

**HEMPFIELD TOWNSHIP BOARD OF SUPERVISORS**  
**SPECIAL PUBLIC MEETING**  
**OCTOBER 17, 2018**  
**6:00 PM**

**Supervisors Present:** Mr. George Reese                      Mr. R. Douglas Weimer  
Mr. Rob Ritson    Mr. John Silvis

**Staff Present:** Mr. Jason Winters                                      Mr. Douglas Cisco  
Mrs. Melanie Phillips    Mr. Aaron Siko  
Mr. Chris Skovira    Mr. Patrick Karnash  
Mr. Dan Schmitt    Mr. Anthony Kovacic  
Mr. James Shaw    Ms. Anna Riddle

**1. CALL TO ORDER AND PLEDGE TO THE FLAG:**

The Special Public Meeting of the Hempfield Township Board of Supervisors, held at the Hempfield Township Municipal Building, was called to order at 6:04 p.m. by Chairman George Reese.

**2. CITIZENS COMMENTS (As Per Resolution #2012-24):** None.

**3. EXECUTIVE SESSIONS:**

- a. **September 24, 2018 – Personnel/Legal**
- b. **October 11, 2018 – Personnel**
- c. **October 12, 2018 – Personnel**

Mr. Reese stated the dates and reasons for the aforementioned executive sessions held since the last public meeting.

**4. DISCUSSION:**

- a. **West Point Pond Stormwater Project** – Mr. Winters advised the Board that the project was to be handled internally by the Township Public Works crew. He stated that he and Mr. Cisco were at the site that day and Mr. Cisco would discuss some observations from the visit. Also, Mr. Winters added he had a letter that would be going out to the residents of that area that he would share with the Board explaining that the project would be getting started and who to contact with questions once the project commences.

Mr. Cisco stated preliminary work was started at the pond today. He added that equipment is lined up for Monday, including an industrial-sized chipper that will alleviate trees much faster and speed up the process of cleaning up trees. A PA One Call would be placed tomorrow for location of the gas lines in the area. After all of the equipment arrives, the area will be completely cleared and Gibson-

Thomas will be contacted to set key benchmarks to lay the first set of pipe. He added pipe was ordered today and should be arriving in two to three (2-3) weeks; however there is a backorder due to the recent hurricane damage in Florida. Some of the pipe will be stored on site and some will be delivered to the Water Authority property behind West Point fire hall. In addition, M.A.W.C. granted permission to dispose of debris at their sewage plant property on Green Valley Road. Finally, he would be having a discussion with the Public Works crew leader regarding a formal plan and placing orders for concrete in the next few days.

Mr. Reese asked for an update from the gas company regarding any work they might be doing with the exposed line in the area. Mr. Cisco stated that Mr. Shaw spoke to representatives from Peoples Gas Company and they will be present, but not doing any work on the line. Mr. Shaw added that the plan was for the pipe to be re-covered per regulations once the water problem is solved in the area. Mr. Reese asked if this would cause any delay in the Township's progress and suggested that we make arrangements to set up a meeting with the gas company to open communication and advise them the Township is moving forward. Mr. Cisco stated he would reach out tomorrow to make those arrangements. Mr. Reese also asked about any sewage line issues at the site. Mr. Schmitt replied that there were some exposed sewage lines, but these lines have been lined internally so that essentially there is a pipe within the exposed pipe, and the exposed pipe will be covered as part of the project to prevent freezing. In addition, there would be a stretch of sewer line installed due to the property settlement with West and the remaining parcels he owns on Flagstaff Drive. He said there is no concern for raw sewage to enter the creek.

Mr. Ritson then asked Mr. Winters about whether there had been any discussions, legal or otherwise, regarding a project manager to oversee this project now that it is known we will be handling it in-house. He voiced concerns regarding the project budget, the cost comparison between doing it in-house compared to hiring a contractor, and the time line for completing the project.

Mr. Cisco and Mr. Winters stated that there were internal discussions and the consensus was to allow Mr. Cisco and Mr. Storey, the Assistant Director of Public Works, to handle the project management. Mr. Cisco stated that he felt confident that he and Mr. Storey could handle the project and hiring a project manager was unnecessary.

Mr. Reese stated that there would be further discussion regarding a project manager in an executive session following the meeting.

Mr. Ritson made it clear that he wanted to be sure that we are getting everything in order to move quickly with the project, but with making sure there is a firm plan in place and asked for an estimated timeframe for completion. Mr. Cisco stated most likely late Spring; but it would largely depend on the severity of the upcoming winter, as salting and plowing roads would become priority if there were snowfall. He added that in order to help in that regard, there were some older trucks that were to be auctioned off that he is now hanging on to so there would be extra equipment on hand ready to go in case they were needed for snow removal.

Mr. Silvis asked how many men would be assigned to work on the project and if any parts of the project will be outsourced. Mr. Cisco replied that there would most likely be a crew of four to five (4-5) guys working on a given day, but depending on the day there may be more or less given the

type of working being done. He added that the large wood chipper being rented would be the only piece of equipment that would be a 3<sup>rd</sup> party operator. He stated this was for insurance reasons.

