

**Union Township Board of Supervisors
Non-Legislative Meeting
February 10, 2021
5:00 p.m.**

The Union Township Board of Supervisors meeting was called to order by Chairperson, Heather Daerr at 5:00 p.m.

Pledge of Allegiance

Proof of Publication confirmed

Ms. Daerr made announcement regarding the passing of former Supervisor Paul Chasko.

Moment of Prayer by Pastor Ken. Moment of Silence for former Supervisor Paul Chasko.

Attendees at meeting were: Heather Daerr, Chairperson; Charles Trax, Vice Chairman; Richard Lawson, Supervisor/ Treasurer; Hal D. Breinig, Supervisor/Roadmaster; David A. Esken, Supervisor/Roadmaster

Also in attendance were: Roberta Singer, Secretary/Ass't. Treasurer; Karen Brown, Administration; Michael Cruny, Solicitor, Sweat Law Offices; Jessica Stiner, Engineer – Harshman CE Group, LLC; Sgt. Ryan Lenzi, City of Monongahela Police Department Officer; Sarah Scott, Esquire, Sweat Law Offices

Public Comment - None

Executive Sessions: Personnel & Litigation
Tuesday, February 2, 2021

Solicitor's Report – will comment on items as they come up during the meeting.

Engineers Report – will comment on items as they come up during the meeting.

Police Dept. Report – Sgt. Lenzi read report and a copy is in the Supervisor's packets.

SEREMS Report – copy in Supervisor's packets.

Animal Control Report – copy in Supervisor's packets.

Building Code Office Report – copy in Supervisor's packets.

Code / Zoning Official Report – copy in Supervisor's packets.

Motion to approve Payroll dated February 5, 2021 in the amount of \$7,967.20 which consists of 1 administrative, 2 road crew and 1 Road Master.

Motion: Daerr

Second: Trax

Roll Call: Daerr – yes Trax – yes Lawson – yes Breinig – yes Esken – yes

Motion Carried

Motion to rescind prior Motion regarding February 5, 2021 payroll. Mr. Breinig will need to abstain from voting as he got paid as Road Master during this pay period.

Motion: Daerr

Second: Trax

Roll Call: Daerr – yes Trax – yes Lawson – yes Breinig – yes Esken – yes

Motion Carried

Motion to approve Payroll dated February 5, 2021 in the amount of \$7,967.20 which consists of 1 administrative, 2 road crew and 1 Road Master.

Motion: Daerr

Second: Trax

Roll Call: Daerr – yes Trax – yes Lawson – yes Breinig – abstain Esken – yes

Motion Carried

Supervisor Breinig abstained because he is working as Road Master and getting paid for same.

Unfinished Business

Board of Auditor position – 1 vacancy.

New Business

Discuss Tax Collector Office Compensation & Benefits Package for 2022. Certain items must be decided by February 15, 2021, prior to a general election and must be detailed in a resolution. The three (3) points the Board must decide on is office space, work papers to Township Offices & supplies effective for calendar year 2022. Mrs. Daerr stated rent for office space for Tax Collector was \$350.00 per month prior to 2017 but Ms. Speer corrected her and stated it was \$175.00 per month until 2017 and then all rents were waived. Ms. Speer has been working remote since the global pandemic in March of 2021. Tax law requires the Tax Collector to be available 3 days a week the last 2 weeks of discounted period for in-person payments. Ms. Speer has kept the same days and hours as the previous tax collector.

She has met people at the Township Building who had cash, which are usually elderly people because younger people have mortgages. She has collected the most as ever collected with the pandemic. Supervisor Lawson suggests we do not use Township Office and they should use a remote location due to Covid and Township growing. Ms. Speer is working for the people of the Township and its easier for the people to come to Township Building as it is centrally located. Her home is not equipped for disability access. She can use the meeting room even 1 day, or even 2 days a week. Supervisor Esken's thoughts are why can't she use the meeting room as Tax Collector. Roberta

Singer stated that the cleaning and disinfecting after people come in may pose a problem. Ms. Speer thinks that after Covid is over, a more definite plan is needed to come up with a solution as to where to go to have people come in and pay cash. Ms. Speer gets the most people during the discounted period which is March 1 thru April 30. The school district has discount period and face period and a payment plan schedule which is September 15, October 31, and December 15. Most people pay at the end of discount period since they are so large and scheduling for 2 days a week in the Township Building in the meeting room would be adequate. This is for next 4 years, and not currently 2021. Supervisor Lawson stated that a lot of sewer billing will be happening such as Overlook, Mingo Circle, Finleyville-Elrama Rd. going to be coming for and taken over Scarmazzi and NVR and already paying someone down at WESA and we need a sewage dept to do this and we don't want to put an addition on.

