Lots #3** – Supervisor Weimer made a motion, seconded by Supervisor Logan, to approve Resolution No. 2020-42. Vote: 5-Yes. Motion carried.
  3. **Consideration to Approve Resolution No. 2020-70; Authorizing the Execution of an Agreement with Enviro 21 for Online Bidding Services and Authorize the Township Manager to Sign all Needed Documents** – Supervisor Logan made a motion, seconded by Supervisor Reese, to approve Resolution No. 2020-70. Supervisor Ritson questioned whether the proposed resolution includes the subscriber agreement as laid out with the percentage payable based on the price to be paid under contract or is the Township going to negotiate a different subscriber agreement that gives it the flexibility to negotiate those percentages. Mr. Avolio confirmed that the proposed resolution does include an attachment, which is the subscriber agreement as laid out with the percentage payable based on the price to be paid under the contract. Supervisor Logan said that it was his intent on making the motion that it would only pay initially the \$295 subscriber fee, which would allow staff to start the process of negotiating with other projects for them, therefore, he rescinded his motion. Vote: 5-No. Motion died.
  4. **Consideration to Authorize the Solicitor to Advertise for a Stop Sign Ordinance for the Salisbury Drive at the Intersection with St. Andrews Drive and on Salisbury Drive at the Bend** – Supervisor Logan made a motion, seconded by Supervisor Ritson, to authorize the solicitor to advertise for a stop sign ordinance for Salisbury Drive at its intersection with St. Andrews Drive and on Salisbury Drive at the bend. Vote: 5-Yes. Motion carried.
  5. **Consideration to Authorize the Township Manager to Sign all Needed Documents for the Township Dental Coverage Renewal with United Concordia for the Policy Period July 1, 2020 Through June 30, 2021** – Supervisor Logan made a motion, seconded by Supervisor Weimer, to authorize the Township manager to sign all needed documents for the Township dental coverage renewal with United Concordia for the policy period July 1, 2020 through June 30, 2021. Vote: 5-Yes. Motion carried.
  6. **Consideration to Authorize the Township Staff to Recommend Opportunities and Ability to Promote Growth Within the Overlay Districts of Traditional Neighborhood Development and Corridor Enhancement Overlay** – Supervisor Ritson made a motion, seconded by Supervisor Reese, to authorize the Township staff to recommend opportunities and ability to promote growth within the overlay districts of traditional neighborhood development and corridor enhancement overlay. Vote: 5-Yes. Motion carried.
  7. **Consideration to Authorize the Township Solicitor to Begin the Process to Dissolve the Township's Participation in the Crabtree Sewage Authority** – Supervisor Logan made a motion, seconded by Supervisor Ritson, to authorize the Township solicitor to begin the process to dissolve the Township's participation in the Crabtree Sewage Authority. Vote: 5-Yes. Motion carried.

- 8. **Consideration to Authorize the Township Solicitor to Enter into a Stipulated Settlement Agreement on a Tax Assessment Appeal for OM Real Estate/Greensburg LLC on Case No. 6127 of 2015** – Supervisor Logan made a motion, seconded by Supervisor Ritson, to authorize the Township solicitor to enter into a stipulated settlement agreement on a tax assessment appeal for OM Real Estate/Greensburg LLC on Case No. 6127 of 2015. Vote: 5-Yes. Motion carried.
  
- 9. **Consideration to Approve Awarding the 2020 Hot Mix Paving – Whigham Road – Contract 8/2020** – Supervisor Logan made a motion, seconded by Supervisor Weimer, to award the 2020 Hot Mix Paving – Whigham Road – Contract 8/2020 to Tresco Paving Corporation with a bid amount of \$118,607.50. Vote: 5-Yes. Motion carried.
  
- 10. **Consideration to Approve Pay Estimate #1 in the Amount of \$77,028.45 to Kolar’s Excavation LLC for the Hempfield Park Dog Park Installation – Contract 3/2019** – Supervisor Weimer made a motion, seconded by Supervisor Logan, to approve Pay Estimate #1 in the amount of \$77,028.45 to Kolar’s Excavation LLC for the Hempfield Park Dog Park installation – Contract 3/2019. Vote: 5-Yes. Motion carried.
  
- 11. **Consideration to Approve the 2020 Parks & Recreation Summer Part-Time Employees as Listed on Attachment “A”** – Supervisor Ritson made a motion, seconded by Supervisor Reese, to approve the 2020 Parks & Recreation Summer Part-Time Employees as listed on Attachment “A”. Vote: 5-Yes. Motion carried.
  
- 12. **Consideration to Approve the Following Emergency Service Applications as Members of the Hempfield Township Bureau of Fire, to be Effective Upon the Township Receiving a Physical Report from the Township Physician Stating that the Individual is Capable of Performing Activities Related to the Appointed Position and Successful Criminal History and Act 153 Clearance Requirements:**

	<b>Name</b>	<b>Position</b>	<b>Fire Department</b>
1.	Christy M. Shaw	Sr. Firefighter	Hempfield #2
2.	William K. Shaw	Sr. Firefighter	Hempfield #2
3.	Luke A. Persin	Sr. Firefighter	N. Hempfield
4.	Jacob W. Ciarkowski	Sr. Firefighter	Grapeville
5.	Joshua D. King	Sr. Firefighter	Ft. Allen
6.	Cole Burtock	Sr. Firefighter	West Point

Supervisor Ritson made a motion, seconded by Supervisor Reese, to approve the above-listed emergency service applications as members of the Hempfield Township Bureau of Fire, to be effective upon the Township receiving a physical report from the Township physician stating that the individual is capable of performing activities related to the appointed position and successful criminal history and Act 153 Clearance requirements. Vote: 5-Yes. Motion carried.

