

BOARD OF SUPERVISORS MEETING MINUTES

Monday, October 28, 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: Skip Jacobsen, Charlie Andersen
 - 1.3. Public Comment:
 - 1.3.1. Skip was in attendance to bring the supervisors up to speed with the Hillcrest water line upgrade project.
 - 1.3.1.1. The project is behind schedule. The contractor was supposed to start in June and have the project completed by February 8, 2025. Proposed start date now is November 11, 2024.
 - 1.3.1.2. There is a blurb in the contract that fines the contractor \$1k per day after the planned completion date. However, must contractors will go to court and have this dismissed.
 - 1.3.1.3. Jeff requested that Joe keep an eye on the project and to use cold patch on the road until asphalt can be laid down in the spring.
2. **REVIEW OF PREVIOUS MINUTES**

Motion to approve the October 14, 2024 meeting minutes.
ACTION: Motion made by Jeff Zariczny, second Vince Duckett --- Motion Passed.
3. **BILLS AND ACTION FOR PAYMENT**

Motion to approve the bills for payment between October 15 – 28, 2024 in the amount of \$28,940.03 plus \$69,652 wire transfer to pension funds totaling \$98,582.03
ACTION: Motion made by David Gee, second Vince Duckett --- Motion Passed.
4. **COMMUNICATION**
 - 4.1. Communication
 - 4.1.1. Conewango Township Parcel at 4 Fireman St., Warren, PA was rezoned from R1 to I
 - 4.1.2. Railroad Street request for donation letter
 - 4.1.2.1. Andrea will review this request and determine next steps
5. **TOWNSHIP REPORTS**
 - 5.1. Police Department Report
 - 5.1.1. All items were discussed in Executive Session
 - 5.2. Road Crew Report
 - 5.2.1. New hire Brandon Hultman started working Monday, October 21, 2024.
 - 5.2.2. The crew is picking up leaves daily
 - 5.2.2.1. Received one complaint about dust from the leaf vacuum landing on a homeowner's vehicle.
 - 5.2.3. The new plow truck should be ready to pick up by mid-November
 - 5.2.4. The State Street project is moving along. Joe met with homeowner Jerry Linden to walk through the changes to his property. Joe will reach out to Steve Halmi requesting an ETA on the outflow permit.
 - 5.3. Solicitor's Report

Motion to amend the earmarking of ARP funds to pay for the upfit on the new road crew snow plow truck.
ACTION: Motion made by David Gee, second Vince Duckett --- Motion Passed.

 - 5.3.1. Andrea is working on the updates to the Police Manual
6. **UNFINISHED BUSINESS**
 - 6.1. Storm water applications
 - 6.1.1. 20810 Route 6
 - 6.2. State Police case update – Executive Session
 - 6.3. Policy manual updates
 - 6.3.1. Emily to send most recent version as a word document to the supervisors
 - 6.4. Walmart calls – Andrea is still working on this matter.

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6.5. Tax exempt status – 4076C form is being worked on by Jason Peters

7. NEW BUSINESS

7.1. Nuisance Properties

7.1.1. RESOLUTION 2024-50 Nuisance 211 Follett Run

Motion to adopt RESOLUTION 2024-50 Nuisance 211 Follett Run

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

7.1.2. RESOLUTION 2024-49 Nuisance Mason's Mobile City

Motion to adopt RESOLUTION 2024-49 Nuisance Mason's Mobile City.

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

7.1.5 210 Scott Run property has seen improvements. Jason will revisit in 30 days

7.2. Trick or Treating hours 10/31/2024 6-8PM

7.3. Washington Park annexation letter was mailed to the City of Warren.

7.4. **EXECUTIVE SESSION** began at 4:47PM and ended at 5:23PM

Motion to file an appeal to the Fox UC court case pending discovery by Andrea

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

8. PUBLIC COMMENTS

9. OTHER MATTERS AND BOARD MEMBER COMMENTS

10. ADJOURNMENT

Motion to adjourn.

ACTION: Motion made by Vince Duckett second by David Gee --- Motion Passed. Meeting adjourned at 5:24 PM.

Respectfully Submitted,

Emily Onuffer

Secretary-Treasurer