Mr. Cruny stated that 2 days a week would be ok and sufficient unless emergency or health concern, you are not going to be able to change it and since no storage is needed, she is just looking for some place to meet people. Engineer Stiner stated that with the new security updates in the foyer, the door on the far side are going to have a switch so Receptionist can let people in but the far door is going to be permanently locked so that door will have to be opened each and every time. The other door does not have a lock on it. That it would be a security breach for 2 days of the week that the Meeting Room is being occupied.

Ms. Speers suggestion is will be up to the Board on when she will be here and that will be printed on the tax form as to what the Township would want. She is comfortable with whatever you come up with.

Supervisor Daerr did call Mr. Schrenavich from Administration at Ringgold School District and that it has been historic the Township has borne the brunt of the office collections for collection of the taxes. Ms. Speer stated that Ringgold reimburses her for postage, but Ringgold has never been billed for building space she is not doing all of Ringgold and that she is just servicing Union Township. You may need to consider they do pay for her supplies and that the only cost is faxes which are generally 800#s due to they are mortgage co. and photo copies are a monthly report and she does not photocopy Ringgold but she does photocopy Unions and keeps it here and you can put a tracker on the copy machine but the board is not questioning all that. Ringgold is supplying envelopes, postage, the bond amount for tax collector and printer toner and she pays her own phone bill she paid for her own adding machine, printer, that is her own expense. She does not know what Ringgold has. Supervisor Daerr called around a dozen municipalities and there is 1/3 who have in-house tax collectors, a 1/3 who have remote tax collectors where they pay their utilities and office space, and 1/3 who do 3rd party billing. We are paying the Tax Collector Bond, toner, all window envelopes, postage, and that all comes out of general fund. Per Ms. Speer, that is Township's responsibility per tax law and they are required to bear that cost. Ringgold does the same. What you are paying, they are paying same obligations that you are. Supervisor Lawson wants to put a cap on office supply and put in requisitions so we need to watch everything that is being spent and suggests a \$3,000 max on office supplies.

Ms. Speer stated that cannot limit it to \$3,000 because the postage and envelopes are pretty pricey so Supervisor Lawson stated that it is going to have to be part of the compensation package we are proposing. Ms. Speer stated the law requires you to cover those costs and in addition to her compensation. Supervisor Lawson comments that he has read the book on 2nd class Townships did not see the obligation. Ms. Speer has the tax law and states to Supervisor Lawson that if that's the case, we would accommodate her on supplies but that there needs to be a cap on it, not a free hand. Supervisor Daerr suggests a special meeting for tomorrow or next day to finalize this. Ms. Singer stated that the postage cost for printing was between \$1,700 to \$1,800 and ink is \$150. Any additional postage is about \$110.00 per 100 stamps and only other thing would be paper. Ms. Speer states that she gets about 3-4 reams from the Township annually. Ms. Speer also stated that she gets way under \$3,000 in supplies but with the faxes which is 800#s and I have a turbo scan on my phone I turbo scan it and send it to my email and then forward it through e-mail so I am not using a copier at home or fax machine so \$3,000 limit is very generous.

