

**Harrison Township Board of Commissioners
Regular Public Meeting
December 17, 2018**

Vice-Chairman William Poston called the Regular Meeting of the Harrison Township Board of Commissioners to order at 7:30 p.m.

The Pledge of Allegiance was recited.

Commissioners William Poston, Robin Bergstrom, Gary Lilly and Chuck Dizard were present. William Heasley was absent. Township Solicitor Charles Means and Township Engineer Raymond Antonelli Jr. were also present.

Mr. Poston stated that the minutes are complete, and dispensed with the reading.

REMARKS from VISITORS:

Jim Erb, Citizens Hose and Ambulance, thanked the Board for giving him this time to speak. I'm the Supervisor for Citizens Hose Ambulance. We were very fortunate to have a very good outcome of an ambulance call that we had a few months back. I'd like to introduce Chris Hendershot, he's the Pre-Hospital Coordinator for Allegheny Health Network. In March, we had one of our fine residents experience a serious medical condition, and with the 911 system working they way it should, and the proper personnel and proper technology that we have today, we were able to have a very positive outcome, and we'd like to celebrate her, along with everyone that responded.

Mr. Hendershot said thank you for allowing me to speak with you tonight. It's very disheartening when you think about how many individuals suffer from cardiac arrest, about 350,000 people, outside of a hospital. In March, Janice Gangloff went into cardiac arrest. The family recognized an issue and called 911. Your providers from Citizens Hose Ambulance responded as they do everyday, implementing their training and experience, they took over compressions. This is basic training they receive. When you think about it, after thirty three minutes of resuscitative efforts, nine defibrillations and multiple medications, Mrs. Gangloff arrived at the hospital showing spontaneous return circulation. When you think of the number of people that don't make it, that's astounding. When you have people with training, and they system works, you have outcomes like this. It's an event like this that you celebrate your successes. Mr. Hendershot had all persons involved in this life-saving event, step up to the front of the room to be congratulated. The actions you performed are a testament of the professionals we have.

Mr. Erb asked Mrs. Gangloff to come forward, thanked her and her family for coming and presented her with a card and flowers.

Mrs. Gangloff thanked everyone involved for all they did for her, and said that she didn't remember much, but what she's heard from her family, it was remarkable, and thanked them for saving her life. Pictures were taken of Mrs. Gangloff, her family members, along with members of Citizens Hose Ambulance, A-K Pulser and Allegheny Health Network.

Mr. Erb thanked everyone and expressed what a great job the family did to help save Mrs. Gangloff's life.

Mr. Poston said on behalf of the Township, we acknowledge what an important job you guys do day after day. Thank you very much.

Karen Wantland, Painter Avenue stated she had filed a Right-to-Know a couple of months ago, regarding scrap receipts, stated she wants to know where documentation for last 3 years, where it goes and how much we get. She said she was told there were no receipts for 2015. For 2016 there's total voucher documentation of \$2,200.90. On November 2, 2016, there's a deposit of \$99.90 and it's from Tomson. Then there's no other deposits until December 29, 2017 by Randy Martinka, it's ledgered as 2016 and 2017 for a total of \$2,101.00. You add that together, you get that total voucher of \$2,200.90. There's total load receipts that I've received from that same Right to Know that show 3,765.24, which makes a difference of \$1564.34 that's not documented. How can you say that this is good recordkeeping number one, and number two, are these deposits what they should have been? Are they too much, are they too little? How does one person hold receipts that is the Township's money for a period from 2016 through 2017? How is that done? Why doesn't an audit pick this up?

Mr. Poston said the money that's turned in for scrap receipts, the money was given to Faith.

Mrs. Wantland asked, where's the documentation?

Mr. Poston said I don't know, I'll have to look into it, do you think I carry that in my wallet? Now that we have a Manager, he can look into it. If you're looking for an answer tonight, you're not going to get it.

Mrs. Wantland said I'd like to have the answer because I filed the Right to Know.

Mr. Poston said we went through a little bit of a dilemma here not too long ago.

