

**FORWARD TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
JUNE 14, 2016
7:00PM**

PRESENT:

Mary McElhinny, Chairperson
J. Rodger Lees, Supervisor
Charles Behm, Roadmaster
Brian Miller, Code Enforcement Officer
Donna Behm, Auditor

Jay Rape, Vice Chairman
Tom May, Solicitor
Jim Rape, Planning Commission
Jeff Argyros, Engineer

VISITORS:

Steve Buehler, Sewer Authority
Walter Wiemann
Paul Whitehouse
David Lucci

Tom Smith
Jennifer Zinkham
Cheryl Whitehouse

MEETING CALL TO ORDER

Chairperson McElhinny called the meeting to order and welcomed everyone at 7:00PM. All stood for the Pledge of Allegiance to the Flag at the Forward Township Municipal Building, located at 207 Ash Stop Road, Evans City, PA.

PUBLIC COMMENT:

Steve Buehler, Chairman of the Forward Township Sewer Authority, asked the Board of Supervisors about contacting Meadow Ridge Homeowners Association concerning the taking over, managing the sewer infrastructure. After a discussion it was noted that more information is needed.

Paul and Cheryl Whitehouse were present on behalf of State Representative Daryl Metcalfe.

Jennifer Zinkham asked the Board of Supervisors if there was any progress with the possible Sewage malfunctions on Hillvue Lane. Vice Chairman Rape stated he has contacted David Ice, SEO. David was going to check the possible sewage malfunction in the next few days.

APPROVAL OF MINUTES:

Supervisor Lees stated that he had one correction to be made before approval of the May 10, 2016 minutes. Vice Chairman Rape made a motion to approve the May 10, 2016 minutes as corrected. Supervisor Lees seconded the motion, motion passed unanimously.

APPROVAL OF BILLS:

The Board reviewed outstanding bills for the month of May 2016 in the amount of \$36,768.39 for payment from the PLGIT General Fund. After a discussion, Roadmaster Behm stated the bill for API was charged to the P card. Vice Chairman Rape stated he would void the check written to API and the corrected amount for payment of bills is \$36,573.39.

Vice Chairman Rape stated the Township has received an invoice in the amount of \$225.00 for fire hydrants in Peachmont Farms. Chairperson McElhinny stated in the Peachmont Farms Developers Agreement, Peachmont Farms will pay for fire hydrants. Vice Chairman Rape stated he will need a copy of the Developers Agreement to send with the invoice to Peachmont Farms so they can take care of the invoice.

The Board reviewed the Township May 2016 payroll expenditures within the NextTier General Fund for employee compensation in the amount of \$13,613.79 including payroll processing fees.

Chairperson McElhinny reported \$67,959.00 was transferred from the PLGIT General Fund to Capital Reserve Fund and are working on transfers from Escrow Funds.

FINANCIAL REPORT: None

PLANNING COMMISSION:

Jim Rape reported the Smith Plan on Spithaler School Road; a two lot subdivision was ready for the Board of Supervisor approval. After a discussion, Chairperson McElhinny made the motion to approve the Smith Plan as presented. Vice Chairman Rape seconded the motion, motion passed unanimously.

Jim Rape stated Meadow Ridge Phase IV was ready for approval of preliminary plans with cognizance changes. David Lucci, representative for Steven Victor gave a brief review of Phase IV and answered questions. Vice Chairman Rape made a motion to approve Meadow Ridge Phase IV preliminary plan with cognizance changes. Chairperson McElhinny seconded the motion, motion passed unanimously.

David Lucci, representative for Jerry Oliver, Peachmont Farms, went over plans for Peachmont Farms Phase III and IV. Plans were incomplete; they will be ready for approval next month.

Chairperson McElhinny stated the Township received a letter from Reibold Associates, concerning Wilson Ridge. The letter stated the repairs were made to Naughton circle and the roadway was ready for the Township to adopt. The Board of Supervisors asked Roadmaster Behm if all the repairs to Naughton Circle were complete and satisfactory. Roadmaster Behm stated yes, Youngblood Paving did the necessary repairs and the repairs are satisfactory. Youngblood Paving will hold a one year bond on Naughton Circle and Reibold Associates will have an Eighteen Month Maintenance Bond on Naughton Circle after the Township adopts the roadway. Supervisor Lees made a motion to adopt Naughton Circle. Vice Chairman Rape seconded the motion, motion passed unanimously.

CODE ENFORCEMENT OFFICER:

Brian Miller, recommended to the Board of Supervisors to return the \$100.00 check, Gretchen and Chad Burr paid for a Driveway Permit. Brian stated Gretchen and Chad Burr's driveway will not enter the Township roadway. They have a right-a-way agreement with an existing private driveway. After a discussion, the Board of Supervisors agreed to return their check.

