



FORWARD TOWNSHIP
BOARD OF SUPERVISORS
Monthly Meeting
June 13, 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:

Paul Shatlock, Meadow Ridge HOA
Colleen Stephan, Daryl Metcalfe Rep
Mike & Mary Jo Wagner, Glade Run Rd Resident

Lisa Boushey, Meadow Ridge Resident
James Trauterman, Marburger Rd. Resident

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:

Resident and Meadow Ridge HOA President Paul Shatlock spoke on behalf of himself and several Meadow Ridge residents regarding the recent tar and chipping in the development. He stated that they had no prior notification other than signage the day before and that the tar and chipping was inappropriate for the development. He said the main concern is the safety of the children riding bikes and skate boards on the roads and devalue of the development property. The Supervisors and Roadmaster Charles Behm agreed that they should have had prior notification and better signage. The Supervisor's then explained in detail the township maintenance of the roads and the reason for the tar and chipping. Mr. Shatlock is requesting a copy of the township road specifications for the development. Mr. Shatlock will file a Right to Know Request to inquire more information on the roads located in the Meadow Ridge development.

APPROVAL OF MINUTES:

- May 9, 2017 Board of Supervisors Minutes
- June 6, 2017 Special Meeting Minutes

Both meeting minutes were tabled for further review.

APPROVAL OF BILLS:

Bills:

- The Board reviewed outstanding bills for the month of June 2017 in the amount of \$31,163.14 for payment from the PLGIT General Fund.

Vice Chairperson McElhinny made a motion to approve the outstanding bills for the month of May 2017 in the amount of \$13,623.58 and the current June 2017 bills in the amount of \$17,539.56 totaling \$31,163.14. Supervisor Lees seconded the motion, motion passed unanimously.

- The Board also reviewed invoice #2 (40% complete) from Swede Construction.

Supervisor Lees made a motion to transfer \$106,000.00 from PLGIT Plus to PLGIT General Fund in order to pay Swede Construction invoice #2 (40% complete) in the amount of \$115,600.00. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

Supervisor Lees made a motion to make a payment of \$115,600 to Swede Construction for invoice #2 from PLIGT General Fund. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

P-Card

- P-Card payment for May 2017 charges totaled \$3890.92.

Vice Chairperson McElhinny made a motion to approve the May 2017 P-Card charges in the amount of \$3890.92. Supervisor Lees seconded the motion, motion passed unanimously.

Payroll

- The Board reviewed the Township's May 2017 payroll expenditures within the NextTier General Fund in the amount of \$17,146.44.

Supervisor Lees made a motion to approve the May 2017 payroll expenditures in the amount of \$17,146.44. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

FINANCIAL REPORT:

Supervisor Lees made a motion to transfer \$106,000.00 from PLGIT Plus to PLGIT General Fund in order to pay Swede invoice #2 (40% completion) in the amount of \$115,600.00. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

EVANS CITY VOLUNTEER FIRE DEPARTMENT:

No representative was present.

Chairman Rape reported that Matt Otto emailed the April and May 2017 call reports to the office.

PLANNING COMMISSION:

- Wagner/Blazier Lot Line Revision

Supervisor Lees made a motion to approve and sign the mylar for the Wagner/Blazier Lot Line Revision. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

SOLICITOR:

- Solicitor Tom May presented the following regarding the New Building Financing:
 - Ordinance No. 2017-1 Ordinance Increasing the Indebtedness of Forward Township (Building Loan in the amount of \$330,000 from Mars National Bank)
 - Butler Eagle Advertisement on June 7, 2017 for Mars Bank loan award.
 - Butler Eagle Advertisement on June 14, 2017 for Final Ordinance of loan.

Supervisor Lees made a motion to approve the ordinance and the Butler Eagle advertisements for the final enactment of the ordinance. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Borrowing Base Certificate
- Debit Statement

Chairman Rape made a motion to approve the Borrowing Base Certificate and Debit Statement as presented. Supervisor Lees seconded the motion, motion passed unanimously.

- Solicitor Tom May presented the letter of request from Jerry Oliver, Peachmont Farms to have the Developer Agreement drafted and completed for Peachmont Farms, Phases 3 & 4.

Chairman Rape made a motion to have Solicitor Tom May precede with the Developer's Agreement for Peachmont Farms Phases 3&4. Supervisor Lees seconded the motion, motion passed unanimously.

- Solicitor Tom May discussed the tax assessment appeal received from H. Leroy Drushel. Apparently Mr. Drushel did not receive his tax card/bill and was not able to pay at the discounted rate as he had in previous years. Tax Collector Ronda Miller filed an Affidavit stating that his tax card was not mailed to the appropriate address. Mr. Drushel paid his taxes under protest and is requesting the refund at the discounted rate. A hearing will be held on June 28, 2017.

