

PRESENT:

Mary McElhinny, Vice Chairperson
Charles Behm, Roadmaster
Brian Miller, CEO
Donna Behm, Auditor

Mel Musulin, Supervisor
Tom May, Solicitor
Lindsey Everett, Secretary

VISTORS:

Matt Otto, ECVFD
Scott Jamison, ECVFD
Scott Halin, Resident
John Walchesky, Mars Bank
Nick Madaffari, Resident

Aaron Walker, ECVFD
Charles Arnold, Metcalf Representative
Dean Zinkhann, Evans City Mayor
Dave Jones, Resident

CALL MEETING TO ORDER:

Vice Chairperson McElhinny 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:

- Dave Jones asked the supervisors for permission to host the Patti J. Nelson 5K event again April 21, 2018 at 10:00am.
Supervisor Musulin made a motion to approve the closing of Old 68, Community Park Road, Needle Point Road, & Dufford Road for the Patti J. Nelson 5K April 21, 2018 from 9:45 AM to 11:45 AM. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

APPROVAL OF MINUTES:

- January 9, 2018 – Monthly Meeting Minutes
Supervisor Musulin made a motion to accept the January 9, 2018 Monthly Meeting Minutes with minor edits. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.
- February 3, 2018 – Workshop Meeting Minutes
Supervisor Musulin made a motion to accept the February 3, 2018 Workshop Meeting Minutes. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

Supervisor Musulin made a motion that all future ads go to Tom May for approval before being submitted to the Butler Eagle. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

APPROVAL OF BILLS:

- PLGIT General Fund
Supervisor Musulin made a motion to approve the outstanding bills for the month of January 2018 in the amount of \$183,660.13. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- P-Card
 - Charles

Supervisor Musulin made a motion to approve Charles's January 2018 P-Card charges in the amount of \$156.49. Vice Chairman McElhinny seconded the motion, motion passed unanimously.

- Bette

Supervisor Musulin made a motion to approve Bette's January 2018 P-Card charges in the amount of \$1,011.94. Vice Chairman McElhinny seconded the motion, motion passed unanimously.

- NexTier Payroll

Supervisor Musulin made a motion to approve the January 2018 payroll expenditures in the amount of \$20,603.04. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Account Transfers

Supervisor Musulin made a motion to transfer \$75,000 from the Capital Reserve account to the General Fund account. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

Supervisor Musulin made a motion to transfer \$48,236.74 from the Act 13 (Impact Fee) account to the General Fund account. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

PLANNING COMMISSION:

- Appoint New Member
- Reappoint Tom Zoelle & Tom Pferdehirt

Supervisor Musulin made a motion to appoint Nick Madaffari and reappoint Tom Zoelle & Tom Pferdehirt to the planning commission committee. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

ROADMASTER:

- PennDOT Connects

Supervisor Musulin made a motion to send Roadmaster Behm to the PennDOT Connects Workshop March 22, 2018. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Ball Field Grant – Roadmaster Behm proposed doubling the size of the parking lot and replacing the existing fence located at the baseball field. Replacing the fence will cost approximately \$4,920.00 and extend the parking lot will cost approximately \$4,000.00. If awarded the grant Butler County Parks and Recreation will reimburse Forward Township 75% of total cost spent.

Supervisor Musulin made a motion for Charles Behm to proceed with the grant funding application for the township park. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Glade Run Road Grant – Glad Run Road will cost approximately \$152,675.00 to repair. If the township is awarded the grant they will pay in kind \$26,615.30.

Supervisor Musulin made a motion for Charles Behm to proceed with the grant funding application for Glade Run Road. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Creek Road Grant – Roadmaster Behm informed the Board of Supervisors that the grant for Creek Road has been approved.

- Crack sealing machine & materials

Supervisor Musulin made a motion to rent a crack sealing machine from the Butler County Council of Government and order 2 pallets of crack sealing materials not to exceed \$4,500.00. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Salt

Supervisor Musulin made a motion to purchase an additional 220 tons of salt. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Allegheny Aquatic

Supervisor Musulin made a motion allow the Allegheny Aquatic Alliance to use the Forward Township Park June 9th & 10th with proof of insurance. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Dirt & Gravel Training

Supervisor Musulin made a motion to send the entire full-time road crew to the Dirt & Gravel training March 28th & 29th. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Spring Road Inspection

Supervisor Musulin made a motion to set the spring road inspection for March 2, 2018 at 7:00 AM. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

NEW BUSINESS:

- Clean Up Day

Supervisor Musulin made a motion to hold Clean Up Day at Forward Township, and order another dumpster if Evans City participates this year. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Filing Cabinet

Supervisor Musulin made a motion to order a legal-size filing cabinet from Tri-state Office Furniture in the amount of \$250.00. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Sewer Complaint

Supervisor Musulin made a to turn complaint over to Solicitor May. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

PREVIOUSLY TABLED:

- Office Hours

Supervisor Musulin made a motion to change the Forward Township office hours to five days a week. Township Secretaries are to only work 32 hours each. Discussion about holidays will be held at a later date. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- 2018 Cost Sheet

Supervisor Musulin tabled the 2018 Cost Sheet for further information. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Employee Handbook – No discussion at this time.

NEXT PUBLIC MEETING:

March 2, 2018 – Spring Road Inspection

March 13, 2018 – Monthly Meeting

ADJOURNMENT:

Supervisor Musulin made a motion at 8:16 PM to adjourn the February 2018 meeting. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

Respectfully Submitted,



Lindsey Everett
Township Secretary