

BOARD OF SUPERVISORS MEETING MINUTES

Monday, August 26, 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, Vice-Chairman David Gee, Secretary-Treasurer Emily Onuffer, Road Foreman Joe Papalia, Attorney Andrea Stapleford, Police Chief Jason Peters. *Absent:* Supervisor Vince Duckett
 - 1.2. Guests in attendance: Heather Cathcart-Norris with the Warren Times Observer, Jim Zavinsky, John Hamm
 - 1.3. Public Comment
2. **REVIEW OF PREVIOUS MINUTES**
 - 2.1. **Motion** to approve the August 12, 2024, meeting minutes.
ACTION: Motion made by David Gee, second by Jeff Zariczny --- Motion passed.
3. **BILLS AND ACTION FOR PAYMENT**
 - 3.1. Between August 13 - 26, 2024
 - 3.1.1. General Fund \$31,210.38
 - 3.1.2. Street Light Fund \$6,992.54
 - 3.1.2.1. A transfer of \$6k was made from the General Fund to the Streetlights Fund to cover bills. The average monthly bill is \$1,900 which is \$22,800 annually. Will need to address this deficit in the 2025 budget meetings.
 - 3.1.3. Liquid Fuels Fund \$31,275.59
 - 3.1.4. Total \$69,478.51**Motion** to approve the bills for payment between August 13 - 26, 2024
ACTION: Motion made by David Gee, second by Jeff Zariczny --- Motion passed
4. **COMMUNICATION**
 - 4.1. Communication
 - 4.1.1. Tax Collector hours.
 - 4.1.2. Assessment Appeals
 - 4.1.3. Oil Exploration Project
 - 4.1.3.1. Jett Oil, LLC 1370 Jackson Ave, Warren, PA
 - 4.1.4. Well Permit
 - 4.1.5. Pipeline Safter Resources
 - 4.1.6. Unemployment Compensation Group
5. **TOWNSHIP REPORTS**
 - 5.1. Police Department Report
 - 5.1.1.1. Workman's Comp Claim filed for an officer-involved incident on 8/25/2024.
 - 5.1.1.2. Informed by the county that they are no longer planning to sell the Ford Taurus.
 - 5.1.1.3. The lawsuit CTMA vs. Pierce was dismissed with prejudice.
 - 5.2. Road Crew Report
 - 5.2.1. Logan Rd has been closed since 8/19/2024. Plan to reopen Friday 8/30/2024.
 - 5.2.1.1. Someone took a horse and wagon on the road over the weekend which left horseshoe imprints.
 - 5.2.1.2. Nathan Street project is next on the list.
 - 5.3. Solicitor's Report
 - 5.3.1. Provided an example of a vegetation ordinance for the BOS to consider implementing.
 - 5.3.1.1. Jason to review and provide comments.
 - 5.3.2. Treasurer's Report
Motion to accept the July Treasurer's Report.
ACTION: Motion made by David Gee, second by Jeff Zariczny --- Motion passed
 - 5.4. VFD Reports – no reports this meeting
6. **UNFINISHED BUSINESS**
 - 6.1. Personnel
 - 6.1.1. Road crew member

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6.1.1.1. Joe recommended a candidate. Next steps are to have the candidate complete a job application and for Jason to run a background check.

6.2. Storm water applications

6.2.1. 11 Lansing St

6.2.2. 1615 Weiler Rd

6.2.3. 2270 Yankee Bush Rd

6.3. Noise ordinance – no action was taken

6.4. Municibid update

6.4.1. Relisted 8/19/2024 – ends 9/16/2024

6.4.2. \$45k is the starting bid

6.4.3. 7 watchers

6.5. Nuisance properties – no new properties were presented to the BOS

6.6. State Police case update – no updates

6.7. Policy manual updates – no updates

6.8. County Hazard Mitigation Plan update

6.8.1. Met with Jim Zavinsky

6.8.1.1. The survey for the county is complete and the township is eligible for state and federal assistance in the event of a catastrophe.

6.8.2. RESOLUTION 2024-41 Emergency Operations Plan

Motion to accept RESOLUTION 2024-41.

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

6.9. VFD Reports – no reports this meeting

6.10. State St – no updates

6.11. PA Costars EV Charging Station – no updates

6.12. 2nd escrow check for Smith – waiting for homeowner to call with check number.

6.13. Adjacent property for sale

6.13.1. Property owner has decided not to sell.

6.14. AmeriServ update

6.14.1. The Board authorized the reinvestment of \$25k from the money market fund to a higher yielding fund.

6.14.2. Proposal to wax tiled floor

Motion to approved proposal to wax the tiled floors in the township building.

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

7. NEW BUSINESS

7.1. Walmart calls

7.1.1. An example of an ordinance from another township was shared. Jason was tasked with reviewing the ordinance and make recommendations including a breakdown of fees per call.

7.2. Budget workshops

7.2.1. Four dates were added to the calendar for 2025 budget planning. Emily to advertise.

7.2.1.1. September 23, 2024 6PM

7.2.1.2. October 14, 2024 2PM

7.2.1.3. November 11, 2024 2PM

7.2.1.4. November 25, 2024 6PM

7.3. Aflac – open enrollment / new policies

7.3.1. The board approved the addition of the 2 new policy options.

7.4. Resolution 2024-40 Intergovernmental Emergency Cooperation

Motion to accept RESOLUTION 2024-40.

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

7.5. Well Permit – removed, placed on agenda in error

7.6. Forthcoming lawsuit with the City of Warren

7.6.1. Executive session was entered at 5:21PM and ended at 5:38PM

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Motion to retain Eckert Seamans Cherin & Mellott, LLC

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

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 5:39PM.

Respectfully Submitted,

Emily Onuffer

Secretary-Treasurer


