

Union Township Board of Supervisors Non-Legislative Meeting
January 22, 2020
5:00 pm

The Union Township Board of Supervisors meeting was called to order by Chairperson, Heather Daerr at 5:00 pm. The pledge of allegiance was recited. A moment of prayer was delivered.

Board Members in attendance by roll call were Richard Lawson, Paul Chasko, Charles Trax, and Heather Daerr.

Also, in attendance, Gary Sweat, Solicitor, Linda Roach-Zoning/Code Official, Ken Puglisi-Road Superintendent, and James Donahoe- Project Manager.

Public Comment on Agenda items:

Resident inquired about the chicken ordinance. Supervisor Daerr explained the current ordinance did not speak to chickens. They will look to add an ordinance that could allow for chickens. Resident spoke about neighbor making unfair complaints. Solicitor Sweat said the vote tonight is to advertise and have a comment period for or against because it was not being addressed at all. Another resident asked if an application and pay fee would be necessary if you already owned chickens.

Motion to table all the minutes on Agenda from December 18, 2019 Legislative Meeting, January 3, 2020 Special Meeting, January 6, 2020 Reorganization Meeting, and January 8, 2020 Non-Legislative Meeting. Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve Payroll # 26 dated December 27, 2019 in the amount of \$15,930.78.
Motion by Charles Trax, Second by Paul Chasko.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Table the Zoning Hearing Board 2019 Payroll Dated January 3, 2020 in the amount of \$292.29 until it is reviewed. Motion by Heather Daerr Second by Charles Trax.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve Payroll # 1 dated January 10, 2020 in the amount of \$12,805.63.
Motion by Heather Daerr, Second by Charles Trax.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Solicitor Gary Sweat gave update on open items of litigation. First, the Tom Mellor law suit depositions have been completed. The Drusbasky arbitration hearing is scheduled for next week. Engineer Jamie Harshman will be appearing on behalf of the township. The road department has filed a grievance about forms that have been circulated. He will be meeting with John Winters the business agent for Local Teamsters 205 on Monday at 11:00. Supervisor Lawson will be attending and Solicitor Sweat requested Road Superintendent Ken Puglisi to be present. He is hoping to resolve at this first stage. Solicitor Sweat gave an update about the bridge on Route 88 by Giant Eagle which was taken off the rapid bridge replacement program. He received an email today from Customer Care Center of Penn Dot. They are investigating and he is waiting for the response.

Solicitor Sweat has circulated several memos. Need to determine Secretary Nicole Wright's remaining pay to advise Frank Palermo. For the Overlook Sewage Project, research for similar sewage condemnation cases. Need to review easement agreements with the property owner and compensation the property owner is entitled to. Solicitor Michael Cruny and Project Manager James Donahoe point persons on the project which is top priority. Need to determine how these easements will be obtained by early spring and what compensations can be offered. Solicitor Sweat addressed the Union Gardens party interested in developing 100-acre parcel behind the Scarmazzi plan that will be developed. There is a zoning issue. He is working with the developer and their planning department and then there needs to be a public hearing.

Solicitor Sweat reiterated that the chicken ordinance needs to be advertised.

Solicitor Sweat sent memos on the auditor position. The board also needs to decide if they want to declare the other seat vacant and make an appointment on the third vacancy. After the last meeting, Supervisor Chasko brought a rumor concerning the appointment of Supervisor Lawson as the formal Treasurer of Union Twp. It is legal for members of the board to be appointed as Secretary/Treasurer or Secretary or Treasurer. The financial statement and bankruptcy records were checked. These records are not the Richard Lawson on the board. Selective Insurance Company has issued his bond. Supervisor Chasko got information from two individuals and he asked Solicitor Sweat to look into it. Supervisor Lawson interjected that he wished he would have been told about it and was upset that the rumors are still circulating. Supervisor Daerr offered her support to Supervisor Lawson and the current board.

Ken Puglisi, Road Superintendent, said the air compressor in the shop blew up and he got three quotes to replace. Supervisor Daerr added to the agenda. Mr. Puglisi added they had a grinder pump failure in Elrama. They are still pumping with the trash pump. Mr. Puglisi has not had a chance to get prices on it. Project Manager James Donahoe said the grinder pump had gone bad about a week ago and wanted a formal discussion on how they should proceed. Project Manager Donahoe said the three phase indicator lights are also not working. Project Manager Donahoe responded to Mr. Payne and Paula Grimm at WESA and asked for quotes. Project Manager has not gotten a response. Supervisor Daerr said this is an emergency and Mr. Puglisi said he will look at it tomorrow. Project Manager Donahoe said parts and emergency calls are the board's responsibility.

Mr. Puglisi reported that there is a situation in Elrama where parties did not get a grading permit to back fill and there is a possibility of damaged sewage line. Mr. Puglisi has documented with the police and with pictures. Mr. Puglisi said they cannot determine ownership on those lots. Supervisor Lawson said they need to get the sewer inspected, and Pavlichack should be notified immediately.

