

# HEMPFIELD

— TOWNSHIP —

## BOARD OF SUPERVISORS MONTHLY PUBLIC MEETING

APRIL 18, 2022 | 7:00 pm

---

Supervisors Present: Mr. George Reese  
Mr. John Silvis

Mr. Bill Bretz  
Mr. Tom Logan

Staff Present: Mr. Jason Winters  
Mr. Scott Avolio  
Mr. Dan Schmitt  
Mr. Doug Cisco  
Mr. James Shaw

Mr. Aaron Siko  
Mr. Patrick Karnash  
Mr. Anthony Kovacic  
Mr. Lloyd Fait  
Mrs. Callie Krueger

### A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

The regularly scheduled monthly meeting of the Hempfield Township Board of Supervisors, held at the Hempfield Township Municipal Building, was called to order at 7:03 p.m. by Chairman, George Reese.

### B. CITIZENS COMMENTS (AS PER RESOLUTION #2012-24) – *NONE*

### C. EXECUTIVE SESSIONS

1. March 28, 2022 – Legal & Personnel
2. April 13, 2022 – Legal & Personnel

Mr. Reese stated that Executive Sessions were held on the above listed dates.

### D. APPROVAL OF MINUTES

1. Consideration to Approve the Minutes from the March 28, 2022 Hempfield Township Board of Supervisors Monthly Meeting

Mr. Bretz made a motion seconded by Mr. Logan to approve the minutes from the March 28, 2022 Hempfield Township Board of Supervisors Monthly Meeting. Vote: 4-0. Motion carried.

### E. STAFF REPORTS – (WRITTEN REPORTS DISTRIBUTED PRIOR TO MEETING)

Mr. Jason Winters – Township Manager – Announced Hempfield Township Clean Up Day on April 23 from 8 am to noon with dumpsters located at the municipal building and at Hempfield Park.

Mr. Aaron Siko – Assistant Township Manager & Director of Parks & Recreation – Announced Leggett Field Rededication at 11 am at the upper field at Hempfield Park. He also announced the opening of the new inclusive playground at Hempfield Park at 11 am on June 4.

Mr. Patrick Karnash – Director of Planning & Zoning – Announced the survey for the comprehensive plan is active and the Township is eager to have responses from residents and non-residents. The QR code for the survey can be found on social media as well as the new Headlining Hempfield.

Mr. Anthony Kovacic – Township Fire Chief – A structural burn program will be held this weekend and there is a full class signed up.

Mr. Doug Cisco – Director of Public Works – Stormwater and underdrain projects are complete. The street sweeper program has started for the Township. Marginal Road has been patched by the department. Hempfield Township has been notified that a portion of Swede Hill Road will be closed for several months for a bridge replacement project.

Mr. Lloyd Fait – Director of Finance – Reported that Revenues are at 32% and Expenses are at 20% for 2022.

Mr. James Shaw – Director of Code & Safety – Speed Trailers were deployed at five more locations, noting that there was one problem area being Simpson Road. The State Police have been notified to monitor the roadway. The JNET audit was complete. The department will be attending a Blighted Property Seminar this week.

Mr. Dan Schmitt – Township Engineer – Read the MS4 Public Service Announcement, reminding residents that storm drains outlet into waterways.

Mr. Scott Avolio – Township Solicitor – Executive Session to be held after the meeting but nothing additional to add to report.

## **F. TREASURER’S REPORT**

Mr. Logan stated that the Treasurer’s Report was given at the work session and there was nothing additional to add.

## **G. PAYMENT OF BILLS**

1. **Consideration to Approve the following Payment of Bills**
  - a. **Fund 01 – General Fund - \$814,871.14**
  - b. **Fund 02 – Light District Fund - \$4,944.19**
  - c. **Fund 03 – SAFER Grant Fund - \$124,073.00**
  - c. **Fund 20 – Bond Issue Fund - \$250.00**
  - e. **Fund 93 – ARPA Fund - \$51,947.58**

Mr. Logan made a motion seconded by Mr. Silvis to approve the payment of bills as listed above. Vote: 4-0. Motion carried.

## **H. ITEMS FOR ACTION TO BE TAKEN**

1. **Consideration to Approve Resolution No. 2022-75; Granting Final Conditional Approval for the Helen E. Fox Subdivision – Plan No. PA-22-12**
  - **Location: Willow Crossing and Swede Hill Roads**
  - **Purpose: Consolidation of Lots**
  - **Conditioned Upon: Addition of Township Plan Number**
  - **Planning Commission Recommendation: 5-0**

Mr. Logan made a motion seconded by Mr. Reese to approve Resolution No. 2022-75. Vote: 4-0. Motion carried.