**N. OLD BUSINESS:**

- 1. **Consideration to Authorize the Township Manager to Sign the Letter of Interest for the FEMA Hazard Mitigation Assistance Unified Grant Program for 15 Redgrave Drive** – Supervisor Ritson made a motion, seconded by Supervisor Logan, to authorize the Township

manager to sign the Letter of Interest for the FEMA Hazard Mitigation Assistance Unified Grant Program for 15 Redgrave Drive. Vote: 5-Yes. Motion carried.

**O. NEW BUSINESS:**

1. **Consideration to Join Enviro 21 for One (1) Year and Authorize Staff to Negotiate for Specific Projects** – Supervisor Logan made a motion, seconded by Supervisor Ritson, to join Enviro 21 membership group at a cost of \$295 for a period of one year beginning June 2020 and to authorize staff to begin to negotiate with Enviro 21 on specific projects that may be coming up. Supervisor Reese asked the audience if there were any comments in regards to the Enviro 21 proposal. There were no comments. Vote: 5-Yes. Motion carried.

Supervisor Weimer said that he is hopeful that the Township is looking at Enviro 21 seriously to go after waste removal prices for our residential properties in Hempfield because our disposal contract is up with Advanced Disposal. He said that Enviro 21 is offering an opportunity for the Township to keep the rate increase at a very most minimal cost without going to a general bid. Supervisor Weimer stated that he did not think doing it another way would get the least amount of increases to our residents.

2. **Establishment of Covid-19 Policy** -- Supervisor Weimer asked if the Township has an established and formally adopted Covid-19 Policy for its employees, firefighters, volunteers, etc. Mr. Winters said the Township has guidelines for Covid-19. He said that he would have a policy for discussion at the next public work session.

**P. PROCLAMATIONS:**

1. **Carol Angelo** – The Board of Supervisors presented a proclamation to Carol Angelo officially recognizing her hard work to clean and beautify local roads through the Township, especially in these difficult times during a pandemic. It is clear that Mrs. Angelo takes pride in her community by volunteering her time and efforts in enhancing the Township and making it a beautiful place to live.

**Q. SUPERVISORS' COMMENTS:**

**Supervisor Doug Weimer** – Supervisor Weimer said that he hoped that everyone enjoyed their Father's Day because he certainly did. In addition, he said that he is looking forward to the events in the Township Park in the months ahead at the amphitheater and the other activities throughout Hempfield.

**Supervisor John Silvis** – Supervisor Silvis said that it is nice to be getting back to somewhat normal since the onset of the pandemic. He said that he does not know what the future holds but it has been a horrible two (2) to three (3) months and is hopeful that we have turned a corner.

**Supervisor Tom Logan** – Supervisor Logan said that we will be coming up on the 4<sup>th</sup> of July in a couple of weeks. He asked the residents to do their due diligence when conducting fireworks displays at home. Hopefully, he said, the area will get some rain between now and then to help dampen the countryside so that we don't have any flash fires.

**Supervisor Rob Ritson** – Supervisor Ritson commented as follows: "Today we voted to proceed on abolishing the Crabtree Sewage Authority. And for anybody that's curious as to why we are doing that, we are collectively looking at plans, working with our planning department, Patrick, and our solicitor and our Board to actively look at how we can provide utilities to the northern end of the Township in a more creative way. The Crabtree Authority is roughly fifteen (15) years old.

It was a paper authority that was designed preferably to do the Crabtree, Hempfield, Unity, and Salem areas. So, our disillusion movement is more triggered to get a new direction going, while we are working in conjunction with Unity and Salem Townships in finding that new solution because as we look toward development, we have to find a solution to providing sewage to the northern end that flows back down towards Crabtree, as well. Also, I wanted to expand on my position with Enviro 21, because we talked about it up here and we opened it up for comment but a lot of you may not know what it is. I want to clarify my understanding with Tom's point and why I kind of agreed. Enviro 21 does reverse bidding and so we would engage with Enviro 21, who would then go online, and we would give them a set price that we think is reasonable for garbage rates for individuals, because we don't pay the rates, the taxpayers pay the rates, the ratepayers. Enviro 21 serves as a broker and the percentages that we discussed were what the broker would get based on the overall value of the contract and you could imagine, in Hempfield Township, that is a sizable amount of money. So, I think, to Tom's point and why I was okay with it and I'm giving my perspective is, we want it to, that 3% comes from somewhere. It doesn't, while the Township itself doesn't pay it, it comes from the ratepayer – via the ratepayer. There is just no if, ands, or buts about it. So, if it's a \$32 per quarter bill, then the broker is getting "X" amount of dollars. So, however the hauling company gives it to them. I just think that we are in a position where we are the largest community that probably has hauling. We can help our ratepayers both by working with the company to get us the lowest possible price but also that broker is not going to go broke on a point and a half percent or 2% commission on that versus a 3%. I think that we needed to take advantage of our buying power and try to do what is best not only for the municipality and the ratepayers but also for the community as a whole. So that is where I came from and I just wanted to explain that out there and I'm ready to move forward with that. Thanks."

**Supervisor George Reese** – Supervisor Reese had no comments.

## **R. ADJOURNMENT**

Supervisor Reese adjourned the meeting at 7:39 p.m.

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Chairman

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Secretary