Mr. Weimer asked about the type of timber that was on the property and whether the township could have sold any of the trees to a logging company. Mr. Cisco stated that this was looked into, and there was nothing valuable that a logging company would have purchased. He added that the trees would be chipped up and the chips would be piled out at the Park for township use or residents who need them. Mr. Weimer then asked how the tree clean-up was to be handled when the wood chipper was delivered on Monday. Mr. Cisco replied that the township crew would be dragging the trees up to the wood chipper operator, cutting the roots off, and removing stumps starting on Monday.

Mr. Weimer added that he appreciated the patience of the residents of the West Point area. He stated that the Board started the work for this project some time ago and there were many reasons the project was stalled, mainly the permit denials from the D.E.P., which forced the Board to go back to the drawing board numerous times to try to get the issue resolved. He said it took time to get the right plan in place, obtain property, etc. and now he feels that we have everything we need to move forward. He added that we should not wait for the gas company to make a decision on their pipe and how to handle it; we should just move forward and notify them of the scope of our work. He also stated that he did not want to add any additional costs to the project by hiring a project manager; he feels that we have a very qualified team with the staff we have on hand. He has full faith in our existing labor union and thinks we can get the job done. He stated he feels the residents will understand that it will take time to get the job done correctly, and there will be environmental delays with winter coming, but as long as the residents see progress he thinks they will be understanding. He finalized by saying he would like to see that the project does not cost more than necessary and that it would be completed as quickly as possible.

Mr. Ritson stated that late Spring would be the latest he would expect the project to be completed and if it goes past Spring he feels we will have failed. He wanted to go on record that he does not support the project taking longer than the Spring to be finished.

Mr. Reese stated that we do need to get it done and it is the project on deck, but we also have a department to run and winter is coming. He understands the challenges we are going to face and we are going to have to talk about completing the work in phases. He finalized by saying he looked forward to discussing a more detailed plan in executive session.

Mr. Schmitt added that he had a brief conversation with Scott Avolio, who would be attending the meeting at a later time, regarding a meeting he attended with M.A.W.C. and the U.S. Army Corps of Engineers. He said Scott would be able to provide more information about a program they offer where they may be able to have some input or oversee the project in some capacity.

Mr. Weimer stated that he would expect updates on the project at every meeting; and any issues that arise due to weather, lack of materials, etc. he would expect updates on how these issues are going to effect the timeline of completion. He added that he did not want to see an exorbitant amount of money being spent simply to get the project done by late Spring.

Mr. Ritson added that if the project would have been contracted out and there was a deadline of late Spring, there would have been penalties to the contractor for not getting it done. Since we longer have this assurance, we need to make sure that we are keeping ourselves liable and holding ourselves responsible by still targeting that late Spring completion. He added that we cannot find excuses, including a bad winter, for reasons it does not get done.

Mr. Cisco stated that every storm is different, and that the crew would obviously prioritize taking care of the roads for our residents; but as soon as that was complete they would be back at the site. He stated that he does have a plan and a goal and is very confident in the group of guys we have and they always get the job done. He stated we will not fail, the job will get done.

Mrs. Phillips stated that she would work with Mr. Cisco to try to quantify what the job was going to cost. Mr. Cisco will compile as much analysis as possible for materials, labor, and equipment as possible. He added that he will be using a work order system to manage costs per day in the computer system. Mr. Winters added that the funding for the project would be coming from the remaining funds in the Bond Issue Fund after the Holly Redgrave Culvert Project. Mrs. Phillips added the preliminary analysis of the fund looks like there should be sufficient money.

Mr. Silvis made a comment that it should be impressed upon the crew that this is Hempfield's project and Mr. Cisco replied that the crew is well aware of the situation and they know they will be under the microscope. Mr. Schmitt added that the purpose of the letter was to inform the residents that there is a hierarchy chain for issues, questions, etc. so they are informed who they can speak to and leave the crew to get the job done. Mr. Winters added that we will make sure to communicate with the residents throughout the entire process to keep them informed at all times.

## **5. ITEMS FOR ACTION TO BE TAKEN:**

- a. **Consideration to Approve the Revised Job Description for the Westco Safer Grant Coordinator –** Mr. Ritson made a motion, seconded by Mr. Silvis, to approve the revised job description. Vote: 4 – 0. Motion carried.
- b. **Consideration to Approve the Employment Agreement with Zachary Freeman for the Position of Westco Safer Grant Coordinator through November 24, 2021 at the Salary of \$45,000 and Benefit Package –** Mr. Ritson stated this position is fully funded by the S.A.F.E.R. grant and made a motion, seconded by Mr. Reese, to approve the employment agreement. Vote: 4 – 0. Motion carried. Mr. Weimer asked about a mileage reimbursement and Mr. Winters stated that it would be laid out in the contract.

**6. OLD BUSINESS:** None.

**7. NEW BUSINESS:** None.

**8. SUPERVISORS' COMMENTS:** Mr. Weimer stated there was a fantastic turn out for Fire Prevention Night at the Westmoreland Mall. He stated it was a great night and very successful event. Mr. Kovacic added that he was amazed and was surprised at what a family-oriented event it was. Mr. Winters stated there were over one hundred pieces of equipment at the event.

**9. ADJOURNMENT:** The Special Public Meeting of the Hempfield Township Board of Supervisors was adjourned at 6:39 p.m.

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**CHAIRMAN**

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**SECRETARY**