Mr. Puglisi reported that they are servicing all of the equipment. He would like to do it internally due to cost. Rick suggested getting the service manual. Supervisor Lawson said he is able to get the manual for \$250-300.

Supervisor Daerr asked to add the following motions to the new business section.

Motion to add Approval/Deny adding Project Manager James Donahoe as secretary of Union Township to take minutes and help with the agenda.

Motion to add Approve/Deny hiring Linda Roach at \$16.00 per hour with no benefits and buying out her contract for temporary services for \$1,500.00.

Motion to add Approve/Deny emergency Elrama pump repair for the lowest responsible bid under \$10,000.

Motion to add Approve/Deny Sweat Law office to send a cease and desist letter to the contractors doing work in Elrama near the sewage lines in the creek.

Motion by Heather Daerr Second by Richard Lawson.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Items from the Agenda

Motion to Approve new Messenger contract for 2020.

Motion by Heather Daerr, Second by Richard Lawson.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -Abstain, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Motion to Approve Advent Communications Quote # 27743 in the amount of \$1,195.00 for new Project Manager Computer – Project Manager James Donahoe

Motion by Heather Daerr, Second by Richard Lawson.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Motion to Approve missing minutes statement for minute book from 3-13-2019.

Motion by Heather Daerr, Second by Charles Trax.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Motion to Approve attendance at free MS4 training on March 19, 2020 in Oakdale from 9:00-12:00.

Motion by Heather Daerr, Second by Charles Trax.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Motion to Approve refund to Supervisor Richard Lawson in the amount of \$18.61 for Drivers Vehicle Inspection Report Books.

Motion by Heather Daerr, Second by Charles Trax.

Roll Call Vote: Richard Lawson-Abstain, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Motion to Approve workshop for Stormwater & Grading Ordinance amendments. 3/25/2020 4pm including Sweet Law Offices and Harshman CE Group.

Motion by Heather Daerr, Second by Richard Lawson.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Motion to Approve advertisement of Stormwater & Grading ordinance workshop 3/25/2020 4pm

Motion by Heather Daerr, Second by Charles Trax.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Heather Daerr requested Project Manager James Donahoe to send a reminder the Monday prior.

Motion to Approve Controlled Climate Systems HVAC quote for equipment maintenance in the amount of \$1,090.00 for 2020, lowest responsible bidder.

Motion by Charles Trax, Second by Richard Lawson.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Motion to table to the non-legislative meeting Meadow Avenue curbs installation
Motion by Heather Daerr, Second by Richard Lawson.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve revised change order #1 for 2019 Paving Project for \$16,548.76
Motion by Richard Lawson, Second by Charles Trax.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve Sweat Law Office to advertise chicken ordinance
Motion by Heather Daerr, Second by Richard Lawson.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve employee handbook as revised with the addition of making the employee benefits commencing on the hire date.
Motion by Heather Daerr, Second by Charles Trax.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to hold in abeyance time slips/paid time off request slips until after the meeting with Sweat Law Office and the Teamsters union.
Motion by Heather Daerr, Second by Richard Lawson.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve George Powell appointment to the Zoning Hearing Board
Motion by Heather Daerr, Second by Richard Lawson.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve advertise for the Kristobek Zoning Hearing for 4/11/2020
Motion by Richard Lawson, Second by Charles Trax.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-Abstain.
Motion Carried.

Motion to Approve Scarmazzi Sewage Planning Module advertisement
Motion by Heather Daerr, Second by Richard Lawson.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve Paul Caldron for Vacancy Board Chairman Position
Motion by Heather Daerr, Second by Richard Lawson.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Discuss Linda Evans Borden application for the Board of Auditors
Richard Lawson noted that he is not in favor of these candidates. Solicitor Sweat will contact them and get back in touch with Project Manager James Donahoe to add to the agenda for next meeting.

Discuss update Rick Kovach and PCSA processes
Linda Roach said Mr. Kovach is asking for lot plans from the home owners for indication of the sewer lines. Michael will prepare a memo of what Mr. Kovach needs and why.

Motion to keep Harshman CE Group for the building code inspections.
Motion by Richard Lawson, Second by Heather Daerr.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES
Motion Carried.

Motion to advertise a special meeting of the board on Monday 2/3/2020 at 8am to appoint someone to the board of supervisor to fill the position until the next general election in 2021.
Motion by Heather Daerr, Second by Charles Trax.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

New Business

Motion to Approve/Deny adding Project Manager James Donahoe and Richard Lawson as administrators on bank accounts, credit card accounts and cash management system to be held for later the agenda.

