

**BOARD OF SUPERVISORS
PUBLIC MEETING MINUTES
JANUARY 26, 2022 5:30 p.m.**

The Union Township Board of Supervisors meeting was called to order by Chairperson, Heather Daerr at 5:30 p.m.

Pledge of Allegiance: Recited

Roll Call:

Attendees were: Heather Daerr, Chairperson; Charles Trax, Vice Chairman; Richard Lawson, Supervisor/Treasurer; David A. Esken, Supervisor/Roadmaster; Michalle Dupree, Supervisor/Roadmaster

Also, in attendance were: Roberta Singer, Secretary/Ass't Treasurer; Terri Gladus, Project Manager; Gary Sweat, Solicitor, Sweat Law Offices; Sean O'Dell, Engineer, Harshman CE Group, LLC; Sarah Scott, Esq. Sweat Law Offices; Frank Palermo, CPA, Palermo Kissinger/Associates

Proof of Publication: Confirmed

Moment of Prayer by Pastor Ken

Public Comment:

Kevin Hallam - 5058 Don Street – asked about if there was a conflict of interest appointing Kevin Daerr to the Zoning Hearing Board. He also asked if the guard rail that was damaged by Waste Management was going to be paid for by Waste Management.

Executive Sessions: January 12, 2022- Personnel and Litigation

Department Reports:

Chairman's Report- none

GIS/Project Manager Report- announced that she attended a webinar about the American Rescue Plan final ruling and last Friday she attended the Local Share Account Grant funding briefing where she delivered a presentation on the conceptual Maple Heights Park grant funding application. She believes it went well and she is looking forward to a response back soon. She will comment on other agenda items as they come up.

Solicitor's Report- comment as agenda items come up

Financial Report- noted that the financial summary is in their packets. He mentioned that the unrestricted cash balance for this calendar year (2021) decreased by about \$1.3 million but it was budgeted for because the budget showed a loss of \$1.2 million and the general fund loss about \$853,000. He noted that the general fund overall has increased over the past 4 years, despite the fact that it has fluctuated slightly in that time. Comparison from 12/31/2018 through

12/31/2021 difference is about \$18,000.00. The unrestricted general fund is about \$2.7 million. He commented that the year finished close to budget.

Advent / IT Monthly Report- in packet, no questions

Road Crew Report for December 2021 – in packet, no questions

Unfinished Business:

Daerr announced the following vacancies:

- Parks & Recreation Board (Alternate Board Position)
- WESA Representative
- SEREMS Representative
- Board of Auditors (Matt Sarbak written resignation received 1/24/2022)
- Planning Department Alternate

Action Items:

Motion for executive session regarding litigation matters.

- Motion: Lawson
- Second: Trax
- Deliberation: None
- Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes
- Motion Carried

Entered Executive Session at: 5:36 p.m.
Returned from Executive Session at: 5:47 p.m.

Motion to approve Minutes from December 21, 2021, Board of Supervisor's Public Meeting

- Motion: Lawson
- Second: Esken
- Deliberation: None
- Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- abstain
- Motion: carried
- Dupree was not on the board at the time of this meeting.

Motion to approve Minutes from January 3, 2022, Board of Supervisor's Reorganization Meeting

- Motion: Daerr
- Second: Trax
- Deliberation: None
- Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes
- Motion: Carried

Motion to Approve Minutes from January 12, 2022, Board of Supervisor's Public Meeting

Motion: Daerr

Second: Lawson

Deliberation: None

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to approve Coal Bluff Road bid documents until estimated cost and time estimates are received and what is owed at this point.

Lawson stated he would like to have a discussion about how much this is going to cost and when it will be done before this goes out so he can look at the budgeting.

O'Dell commented that he can look it up but off the top of his head he stated the construction was going to be \$250,000-\$300,000 without inspections and an additional \$25,000-\$30,000 in engineering and inspection. He stated the bid documents can be done very quickly but general permitting must be completed and PennDOT needs to review bid documents and plans because the intention is to use liquid fuels. He believes the first part of engineering can be done in 1-2 months but the permitting timeline is out of their hands.

