

HEMPFIELD TOWNSHIP BOARD OF SUPERVISORS

REGULAR MEETING

JUNE 25, 2018

1. CALL TO ORDER AND PLEDGE TO THE FLAG:

The regular meeting of the Hempfield Township Board of Supervisors, held at the Hempfield Township Municipal Building, was called to order at 7:00 p.m. by Chairman George Reese, followed by the pledge of allegiance.

Members Present: Mr. George Reese
Mr. John Silvis
Mr. Rob Ritson

Mr. Doug Weimer
Mr. Tom Logan

Staff Present: Mr. Scott Avolio
Mr. Jason Winters
Mr. James Shaw

Mrs. Denise Rosak
Mrs. Melanie Phillips
Mr. Dan Schmitt

PROCLAMATIONS – Item Number 16 Moved to the Beginning of the Meeting

- a) **Boy Scout Troop 311 of Latrobe and Giant Eagle in Hempfield Square** – The Board of Supervisors presented “Certificate of Accomplishments” to Boy Scout Troop 311 of Latrobe and Hempfield Square Giant Eagle for their performance in a community service project as part of the Great American Cleanup of PA activity on April 21st, 2018 at the request of Westmoreland Cleanways and under the guidance of Keep Pennsylvania Beautiful. The project involved cleaning up tires behind the Giant Eagle, in addition to collecting well over fifty (50) bags of trash from the site.
- b) **Hempfield Area High School Girls’ Softball Team – 2018 WPIAL and PIAA Championship** – The Board of Supervisors recognized the back to back to back state softball championships for the Hempfield Spartans Girls’ Softball Team. Since the team was on the road currently, they will be invited to next month’s meeting to be presented with a Proclamation acknowledging their outstanding accomplishments.

2. HEARINGS: None

3. CITIZENS COMMENTS: (As Per Resolution #2012-24)

- a) **Kathy Kier** – Mrs. Kier of 521 Arthur Place, Greensburg, said she resides in the area below the West Point Elementary School and is requesting assistance from the Township with surface water runoff problems. She presented the Board of Supervisors with a binder composed of photos, letters, and documentations of the damages to her property and the properties located from 519 to 531 Arthur Place. She respectfully requested that the Township contact the Hempfield Area School District to have a comprehensive investigation of the surface water and the drainage issues that began since the West Point Elementary School addition and parking lot addition took place. over the past several years.

- b) **Joe Leachman** – Mr. Leachman of 527 Arthur Place, West Point, Greensburg, reiterated the comments of Mrs. Kier. In addition, he said, in the past representatives from the Township suggested that it may be springs creating the water issues. Mr. Leachman submitted a copy of the West Point Elementary School Addition plan for review. He added that he has lived at his residence for over thirty (30) years and just started to incur these water issues over the past couple of years.
- c) **Holly and Dave Amos** – Mr. & Mrs. Amos of 135 Fetters Road, Greensburg, stated that they have been incurring flooding concerns since June of last year when the road was bermed. Since that time, the Public Works Department installed drains. She explained that since these updates, there is now a new issue of standing water across from her property, which causes mosquitoes, which she is severely allergic. In addition, another serious concern she raised is the vision obstruction at the intersection of Forbes Trail Road pulling out from Fetters Road. The weeds, high grass, and brush are a terrible public safety concern, not to mention the speed limit signs are also obstructed. Mr. & Mrs. Amos submitted photos depicting their concerns. Mr. Schmitt said he visited the property a month ago during a staff meeting with Mr. Cisco and Mr. Storey. He explained that the only place to direct the standing water is across the street on to Dr. Glasser’s property. Mr. Schmitt said the staff will follow up on the concerns raised by Mr. & Mrs. Amos during this Wednesday’s staff meeting. Mr. Reese asked Mr. Winters to also follow-up with Mr. & Mrs. Amos on Tuesday morning. Mr. Weimer also requested that the areas with the vision obstruction and high grass, brush, and weeds at least be weed-wacked.
- d) **Norman Richardson** – Mr. Richardson of 531 Arthur Place, Greensburg, reiterated the earlier water issue concerns of Mrs. Kier and Mr. Leachman.
- e) **Diane Sipes** – Ms. Sipes of 519 Arthur Place, Greensburg, reiterated the earlier water issue concerns of Mrs. Kier, Mr. Leachman, and Mr. Richardson. In addition, she stated that possibly it may be a sewage line that may have busted. Mrs. Snipes advised that she actually had black mold in her basement and had to install a sump pump and interior well drainage system. In closing, she said her back yard remains a breeding ground for mosquitoes. She stressed that her yard is wet all year constantly and that the mailman cannot even deliver her mail.
- f) **Joann Funari** – Ms. Funari of 529 Arthur Place, Greensburg, reiterated the earlier water issue concerns of Mrs. Kier, Mr. Leachman, Mr. Richardson, and Ms. Snipes.
- g) **Phylis Levino** – Mr. & Mrs. Levino of 4020 West Lake Drive, Irwin explained that they reside downhill from Renaissance Drive. Mrs. Levino raised concerns with a driveway permit application for 23 Renaissance, the pipe installed, and the water issues that will be generated. Photos were submitted by Mr. & Mrs. Levino of their concerns. Mr. Ritson said that he visited the site on Thursday and confirms the issues raised by Mr. & Mrs. Levino. Mr. Reese and Mr. Ritson advised Mr. Winters to follow-up on this matter on Tuesday.
- h) **George Reuss** – Mr. Reuss of 4018 West Lake Drive, Irwin, reiterated the same concerns of Mr. & Mrs. Levino. He resides adjacent to the Levino property.
- i) **Tom Katonka** – Mr. Katonka of 121 Tartan Drive, Greensburg, introduced himself to the Board of Supervisors. He said he works with a janitorial supply company, which is a Co-Stars vendor, and would like the opportunity to bid on janitorial and cleaning supplies for the Township. He said he previously worked for Disco products. Mr. Weimer asked Mr. Katonka

