



FORWARD TOWNSHIP  
BOARD OF SUPERVISORS  
Monthly Meeting  
March 14, 2017  
7:00 PM

**PRESENT:**

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Jay Rape, Chairman	Mary McElhinny, Vice Chairperson
Rodger Lees, Supervisor	Charles Behm, Roadmaster
Lindsey Everett, Secretary	Tom May, Solicitor
Donna Behm, Auditor	Jeff Argyros, Engineer

**VISTORS:**

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Jan McElhinny	Donna Vogel
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**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:**

N/A

**AUDITORS**

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- Jan McElhinny presented to the board the final filed 2016 audit report. The report was filed at the court house March 13, 2017.

**APPROVAL OF MINUTES:**

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- January 3, 2017 Reorg Meeting Minutes  
*Supervisor Lees made a motion to approve the January 3, 2017 Reorganization Minutes. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.*
  - January 10, 2017 Supervisors Monthly Meeting Minutes  
*Supervisor Lees made a motion to approve the January 10, 2017 Supervisors Monthly Meeting Minutes. Chairperson Rape seconded the motion, Vice Chairperson McElhinny abstained.*
  - February 14, 2017 Supervisors Monthly Meeting Minutes  
*Vice Chairperson McElhinny made a motion to approve the February 14, 2017 Supervisors Monthly Meeting Minutes with corrections. Supervisor Lees seconded the motion, motion passed unanimously.*
  - March 4, 2017 Spring Road Inspection Meeting Minutes  
*Vice Chairperson McElhinny made a motion to approve the March 4, 2017 Spring Road Inspection Meeting Minutes. Supervisor Lees seconded the motion, Chairman Rape abstained.*

**APPROVAL OF BILLS:**

**Bills:**

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- The Board reviewed outstanding bills for the month of February 2017 in the amount of \$27,617.34 for payment from the PLGIT General Fund.

*Supervisor Lees made a motion to approve the outstanding bills for the month of February 2017 in the amount of \$27,617.34. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.*

#### P-Card

- P-Card payment for February 2017 charges totaled \$1,100.61.

*Vice Chairperson McElhinny made a motion to approve the January 2017 P-Card charges in the amount of \$1,100.61. Supervisor Lees seconded the motion, motion passed unanimously.*

#### Payroll

- The Board reviewed the Township's February 2017 payroll expenditures within the NextTier General Fund in the amount of \$18,398.63.

*Supervisor Lees made a motion to approve the February 2017 payroll expenditures in the amount of \$18,398.63. Chairperson McElhinny seconded the motion, motion passed unanimously.*

#### EVANS CITY VOLUNTEER FIRE DEPARTMENT:

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- Matt Otto presented their monthly report to the supervisors.
  - February 2017 – 5 Calls in Forward Township
- Roadmaster Behm asked Mr. Otto if the Evans City Volunteer Fire Department is able to spray off the Goehring Bridge on Ash Stop Road. Matt agreed to get this work done when the weather warmed up.

#### ROADMASTER

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- Roadmaster Behm spoke about the lack of ADA sidewalk ramps on Nursery Road. After discussion the supervisors decided that this is the responsibility of the developer.
- Roadmaster Behm questioned if there should be a resolution for Williams Point Drive and Naughton Circle. Solicitor May suggested waiting another month or two until the Williams Point issues are corrected.
- Roadmaster Behm presented Randy Schuller's resignation and suggested advertising the open road crew position.

*Supervisor Lees made a motion to accept Randy Schuller's resignation. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.*

*Vice Chairperson McElhinny made a motion to pay Randy Schuller's accrued vacation pay. Chairman Rape seconded the motion, motion passed unanimously.*

*Vice Chairperson McElhinny made a motion to advertise for a road crew employee. Chairman Rape seconded the motion, motion passed unanimously.*

- Roadmaster Behm provided information on seal coating and super paving of township roads. After discussion Roadmaster Behm asked the supervisors for approval to advertise for bids.

*Supervisor Lees made a motion to advertise for the seal coating of township roads. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.*

*Supervisor Lees made a motion to advertise for the super paving of township roads. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.*

#### NEW BUSINESS

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*Chairman Rape made a motion to get another P-Card for office use in paying certain bills. Supervisor Lees seconded the motion, motion passed unanimously.*

- Mark Wilson emailed the township asking if an email address could be set up for the Forward Township Sewer Authority Board. After discussion it was decided that all supervisors would use their township email addresses and a new address would be given to the SAB.

**NEXT PUBLIC MEETING:**

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April 11, 2017 Supervisors Monthly Meeting

**EXECUTIVE SESSION**

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*Chairman Rape made a motion to go into executive session to discuss personnel matters and contract negotiations. Supervisor Lees seconded the motion, motion passed unanimously.*

Session started: 8:01 PM

Session ended: 8:37 PM

*Supervisor Lees made a motion to approve the change order from Swede Construction in the amount of \$20,790.00. Vice Chairman Rape seconded the motion, motion passed unanimously.*

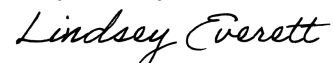
*Supervisor Lees made a motion to approve Lindsey Everett's 6 week maternity leave with paid insurance benefits. Vice Chairman McElhinny seconded the motion, motion passed unanimously.*

**ADJOURNMENT:**

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*Vice Chairman McElhinny made a motion at 8:46 PM to adjourn the March 2017 meeting. Supervisor Lees seconded the motion, motion passed unanimously.*

Respectfully Submitted,



Lindsey Everett  
Township Secretary