

BOARD OF SUPERVISORS MEETING MINUTES

Monday, October 14, 2024 4:00 p.m.

1. **CALL TO ORDER** – Chairman Jeff Zariczny called the meeting to order and led with the Pledge of Allegiance at 4:02 p.m.
 - 1.1. *Present:* Chairman Jeff Zariczny, Vice-Chairman David Gee, Supervisor Vince Duckett, Secretary-Treasurer Emily Onuffer, Road Foreman Joe Papalia, Attorney Andrea Stapleford, Police Chief Jason Peters
 - 1.2. Guests in attendance: Louis Varallo, Xavier Pantoja, Yvonne Ingerson, Wilma Christensen, Jody McIntosh, Timothy Rounds, David Rounds, David Llewellyn, Brandon Hultman.
 - 1.3. Public Comment:
 - 1.3.1. Xavier Pantoja presented his Eagle Scout project. The project plan is to update the Wetmore Cemetery in North Warren. He will accomplish this by adding benches that honor the military veterans, adding a flag pole and flag that will be lit by a solar light and will have flowers planted at the base. Cut down and remove a tree. The project was signed off by David Gee. The hope is to have the project completed by Memorial Day 2025.
 - 1.3.2. Lou Varallo attended to express his complaints with the lack of progress on the clean up of Mason's Mobile Home Park. The Township had agreed to postpone the nuisance resolution that was presented at the 8/12/2024 BOS meeting until 11/30/2024. This is the date that the employees agreed to have the first round of improvements completed. With guidance from Andrea, it was determined that a new nuisance resolution be created and presented at the BOS meeting scheduled 10/28/2024, that will be effective 12/1/2024 if the work on the park has not been completed.
 - 1.3.3. Yvonne Ingerson attended to participate in the conversation about her nuisance complaint against her neighbor at 41 Hillside Dr. She also mentioned that the neighbor has a rooster. Jeff said he would follow up with P&Z.
 - 1.3.3.1. The neighbor, Wilma Christiansen presented a demolition permit that was issued May 2023. Jeff encouraged her to file her own complaint if she wanted the Township to act upon it. Wilma left the meeting angry with threats to sue everyone.
 - 1.3.4. Timothy Rounds/ David Rounds attended to gain an understanding of the nuisance complaint that was filed against the property at 210 Scott Run Rd. Chief Peters had visited the property last week and obtained updated pictures. There were no changes except for some work on the roof. Chief Peters made a copy of the nuisance letter and handed it to the home owner. The home owner was instructed to come to the next meeting with a list of items that he will fix and a timeline for completion. The Township will hold off with further proceedings on the current nuisance complaint until after the next BOS meeting.

2. REVIEW OF PREVIOUS MINUTES

Motion to approve the September 23, 2024 meeting minutes.

ACTION: Motion made by Vince Duckett, second David Gee --- Motion Passed.

BILLS AND ACTION FOR PAYMENT

Motion to approve the bills for payment between September 23 – October 14, 2024.

ACTION: Motion made by David Gee, second Vince Duckett --- Motion Passed.

3. COMMUNICATION

3.1. Communication

- 3.1.1. Annual Maintenance Report – 1331 Weiler Rd
- 3.1.2. Senior Expo
- 3.1.3. Brighthouse fund report
- 3.1.4. ValPro Sanitary Supplies recently purchased by WB Mason
- 3.1.5. Foreign Fire Insurance Premium Tax form completed
- 3.1.6. Liquid Fuel estimate for 2025
- 3.1.7. Well permit - Glade Township -3
- 3.1.8. Water Obstruction & Encroachment Permit – 1771 River Rd
- 3.1.9. Upset tax with no bid price
- 3.1.10. Legal notice for a public hearing 10/23/2024 12PM for rezoning request by Don Saporito
- 3.1.11. Tax collection changes for 2025
- 3.1.12. American Water lead pipe notification
- 3.1.13. Non-Uniform pension statement
- 3.1.14. PSATS UC rates for 2025

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- 3.1.15. Assessment Office letter
- 3.1.16. Allegheny Forest Alliance 2024 meeting
- 3.1.17. EMT planning administrator change

4. TOWNSHIP REPORTS

4.1. Police Department Report

4.1.1. Reviewed current nuisance complaints

4.1.1.1. 1089 Jackson Run Rd – could see some improvements were being made.

Motion to extend the next steps for 15 days.

ACTION: Motion made by David Gee, second Vince Duckett --- Motion Passed.

4.1.1.2. 33-35 Lucks Lane – could see some improvements were being made.

Motion to extend the next steps for 15 days.

ACTION: Motion made by David Gee, second Vince Duckett --- Motion Passed.

4.1.1.3. 4016 Jackson Run Rd – no changes have been completed at the property

Motion to proceed

ACTION: Motion made by David Gee, second Vince Duckett --- Motion Passed.