to pass on his business card to the Township Manager for follow-up. Mr. Winters advised that the township is currently under contract for the next year or two.

- j) **Dan Nescot** – Chief Dan Nescot of the Grapeville Volunteer Fire Department informed the Board that his department will be celebrating its 100th anniversary on August 24th and 25th, including a parade and activities. The banquet is scheduled for August 26th, 2018. Mr. Weimer said that a “Proclamation” will have to be prepared for the 100th anniversary of the Grapeville Volunteer Fire Department.
- k) **David DeBone** – Mr. DeBone of 1247 Swede Hill Road, Greensburg said he was present at the meeting for consideration of his subdivision plan, David E. DeBone Unification Plan to be acted upon later in the agenda.

4. EXECUTIVE SESSIONS:

- a) **May 29, 2018 – Personnel Matters**
- b) **June 5, 2018 – Personnel Matters**
- c) **June 20, 2018 – Personnel/Legal Matters**

Supervisor Reese advised that there were executive sessions conducted as referenced above.

5. APPROVAL OF MINUTES:

- a) **Consideration to Approve the Minutes of the Supervisors’ May 29, 2018 Monthly Meeting** – Mr. Ritson made a motion, seconded by Mr. Silvis, to approve the minutes of the Supervisors’ May 29, 2018 monthly meeting. Vote: 5-Yes. Motion carried.

6. STAFF REPORTS:

- a) **Jason Winters, Parks & Recreation Director** – Mr. Winters advised that he and Mr. Cisco will definitely look into the issues raised this evening with Fetters Lane and West Lake Drive. Mr. Ritson also asked Mr. Winters to check on an overgrowth complaint that he received on Sabota Drive, which forces the vehicles into the opposite lanes into a pothole.
- b) **James Shaw, Code & Safety Director** – Mr. Shaw said that he had nothing additional to the report from last week’s work session. He did note that the JNET policy is on the agenda this evening for consideration and adoption by the Board.
- c) **Dan Schmitt, Engineer** – Mr. Schmitt advised that he submitted his report last week. He also advised that he reached out to the paving contractor to work on a schedule and pre-construction meeting. With regard to the concerns raised this evening by the residents of Arthur Drive, he said the issues will be investigated further. Mr. Schmitt encourage the Township to ask the Hempfield Area School District to look into their facilities as well. In closing, he stated that the area has been receiving a huge amount of rain and that the water tables are higher and because of that, the ground doesn’t handle it as well as what it had previously handled. Mr. Logan said that the area usually receives an annual rainfall of 44 inches a year but so far this year it has received 36 inches to date. Mr. Ritson asked that a letter be sent to the Hempfield Area School District asking them to investigate possible issues with the storm water coming from the West Point Elementary School addition.

