

BOARD MEETING AGENDA

Monday, April 22, 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 4:00 p.m.
 - 1.1. – *Present:* Chairman Jeff Zariczny, Supervisor David Gee, Secretary-Treasurer Emily Onuffer, Secretary-Treasurer Pleasant Township Lea Ann Adams, Road Foreman Joe Papalia, Attorney Andrea Stapleford, Police Chief Jason Peters, Times Observer - Danielle Langanese, Suit-Kote – Chris Nuzback, NWMA – Skip Jacobsen.
 - 1.2. – Public Comment
2. **REVIEW OF PREVIOUS MINUTES**
 - 2.1. – **Motion** to approve the April 9, 2024, meeting minutes as presented.
ACTION: Motion made by David Gee, second by Jeff Zariczny --- Motion passed.
3. **BILLS AND ACTION FOR PAYMENT**
 - 3.1. – **Motion** to approve the bills for payment through April 22, 2024 as follows: General Fund - \$11,216.02.
ACTION: Motion made by David Gee, second by Jeff Zariczny --- Motion passed.
4. **COMMUNICATION**
 - 4.1. Well Permits – The township received well permit notifications that were issued as follows; 2 in Glade Township, 1 in the City of Warren, and 7 in Pleasant Township.
 - 4.2. Planning & Zoning
 - 4.3. Building Code Reports
 - 4.4. Real Estate Tax reports – The real estate transfer report from February and March 2024 was reviewed.
5. **TOWNSHIP REPORTS**
 - 5.1. Police Department – Spoke about the F150 from Midtown that should arrive mid-May. It was discussed by the board to purchase the F150 with a loan to cover the purchase price and the \$5,000 that was donated by Walmart in 2023 to cover the costs of the upfit for radios and other accessories.
 - 5.2. Road Crew – The International part is on back order. The Township received a quote for a new truck. Potential funding could come from \$33k General Fund, \$40k for capital purchases, \$60k to be funded by a loan. Hoping to sell the International for \$50k to apply to the loan. Item will be added to the agenda for the May 13 for further discussion.
 - 5.3. Date Reminders – COG is scheduled for May 1. A student Gov Day w/ the COG is 4/26/2024 8:30AM – 2:30PM at the First Lutheran Church, 109 W 3rd Ave.
6. **UNFINISHED BUSINESS**
 - 6.1. The supervisors entered into Executive Session 4:32PM to discuss personnel issues. The supervisors reconvened at 5:09PM.
Motion to approve Emily Onuffer as secretary-treasurer effective 4/15/2024 at \$52,500.
ACTION: Motion made by David Gee, second by Jeff Zariczny --- Motion passed.
 - 6.2. Resolution #2024-20: Appointing of Liaison Between Township and Berkheimer was passed at the April 8, 2024 meeting. Jason Peters needed to sign as acting secretary-treasurer in order to forward to Berkheimer.
 - 6.3. Road Bonds
 - 6.4. PennDot Route 6 Construction
 - 6.5. EMC Coordinator
7. **NEW BUSINESS**
 - 7.1. Right to Know Officer –
Motion to approve Emily Onuffer as the Right to Know Officer.
ACTION: Motion made by David Gee, second by Jeff Zariczny --- Motion passed.
 - 7.2. City of Warren – Ambulance bill was discussed. Invoice for EMS calls for March to Conewango Township was reviewed and the supervisors did not authorize it to be paid.
 - 7.3. Resolution related to previous minutes
Motion to adopt a resolution 2024-21.
ACTION: Motion made by Jeff Zariczny, second by David Gee --- Motion passed.
 - 7.4. ARP funds report – The Login.gov needs to be completed by 4/30/2024
 - 7.5. MC70 bid – Bids were opened and reviewed by the board as follows;

BOARD MEETING AGENDA

Monday, April 22, 2024 4:00 p.m.

MC70		
Company	Quantity	Total
Midland Asphalt	6,500	\$27,885.00
Russell Standard	6,500	\$35,945.00
Suit-Coat	6,500	\$27,625.00

Motion to award bid to the lowest bid from Suit-Coat for 6,500 gallons at \$27,625.

ACTION: Motion made by David Gee, second by Jeff Zariczny --- Motion passed.

- 7.6. HFMS-2 road oil bid was opened and reviewed by the board as follows.

There was a tie for the lowest bid. Names of the 2 companies were put in a hat and Jason Peters pulled the winner.

HFMS-2 Road Oil		
Company	Quantity	Total
Midland Asphalt	50,000	\$128,500.00
Russell Standard	50,000	\$168,500.00
Suit-Coat	50,000	\$128,500.00

Motion to award bid to Midland Asphalt for 50k gallons at \$128,500.

ACTION: Motion made by David Gee, second by Jeff Zariczny --- Motion passed.

- 7.7. Aggregate, #8, LWB 2.0% bids were reviewed by the board as follows.

Aggregate, #8, LWB 2.0%			
Company	Quantity	Cost per Ton	Total
Allegheny Aggregate	1,500	\$17.44	\$26,160.00
IA Construction Corporation	1,500	\$15.70	\$23,550.00
ACA Sand and Gravel	1,500	\$20.44	\$30,660.00
Jamestown Macadam Inc	1,500	\$28.06	\$42,090.00

Motion to award bid to IA Construction Corporation for 1,500 tons at \$23,550.

ACTION: Motion made by David Gee, second by Jeff Zariczny --- Motion passed.

Aggregate, 2RC bid – bids were reviewed by the board as follows.

Aggregate, 2RC			
Company	Quantity	Cost per Ton	Total
Allegheny Aggregate	1,000	\$12.00	\$12,000.00
IA Construction Corporation	1,000	\$14.10	\$14,100.00
ACA Sand and Gravel	1,000	\$18.78	\$18,780.00
Jamestown Macadam Inc	1,000	\$22.06	\$22,060.00
Hasbrouck Sand & Gravel	1,000	\$23.93	\$23,930.00

Motion to award bid to Allegheny Aggregate for 1,000 tons at \$12,000.

ACTION: Motion made by David Gee, second by Jeff Zariczny --- Motion passed.

- 7.8. Nuisance property complaints – property address is 14 Moore Dr. Jason Peters to investigate.

- 7.9. Cabin Affidavit – recommendation to assess an application fee of \$600.

Motion to create a resolution.

ACTION: Motion made by David Gee, second by Jeff Zariczny --- Motion passed.

8. PUBLIC COMMENTS

9. OTHER MATTERS AND BOARD MEMBER COMMENTS - items not in the agenda but came up during the meeting

10. ADJOURNMENT

Motion to adjourn.

ACTION: Motion made by David Gee, second Jeff Zariczny --- Motion Passed. Meeting adjourned at 5:54 p.m.

Respectfully Submitted,
Emily Onuffer
Secretary-Treasurer

 5/15/2024