2. **Consideration to Approve Resolution No. 2022-76; Granting Final Conditional Approval for the Laskey Consolidation Plan – Plan No. PA-22-13**
  - **Location: Intersection of Spalding Street and Gay Avenue**
  - **Purpose: Consolidation of 3 Lots**
  - **Conditioned Upon: Addition of Township Plan Number and Show all Land Hooks**
  - **Planning Commission Recommendation: 5-0**

Mr. Logan made a motion seconded by Mr. Bretz to Approve Resolution No. 2022-76. Vote: 4-0. Motion carried.

3. **Consideration to Approve Resolution No. 2022-77; Granting Final Conditional Approval for the Harvey Avenue Plan – Plan No. PA-22-8**
- **Location: Corner of Blank School Road and Harvey Avenue**
  - **Purpose: Creation of 76 Residential Units**
  - **Conditioned Upon: SEO Sewage Approval, Traffic Study and PennDot HOP, NPDES/E&S Permits, Stormwater approval, street names accepted by Westmoreland County 911**
  - **Planning Commission Recommendation: 6-0**

Mr. Reese made a motion seconded by Mr. Logan to approve Resolution No. 2022-77. Vote: 4-0. Motion carried.

4. **Consideration to Approve Resolution No. 2022-78; Granting Final Conditional Approval for the MJL Development LP Consolidation Plan No. 2 – Plan No. PA-22-15**
- **Location: Intersection of Route 30 East and Old Route 30**
  - **Purpose: Consolidation of Lots**
  - **Conditioned Upon: Addition of Township Plan Number and Show All Land Hooks**
  - **Planning Commission Recommendation: 6-0**

Mr. Bretz made a motion seconded by Mr. Logan to approve Resolution No. 2022-78. Vote: 4-0. Motion carried.

5. **Consideration to Approve Resolution No. 2022-79; Granting the Release of Financial Security for Equitrans – Weight Limit Permit No. 2021-1**

Mr. Reese made a motion seconded by Mr. Logan to approve Resolution No. 2022-79. Vote: 4-0. Motion carried.

6. **Consideration to Approve Resolution No. 2022-80; Accepting the Resignation of Jon Kulyk from the Hempfield Township Board of Auditors**

Mr. Bretz made a motion seconded by Mr. Logan to approve Resolution No. 2022-80. Vote: 4-0. Motion carried.

7. **Consideration to Approve Resolution No. 2022-81; Appointing a Member to the Hempfield Township Board of Auditors – Term to Expire on December 31, 2027**

Mr. Logan made a motion seconded by Mr. Reese to Table Resolution No. 2022-81. Vote: 4-0. Motion carried.

8. **Consideration to Approve Resolution No. 2022-82; Accepting the Resignation of Suzanne Ward from the Hempfield Township Planning Commission**

Mr. Logan made a motion seconded by Mr. Bretz to approve Resolution No. 2022-82. Vote: 4-0. Motion carried.

9. **Consideration to Approve Resolution No. 2022-83; Appointing a Member to the Hempfield Township Planning Commission – Term to Expire on December 31, 2022**

Mr. Reese made a motion seconded by Mr. Logan to Table Resolution No. 2022-83. Vote: 4-0. Motion carried.

10. **Consideration to Approve Resolution No. 2022-84; Approving America250PA – Celebrating the 250<sup>th</sup> Birthday of the United States in 2026 and Pennsylvania’s Leading Role in Commemorating the Event**

Mr. Logan made a motion seconded by Mr. Bretz to approve Resolution No. 2022-84. Vote: 4-0. Motion carried.

11. **Consideration to Approve Resolution No. 2022-85; Authorizing the Execution of a Traffic Signal Maintenance Agreement with PennDOT for Speed Signs on State Roads and Authorize the Township Manager to Sign all Needed Documents**  
Mr. Bretz made a motion seconded by Mr. Logan to approve Resolution No. 2022-85. Vote: 4-0. Motion carried.
12. **Consideration to Approve Resolution No. 2022-86; Authorizing the Execution of an Agreement for Fiscal Year July 1, 2021 through June 30, 2022 with the Westmoreland County Transit Authority for the Annual Local Share Assessment and the Amount of \$13,371.75 and Authorize the Township Manager to Sign all Needed Documents**  
Mr. Logan made a motion seconded by Mr. Reese to approve Resolution No. 2022-86. Vote: 4-0. Motion carried.
13. **Consideration to Approve Resolution No. 2022-87; Authorizing an Update to Township Organization Chart and Job Description for the Assistant Director of Parks & Recreation Position**  
Mr. Logan made a motion seconded by Mr. Bretz to approve Resolution No. 2022-87. Vote: 4-0. Motion carried.
14. **Consideration to Approve Resolution No. 2022-88; Authorizing the Submission of the 2022 LSA Grant Application for the North Hempfield Fire Station Improvement Project and Requesting the Grant Amount of \$1,000,000**  
Mr. Reese made a motion seconded by Mr. Logan to approve Resolution No. 2022-88. Vote: 4-0. Motion carried.
15. **Consideration to Hire John Breegle and Jason Eperesi as Park Maintenance Worker at a Rate of \$18.00 per Hour with Township Benefit Package for Non-Union Employees with a Six-Month Probation**  
Mr. Logan made a motion seconded by Mr. Bretz to approve the hiring of John Breegle and Jason Eperesi as Park Maintenance Workers at a Rate of \$18.00 per hour with Township Benefit Package for Non-Union Employees with a Six-Month Probation. Vote: 4-0. Motion carried.
16. **Consideration to Hire Kristen Hatcher as Secretary at a Rate of \$20.74 and Full Township Benefits Provided to All Members of the Collective Bargaining Unit**  
Mr. Logan made a motion seconded by Mr. Reese to approve the hire of Kristen Hatcher as Secretary at a rate of \$20.74 and Full Township Benefits provided to all members of the Collective Bargaining Unit. Vote: 4-0. Motion carried.
17. **Consideration to Authorize the Appointment of the Following Members of the Parks & Recreation Department at the Following Rates**