Lawson stated that this seems like a long timeline. He said he wants to see if the Board wants to prioritize this for this year or close the road.

O'Dell stated that the board should consider that the longer the road sits as is, the more damage will be done to it and it is possible that it will be more expensive to fix. He stated that the engineering timeline could probably be expedited but most of the timeline is in the hands of outside reviewers.

Lawson stated that he hates to prolong this but he wants numbers in front of him before he moves on this as well as the credit that we are receiving from Ten Mile for the work that was done just prior to the hurricane damage.

Motion to table Coal Bluff Road bid documents until estimated cost and time estimates are received and what is owed at this point.

Motion: Lawson

Second: Daerr

Deliberation: None

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Tabled

Discussion was held regarding hiring of a part time road crew employee.

Gladus stated that the document in the packet is an advertisement not the full job description. This is what would go on the job search websites and mentions the full job description is held at the Township office.

Lawson stated that he thinks it is too detailed for a part-time person, and that a job description is not really needed. We just want a pool of people to call and have them work based to their abilities. The add looks more like a true part-time position capped at 32 hours a week or something, when that is not the case. It is only as needed.

Dupree stated she disagrees and she thinks a more detailed job description needs to exist because it can be your defense later on.

Gladus stated that she wishes to reiterate that this is not the job description it is just the advertisement for the job opening and it is more extensive because it fits the format of the online platforms.

Esken reiterated this is just to have backup workers if a road crew member goes down or happens to catch COVID. This is just as an "as needed basis."

There was some confusion as to if these would be Union employees or not and Gladus apologized for being inaccurate with her assumption.

Daerr stated that she believes the job descriptions should still be the same because the work will be similar.

Sweat stated that it is legal to hire part time non-union people as long as there are no union employees laid off.

Dupree asked Sweat if he sees a problem with advertising a job and then explaining the job description at a later date. Sweat reiterated that it was not. You can dig deeper into job and what would be expected of part-time employee at that time. Dupree concerned about not being as thorough as she suggested in the advertisement.

Sweat stated he sees no issue.

Motion to approve advertising for part-time road crew employee

Motion: Daerr

Second: Trax

Deliberation: none

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

The tax collector, Ms. Speer, provided the board with a list of dates that she is requesting to use the Board Room to collect taxes.

Daerr asked Sweat if there is any issue with making this only for this year and open for consideration again next year.

Sweat stated there is no problem with only approving the exact dates selected for 2022.

Motion to approve Tax Collector using Municipal Building for in-person tax collection for the 18 dates presented to the board (starting March 31, 2022 and December 29, 2022) between the hours of 9:30 a.m. and 3:00 p.m. in conference room for the calendar year of 2022.

Motion: Daerr

Second: Esken

Deliberation: Lawson stated that he will vote no because he feels we have COVID to worry about and if we can eliminate a possible problem, he believes that they should.

Roll Call: Daerr- yes Trax- yes Lawson- no Esken- yes Dupree- yes

Motion Carried

Motion to Approve letter of support for Finleyville Rapid Bridge to Representative Puskaric and Senator Bartolotta

Daerr read the letters to the Senator and Representative to the public.

Motion: Daerr

Second: Lawson

Deliberation: None

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to table the appointment to WESA Board as Township Representative in hopes that we can get additional letters of interest.

Singer confirmed that the Township did not receive any more letters of interest.

Daerr stated she would want to wait for another round of advertisement because she wants to see someone who lives in Elrama that pays their bills to WESA and knows what is going on at this Board.

Gladus stated she can push the ads out again.

Motion: Daerr

Second: Lawson

Deliberation: Dupree stated she thinks the seat has been vacant for long enough and she thinks they should just appoint the person they have that is willing to do the job so that we have representation.