Brian noted that newly paved driveways on Wilson's Ridge intersection with Nursery Road are coming right out onto the Township's roadway, without the swale for water diversion. Chairperson McElhinny stated she had called Maronda Homes about the situation and Maronda Homes were going to contact the paving company to make the corrections.

SOLICITOR:

Tom May reported he had sent a letter to Manor Development about Williams Point road in Meadow Ridge that Shields Paving had paved. He has not heard anything back from them. Shields Paving cracked sealed Williams Point with a sticky tar substance. He was not sure when they had done the crack sealing; for he was not notified they were doing anything to the road. Jeff Argyros stated he also was not notified. After a discussion, Tom May stated he would send another letter, stating the Board of Supervisors were not pleased about the situation and Shields Paving needs to contact either Charles Behm, the Roadmaster, or Jeff Argyros, the Engineer before making any other modifications to Williams Point road.

ENGINEER:

Jeff Argyros stated the contractors for Meadow Ridge Phase III are working on the sewer laterals.

ROADMASTER:

Roadmaster Behm stated they received all the stone on George Road that was needed for completion of the Grant. He contacted Jackson Township. Jackson Township engineer videoed Schar Road again and no damage was reported. Since Forward Township is going to need 14 tri-axle trucks to cross Schar Road when they have it paved, Jackson Township is going to hold the \$3750.00 check until after paving is completed.

Chairperson McElhinny and Roadmaster Behm will attend the Conservation District meeting on June 23, 2016 in Butler. At that meeting they will learn how much the Township will receive from the Grant for George Road.

Supervisor Lees asked Roadmaster Behm how the equipment is holding up. Roadmaster Behm replied the hydraulic pump went out on the 1964 Grader and parts are no longer available for the 1964 Grader.

The new broom that was just purchased from Walsh Equipment was installed on the 4243 Massey Ferguson Tractor. After installing they did a pre-run to check everything and noticed the power-take-off shaft had a lot of vibration. Roadmaster Behm called Walsh Equipment and

notified them on the situation. Walsh representative will come to the township Building and make the necessary repairs.

OLD BUSINESS:

Chairperson McElhinny reported it was brought to her attention that Ronda Miller presented a tax invoice in May and has not been paid for it as yet. Supervisor Lees stated he did not receive the invoice. Chairperson McElhinny had a copy and gave it to Supervisor Lees to be paid with the June 15, 2016 payroll.

Chairperson McElhinny said she had talked to Dean Zinkhann about the restoration process of Stamm School. Through their conversations, Chairperson McElhinny learned Forward Township years ago sold it to William Rasp for \$1500.00. William Rasp years later gave the building and property to Charles Rasp, Jr., William's nephew. The group is working with the Historic Society for advice on how to proceed.

Supervisor Lees term on the Forward Township Sewage Authority Board expired June 30, 2016. Supervisor Lees stated he is stepping down. The Board of Supervisors asked Steve Buehler if he could give the Supervisors a list on names that might be interested serving on the Sewage Authority Board. The Board of Supervisors will then appoint someone at the July 12, 2016 Supervisors Meeting.

NEW BUSINESS:

There was one sealed bid received for equipment rental with operator. Tom May opened the bid from Phil Hay and Sons, Inc. The bid as follows:

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| 1. 72 inch vibrating roller with operator | \$70.00/hr. |
| 2. Trac hoe excavator with operator | \$130.00/hr. |
| 3. Athey force feed loader with operator | \$115.00/hr. |
| 4. Tri-axle trucks with operator's | \$85.00/hr. |
| 5. Grader with operator | \$85.00/hr. |

Supervisor Lees made a motion to accept Phil Hay and Sons Inc. bid as presented. Vice Chairman Rape seconded the motion, motion passed unanimously.

Chairperson McElhinny reminded all that the Red Light at State Route 68 (Evans City Road) and Lloydmont Blvd. will become the responsibility of the Township for maintenance costs in August 2016.

The update of the Personnel Manual needs approved. The Personnel Manual includes Life Insurance Coverage, the Township no longer has Life Insurance Coverage for employees, so that needs to be removed.

The Agriculture Security Area (7 year update) is this fall.

Vice Chairman Rape stated he is interviewing candidates for the Secretarial position and will be ready to hire someone soon.

NEXT PUBLIC MEETINGS – Planning Commission- June 28, 2016, Board of Supervisors meeting July 12, 2016. All meetings at 7:00PM

ADJOURNMENT:

There being no further business, Vice Chairman Rape made a motion to adjourn. Supervisor Lees seconded the motion, motion passed unanimously. Meeting adjourned at 8:12PM

Respectfully submitted,
Board of Supervisors and Donna M. Behm