NAME	TITLE	SALARY
Marissa Haynes	Assistant Director of Parks & Recreation	\$53,000.00
Zach Freeman	Assistant Director of Parks & Recreation	\$53,000.00
Suzanne Herrod	Administrative Assistant	\$40,000.00

Mr. Bretz made a motion seconded by Mr. Logan to authorize the appointment and rates of the above listed Parks & Recreation employees. Vote: 4-0. Motion carried.

18. **Consideration to Approve the Hiring of the Parks & Recreation Summer Part-Time & Seasonal Staff as Listed on Attachment "A"**  
Mr. Logan made a motion seconded by Mr. Bretz to approve the hiring of the Parks & Recreation Summer Part-Time & Seasonal Staff as listed on Attachment "A". Vote: 4-0. Motion carried.

**19. Consideration to Approve the Following Emergency Service Applications as Members of the Hempfield Fire Department, 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 Station</b>
<b>Angela Shabe</b>	<b>Sr. Firefighter</b>	<b>Adamsburg Station</b>
<b>Craig Wilson</b>	<b>Sr. Firefighter</b>	<b>Adamsburg Station</b>
<b>John Wenzel</b>	<b>Sr. Firefighter</b>	<b>High Park to Adamsburg</b>
<b>Daniel DeAugustine</b>	<b>Jr. to Sr. Firefighter</b>	<b>Carbon Station</b>
<b>Coby Stepanik</b>	<b>Jr. to Sr. Firefighter</b>	<b>Fort Allen Station</b>

Mr. Reese made a motion seconded by Mr. Logan to approve the listed Emergency Service Applicants as members of the Hempfield Fire Department effective upon the completion of the listed requirements.

Vote: 4-0. Motion carried.

**I. OLD BUSINESS – *NONE***

**J. NEW BUSINESS – *NONE***

**K. SUPERVISORS COMMENTS**

Mr. Silvis – Stated that it was nice to have the State Police at the meeting tonight and noted that they are doing a great job.

Mr. Logan – Appreciates active and engaged State Police located within Hempfield Township.

Mr. Bretz – Acknowledged the State Police and appreciates their service. He also mentioned the Baltzer Meyer Open House to be held on Sunday. He encouraged the public to take the survey for the comprehensive plan and share it on social media.

**L. ADJOURNMENT**

The regularly scheduled meeting of the Hempfield Township Board of Supervisors was adjourned at 7:22 pm by Chairman, Mr. George C. Reese.

---

**CHAIRMAN**

---

**SECRETARY**

# Parks & Recreation Hire Requests

## April 2022

Part-Time & Seasonal Staff - Contracted Instructors				
Last Name	First Name	Program	Hourly Rate/ Percentage	New/ Returning
Hayes	Nicole	Head Sr. Camp Counselor	\$15.00	Returning
Blasioli	Maria	Head Jr. Camp Counselor	\$14.00	New
Ditson	Kelly	Programs Assistant	\$13.00	New
Hayward	Sabrina	Extended Day Coordinator	\$12.75	Returning
Madarish	Connie	Preschool Program Instructor	\$12.00	Returning
Caesar	Gino	Maintenance Assistant - Park	\$11.00	New
Freeman	Tom	Maintenance Assistant - Park	\$11.00	New
Kubitz	Zoe	Summer Day Camp Counselor	\$11.00	Returning
Linkenfelt	Brooke	Summer Day Camp Counselor	\$11.00	New
Snyder	Phoebe	Park Attendant	\$11.00	Returning
Wees	Kacey	Summer Day Camp Counselor	\$11.00	New
Krivansky	Logan	Summer Day Camp Jr. Counselor	\$10.00	New
Codewiz		Virtual Camp	80%	Returning
Watson	Sheron	Volleyball Camp	70%	Returning
Graytok	Candice	Zumba Fitness/Toning	65%	Returning
Popovich	Angela	Tennis Camp	60%	New