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- no

Motion Tabled

Motion to approve appointing Kevin Daerr to Union Township Zoning Hearing Board

Sweat stated, regarding the previous comment, that there is no conflict of interest for a family member to sit on this board. He stated that although Mr. Daerr has never taken the stipend, he can change his mind at any time, so he recommends Ms. Daerr abstain.

Motion: Trax

Second: Lawson

Deliberation: Dupree stated that this became vacant back in December and it was ignored at the reorganization meeting and since the board decided to wait to appoint WESA representative, she believes that the board should wait to get more applicants for this as well. She stated in April 2022, a nepotism clause was passed that she found in her Union Township supervisor handbook. She stated that it takes a unanimous vote to vote in a spouse. She stated that she does not know if it is in the best interest since it has not been put out at large so she does not know if it is in the best interest.

Gladus asked Sweat if they have to advertise if a person is maintaining their position as they had with other boards.

Sweat stated no it is case by case.

Gladus and Singer stated that it was human error that this reappointment was missed at the reorganization meeting. The administration forgot to ask for a letter of interest from Mr. Daerr. It was only left vacant as a technicality because of administrative mistake.

Roll Call: Daerr- abstain Trax- yes Lawson- yes Esken-yes Dupree- no
Daerr abstained as Kevin Daerr is husband of Chairperson Daerr.

Motion carried.

Discuss Township Fee Schedule: Daerr stated the updated fee schedule is in the packet.

Motion to approve Township Fee Schedule updates

Motion: Daerr

Second: Esken

Deliberation: Lawson asked if this can be changed any time - Sweat stated yes it can

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Discuss water tap at Veteran's Memorial Park :Esken stated that he asked this to be looked in to for watering the fields. He stated a bigger line needs to be installed and a trench dug to provide water to the additional field. Road crew will dig the ditch and pricing is getting worked out.

Lawson stated there is a ballpark price of \$3,500-\$4,000 – not including plumbing - not sure if including valve and back flow preventer and they will be sending a cut sheet and possibly obtain a few bids and then present to the board. I would also like to see the road crew do this project.

Motion to approve water tap at Veteran's Memorial Park

Motion: Esken

Second: Daerr

Deliberation: Dupree voted no because she does not know exactly how much it will cost or how it will be done.

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- no

Motion: Carried

Discuss Covid Policy: Daerr stated that she worked with administration to see what they are comfortable with and Esken spoke with road crew. They came up with a statement they believe can be incorporated into a resolution for Sweats office to approve.

Dupree clarified that this is not really a covid policy in the building, it is just for employee covid policy, not for mask wearing for the public or anything. This just has to do with employee's extra time off if by chance they were exposed.

Sweat stated that this should be for all employees and after approval the Union will have to approve it for the roadcrew employees.

Daerr stated that she feels there need to be a part in there that states what happens in the event that road crew cannot work.

Sweat noted that the compensation for employees that are not able to work from home should be outlined. Will they be able to take vacation days, sick days, personal days.

Dupree asked if there is a way to incorporate COVID guidelines for building safety.

Sweat stated that this could be a separate policy.

Lawson stated that especially with the tax collector coming in, he would like to see a building safety discussion on the next agenda regarding COVID.

Motion to table the Covid Policy until a resolution is drafted by the project manager and approved by Sweat Law offices.

Motion: Daerr

Second: Dupree

Deliberation: Supervisor Lawson requested that this be put on the next Agenda "Building Safety Covid Policy."

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to approve submitting an LGA Intern Application

Motion: Daerr

Second: Lawson

Deliberation: Dupree stated that she knows Gladus was received as the last intern through this process. She stated that Gladus has been invaluable to her as a new board member, so she is very in favor of this.

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to approve Elrama Pump Station Contract with Wastewater Systems (Tom Bibby). Current COI received being the same cost and procedure.

Motion: Lawson

Second: Esken

Deliberation: none

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion carried

Motion to Approve RAYSA Soccer Lease for use of the Upper Field for 2022 Season at a cost of \$1 for rental and use of the upper field only.