Supervisor Daerr stated she saw a legal software package for \$800 - is that something that is purchased every year. Ms. Speer stated I have no clue what your arrangements are with the software company. The software company was picked up by Ringgold in 2007 or 2008 and the Township decided to go with the same software packages so that all the accounting would all be cohesive. That is something that you and the individual software company have an arrangement. I have no clue that is in 2008 that is when you all picked it up the Township. Supervisor Daerr asked how often that is updated? Ms. Speer stated that she does not. I don't have anything to do with it. Actually, I did just speak with my software guy & the Township failed to submit the paperwork December 31 for millage for 2021 so I can't get my tax forms yet that I download. I received this (holding up an e-mail) today from the county and I brought so it can be filled out so I can get my work done because as of right now I cannot get my work done. Supervisor Daerr stated that Ms. Singer will take that to get that done. Ms. Speer suggests that you do offer this building up to different companies like Tuscany free of rent I don't see why you can't offer me 1 day a week. I could use that to collect from the residents in the community. Ms. Speer states that per the tax law, the supplies are to be paid by the Taxing Districts. In addition to the Tax Collectors compensation allowed, actual expenses for the printing, postage, books, blanks and forms necessary for collecting taxes.

Motion to have a Special Meeting for Compensation & Benefits Package for Tax Collector for year 2022 at Township Building, Monday, February 15, 2021 at 8:00 a.m.

Motion: Daerr

Second: Trax

Roll Call: Daerr—yes Trax—yes Lawson—yes Breinig—yes Esken--yes

Motion Carried

Motion to Approve application to Local Government Academy 2021 Municipal Intern Program for the Union Township GIS Infrastructure Mapping and Cataloging Project.

Motion: Breinig

Second: Esken

Roll Call: Daerr – yes Trax – yes Lawson – yes Breinig – yes Esken – yes

Motion Carried

Motion to Approve 2021 Q1 Newsletter to be Printed and Mailed

Motion: Daerr

Second: Lawson

Roll Call: Daerr – yes Trax – yes Lawson – yes Breinig – yes Esken – yes

Motion Carried

Motion to Approve RAYSA Soccer Lease for use of the Field(s) for 2021 Season for the total rental price of \$1.00 for whole season for use of the upper field only and following all COVID 19 restrictions and precautions. RAYSA will not be using the concession stand during their season.

Motion: Breinig

Second: Esken

Roll Call: Daerr – yes Trax – yes Lawson – yes Breinig – yes Esken – yes

Motion Carried

Discuss EMS Workshop and scheduling for Wednesday, March 17, 2021 @ 5:00 p.m. Independent consultant report by Tanner Smida and Christopher Dell on future EMS in Township. To be placed on Agenda for next Legislative Meeting, February 24, 2021.

Discussion regarding the Blednik's and 259 McChain Road and request for waiver from Section 225-11.E. The Blednik's attorney Tom Lonich and engineer Tom Valiknac, P.E., was also present. The discussion ensued about the grading & stormwater requirements and waiver and ramifications if we do or do not approve same. Engineer Stiner stated that the DEP requires rate control, does meet volume, but they are missing rate control for this property. No exemption for small project in the ordinance. In 2011 Township adopted a Model Ordinance. Engineer Stiner does not see granting this waiver. Supervisor Lawson does not see amending this Ordinance. This topic is being moved to the Legislative Meeting on February 24, 2021 @ 5:00 p.m. to discuss and confirm.

Discussion regarding sewage billing and the Township staff to take on doing billing for the Overlook project, the Finleyville Elrama project, Mingo Circle project. We will be needing training and education regarding same by Frank Palermo. Board has given their approval for sewage billing to be handled within the Township and by current staff. Supervisor Daerr suggested if any of the board wants to come see how the sewage billing is going to be set up and executed, that she would have Ms. Singer advise them of when Mr. Palermo will be at Township so they can come and view same.

Discussion regarding old furnace at garage at Nike Site. The Road Crew is cleaning out the old garage at Nike Site. Furnace that is up there is probably 50 – maybe 60 years old and has not run in over 40 years – and especially after the Nike site was taken out.

Supervisor Breinig wants to take out stalls and walls of the restroom in the garage and make it a place for storage. Supervisor Lawson does not want to get rid of restrooms. Supervisor Daerr's idea would be to scrap it for the metal. Nike Site #2 is a danger and a health hazard. There are buildings falling in, graffiti on walls, and we really need to take these buildings down. Leave Water Tanks. Supervisor Daerr would like to go up and see the state of the builings and would like the other Supervisors to view both sites as well. There is no water or sewage facilities there. Supervisor Lawson states there is a septic system up there and inquired as to if there are grants available for demolition. Supervisor Lawson suggested that Supervisor Breinig meet with Engineer Stiner and see if anything would be available for demolition.