Mrs. Wantland said in 2015, I don't think we were in a dilemma stage. 2015 there's no receipts. 2016 there's one receipt for \$99.90 and then December 29, 2017 show receipts for calendar year 2016 and 2017 for \$2,101.00.

Mr. Poston said let me repeat myself. We'll look into it. I don't have that with me.

Mrs. Wantland thanked Mr. Poston. Regarding Mr. Kirkwood, I can't find in the minutes, does he need to be removed as the Acting Manager, I can't find that. I understand Mr. Hill is the Manager. Was action taken, and if it was, is it in the minutes? I just want to make sure we're not paying two people.

Township Manager Rich Hill, said no, we're not. He left. He finished up his work. He had one special assignment he was working on. My first day was November 26th. He gave us an assessment and he's no longer here.

Mrs. Wantland said I didn't see it in the minutes that he left, I saw you were appointed. I see that Susan Motosicky is going to be the Secretary and the Executive Administrative Assistant. There's no wage or anything listed.

Mr. Poston said we haven't announced that yet. If you want to file a Right to Know you can. What are you talking about, what she's going to make at the beginning of next year or what she's making now? With the new position she'll be making \$30 an hour. That's not official yet, because we're not there yet.

Mrs. Wantland said I was told I have to put my questions on a card ahead of time, yeah, that's what I was told. I think it makes more sense, Mr. Poston, if we're able to ask as you go through the agenda and prior to voting on it. I think that's a good practice, however it's the opposite, so I just follow what I was told.

Mr. Poston said thank you, next time we do something, we'll check with you to make sure it's okay.

COMMITTEE REPORTS:

Fire and Property, and Grants

Mrs. Bergstrom read monthly reports from Hilltop Hose, Harrison Hills and Jim Erb from Citizens Hose Fire Co. gave their report verbally.

Mrs. Bergstrom stated that Mike Krzeminski from Hilltop Hose will be submitting the receipts from the Burn Class that the Township approved to pay for.

Grants

Mrs. Bergstrom said that Harrison Hills has \$300,000 grant money for fire hall reinforcement of floor project, will be bidding out first quarter of next year. Working with the County.

Foot Bridges at Silver Lake, Ray [Antonelli – NIRA Engineer] working on \$250,000 grant, work continuing.

Community Block Development Grant for handicap ramps and awarded extra \$41,000 to finish in Natrona, Engineer Antonelli submitting report.

Mrs. Bergstrom stated she will be starting the grant process over again for 2019.

Submitting grants for: biking walking trail, Natrona River Front Design, and will be putting in requests for 2019.

Finance

Commissioner Dizard stated the Paid Bills to be Ratified for November, 2018 in amount of \$60,289.46. Motion made to approve these paid invoices by Mr. Lilly, seconded by Mr. Dizard . Motion carried.

Mr. Dizard presented bills payable for December of \$44,757.06, Mr. Lilly moved to approve these bills for payment. Seconded by Mr. Poston. Motioned carried.

Bond Account payment for sewer work \$8,387.77, Mrs. Bergstrom moved to approve. Seconded by Mr. Dizard. Motion carried.

Liquid Fuel Funds for salt, payment of \$29,411.85, Mr. Lilly moved to approve. Seconded by Mr. Dizard. Motion carried.

Summary of Recreation Board: Christmas Parade cancelled due to rain. Rec. Board spent a total of \$10,137.00. There was \$2,800.00 in sponsorships from harvest festival, \$2,000.00 for Christmas Parade and Festival from Allegheny Health Network, which will apply toward next year. Total amount spent from Rec. budget of \$15,000 was \$5337.00.

Public Safety

Mr. Poston, Public Safety read the Police Report for November, 2018.

Mr. Poston read a letter from Chief Klein regarding Patrolmen Ellinger, Cottone and Helgert commending their actions to the shooting adjacent to Township Building in Sheldon Park. They did a great job over there.

Zoning and Ordinance

Mr. Lilly read the Zoning and Ordinance Department report for November, 2018.

