

**Union Township Board of Supervisors
Legislative Meeting
December 18, 2019
7:00 pm**

The Union Township Board of Supervisors meeting was called to order by Chairperson, Heather Daerr at 7:00 pm. A moment of prayer was delivered. The pledge of allegiance was recited.

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

Also, in attendance, Gary Sweat, Solicitor, Nicole Wright-Secretary/Treasurer, Jessica Stiner-Engineer, James Donahoe- Project Department, and Ken Puglisi-Road Superintendent.

Public Comment on Agenda items:

No public comment was made.

Motion to approve minutes for September 25, 2019 Legislative meeting.

Motion by Heather Daerr, Second by Robert Dooley

Roll Call Vote: Richard Lawson-ABSTAIN, Robert Dooley-YES, Heather Daerr-YES. Motion Carried.

Motion to approve minutes for October 23, 2019 Legislative meeting.

Motion by Heather Daerr, Second by Robert Dooley

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried.

Motion to approve minutes for November 13, 2019 Non-Legislative meeting.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to approve minutes for November 20, 2019 Legislative meeting.

Motion by Heather Daerr, Second by Robert Dooley

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to approve minutes for November 26, 2019 Special meeting

Motion by Heather Daerr, Second by Robert Dooley

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to approve minutes for December 11, 2019 Non-Legislative meeting.

Motion by Heather Daerr, Second by Robert Dooley

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to approve payroll #24 dated November 29, 2019 in the amount of \$16,478.96 as presented by the Secretary/Treasurer subject to being true and correct.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-ABSTAIN, Heather Daerr-YES. Motion Carried

Motion to approve payroll #25 dated December 13, 2019 in the amount of \$12,040.49 as presented by the Secretary/Treasurer subject to being true and correct.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-ABSTAIN, Heather Daerr-YES. Motion Carried

Solicitor Gary Sweat reported Joan Carmen is no longer employed by Union Township. Based upon numerous telephone calls with Sweat Law Offices, emails, and face to face meetings, Mrs. Carmen formally resigned from her position as Assistant Secretary/Treasurer effective November 21, 2019. Mrs. Carmen has submitted her accrued benefits of eighty vacation hours and twenty -four hours of overtime. Mr. Sweat left a memo with Chairperson Daerr for her to instruct the payroll department for handling. Next, Mr. Sweat reported there were some provisions in the Township handbook that were mistakenly entered. Attorney Michael Cruny has obtained the employee handbook in word format. Solicitor Sweat provided the Board with a memo regarding the language the Board has concerns with. Mr. Sweat's office will make the modifications to the handbook with Board direction. Lastly, Mr. Sweat provided the Board with a memo regarding his opinion on how the Washington County Board of View would handle condemnation cases. Solicitor Sweat explained to the Board how the process would work in detail. Mr. Sweat reported there are three property owners in the Overlook Sewerage Project that have indicated they want compensation for easements. Discussions ensued between the Solicitor, Board, Engineer and Project Department Manager regarding easements, condemnation, and compensation for the Overlook Sewerage Project.

Road Superintendent, Ken Puglisi reported Ridge Avenue has re-opened. The drainage work on both Ridge and McChain Road are complete. Next, Mr. Puglisi reported Twisted Metal has welded three sub-frames on the trucks that were cracked. Moving on, Mr. Puglisi stated there are garage door openers that need to be replaced. He provided the Board with a quote from Davis Garage door for consideration.

Supervisor, Richard Lawson instructed Mr. Puglisi to have Twisted Metal complete the welding repairs to the trucks tomorrow provided it is not snowing.

Engineer Jessica Stiner stated all the updates she had for the Board were agenda items. Mrs. Stiner reserved her right to speak to agenda items as discussed.

Motion to add the following items to the agenda: accepting the resignation of Joan Carmen, discuss Union Township easement update negotiation process with Overlook residents, and the Davis Garage Door quote.

Motion by Heather Daerr, Second by Robert Dooley

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Review of Agenda Items:

UNFINISHED BUSINESS

1. Approve/Deny next steps for adopting MS4 2020 Model Stormwater Ordinance.
2. Discuss utility truck purchase/Sourcewell
3. Discuss Elrama Park phase I update
4. Discuss HVAC contract quotes
5. Discuss Engineering process and invoice management
6. Discuss Planning Department meeting schedule for 2020
7. Approve/Deny Lawn Bids for 2020
8. Approve/Deny playground inspection bid for Veterans Memorial Park & Jason Drive Park in the amount of \$750.00
9. Approve/Deny Amazon Prime membership for \$13.99 per month
10. Approve/Deny General Code update in the amount of \$3,090.00
11. Approve/Deny Quote for 2019 DCED Audit
12. Discuss PennDOT Meadow Avenue

NEW BUSINESS

1. Approve/Deny Change order #1 for 2019 Paving Project

2. Approve/Deny payment recommendation for the 2019 Paving Project in the amount of \$19,184.02.
3. Discuss restroom upgrade plans.
4. Approve/Deny proposal from Palermo Kissinger & Associates for 2020 Accounting functions.
5. Approve/Deny Tuscany Estates request use of meeting room 1/14/20, 2/11/20, 2/27/20, 3/10/20, 4/14/20, 5/5/20, 5/21/20, 6/9/20.
6. Discuss Drip dispersal agreement.