4.1.1.4. 506 S State St – certified mail returned unclaimed.

Motion to have Emily send another notification package to the father and brother as all are listed as owners.

ACTION: Motion made by David Gee, second Vince Duckett --- Motion Passed.

4.1.1.5. 113 Jackson Run Rd – no changes were made to the property.

Motion to proceed with citation.

ACTION: Motion made by David Gee, second Vince Duckett --- Motion Passed.

4.1.1.6. 3640 Jackson Run Rd – no changes were made to the property.

Motion to proceed with citation.

ACTION: Motion made by David Gee, second Vince Duckett --- Motion Passed.

4.1.1.7. 21420 Route 6 (Brookside) – could see some improvements were being made.

Motion to send another notification.

ACTION: Motion made by David Gee, second Vince Duckett --- Motion Passed.

4.1.1.8. 4339 Jackson Run Rd – will re-evaluate at the next meeting.

4.1.1.9. 123 Jackson Run Rd – will re-evaluate at the next meeting.

4.1.1.10. 4000 Market St (Mall) – could see some improvements were being made. Most of the garbage is gone but no changes to the structure. Emily to send an email. Re-evaluate at the next meeting.

4.1.1.11. 210 Scott Run – will re-evaluate at the next meeting.

Motion to extend the next steps for 15 days.

ACTION: Motion made by David Gee, second Vince Duckett --- Motion Passed.

4.1.1.12.

4.2. Road Crew Report

4.2.1. Steve Halmi sent the paperwork for the State Street project

4.2.1.1. He is waiting for the DEP permit

4.2.1.2. Will schedule a walk through with Jerry Linden

4.2.2. Pump issue on the mower

4.2.2.1. Emily to add the purchase of a refurbished pump to the next meeting's agenda

4.2.2.2. Leaf picking will start Monday, October 21st and run through Thanksgiving

4.2.2.2.1. Emily to put notification on the website and the Facebook page

4.2.2.3. New hire

4.2.2.3.1. After much discussion an offer was made to Brandon Hultman. The applicant conveyed he would let the Board know of his decision.

4.3. Solicitor's Report

4.3.1. Andrea sent an email to PSATS in regard to police fees for high-volume businesses

4.3.2. The UC timeliness hearing is scheduled for Wednesday, October 16, 2024

4.4. Treasurer's Report

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Motion to approve the September Treasurer's report

ACTION: Motion made by David Gee, second by Vince Duckett --- Motion passed.

5. UNFINISHED BUSINESS

- 5.1. Personnel
 - 5.1.1. Road crew member
- 5.2. Storm water applications
 - 5.2.1. 338 Preston Rd
 - 5.2.2. 16 Ditmar
 - 5.2.3. 618 Follett
 - 5.2.4. 626 S State – car wash
 - 5.2.5. 100 Motel Rd
 - 5.2.6. 1818 Penn Ave W – Superior Tire
 - 5.2.7. 1770 Market St – Kinzua FCU
- 5.3. State Police case update – no discussion this meeting
- 5.4. Policy manual updates – no discussion this meeting
- 5.5. Walmart calls – no discussion this meeting

6. NEW BUSINESS

- 6.1. ORDINANCE 2024-01 to repeal Ord 2007-2 and all prior police pension ordinances
- 6.2. **Motion** to approve ORDINANCE 2024-01 to repeal Ord 2007-2 and all prior police pension ordinances
ACTION: Motion made by David Gee, second by Vince Duckett --- Motion passed.
- 6.3. Eagle Scout presentation
 - 6.3.1. See Public Comments
- 6.4. Route 6 traffic lights
 - 6.4.1. Notification was received that the Penelec accounts for the traffic lights on Route 6 in Starbrick were closed. Emily has spent many hours working her way through the Penelec company to get to someone who can explain why the accounts were closed. Her name is Rachel. She is working to fix the issue, but stated it could take 5-90 days. In the interim, I was assured that the lights would continue to work even without payment.
- 6.5. Tax exempt status – 4076C
 - 6.5.1. Jason Peters is requesting permission to obtain a 4076C letter from the IRS that will state that Conewango Township is tax exempt. This letter from the IRS would allow the Township to apply for grant monies from Walmart.
- 6.6. Nuisance Properties
 - 6.6.1.1. 41 Hillside Dr
Motion to approved RESOLUTION 2024-48 Nuisance 41 Hillside Dr
ACTION: Motion made by David Gee, second Vince Duckett --- Motion Passed.

7. PUBLIC COMMENTS

8. OTHER MATTERS AND BOARD MEMBER COMMENTS

9. ADJOURNMENT

Motion to adjourn.

ACTION: Motion made by Vince Duckett second by David Gee --- Motion Passed. Meeting adjourned at 6:35 PM.

Respectfully Submitted,

Emily Onuffer

Secretary-Treasurer



