

BOARD OF SUPERVISORS MEETING MINUTES

Monday, June 24, 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 Vince Duckett, Secretary-Treasurer Emily Onuffer, Road Foreman Joe Papalia, Attorney Andrea Stapleford, Police Chief Jason Peters. Absent Vice Chairman David Gee
 - 1.1.1. Guests in attendance: Amanda Knopf, Dawn Thayer, John Hamm, Kirk Foust, Alex Hoffman
 - 1.2. Public Comment
2. **REVIEW OF PREVIOUS MINUTES**
 - 2.1. **Motion** to approve the June 10, 2024, meeting minutes with the update to show Vince Duckett as absent.
ACTION: Motion made by Jeff Zariczny, second by Vince Duckett --- Motion passed.
3. **BILLS AND ACTION FOR PAYMENT**
 - 3.1. **Motion** to approve the bills for payment between June 11 - 21, 2024 total \$64,218.16
ACTION: Motion made by Jeff Zariczny, second by Vince Duckett --- Motion passed
4. **COMMUNICATION**
5. **TOWNSHIP REPORTS**
 - 5.1. Police Department Report
 - 5.1.1. F150 is done with decals. Chief Peters is waiting for the electrician to finalize what needs to be done so that the new truck can be used.
 - 5.1.2. Officer Mitch Labesky attended a 1-day training in Pittsburgh. Youngsville Borough is paying for Officer Labesky's time. Conewango Township will reimburse him for his hotel room.
 - 5.2. Road Crew Report
 - 5.2.1. A resident complained about a tree on Lansing Street that she thought my fall on her property. Joe met with the home owner. He determined the tree is healthy and does not pose a threat.
 - 5.2.2. Street lights at Jackson Run Rd and Route 62 are malfunctioning due to push buttons that need to be replaced. An employee from Bruce and Merrilees Electric Co will be in the area later this week and will train Joe how to install and program new buttons.
 - 5.2.3. Chairman Zariczny requested that Joe follow up on the traffic study that was requested in May at the intersection of Jackson Run Rd and Route 62.
 - 5.3. Solicitor's Report
 - 5.3.1. Solicitor Andrea presented an update about 3296 Jackson Run Rd.
 - 5.3.2. Solicitor Andrea reached out to Steve Halmi requesting information on the South State Street drainage project. She is waiting for his response.
 - 5.3.2.1. Chairman Zariczny requested the solicitor to record the agreement at the courthouse.
 - 5.4. Treasurer's Report
Motion to accept the Treasurer's Report
ACTION: Motion made by Vince Duckett and second by Jeff Zariczny --- Motion passed
6. **UNFINISHED BUSINESS**
 - 6.1. Personnel – Executive Session
 - 6.1.1. Discussion about hiring to backfill for the open role in the Roads Department. This item has been tabled to the next meeting.
 - 6.2. City of Warren
 - 6.2.1. No new information to share.
 - 6.3. Storm water applications
 - 6.3.1. There were no new storm water applications.
 - 6.4. Noise ordinance
 - 6.4.1. John Hamm was present at the meeting. He shared that he is still working on a proposal.
 - 6.5. Municibid update - Bids will be accepted starting Thursday, June 27 until 12:00 p.m. through Thursday July 25, 2022 on the Municibid online auction website (<https://municibid.com>) and will be voted on at the August 12, 2024 4:00 p.m. meeting.

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7. NEW BUSINESS

7.1. North Warren playground matching funds

Motion to accept the donate \$20,000 from the ARP funds to the North Warren Presbyterian Church to purchase new playground equipment.

ACTION: Motion made by Jeff Zariczny and second by Vince Ducket --- Motion passed

7.2. Nuisance properties

7.2.1. Chairman Zariczny asked that these files, plus 4 more, be prepared for the next meeting July 8, 2024.

7.2.1.1. 113 Jackson Run Rd – Emily to work with Jason to create a resolution for the July 8, 2024 meeting.

7.2.1.2. 123 Jackson Run Rd – Emily to work with Jason to create a resolution for the July 8, 2024 meeting.

7.2.1.3. 33 & 35 Lucks Ln – Emily to work with Jason to create a resolution for the July 8, 2024 meeting.

7.2.1.4. 4000 Market St (Mall) – Emily to work with Jason to create a resolution for the July 8, 2024 meeting.

7.2.2. From Jenn

7.2.2.1. These properties were no deemed as a nuisance by Chief Peters so we will not proceed with them.

7.2.2.1.1. 1476 Market St – Not considered enough of a nuisance to pursue.

7.2.2.1.2. 21 Timothy Ave – Not considered enough of a nuisance to pursue.

7.2.2.1.3. 125 Jackson Run Rd – Not considered enough of a nuisance to pursue.

7.3. ARP Fund projects list

7.3.1. This was tabled till the next meeting.

7.4. Resolution 2024-30 Ameriserv Trust and Financial Services Authorization

7.5. **Motion** to approve Resolution 2024-30 Ameriserv Trust and Financial Services Authorization

ACTION: Motion made by Jeff Zariczny and second by Vince Ducket --- Motion passed

7.6. Brighthouse Financial

7.6.1. Emily researched this vendor before paying. This is pretax savings that is taken from the employee's paycheck and sent via check for Brighthouse Financial to invest. There were multiple checks authorized in this meeting to get caught up with payroll.

7.7. Volunteer Fire Departments

7.7.1. Starbrick VFD

7.7.1.1. Chief Kirk Foust was in attendance to answer questions from the supervisors about being out of service M – F daytime hours. Chief Foust explained that he takes 2 trucks out of service during these hours but has the utility truck available for call-outs within the township. He stated that he is not completely out of service but he was taking those to trucks out of service so that his guys weren't getting burned out answering mutual aid calls. If there was an incident in Starbrick, like a fire, he would respond. He stated he has limited staff and does not want to wear them out with calls that are not within the township. He also stated that he has more recruits that are working through their training. Chairman Jeff Zariczny asked for a monthly report to be emailed detailing call outs.

7.7.2. North Warren VFD

7.7.2.1. Emily to reach out to Chief Shawn Jones to request a monthly report as well.

8. PUBLIC COMMENTS

9. OTHER MATTERS AND BOARD MEMBER COMMENTS

10. ADJOURNMENT

Motion to adjourn.

ACTION: Motion made by David Gee, second Jeff Zariczny --- Motion Passed. Meeting adjourned at 5:37PM.

Respectfully Submitted,
Emily Onuffer
Secretary-Treasurer