Discuss Next Steps on Open Items:

- Stormwater Pond Progress/Policy & Procedures
- Elrama Sewage Property Liens
- Elrama Sewage Uncollected Tap Fees
- Senate Engineering-Act 537 Plan
- Finleyville-Elrama Road Catch Basins
- Sunoco-Patterson Road Paving/Restoration of Road Project
- Veterans Memorial All-Purpose Field-Fence
- Abandoned Homes List
- Meadow Avenue Curb Installation, Catch Basins & Pipe
- Nike Site Electrical Quotes
- Leaf Vac
- Pleasant View Slide Repairs
- Utility Truck Purchase
- Building Permit Modification
- Chicken Ordinance review in January
- PENNVEST Funding for Overlook Sewerage
- CDBG Funds Restroom Project
- Equitrans Pipeline
- Finleyville-Elrama Road Sewerage Malfunctions
- Fee schedule update on PRD review fee.
- McInstosh Compressor Station Blow Off Noise Logs
- Trax Road sight distance
- Mingo Church Road Cross Walks
- Replacement Computers
- Check list for Subdivisions, Land Development, PRD & Township Permits
- Ridge Avenue Paving Quotes added to 2020 Paving Project
- Amending Township Grading Ordinance
- Stormwater ponds ordinance/registration of ponds review in January

Motion to approve next steps for adopting MS4 2020 Model Stormwater Ordinance.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to approve the advertisement of the MS4 2020 Model Stormwater Ordinance.

Motion by Heather Daerr, Second by Robert Dooley

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

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Motion to have Jim in charge of utility truck purchase/Sourcewell. I would like to give Jim written specs and let him price it out from there.

Motion by Richard Lawson, Second by Heather Daerr

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Solicitor Sweat requested Mr. Donahoe to see if he contacted General Services to see if Sourcewell qualified. Mr. Donahoe stated he contacted Sourcewell to add Union Township.

Motion to table HVAC contract quotes until January.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to give Jim, Ricks idea to type up and clean it up, get it to Harshman for the foreseeable future.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to schedule the Planning Department meeting schedule on January 8, 2019 at 4:30 pm.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to table lawn bids for 2020.

Motion by Richard Lawson, Second by Robert Dooley

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to approve playground inspection bid for Veterans Memorial Park and Jason Drive park in the amount of \$750.00 inspection to be done in 2020.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to approve monthly Amazon Prime membership for \$13.99 with giving the project manager the task to monitor its usage.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to approve General Code update in the amount of \$3,090.00.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to table 2019 DCED audit until the reorganization meeting.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to table PennDOT Meadow Avenue project.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to accept the resignation of Joan Carmen effective November 21, 2019.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to approve Davis Garage Door Opener Company quote of \$240.00 for new garage door remotes.

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Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to approve assign the easement and negotiation project to Jim Donahoe in conjunction with Mike Cruny to start formulating a list of property values and moving down that road to start to contact the Overlook residents and to tie up the easement agreements.

Motion by Heather Daerr, Second by Robert Dooley

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to deny change order #1 for the 2019 Paving Project because it is not accurate with the projected 2020 costs.

Motion by Richard Lawson, Second by Robert Dooley

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to deny payment recommendation for the 2019 Paving Project in the amount of \$19,184.02.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to table the restroom upgrade plans until January.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to approve the proposal from Palermo Kissinger & Associates for 2020 accounting functions.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to approve Tuscany Estates use of the meeting room on 1/14/20, 2/11/20, 2/27/20, 3/10/20, 4/14/20, 5/5/20, 5/21/20, 6/9/20.

Motion by Richard Lawson, Second by Robert Dooley

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to approve Mr. and Mrs. Frank Massari's drip dispersal agreement tentatively until the agreement is signed and reviewed again by the Supervisors for accuracy at the January 8, 2020 Non-Legislative meeting.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Solicitor Sweat recommended the Board of Supervisors review amending the current Grading Ordinance and the Stormwater Ordinance at the top of the January list. He stated Attorney Cruny forwarded a draft copy of the Grading Ordinance that North Strabane has.

Public Comment:

George Powell: (no address given) Mr. Powell expressed his opinion and suggested the Township go to EQT to purchase a utility truck.

Supervisors, Richard Lawson stated he is going to open an account with NAPA because they will deliver. Next Mr. Lawson reported he has requested information from Rick Kovach from PCSA because of a complaint he received regarding the Townships process of the issuance of Building Permits. Next, Mr. Lawson questioned the time clock only punching the calendar days and not dates. Moving on, Mr. Lawson discussed the tentative verbal approval of accepting the sewerage on Finleyville-Elrama road. There has not been any discussion regarding who would be responsible for funding. Discussions ensued

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regarding sewerage and Finleyville-Elrama Road. Supervisor Heather Daerr questioned the Engineer and Solicitor regarding Senate Engineering and the Act 537 Plan.

Supervisor Heather Daerr announced that Union Township application for \$500,000.00 for the Mingo Circle Project through the LSA Grant has been recommended to the DCED for approval.

Motion to go to executive session at 8:36 pm.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

The Union Township Board of Supervisors returned from executive session at 10:25 pm. and was back on record. Supervisor Heather Daerr stated the Board discussed personnel and litigation.

Motion to approve expenditures for the month of December in the amount of \$93,600.00 as presented by the Secretary/Treasurer subject to being true and correct.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Motion to adjourn at 10:27 pm.

Motion by Heather Daerr, Second by Robert Dooley

Roll Call Vote: Richard Lawson-YES, Robert Dooley-YES, Heather Daerr-YES. Motion Carried

Nicole L. Wright, Secretary/Treasurer