Motion: Daerr

Second: Lawson

Deliberation: none

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to Approve Highland Village Subdivision Plan – Phase 1 (Revised 10/21/2021) conditioned upon the applicant having a developer's agreement and bonding in place for this phase.

Motion: Daerr

Second: Lawson

Deliberation: none

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to approve Joseph & Debra Lisanti and Shea Devt LLC – Subdivision Plan No. 1 (revised 12/22/2021) conditioned upon satisfying Harshman CE Groups comments per review letter dated January 5, 2022.

Motion: Daerr

Second: Lawson

Deliberation: Sweat clarified that this does not change the PRD improvements, conditions, or requirements in anyway.

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to Approve releasing EQT's Road Bond for 0.2 Mile of Trax Road.

Motion: Lawson

Second: Esken

Deliberation: Lawson asked O'Dell if the road had been deemed undamaged.

O'Dell stated he compared videos and spoke with the road crew and no damage was found.

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to approve Payment of Invoice 4 to El Grande Industries Inc. in the amount of \$645.00 for the Double Seal Coat on Cardox Road from the Road Program dated 2019.

Motion: Lawson

Second: Daerr

Deliberation: none

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to approve purchase of Breakaway Fitting for pump at Elrama Pump Station. Cost is \$725.00 + shipping for each pump ordered. Purchase is from W. C. Weil Company (per Tom Bibby).

Motion: Lawson

Second: Trax

Deliberation: Lawson stated after speaking with Bibby, they decided to purchase a cast iron for this price. This was considered an emergency because we are only operating on 1 pump and we will need backup. Bibby does a very good job down at Elrama.

O'Dell commented that speaking with Bibby, he learned that they are running only on one pump because the backup was also broken, in need of the same part. He would recommend considering approving ordering another at the next meeting.

Lawson said he would be surprised if it has not been installed already because I advised him to use 2-day shipping and get it installed.

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to approve replacement parts for hydraulic spreader from Steel City Mower and Plow, Inc. in the amount of \$505.55. (Auger motor)

Mr. Esken said that the auger motor on one of the trucks is leaking so we will have a seal kit to rebuild and have a spare (rebuilt).

Motion: Daerr

Second: Esken

Deliberation: none

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to approve the execution of Transportation Impact Study (TIS) Scoping Meeting Checklist for the proposed Pittsburgh Powder Coat, Inc. building located on PA Route 837 near Elrama.

Motion: Daerr

Second: Esken

Deliberation: Lawson asked how much this will cost the Township because this is occurring under the planning department, which the Township does not get paid for.

O'Dell clarified that this form does not take any "planning time," this is just saying the Township approves this form going to PennDOT. The client's engineer, who is paid by the client, will be completing the traffic study, not the Township's engineer.

Sweat added that anything that needs review by the Township engineer, the Township will be billing the developer.

Lawson stated that this needs to be billed separately by Harshman.

O'Dell stated that in the invoices it states what escrow accounts should be charged for certain items.

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to approve releasing the Township Judgment filed against Quaker Engineering and Tuscany Estates on that portion of the development that represents the common area property, pool, clubhouse, which is being transferred to the Tuscany Estate's Homeowner's Association.

Motion: Daerr

Second: Trax

Deliberation: Sweat clarified that this is just releasing the HOA property. There are still many violations as they are cited in 17 different citations. In order to close, Tuscany must resolve

all issues with the Township. He recommends these liens be released and they can be kicked down the road. He will prepare the release.

Dupree clarified that this will allow for the HOA to have a deed for the clubhouse.

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Gladus stated that she became aware of some field maintenance needs to the upper soccer field ahead of the soccer league using it per their lease. She asked for approval for these small maintenance tasks to make the field soccer club ready.

Motion to approve Field Maintenance at Upper Soccer Field at Veteran's Park, using 1-2 yards of topsoil, seed, road crew time, and possibly the roller to even the field out.