Discussion on wall racks storage for Nike Site garage. Using the floor for storage and that is not good. There is good lumber up on ground needs to be put on wall racks. Supervisor Breinig to get quotes on racks.

Discussion on disposition of used oil from shop to destroy. If you give to anyone who has home heating oil, you are opening up your Township to liability because you don't know what's in it. Petromax in Carnegie is to send Supervisor Breinig a quote soon to pick up and take away and dispose of. There is probably, as a rough estimate, well over 100 gallons. Supervisor Esken suggested Crystal Clear or Safety Clean but most of them want you to bring to them and Supervisor Breinig wants someone to come pick it up. Previously it was taken to Peters Township and they disposed of it.

Discussion of disposition of honey of 40+ years in Mezzanine. There are 8 to 10 cases in shop to get rid of. Attorney Crunty stated to legally get rid of it. Supervisor Lawson said to find out when Waste Management comes and put it in there that morning so nobody can get it out and get sick.

Discussion of 47 Popp Lane request for refund of \$8,184.00 for sewer bills paid from 2009 to present date. The 2009 past boards forced him to tap in, to sewer lines and asked for waiver and was turned down. She has paid \$62 a month for no sewerage used and the building has burnt down. Supervisor Lawson stated someone should go down and inspect it to make sure rainwater or stormwater has been going down the sewer and if any kind of credit should be given. The sewer should be capped before we give any kind of refund. Engineer Stiner states that the building code if was truly condemned 2008 and still standing, it is an issue and it should be torn down if any refund should be issued. Mandatory tap in fee and a lot of people did not pay and were not forced to pay. Supervisor Daerr asked Ms. Stiner to contact Palermo to see about payment detail, tap in fees there is a list found in archives and Ms. Stiner said the \$8,000 does not include tap in fees. They are not asking for tap in fees, but they could. Is it recorded? They are asking for just the \$62 a month for sewage. They want just the fees they paid for 11 years that no sewage was ever used. Supervisor Lawson wants it torn down before any refunds to be given. Supervisor Daerr asked Ms. Singer if they know the name of who he contacted at this township who refused him and how often he contacted Township. Ms. Singer stated back in 2008 and he was not involved with it then. The Owners, the Petrovich's, handled things then and they are not in the late 80's/early 90's, and they do not have the paperwork and don't remember a whole lot. Mr. Macuga is just trying to help them out and he will get all the correct permits and he

has already talked with Patrick Brown. Supervisor Daerr stated would like a motion to give contact name to Ms. Petrovich and Mr. Macuga to Sweat Law office and coding which they are already in touch with. Attorney Cruny stated that before any refunds are given, make sure have all the correct permits and building is torn down and then the Board can deliberate about refund.

Supervisor Breinig questioned if there was a sign on Township doors to not drop off sewage billing here for Peters Creek Sanitary. There is no sign but there should be because we have gotten a few payments. This has not happened very often. Supervisor Daerr suggests speaking to Tanya and see if anything has changed.

Discussion on opening of Township Parks with Covid lease restrictions for use during spring/summer/fall use and Robert Manko Cleaning of same. Supervisor Daerr stated to open up the parks and have Sweat Law put together a lease with guidelines with Covid restrictions since lease is before Covid. Supervisor Daerr also asked for Ms. Singer and Ms. Brown to post Covid guidelines down at the park. Mr. Manko agreed to cleaning of the park.

Discussion of Harshman CE Group and Sweat Law Offices attending requesting meeting with the Washington County Sewage Council on March 3, 2021 @ 9:00 a.m. Engineer Stiner from Harshman and Attorney Cruny from Sweat Law Offices regarding issues on many issues they have been having.

New Business not on Agenda:

Motion to add to agenda the Massey Ferguson Flail Mower - new information came in.