Mr. Lilly said that gentleman that was here last month talking about his extra fees on his permits, he's not here tonight, but of the money collected \$217.00, he said he had to pay an administrative fee twice, 15%. The first one is for the Township, under Act 57, you have to get the other company involved, NIRA, and their bill was \$135.00 and administration of \$20.00. The State Educational Fund is on there too. If he was here I'd give him a copy.

Public Works

In absence of Mr. Heasley, Mr. Poston read Public Works report submitted by Superintendent Randy Martinka.

Engineers Report

Mr. Antonelli read the report for November, 2018.

Mr. Antonelli recommended Final Payment be made to A. Folino Construction, Inc., subject to Esquire Drive being sealed and satisfactorily completed per inspection by Randy Martinka, Supt. of Public Works. Mr. Dizard made a motion to pay the Final Payment in amount of \$29,050.66, pending a satisfactory report from Randy Martinka. Seconded by Mr. Lilly. Motion carried.

Mr. Antonelli stated that the Pitt Alley and Lane Avenue storm sewer project is to start sometime in the first quarter of 2019. Just to remind the Board that we will need to issue a notice to proceed, we're not there yet, just to keep it fresh in you mind.

Mr. Dizard asked how dependent is that work being done, on the weather?

Mr. Antonelli said the final paving would depend on the weather. Storm sewer work can be done in cold weather, the final paving could not. You need temperatures above freezing.

Mr. Dizard asked, is there any thought that you would want them to do that in January, such that we should act on that today?

Mr. Antonelli said I'll talk to the contractor. I haven't heard from him, he wasn't pushing for it. It needs authorized sometime in the first quarter of 2019

Mr. Dizard said we won't meet again until the end of January. Bill would it be appropriate for us to take action tonight, empowering Ray to issue a start to work letter when the weather is appropriate?

Mr. Poston said yes.

Mr. Dizard made a motion to authorize NIRA Consulting Engineers, Inc., to issue a start to work on Lane Avenue storm sewer when weather permits. Seconded by Mr. Lilly. Motion carried.

Mr. Antonelli announced that he would like to meet with the Board in Executive Session after the meeting to discuss a matter of potential litigation.

Ordinance No. 2002 – 2019 Budget, second, third and final readings. Mr. Dizard moved to adopt this Ordinance. Seconded by Mrs. Bergstrom. Motion carried.

Ordinance No. 2003 – 2019 Tax Levy at 5.106 mills, second, third and final readings. Mr. Dizard moved to adopt this Ordinance. Seconded by Mrs. Bergstrom. Motion carried.

Ordinance No. 2004 - Amending Chapter 1, Administration and Government of Township Code of Ordinances to add a new Part 10 Authorizing an Intergovernmental Cooperation

Agreement with Brackenridge Borough and Tarentum Borough for Retaining a Professional Services Company to Prepare a Multi-Municipal Comprehensive Plan. Mr. Dizard moved to adopt this Ordinance. Seconded by Mrs. Bergstrom. Motion carried.

Resolution No. 1821 – Authorizing a 3-year Contract with Harrison Township Public Works Department from January 1, 2019 through December 31, 2021

Mr. Hill stated that this needs to be tabled, as the Contract has not been completed. They need to complete it and then schedule a special meeting before end of year to take action. Mrs. Bergstrom asked if this needed to be done before end of year.

Resolution No. 1822 – Authorizing/Appointing Kratzenberg & Associates, Inc. d/b/a Keystone Collections Group as the Local Service Tax Collector for Harrison Township beginning January 1, 2019. Mr. Dizard moved to adopt this Resolution. Seconded by Mrs. Bergstrom. Motion carried.

Resolution No. 1823 – Authorize Susan K. Motosicky, Township Secretary to conduct online banking transactions and wire transfers on all Harrison Township Checking and Savings Accounts with First Commonwealth Bank. Mr. Dizard stated that Washington Financial Bank is to be added and included in this motion. Mr. Dizard moved to adopt this Resolution. Seconded by Mrs. Bergstrom. Motion carried.

Resolution No. 1824 – Establishing Salaries and Wages of certain Township Employees not covered by Labor Contracts for the Year 2019. Mr. Dizard moved to adopt this Resolution. Seconded by Mrs. Bergstrom. Motion carried.