Motion: Daerr

Second: Esken

Deliberation: none

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to approve repair of guide rail on Trax Road which was damaged by Waste Management by Interstate Enterprises for \$6,350.00 conditioned upon the Township being able to keep the old materials.

Motion: Daerr

Second: Lawson

Deliberation: Daerr and Palermo clarified that the Township did receive a check from waste management for \$5,900 for this damage and that Sweat recommended this be fixed as soon as possible due to liability concerns.

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to approve Resolution 5 of 2022 confirming the relinquishment for public purposes of a portion of Ramage Avenue pursuant to the request of Pa. American Water.

Motion: Daerr

Second: Lawson

Deliberation: Sweat recommended this resolution because the road was never officially opened.

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to approve acceptance of Will Dougherty's resignation from Planning Department Board as alternate.

Motion: Daerr

Second: Trax

Deliberation: This is on the agenda because when Will could step in it is usually because he and Heather are both away so it was no longer in the best interest of the Township.

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Discussion Items:

Discuss MS4 Funding: Gladus asked the Board's permission to create a report for the Board and provide recommendation on how to best fund MS4 related work.

O'Dell reiterated that the \$15,000 that is needed to fulfill the MS4 requirements is one of the cheapest options especially compared to other Townships and this can be budgeted for over the next several years.

Lawson reiterated his concern with the amount of money coming out of the general fund for these projects.

The Board was in general agreeance that Gladus should generate a cost benefit analysis of the policy options and make a recommendation to the board.

Discuss SEREMS appointment / meeting: Gladus stated that she and Esken have a meeting set up for the coming week with SEREMS representatives and she is asking all supervisors to please send their questions to her and invited any other Board members to attend that are interested. Regarding the board appointment, she confirmed that this appointment would be to a board of directors, and this is what the solicitor was concerned about. She stated that the SEREMS representative stated that they did not see an issue with sending a non-voting liaison if that is what the board was more comfortable with.

Daerr listed some of the questions she would like answered during the meeting. She asked Sweat what his recommendation is regarding the SEREMS appointment.

Sweat stated it is his recommendation that the Township does not appoint anyone to the Board due to the liability associated.

Discuss protocol for Township employee/elected official reimbursement per PSATS: Daerr stated that PSATS recommends that any expenditures be requested for approval prior to the expenditure being made.

Lawson asked if a formal Resolution needs to be made. Daerr stated that PSATS did not recommend that.

Sweat stated that this should be in writing

Dupree mentioned that she remembers Ms. Kenavey handing in an invoice for a seminar and paying with her own credit card. Why wasn't this placed on the next bill pay list for consideration.

Dupree asked who authorized Singer to reach out to 2 solicitors and PSATS to do this research because she feels that this has gotten out of hand for the circumstances. She said this got very costly and embarrassing for her.

Lawson said: I have a comment Ms. Dupree when you had a stack of papers, insinuating that I did something wrong in purchasing a truck and sewer jetter. Why didn't you look at the minutes / I will tell you why because your whole purpose was to make me look bad.

Daerr called order due to indiscernible conversation among the board.

Esken stated that he feels a policy like this would be good information for him because he wants to take some of these classes and he would like to know the procedure.

Daerr stated that she feels the bill should absolutely be paid in this instance, but she does not remember a time before when a bill came up to the Township before it was put on the agenda for approval. Because the Township is questioned by concerned citizens so often and the staff did not know how to handle this new situation, she feels that there should be a policy. She also feels that the administration had a question as to how to handle a unique situation and they used the resources at their disposal to come to an answer. Daerr says the Supervisors don't buy anything before board preapproval.

Dupree stated that she is agreeance and she said she does not know what authority the office staff has to engage the attorneys and how much does that cost – no doubt 10 times what course cost.

Daerr reiterated that she has never received something like this in this way. No one accused anyone of doing anything wrong. She stated she would like to see a brief resolution drafted by the office staff that states that all expenditures must be preapproved by the board.