Motion: Daerr

Second: Trax

Roll Call: Daerr – yes Trax – yes Lawson – yes Breinig – yes Esken – yes

Motion Carried

Public Comment about adding to new business: None

Discussion ensued by Supervisor Lawson on the flail mower. \$6,000.00 already paid for, repair fuel injector pump still not correct I had them perform 2 oil samples. The engine is high on iron and hoping it's from the oil has not been changed for 3 years, but in the meantime, they are pulling the injectors and will wait on compression tests. If compression is good, I recommend to the Board getting it rebuilt they are \$150 to \$250 a piece and this should fix it. It has fuel, has compression and in time. And to get the transmission oil changed. Oil sample came back with an alert. Cost is \$3,300 to \$3,500. Cannot get price on filters due to Covid and machine is too new to throw in trash. We don't know the year and only has 1,600 hours on it. Worried engine is shot, and a lot of ether was used. It's a \$60,000 tractor, and the book price right now is \$27,000. Looked into a rebuilt engine and that is \$4,500. Personally, Supervisor Lawson stated he would go that route. Supervisor Esken wants to know if we are going to have them reservice the whole thing before they bring it back? The best is to have oil changed every 150 hours. Supervisor Daerr stated that we did not budget for this and

don't want to have to go buy new tractor. Supervisor Lawson needs to get another quote.

Motion for Supervisor Lawson not to exceed \$5,000 to repair injectors and get serviced.

Motion: Trax

Second: Breinig

Roll Call: Daerr—yes Trax—yes Lawson—yes Breinig—yes Esken—yes

Motion Carried

Motion for Bill Pay list in the amount of \$97,596.45.

Motion: Lawson

Second: Trax

Roll Call: Daerr—yes Trax—yes Lawson—yes Breinig—yes

Esken—yes

Motion Carried

Correspondence – None

Public Comments

George Powell – Finleyville-Elrama Road – I have a lot of equipment, why do we have any ether in that garage? You have no old equipment; new equipment starts in a heated garage and somebody is not real bright to use ether. That ether is going to ruin the engine. Supervisor Lawson states that the first time I heard of ether I think I was in the garage and I think Shawn was stuck out on the road with that and can't remember who I was with said take a can of ether out there and get him going he's been cutting grass all day machine is hot once start without ether we have to use it in the morning we have to use it during the day and he starts out he has trouble getting back to the shop it loses so much power. Ether ruins machines. Supervisor Lawson stated that if I wasn't there they would have used it this year. Mr. Powell responded - Unbelievable and these are supposed to be experienced workers.

Supervisor Comments

Supervisor Daerr - Potential solar farm what this could do for Township and show proven other solar farms and give us some statistics but have not heard from him and she asked other board members if they have heard from him? Attorney Cruny states that he thinks Attorney Sweat has heard from him and he thinks that Attorney Sweat has spoken with him but not sure of the extent of it. Attorney Sweat has gotten in touch with North Strabane. Conversation only and Attorney Sweat was going to touch base with the Board to give some information on his company and what the benefits are. Supervisor Lawson stated that he could not present this concept to the Board unless a certain amount of dollars to sell power would have to a bond form and he said yes he can do that, but I have not heard back from him. If he would produce that I would be all for us doing that.

Supervisor Lawson stated that Ms. Singer handed him estimates for fuel tank truck repair. Supervisor Lawson would like to see an estimate from Napa. He stated that \$700 for fuel pump is a lot of money.

Motion to Rescind Motion to advertising Special Meeting for Compensation & Benefits Package for 2022 from Monday, February 15, 2021 at 8:00 a.m.

Motion: Daerr

Second: Trax

Roll Call: Daerr – yes Trax – yes Lawson – yes Breinig – yes Esken – yes

Motion Carried

Motion to advertise a Special Meeting for Compensation & Benefits Package for Tax Collector for 2022, Saturday, February 13, 2021 at 10:00 a.m.

Motion: Daerr

Second: Lawson

Roll Call: Daerr—yes Trax—yes Lawson—yes Breinig—yes Esken—yes

Motion Carried

Motion to Adjourn @ 6:53 p.m.

Motion: Daerr

Second: Breinig

Roll Call: Daerr – yes Trax – yes Lawson – yes Breinig – yes Esken - yes

Motion Carried



ROBERTA J. SINGER, Secretary