- d) **Scott Avolio, Solicitor** – Mr. Avolio advised the Board of the following items his office prepared for the agenda:
 - 1. **JNET Policy** – The policy includes some penalty language for miss-use of JNET above and beyond existing rules.
 - 2. **Planning Director** – The responsibilities and duties of the new planning director.
 - 3. **Millcraft Hotel** – The developer requested an extension of time to comply with the outstanding contingencies of approval. Mr. Ritson questioned the time extensions for the site plans, especially those on Route 30, and the affect it could have on the PennDot Highway Occupancy Permits. He noted that the current projects in the Township involved with these such permits include the proposed Sheetz, Millcraft Hotel, Allegheny Health Network, and Get-Go. Mr. Ritson said that he has a concern that more developable projects could be discouraged while these extensions drag out. Mr. Schmitt stated that even once the projects receive all of the necessary approvals, the developer could still potentially delay the project for up to five (5) years.

- e) **Melanie Phillips, Finance Director** – Mrs. Phillips advised that her report was given on Wednesday.

7. TREASURER’S REPORT:

Mr. Logan advised that there was nothing additional to add to the Treasurer’s Report given at the Public Work Session.

8. PAYMENT OF BILLS:

Mr. Ritson made a motion, seconded by Mr. Logan, to approve the following payment of bills as listed below. Vote: 5-Yes. Motion carried.

a.	General Fund	\$ 675,946.10	b.	Light District Account	\$ 5,242.62
c.	Pop Fund	\$ 63.60	d.	Recreation	\$ 2,935.00
e.	Capital Projects	\$ 42,780.00			

Mr. Logan made a motion, seconded by Mr. Ritson, to approve the payment of bills for the Carbon VFD in the amount of \$10,774.65. Vote: 4-Yes. 1-Abstained – Mr. Reese. Motion carried.

9. SCHEDULING OF HEARINGS:

- a) **Consideration to Authorize the Solicitor to Schedule the Following Hearings on July 23, 2018:**
 - 1. **Heinnickle Farms to be Included in the Agricultural Security Area for Tax Map #50-11-00-0-123;**
 - 2. **Inter-Municipal Liquor License Transfer for JJGPC, LLC at 106 West Point Drive, Suites, 9 & 10;**

Mr. Weimer made a motion, seconded by Mr. Logan, to authorize the solicitor to schedule the above-referenced hearings on July 23rd, 2018. Vote: 5-Yes. Motion carried.

10. DECISIONS FROM HEARINGS: None

11. SUBDIVISION PLANS:

- a) **Consideration to Approve Resolution #2018-79; Granting Final Conditional Approval to Subdivision Known as Rause Consolidation Plan – Contingent Upon Township Plan Numbers – Plan No. 20180242. Purpose: Consolidate Tax Parcel 183 with Tax Parcel 55 to Create One Single Zoned Parcel. Planning Commission Vote: 6-0** – Mr. Ritson made a motion, seconded by Mr. Logan, to approve Resolution #2018-79. Vote: 5-Yes. Motion carried.
- b) **Consideration to Approve Resolution No. 2018-80; Granting Final Conditional Approval to Subdivision Known as Steiner Subdivision & Consolidation Plan – Contingent Upon Township Plan Numbers – Plan No. 20180243. Purpose: Subdivide Parcel “C” from Parcel “B” and Attach Parcel “C” to Parcel “A”. Planning Commission Vote: 6-0** – Mr. Logan made a motion, seconded by Mr. Ritson, to approve Resolution #2018-80. Vote: 5-Yes. Motion carried.
- c) **Consideration to Approve Resolution No. 2018-81; Granting Final Conditional Approval to Subdivision Known as David E. DeBone Unification Plan – Contingent Upon Township Plan Numbers – Plan No. 20180240. Purpose: Eliminate DeBone Lane (50’ private road) and Consolidate Lot A, 4-A & 4-B to Form a Single Zoning Lot of Record (Parcel A) Totalling 1.4844 Acres. Planning Commission Vote: 6-0** – Mr. Ritson made a motion, seconded by Mr. Logan, to approve Resolution #2018-81. Vote: 5-Yes. Motion carried.
- d) **Consideration to Approve Resolution No. 2018-82; Granting Final Conditional Approval to Subdivision Known as William K. Hafer Plan – Contingent Upon Township Plan Numbers – Plan No. 20180241. Purpose: Consolidate Plan to Combine Parcel 50-37-00-0-120 and Parcel 50-37-00-0-121 into One Lot. Planning Commission Vote: 6-0** – Mr. Ritson made a motion, seconded by Mr. Logan, to approve Resolution #2018-82. Vote: 5-Yes. Motion carried.