Singer stated that there was another seminar attended by a board member and the bill was sent to the Township and she did not know what to do with that either. So, she would like to know what the procedure should be for items like this moving forward.

Lawson agreed that there should be a procedure and resolution.

Daerr stated the bills should be on the next bill pay list. Dupree stated it is already a 2nd Class Township Code.

Discuss policy for bill pay review / processing data: Dupree stated that if this was on here for her she was not prepared. She stated that she did not ask for a policy, she just wants to see the bill pay. She stated she assumes that the other board members want a policy.

Daerr stated that some supervisors were having issues with accessibility and she wants to make sure that procedures are in place so that everyone has adequate time to review.

Dupree stated that this is not happening because she has not gotten to review although she e-mailed about doing so with no answers.

Singer stated that the bill pay list is in her packet.

Dupree stated that she has the bill pay list but not the supporting data.

Daerr asked if Singer held the checks for her to review it the day after the last meeting for review

Singer stated that she waited three days and Dupree did not come to view them.

Dupree expressed her issues with being able to come to view the bills this time around as well and stated that she did not know that the bills were being held for her.

Daerr stated that she wants to make sure all supervisors are given ample time to look at supporting documentation can prior to deliberation and voting on the bill pay. She stated that Singer has the bill pay finished at least 24 hours prior to every meeting.

Singer confirmed this to be true.

Dupree stated that she found in meeting minutes from 1/2019 a resolution that states invoices from services must be turned in 30 days before the meeting and inquired why they are not ready until day of meeting.

Singer clarified that there are a lot of different types of bills that come in, not all are these services and some bills are coming in the day she puts it on the bill pay.

Daerr clarified that supervisors often review bill pays and sign checks hours before meetings or stays hours after meetings to do this. She stated that she wants to make sure everyone has the opportunity to review but this has not been an issue for other supervisors.

Lawson stated that when he goes through this as the treasurer, most of the bills can be flipped through because they are reoccurring such as the phone bill or the heating bill. He looks at the Harshman, Sweat and other large bills in depth. He also stated that he feels that even once checks go out, they are all reputable businesses that they do business with often and even if there is a mistake after the fact there is ample opportunity for it to be corrected.

Daerr stated that she feels like the system works but if someone has an issue the board needs to know what that person needs to fix the problem.

Dupree stated that she wants a simple email stating when they are ready so she does not feel like she is hounding the secretary. She stated that she emailed once this time but she still did not get a response. She states that it is a communication issue she is not placing blame

Singer apologized for not responding as she sometimes goes hours without looking at her email when she is busy with other tasks.

Lawson stated that often he peaks his head in days in advance and asks to see what she has at that time but there has to be an effort made by supervisors who wish to look at documentation.

Dupree attested that she did make an effort.

Discuss IT Service Provider: Gladus stated that she is working on this task item.

Discussion regarding Ms. Daerr scheduling conference with Leslie Uptegraff/Michael Baker International regarding Mon Valley Economic Development Playbook project: Daerr stated that she does not wish to set a meeting up personally and feels that it should go through the administration so that all the board can answer together. She asked Gladus to ask for a list of questions and hopes that this can be a discussion point at an upcoming meeting.

Discuss Spruce Street: Daerr stated that residents on this street came to a board meeting to discuss drainage issues that they stated that they identified in 2010 and has not been addressed yet. She stated that this was on the list with a plan from the engineers, but the project got caught up due to issues obtaining an easement. Daerr stated that she wanted to bring this up again because now with another road crew employee if this was possible for us to fix now.

Esken stated that they can put a band aid on the issue but they still need the easement to replace the pipe so he feels that the sewer jetter should be used to open it as well.

Lawson stated that he agrees that there is a need for a curb to redirect the water and that is the only band aid that he sees that they can do right now. He stated that he disagrees with Esken's proposal to open it up because it will put the water on the resident's property that will not give the easement.

Daerr asked that costs and estimates be drawn up for approval so that this can be done as soon as the asphalt plants open.