Motion to Approve appointment of new Right-to-Know official – Project Manager James Donahoe with Sweat Law Office assisting for the first few months.
Motion by Heather Daerr, Second by Charles Trax.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve Scarmazzi Sewerage Planning Module to be advertised.
Motion by Richard Lawson, Second by Charles Trax.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve Project Manager James Donahoe employment agreement.
Motion by Heather Daerr, Second by Charles Trax.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to table payment of un-used sick time for 2019 to administrative employees after discussion with Solicitor Sweat.
Motion by Heather Daerr, Second by Charles Trax.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve B&B Truck Repair purchase order #KPSR1 of 2020 in the amount not to exceed \$6,809.99.
Motion by Charles Trax, Second by Richard Lawson.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve mileage reimbursement to Nicole Wright for January 13, 2020 in the amount of \$11.97 (Req Drug Test).
Motion by Charles Trax, Second by Richard Lawson.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve mileage reimbursement to Project Manager James Donahoe for January 13, 2020 in the amount of \$10.03 (Req Drug Test)

Motion by Heather Daerr, Second by Charles Trax.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Solicitor Sweat announced that all employees were required to undergo drug tests. They received all results back and everyone passed.

Motion to Approve reimbursement to Project Manager James Donahoe for Board Room privacy tech equip \$37.45

Motion by Heather Daerr, Second by Charles Trax.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve accepting resignation of Secretary, Nicole Wright effective 1/16/2020.

Motion by Heather Daerr, Second by Charles Trax.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve Safety Committee training on 2/5/20 from MRM

Motion by Heather Daerr, Second by Richard Lawson.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Deny PO #3 for Oil Bucket & Service Manual \$1391.27 (KP)

Motion by Heather Daerr, Second by Richard Lawson.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve Project Manager James Donahoe to become township Notary including costs

Motion by Charles Trax, Second by Richard Lawson.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to Approve Retaining Personnel Staffers, Inc. typing services + usage of their own equipment at \$35/hr

Motion by Richard Lawson, Second by Charles Trax.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Discuss truck warranties. Project Manager James Donahoe got quotes of \$4,000 for additional three years/up to 75,000 miles or 3,000 hours on the truck being diesel. Ken Puglisi added details about issues. Heather Daerr requested them to get more information. Supervisor Lawson added that they should get more warranty prices and is against replacing the trucks.

Discuss purchase of camera for Linda Roach for code enforcement pictures. Richard Lawson requested getting something that also records video not to exceed \$500

Motion by Charles Trax, Second by Richard Lawson.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Discuss news articles - Paul Chasko submitted a news article. Board members discussed the details. The board would like more reader friendly budget information to be included in future articles.

Discuss McChain Road/Kaczorowski complaint. Heather Daerr tabled for non-legislative meeting.

Discussion: Adoption of WorkWell – coordination of claims, medical care and tracking for workers comp claims. Heather Daerr tabled for non-legislative meeting.

Discuss Elrama Pump Station: Grinder Replacement and 3-Phase Indicator Replacement. This was on the agenda.

Motion to Approve Project Manager James Donahoe as secretary of Union Township to handle the minutes, coordinate the agenda, Right to Know officer, and Township Notary, and to amend the employment agreement to include the new duties.

Motion by Charles Trax, Second by Richard Lawson.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Motion to Approve hiring Linda Roach at salary of \$16.00 per hour with no benefits and coordinate her schedule with the township and buying out her contract for temporary services for \$1,500.00 when she is released from Personnel Staffers Inc. as the official code enforcement zoning officer / assistant treasurer.

Motion by Heather Daerr, Second by Richard Lawson.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Motion to Approve starting the bonding process for Ms. Roach.

Motion by Heather Daerr, Second by Charles Trax.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Motion to Approve emergency Elrama pump repair for the lowest responsible bid under \$10,600.

Motion by Heather Daerr, Second by Charles Trax.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Ken Puglisi offered to get a price on rebuilding the broken pump. Board recommended doing this as a backup after the new pump is in place.

Motion to Approve Sweat Law office send a cease and desist letter to the contractors doing work in Elrama near the sewage lines in the creek.

Motion by Heather Daerr Second by Charles Trax.

Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.

Motion Carried.

Motion to Approve adding James Donahoe/Secretary and Richard Lawson/Treasurer and Linda Roach / Assistant Treasurer as administrators on bank accounts, and cash management systems
Motion by Heather Daerr Second by Charles Trax.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Motion to approve the bill pay list subject to the supervisors review.
Motion by Heather Daerr Second by Richard Lawson.
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.

Public comments

Mr. Powell suggested increasing Richard Lawson's bond limit.

Resident suggested putting signs up for Gilmore Road in other languages.

Mr. Daerr asked about Mr. Spahr being on the list for office from the electoral board.

Comments from Board of Supervisors

Richard Lawson liquid fuels funds and where you would like to spend it. Discussion has been on equipment or trucks. He would like the others to think about it.
Supervisor Daerr asked Mr. Puglisi for a list of roads as part of the 2020 paving projects.
They did budget for restructuring of Coal Bluff. Supervisor Lawson said Harshman CE Group is working on a grant for Coal Bluff. Project Manager James Donahoe said that grant has been submitted.

Motion to adjourn at 6:51pm.
Motion by Heather Daerr, Second by Richard Lawson
Roll Call Vote: Richard Lawson-YES, Paul Chasko -YES, Charles Trax-YES, Heather Daerr-YES.
Motion Carried.



SWEAT LAW OFFICES