12. SITE PLANS:

- a) **Consideration to Approve Resolution #2018-83; Granting an Extension of Time for Kimley – Horn to Comply with the Final Conditional Approval for ADESA Auto Auction – Plan No. 20170106 – 180 Day Extension** – Mr. Logan made a motion, seconded by Mr. Weimer, to approve Resolution #2018-83. Vote: 5-Yes. Motion carried.
- b) **Consideration to Approve Resolution No. 2018-84; Granting an Extension of Time for Greensburg Hospitality Associates to Comply with the Final Conditional Approval for the Millcraft Hotel Site Plan – Plan No. 20170788 – 180 Day Extension** – Mr. Weimer made a motion, seconded by Mr. Ritson, to approve Resolution #2018-84. Vote: 5-Yes. Motion carried.
- c) **Consideration to Approve Resolution No. 2018-85; Granting Final Site Plan Approval for RNAR Specialties, Inc. Site Plan – Plan No. 20180151; Purpose: Re-establish Accessory Use of Storage with Current Office Building Use - Planning Commission Vote: 6-0** – Mr.

Weimer made a motion, seconded by Mr. Logan, to approve Resolution 2018-85. Vote: 5-Yes. Motion carried.

- d) **Consideration to Approve Resolution No. 2018-86; Granting Final Conditional Site Plan Approval for Magill, LLC – Contingent Upon Storm Water and E & S Control. Plan No. 20180155. Purpose: To Construct a One-Story Building and Parking Facility to Operate an Auto Service Center. Planning Commission Vote: 6-0** – Mr. Weimer made a motion, seconded by Mr. Logan, to approve Resolution 2018-86. Vote: 5-Yes. Motion carried.
- e) **Consideration to Approve Resolution No. 2018-87; Granting Final Conditional Site Plan Approval for the Proposed Final Land Development Plan for New DNA Laboratory – Contingent Upon Storm Water, E & S/NPDES Permit and PennDOT H.O.P. Plan No. 20180031 – Purpose: Construct New PA State Police DNA Laboratory – Planning Commission Vote: 6-0** – Mr. Weimer made a motion, seconded by Mr. Ritson, to approve Resolution 2018-87. Vote: 5-Yes. Motion carried.

13. ITEMS FOR ACTION TO BE TAKEN:

- a) **Consideration to Approve Resolution No. 2018-88; Appointing a Liaison Between It and Berkheimer, the Duly Appointed Collector of Local Taxes for the Township, for the Express Purpose of Sharing Confidential Tax Information with the Township for Official Purposes** – Mr. Weimer made a motion, seconded by Mr. Logan, to approve Resolution No. 2018-88. Vote: 5-Yes. Motion carried.
- b) **Consideration to Approve Resolution No. 2018-89; Appointing a Right-to-Know Officer and Alternate Right-to-Know Officer** – Mr. Weimer made a motion, seconded by Mr. Ritson, to approve Resolution No. 2018-89, which appoints Jason Winters as the Right-to-Know Officer and Jamie Shaw as the alternate Right-to-Know Officer. Vote: 5-Yes. Motion carried.
- c) **Consideration to Approve Resolution No. 2018-90; Approving the use of the Pennsylvania Justice Network “JNET” by Certain Township Officials and Employees, and Abiding by its Rules and Regulations as Set Forth** – Mr. Weimer made a motion, seconded by Mr. Logan, to approve Resolution No. 2018-90. Vote: 5-Yes. Motion carried.
- d) **Consideration to Approve Resolution No. 2018-91; Appointing a Planning Coordinator for Hempfield Township** – Mr. Logan made a motion, seconded by Mr. Weimer, to approve Resolution No. 2018-91 appointing Patrick Karnash as the Planning Coordinator for Hempfield Township at a salary of \$58,500. Vote: 5-Yes. Motion carried.
- e) **Consideration to Approve Ordinance No. 2018-06; Approving the Entry into an Inter-Governmental Cooperation Agreement with Penn Township, Westmoreland County and Youngwood Borough, Westmoreland County for the 2018 Line Painting Contract** – Mr. Ritson made a motion, seconded by Mr. Logan, to approve Ordinance No. 2018-06. Vote: 5-Yes. Motion carried.
- f) **Consideration to Approve the Board of Supervisors of the Township of Hempfield to Authorize the Administration to Work with PFM Financial Advisors, LLC, as Financial Advisor, Lynch and Lynch, as Bond Counsel, and Avolio Law Group, as Solicitor in Conjunction with the Issuance of General Obligation Note, for the Purpose of Refunding**