Discuss Bond(s): Daerr stated that in response to resident concerns over this she wanted to make it clear that the township is not considering floating a bond due to bankruptcy or anything like that, but because there are many large sewer projects that are mandated to be taken care of. These are costly and one of the options on the table is bonds, or PennVest which the township has done in the past.

Sweat presented some information as to how bonds work and how another one of his clients are using bonds to finance similar projects.

Lawson stated that he had some professionals advise him that this would be a good idea especially considering money is as cheap as its going to be right now. But he is struggling with the idea of putting this burden on the taxpayers for 30 years.

Sweat reminded the board that the township is on the precipice of a lot of revenue from impact fees from gas wells and also other development which should take a lot of pressure off of the township as well. But, reminded that the bond process is about a 5-month process.

Palermo stated that bonds are a reasonable option for projects such as sewer projects.

Discuss Tax Certification Fees: Gladus stated that, while digging through minutes from 2013, that the solicitor at the time recommended there be an ordinance regarding the tax certification fees in an effort to rectify past negligence on this topic. She stated that she wanted to bring this to the attention of the board because, to her knowledge, no ordinance exists. And, because this was a past solicitors' recommendation that had not been acted

on, she just wanted to bring it to the board's attention and see what the current solicitor recommended.

Sweat stated that he does not see a reason for an ordinance but just the resolution that outlines the fees, such as in the fee schedule that were recently being discussed.

Gladus stated she believes from the minutes the solicitors at the time were concerned about where the fees were going.

Bernie Spear, the tax collector, stated that she collects that directly as it is an administrative fee associated with her office. This is outlined in the tax collector's manual/tax law. She stated that she reports that income to the IRS because this is not township money or paid through payroll.

Sweat confirmed that this is consistent with two other townships he works with.

Gladus thanked Sweat and Spear for their contributions and for clearing that up and she reiterated that she just wanted to make sure that action did not need to occur.

Bill Pay List Approvals:

Motion to approve Payroll dated January 21, 2022, in the amount of \$10,991.52 for 2 Administration and 2 Road Crew.

Motion: Lawson

Second: Trax

Deliberation: Lawson stated that he believes the road crew did an excellent job with snow removal during these last few storms.

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes

Motion Carried

Motion to approve Bill Pay List for the Brentwood Bank General Account in the amount of \$172,339.81 (Dated 1/25/2022)

Motion: Lawson

Second: Trax

Deliberation: none

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- no

Motion Carried

Motion to approve Bill Pay List for the Brentwood Bank Elrama Sewage Account in the amount of \$6,125.91 (Dated 1/21/2022)

Motion: Lawson

Second: Daerr

Deliberation: none

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- no

Motion Carried

Correspondence

Receipt of PCSA Final Operating & Capital Budget Report Summary Projected for Fiscal Year 2021 and Operating & Capital Budget Report Summary Proposal for Fiscal Year 2022. Available for review in the Township Office during normal business hours.

West Elizabeth Sanitary Authority Chapter 94 Report 2021 Operating Year. Available for review in the Township Office during normal business hours.

PennDot's District 12 Progress report regarding 2021 project updates, winter maintenance, the PA 906 construction project, innovations, and safe driving tips. Available for review in the Township Office during normal business hours.

Public Comment

Linda Evans Born – 22 Parkvue Drive – brought up that she was concerned about board members and staff requesting work be done by professionals that costs the township money when second class township road indicates that all expenditures must be preapproved. She stated that we should not be worried about a policy for refunding webinars and PSATS trainings but more about a policy about supervisors initiating actions with professionals that are billable. She also stated that she has a critique for Harshman Engineering because she finds it unacceptable that the board cannot get an answer as to how much the traffic study Mr. Lawson asked about will cost. She inquired as to why O'Dell could not throw out a number for this considering one was just done.

Kevin Daerr -6187 Route 88 – stated that the lecture that was just given was given by a person who previously sat on the board. This person, he stated, told residents asking for help that she could not help them because they bought in a flood zone.

