



FORWARD TOWNSHIP
BOARD OF SUPERVISORS
Monthly Meeting
July 11, 2017
7:00 PM

PRESENT:

Jay Rape, Chairman
Rodger Lees, Supervisor
Bette Spithaler, Secretary
Donna Behm, Auditor

Mary McElhinny, Vice Chairperson
Charles Behm, Roadmaster
Tom May, Solicitor
Jeff Argyros, Engineer

VISTORS:

Mark Wilson- Forward Township Sewer Authority
Frank Shipley- Wilson's Ridge
Matt Otto- EC Fire Department

Brian Miller- CEO
Melissa Linz- JMP Benefits/Aflac

CALL MEETING TO ORDER:

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

PUBLIC COMMENT:

- Melizza Lintz from JMP Benefits/Aflac presented information regarding employee supplemental benefits and payroll processing.
- Frank Shipley from Wilson's Ridge spoke about the Erosion and Sedimentation concerns at Kruger Circle in Wilson's Ridge Phase 3. Mr. Shipley agreed that he will have silt socks added to keep the mud from running onto the road. The Supervisors and Engineer Jeff agreed to give Mr. Shipley until Tuesday July 18, 2017 to complete. Mr. Shipley was also informed that he must be compliant with both the Township and DEP.
- Mark Wilson from Forward Township Sewer Authority presented information on the acquisition of the Meadow Ridge SFTF.

APPROVAL OF MINUTES:

- May 9, 2017 Board of Supervisors Minutes
Vice Chairperson McElhinny made a motion to approve the May 9, 2017 Board of Supervisors Minutes. Supervisor Lees seconded the motion, motion passed unanimously.
- June 6, 2017 Special Meeting
Supervisor Lees made a motion to approve the June 6, 2017 Special Meeting Minutes. Chairman Rape seconded the motion, motion passed unanimously.
- June 13, 2017 Board of Supervisors Minutes
Vice Chairperson McElhinny made a motion to approve the June 13, 2017 Board of Supervisors Minutes. Chairman Rape seconded the motion, motion passed unanimously.

APPROVAL OF BILLS:

Bills:

- The Board reviewed outstanding bills for the month of July 2017 in the amount of \$106,562.61 for payment from the PLGIT General Fund.
- Young Blood Paving advertised bid overage described below.

Young Blood Paving invoice in the amount \$82,894.16 paid from PLGIT General was for seal coating of 13 township roads.

Invoiced	82896 s.y. = \$82,894.16
Advertised	<u>81231 s.y. = \$81,231.00</u>
*Difference	1665 s.y. = * \$ 1663.16
	*oil applied to George Road prior to paving

Supervisor Lees made a motion to approve the outstanding bills for the month of July 2017 in the amount of \$106,562.61. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- The Board reviewed the invoices from Wiest Asphalt & Paving.
 - JACKSON TOWNSHIP PIGGYBACKED AND ADVERTISED BID FOR THE GEORGE ROAD: Invoice #18127
415.12 tons of Bituminous Binder Crse FB 2 at \$60.47/unit cost = \$25,102.31.
Wiest Asphalt & Paving invoiced Forward Township directly.
 - FORWARD TOWNSHIP ADVERTISED BID: Invoice #18128
5,116.64 tons of Superpave Binder Crse 19MM at \$54.20/unit cost = \$277,321.89.
Advertised bid was 5,075 tons of Superpave Binder Crse 19MM.
The exceeded amount of 41.64 tons was for the Jackson Township piggybacked bid billed directly to Forward Township.

Supervisor Lees made a motion to transfer \$210,424.20 from Act 13 Impact Fee to PLGIT General Fund and to pay \$92,000.00 from Liquid Fuels in order to pay the Wiest Asphalt Paving bills. Chairman Rape seconded the motion, motion passed unanimously.

P-Card

- P-Card payment for June 2017 charges totaling \$505.47.

Vice Chairperson McElhinny made a motion to approve the June 2017 P-Card charges in the amount of \$505.47. Supervisor Lees seconded the motion, motion passed unanimously.

Payroll

- The Board reviewed the Township's June 2017 payroll expenditures within the NextTier General Fund in the amount of \$15,814.65.

Vice Chairperson McElhinny made a motion to approve the June 2017 payroll expenditures in the amount of \$15,814.65. Supervisor Lees seconded the motion, motion passed unanimously.

FINANCIAL REPORT:

Supervisor Lees made a motion to transfer \$210,424.20 from Act 13 Impact Fee to PLGIT General Fund and to pay \$92,000.00 from Liquid Fuels in order to pay the Wiest Asphalt Paving bills. Chairman Rape seconded the motion, motion passed unanimously.

CODE ENFORCEMENT OFFICER:

Brian Miller stated that we have keeping him busy with permits. He also stated that he will be on vacation the week of August 14, 2017.

EVANS CITY VOLUNTEER FIRE DEPARTMENT:

- Matt Otto presented their monthly report to the supervisors.
 - June 2017 – 9 Calls in Forward Township

SOLICITOR:

Solicitor Tom May presented and explained the need to amended commitment letter in order to complete the filing of the Mars Bank Loan.

Chairman Rape made a motion to allow Solicitor Tom May to make the necessary changes to the commitment letter. Vice Chairperson McElhinny second the motion, motion passed unanimously.

Solicitor Tom May will schedule and advertise a special meeting for the loan closing, which could be as early as next week.

ENGINEER

Engineer Jeff stated that a meeting is scheduled for Tuesday July 18, 2017 at 9:00 AM with Roadmaster Charles Behm and Secretary Bette Spithaler to discuss/explain the MS-4 check list. He also requested a check in the amount of \$500.00 payable to the Commonwealth of PA for the processing/submission fee to DEP.

Supervisor Lees made a motion to pay the \$500.00 fee to the Commonwealth of Pennsylvania for the MS-4 waiver submittal. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

ROADMASTER

- Roadmaster Behm stated that the George Road Dirt and Gravel check was received in the amount of \$31,089.18 and deposited to PLGIT General Fund.
- Roadmaster Behm discussed two (2) emails regarding water run off on Old Route 68. After discussion it was decided that the concern was not a township issue and should be handled by the property owners.
- Roadmaster Behm gave an update on the new building progress. He stated that the electric was inspected and all telephone and data lines were installed. He also mentioned that Jim Sperdutte from Sperdutte Land Surveying dropped off the survey of the township property and that he donated his services and no fee(s) will be charged.
- Roadmaster Behm discussed a form received from Cystic Fibrosis regarding a Bike Ride held on September 10, 2117 that will be accessing Mars Evans City Road. After discussion it was decided that since Mars Evans City Road is a state maintained road the township had no involvement and was *not* in agreement to complete and sign the form.

NEW BUSINESS

- Vice Chairperson McElhinny presented and discussed a Proposal received from Michael Peter at General Code for review.
- Swede Invoice #3 (dated 7/6/17) was received in the amount of \$133,250.00. It was decided to wait on payment until Bank Loan is received or pay in late August 2017.
- Tom Baker (T.J's Hideaway) overflow parking lot water run off issues were discussed and it was decided that Solicitor Tom May will compose a letter addressing the concerns.

NEXT PUBLIC MEETING:

August 8, 2017 Supervisors Monthly Meeting

ADJOURNMENT:

Vice Chairperson McElhinny made a motion to adjourn the meeting. Supervisor Lees seconded the motion.

Chairman Rape declared the meeting adjourned at 9:05 PM with no objections.

Respectfully Submitted,

Bette Spithaler

Bette Spithaler
Township Secretary