of the Township's Outstanding General Obligation Bonds, Series of 2014 – Mr. Logan made a motion, seconded by Mr. Weimer, to approve the Board of Supervisors of the Township of Hempfield to authorize the administration to work with PFM Financial Advisors, LLC as financial advisor, Lynch and Lynch, as bond counsel, and Avolio Law Group, as solicitor in conjunction with the issuance of general obligation note, for the purpose of refunding of the Township's outstanding general obligation bonds, Series of 2014. Vote: 4-Yes. Mr. Ritson-No. Motion carried. Mr. Ritson commented that he did not think the Board was doing the whole ball of wax and was just putting feelers out there and did not believe the lawyers needed to be involved in the preliminary review for rates. He said he believed the Board was still looking for other potential options available. Mr. Avolio responded that the Township is under no obligation should this action be approved. Mr. Weimer said that if the rates come back good, he would certainly want to proceed as soon as possible. Mr. Silvis said the sooner the better because he believes the rates are going to go up. Mr. Avolio said the lawyers may be involved because potentially they need an opinion of bond counsel with whether the refunding is proper. He added that PFM Financial Advisors, LLC was just to reach out and see what the rates were and if it was of value for the Township to do that, then, at that point, the Board would come back and vote to enter into an agreement to pursue the refunding. Mr. Logan responded that the Board will still have to do that, if the rates come back satisfactory. Mr. Weimer responded that just because the Board is authorizing the administration to work with the advisors, it doesn't mean that it will be executed. Mr. Logan said that he is interested in the rates available. Mr. Avolio advised that the Board will be under no cost or obligation upon receipt of the information collected.

- g) **Consideration to Approve the Adoption of the Township Credit Card Policy** – Mr. Weimer made a motion, seconded by Mr. Logan, to approve the adoption of the Township Credit Card Policy. Vote: 5-Yes. Motion carried.
- h) **Consideration to Approve the Addition of Cyber Insurance with Travelers Insurance** – Mr. Logan made a motion, seconded by Mr. Ritson, to approve the addition of cyber insurance with Travelers Insurance. Vote: 5-Yes. Motion carried.
- i) **Consideration for Approve the Updated Bureau of Fire Purchasing Policy** – Mr. Logan made a motion, seconded by Mr. Weimer, to approve the updated Bureau of Fire Purchasing Policy. Vote: 5-Yes. Motion carried.
- j) **Consideration to Approve the Adoption of Fire Policy 100.19 – Fire Apparatus Debt Reimbursement** – Mr. Ritson advised that Fire Policy 100.19 – Fire Apparatus Debt Reimbursement policy will define the investment that the public is making into the fire vehicle if and when that fire vehicle is sold. Mr. Logan made a motion, seconded by Mr. Weimer, to approve the adoption of Fire Policy 100.19, Fire Apparatus Debt Reimbursement. Vote: 5-Yes. Motion carried.
- k) **Consideration to Approve the Following Emergency Service Applications as Members of the Hempfield Township Bureau of Fire, to be Effective Upon the Township Receiving a Physical Report from the Township Physician Stating that the Individual is Capable of Performing Activities Related to the Appointed Position and Successful Criminal History and Act 153 Clearance Requirements:**

	Name	Position	Fire Department
1.	Morgan Bassett	Senior Firefighter	Grapeville
2.	James Gray	Senior Firefighter	Grapeville
3.	David Manley	Senior Firefighter	Grapeville
4.	Logan Newton	Junior Firefighter	West Point
5.	Logan Ali	Junior Firefighter	Midway/St. Clair
6.	Devin Phillips	Junior Firefighter	Carbon

Mr. Ritson made a motion, seconded by Mr. Weimer, to approve the above-listed emergency service applications as members of the Hempfield Township Bureau of Fire, to be effective upon the Township receiving a physical report from the Township physician stating that the individual is capable of performing activities related to the appointed position and successful criminal history and Act 153 Clearance requirements. Vote: 5-Yes. Motion carried.