Kevin Hallam – 1558 Don Street – stated that he thought it was unacceptable that O'Dell could not provide the number for Coal Bluff Road because he knew that the meeting was coming up. And, regarding the traffic impact study, it is unacceptable that he could not give a ballpark idea of how much the Township will be spending.

O'Dell stated that he knows Howell has the floor, but what he is saying does not make sense. They are applying for an occupancy permit.

Gladus stated that the Township is not doing a traffic study. On the agenda tonight was a form acknowledging that the Powder Coat Company will be paying the Powder Coat Companies engineer to complete the traffic study.

Howell stated that he misunderstood about the traffic study. He then asked if the bill for fixing the guide rail would be submitted to Waste Management because they damaged it. Sweat confirmed that we already received a check that covered all but \$400 of the \$6,300 it will cost to fix the guide rail.

Howell reiterated that he feels that the Township needs a COVID policy and because the Township is public sector and under 100 employees the paid time off does not apply.

Sweat stated that he did state that.

Bernie Spear – 5106 Chevy Chase Drive – she has a recommendation regarding the bill pay. She stated that since the pay bills twice a month that perhaps there should be a bill cut off so that it gets done earlier and it would relieve pressure off of Singer. She stated that there is a lot of training available for secretaries and Singer is struggling so some trainings would help her understand how municipalities work compared to the public sector. She also expressed her appreciation for the board voting to approve the dates for tax collection. She asked that the website be updated with this information.

Remarks and / or Comments by Supervisors and / or Staff

Esken stated that he is unhappy that Ms. Evans Boren makes comments and then leaves without the Board being able to make a comment in response to her accusations.

Daerr commented that while every citizen is welcomed to make comments, it is unacceptable for lies to be said and she stated that she is keeping track of those lies. Regarding Singer, she stated that she is doing a phenomenal job and does not need additional training to be able to do her job.

Esken stated that they all have full time jobs and if he has a question about an open issue, he should be able to call Sweat's office to get a question answered without calling a meeting to order for every phone call.

Gladus reiterated that when the administration is given a project at a public board meeting, it is then her job to gather all of the data she can to complete the task. Sometimes, this means contacting the professionals to get the information she needs to complete her assigned task.

Sweat commented that all of these projects are open projects and that approval is not needed to carry out open projects. It simply does not occur that random one-off research is asked to be completed. For example, he has been living with the Mader issue for two years. It does not make sense to expect approval to be given for every action taken on open issues.

Daerr stated that these litigation issues are closing up and the public will be getting answers very soon and there is a lot going on in the township. This board has never sat and they are running to the finish line to get stuff done while they are in those seats.

Lawson asked inflow protectors for manholes to be put on the next agenda. He stated that he would like the board to consider looking at options as to how we can speed up the grass being established so that the park can be used this year. He also stated that he wants to board to think about motorized sprinklers for the fields as well. Regarding the bill pay, he believes the process is fine as it is.

Dupree stated that continued education is fantastic regarding the tax collector's comment. She also stated that she got an email about a meeting with Representative Puskaric's office tomorrow or the next day.

Singer verified that nothing had been scheduled yet.

Spear apologized if she offended Singer. She merely suggested that there are classes that may help her.

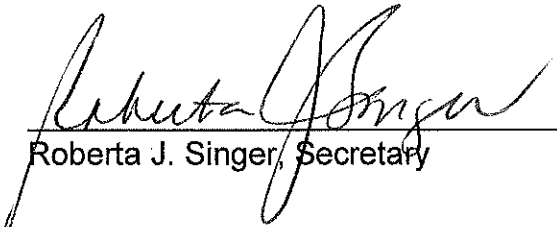
Motion to adjourn meeting at 8:26 pm

Motion: Daerr

Second: Trax

Deliberation: none

Roll Call: Daerr- yes Trax- yes Lawson- yes Esken- yes Dupree- yes



Roberta J. Singer, Secretary