Supervisor Lees made a motion to proceed with not contesting the H. Leroy Drushel tax issue appeal. Chairman Rape seconded the motion, motion passed unanimously.

ENGINEER

- Engineer Jeff Argyros discussed the SEO letter sent by the Forward Township Board of Supervisors back in October 2015 – March 2016 requesting the SFTF inspection be changed to annually oppose to the current inspection of semi-annually. Since DEP never responded to the letter the decision was made by the Board of Supervisors to contact DEP again to reopen the request.
- Engineer Jeff Argyros gave an update on Nursery Road items and interaction with Maronda Homes:
 - ADA Ramps- will be constructed when there concrete subcontractor comes out for the Kruger Circle work. The work should be done by the end of June 2017.
 - Mailbox issue is a homeowner issue.
 - Wilson's Ridge 3&4 he stated that he has been interacting with Mashuda on a weekly base and they have not been laying pipe or boring just moving dirt. He also said he did go out and inspected the retention basin and everything is installed correctly as shown on the plan.

ROADMASTER

- Results of Equipment Rental Bid: (only 1 Bid Packet received)
Phil Hay & Sons
 - Grader with operator (small) \$85.00/hour
 - Grader with operator (large) \$150.00/hour
 - Vibrating Roller with operator \$85.00/hour
 - Trackhoe Excavator with operator \$130.00/hour
 - Athey force feed loader with operator \$115.00/hour
 - 3 Tri axle trucks with operator \$85.00/hour per truck

Chairman Rape made a motion to accept the above hourly equipment rental bid from Phil Hay & Sons. Supervisor Lees seconded the motion, motion passed unanimously.

- Roadmaster Behm presented a request from JB Mill & Fabricating requesting Nursery Road and Rader School Road bonds to be released. Roadmaster Behm stated that the roads were videoed and in good shape.

Supervisor Lees made a motion to release the road bond for Nursery Road and Rader School Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Roadmaster Behm spoke again about the lack of road signage on Kruger Circle in Wilson's Ridge. After discussion of the liability risk the supervisors asked the Roadmaster Behm contact Frank Shipley stating that the township will place two (2) stops signs temporally and Mr. Shipley is to replace the signs when he receives his order or he'll be invoiced by the township.

- Roadmaster Behm reported that Shields Paving completed the road repairs to Williams Point, Phase 2 all cracks were routed (1" deep & 1" wide) and filled with sealer. Roadmaster Behm stated that when he inspected the cracks the material was still loose and soft so he contacted Shields Paving to reseal several cracks. All cracks are now adequately sealed for now. Roadmaster also stated that we have an additional 18 month maintenance agreement on the street and we should continue to keep an eye on it.
- Roadmaster Behm stating that we will be receiving an invoice from Youngblood Paving for 1250 gallon of #E1 prime oil that was added to George Road. Oil needed to be applied to the raw stone. Approximate cost is @ \$1300.00
- Roadmaster Behm stated that Wiest Asphalt Paving will invoice Forward Township directly for the 415 ton of (FB material) asphalt that was applied to George Road. Since Forward Township piggy backed on Jackson Township bid the supervisors requested we get a copy of Jackson Township's contract. Roadmaster Behm will contact Jackson Township.
- Roadmaster Behm gave an update on the Goehring Bridge Ash Stop Road repairs. He stated that the county installed steel plates, but a guide rail post still need to be repaired. We are on a 6 month inspection until the one guide rail post is repaired, once repaired the inspection will be every two years. We own the bridge but the county is responsible for the repairs.
- Roadmaster Behm presented labor and equipment quotes for installing the new building Septic System. All materials will be supplied by the township.
 - Dustin Aiken \$10,450.00
 - Phil Hay \$ 8,370.00
 - Jack Kaltenbaugh \$ 3,950.00

Supervisor Lees made a motion to accept the bid/proposal of \$3,950.00 from Jack Kaltenbaugh for the installation of the new building septic system upon the receipt of proof of insurance. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

NEW BUSINESS

- The Connoquenessing Borough Council email was discussed on the forming a Regional Emergency Management Group. The decision was made that either Chairman Jay Rape or Emergency Coordinator Tim Rape will attend the upcoming meeting on June 19, 2017 at 7PM.
- South Beach 256 was chosen as the flooring color for the new building.

Supervisor Lees made a motion to amend the administrative fee for the SFTF inspections to \$10.00 vs \$25.00 as approved at the June 6, 2017 Special Meeting Chairman Rape seconded the motion, motion passed unanimously.

ADJOURNMENT - Executive Session to discuss personnel matters.

Recessed at 8:41 PM

Reconvened at 8:52 PM

NEXT PUBLIC MEETING:

July 11, 2017 Supervisors Monthly Meeting

ADJOURNMENT:

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

Meeting adjourned at 8:55 PM

Respectfully Submitted,

Bette Spithaler

Bette Spithaler
Township Secretary