- l) **Consideration to Approve Awarding of the 2018 E-3M Oil Supply & Distributor Truck (Rental) Bid – Contract 2018. The Following Bids Were Received and Opened on June 12, 2018:** –

	Bidder	Amount Bid
1.	Russell Standard	\$136,045.00
2.	Midland Asphalt Materials, Inc.	\$129,935.00
3.	Suit-Kote Corporation	\$121,225.00

Mr. Logan made a motion, seconded by Mr. Weimer, to award the 2018 E-3M oil supply and distributor truck (rental) bid – Contract 2018 to Suit-Kote Corporation, the apparent low bidder at \$121,225. Vote: 5-Yes. Motion carried.

- m) **Consideration to Approve Pay Estimate #1 in the Amount of \$49,230.00 for Hempfield Park Amphitheater Construction** – Mr. Logan made a motion, seconded by Mr. Weimer, to approve Pay Estimate #1 in the amount of \$49,230.00 for Hempfield Park Amphitheater Construction. Vote: 5-Yes. Motion carried.

14. OLD BUSINESS:

- a) **Consideration to Approve Ordinance No. 2018-03; Vacating Heights Lane in the Township of Hempfield** – Mr. Logan made a motion, seconded by Mr. Ritson, to table consideration of Ordinance No. 2018-03; Vacating Heights Lane in the Township of Hempfield. Vote: 5-Yes. Motion carried. Mr. Karnash advised that the GetGo proposed site plan has been submitted for completeness review at the July 5th, Planning Commission meeting. He said the plans are available for review by the Board. Mr. Avolio said that he understands that the Board of Supervisors is requesting a formal construction access plan and dedicated lane agreement, including a proposed time line, prior to any permits being issued or construction beginning. Furthermore, the Township wants the written agreement to be posted at the construction site to insure 24-7 access to the residents affected by the relocation of Heights Lane.

NEW BUSINESS:

- a) **Westmoreland Comprehensive Plan** – Mr. Ritson advised that he distributed a copy of the Westmoreland County Comprehensive Plan. He said the County is distributing the plan to

local officials. He added that it is not the final draft but that they are getting close to hopefully having it done by fall.

15. PROCLAMATIONS: (See Page 1)

16. SUPERVISORS' COMMENTS:

Supervisor John Silvis – Mr. Silvis said happy 4th of July and be safe and be careful.

Supervisor Tom Logan – Mr. Logan reiterated Mr. Silvis' comments.

Supervisor George Reese – Mr. Reese

Supervisor Rob Ritson – Mr. Ritson commented that he was happy to hear about the institution of the JNET System and that he wishes he would have used it when he was the manager of the Township. He praised Mr. Shaw for acquiring this system, not to mention the policy, within one month of working at the Township.

Supervisor Doug Weimer – Mr. Weimer said it was great for the young people of the Boy Scouts to be at the meeting this evening. He said he noticed them watching the Board's order of business in anticipation of receiving a third patch. He complimented the Boy Scouts for being involved in the betterment of our community. In regards to July 4th, Mr. Weimer said that he showed the manager some fireworks information regarding new state law and language to understand it as well. He said he asked that it be put on the Township's website. He stated that it is all very clear information on what those changes mean. Mr. Weimer also recognized the Code & Safety Director, Mr. Shaw, and told him it was great to have him working at the Township this past month. In closing, he said there is one staff member that will be joining the Township in July in the role of Director of Fire and EMS, Tony Kovacic. In closing, Mr. Weimer thanked everyone for attending the meeting this evening.

17. ADJOURNMENT

Mr. Ritson made a motion, seconded by Mr. Reese, to adjourn the meeting at 8:29 p.m.

Chairman

Secretary