Resolution No. 1825 – Approving the transfer of property located at 4 Linden Street, Natrona, to Jeffrey J. Bowser through the Vacant Property Recovery Program known as Block and Lot No. 1368-R-00095. Mr. Dizard moved to adopt this Resolution. Seconded by Mr. Lilly. Motion carried.

Resolution No. 1826 – Entering into a Consent for Access, authorizing the DEP to access an unnamed alley to conduct an investigation. Mr. Lilly moved to adopt this Resolution. Seconded by Mr. Dizard. Motion carried.

Act to amend the Job Title for Susan K. Motosicky to: Township Secretary and Executive Administrative Assistant, effective December 17, 2018. Effective January 1, 2019, the rate of pay to be \$30 per hour. Mrs. Bergstrom moved to accept these amendments. Seconded by Mr. Lilly. Motion carried.

Mr. Poston said I want to give her a pat on the back, we went through a hiccup with our transition to another Manager, so at that time, Susan stepped up to the plate and really kept us afloat, and went way beyond her call of duty. Thank you .

Act to approve the Volunteer Firefighter's names that appear on a notarized eligibility list prepare by the Fire Chiefs from Citizens Hose Fire Co., Harrison Hills Fire Co., and Hilltop Hose Fire Co., to apply for Act 172. Mrs. Bergstrom move to approve the names listed for Act 172. Seconded by Mr. Dizard. Motion carried.

Mrs. Bergstrom stated that a lot of the volunteers couldn't apply because they're retired.

Attorney Means said that the other option is for real estate tax relief.

Mrs. Bergstrom said we'll look into that for next year.

Act on appointment to the Civil Service Commission for a six year term to begin January 1, 2019 through December 31, 2024. Mr. Poston said as Police Commissioner, I went through the applications and I feel the number one person for that position is Gary Marshall, Vietnam Veteran, Police Officer for 35 years in this community. Second was Anthony Resnick as an alternate on this Commission. Mr. Poston moved to appoint Gary Marshall, and Anthony Resnick as an alternate to serve on the the Civil Service Commission. Seconded by Mr. Dizard. Motion carried.

Act on appointment to the Planning Commission to fill an unexpired term through the 1st Monday in May, 2022. Mr. Dizard moved to appoint Norbert Cieslinski to fill the position, and Michelle Goetzinger as an alternate to serve on the Planning Commission. Seconded by Mr. Bergstrom. Motion carried.

Act on appointment to the Recreation Board for a five year term through October 19, 2023. Mr. Dizard moved to appoint Jay Szalanski to serve on the Recreation Board. Seconded by Mrs. Bergstrom. Motion carried.

Act on request from NIRA Consulting Engineers, Inc. to serve as Harrison Township's consulting engineer for the year 2019. Mr. Dizard moved to approve NIRA Consulting Engineers, Inc., as the Township's consulting engineer for 2019. Seconded by Mrs. Bergstrom. Motion carried.

Act on request from Goehring, Rutter & Boehm to serve as Solicitor for Harrison Township for the year 2019. Mr. Poston moved to approve Goehring, Rutter & Boehm as the Township's consulting Solicitor for 2019. Seconded by Mr. Dizard. Motion carried.

Announce that the Agenda Meetings and Regular Meetings for the Year 2019 will begin at 7:00 p.m. rather than 7:30 p.m. Mr. Lilly moved to approve this change. Seconded by Mr. Dizard. Motion carried.

Mr. Poston announced that the Board of Commissioners will go to Executive Session to discuss possible litigation involving the Township.

Mr. Antonelli introduced Rachel Smart, also from NIRA Consulting Engineers Inc. She'll begin to attend the meetings, and will assume my responsibilities here after I retire. I plan to work through 2019. I will always be available after retirement.

Mrs. Bergstrom moved to adjourn. Seconded by Mr. Dizard. Motion carried. Meeting adjourned.

ATTEST:

TOWNSHIP OF HARRISON


Township Secretary


Chairman, Board of Commissioners