



Forward Township
Board of Supervisors
Monthly Meeting
January 9, 2018
7:00 PM

PRESENT:

Jay Rape, Chairman
Mel Musulin, Supervisor
Tom May, Solicitor
Lindsey Everett, Secretary

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

VISTORS:

Matt Otto, ECVFD

Aaron Walker, ECVFD

CALL MEETING TO ORDER:

Chairman 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:

No public comment.

APPROVAL OF MINUTES:

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- December 12, 2017 – Monthly Meeting Minutes

Vice Chairperson McElhinny made a motion to accept the December 12, 2017 Monthly Meeting Minutes. Chairman Rape seconded the motion. Supervisor Musulin abstained.

- December 30, 2017 – Budget Meeting Minutes

Vice Chairperson McElhinny made a motion to accept the December 30, 2017 Budget Meeting Minutes. Chairman Rape seconded the motion. Supervisor Musulin abstained.

- January 2, 2018 – Reorganization Meeting Minutes

Supervisor Musulin made a motion to accept the January 2, 2018 Reorganization Meeting Minutes with edits. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

APPROVAL OF BILLS:

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- PLGIT General Fund

Supervisor Musulin made a motion to approve the outstanding bills for the month of December 2017 in the amount of \$8,466.18. Chairman Rape seconded the motion, motion passed unanimously.

- P-Card

- Charles

Supervisor Musulin made a motion to approve Charles's December 2017 P-Card charges in the amount of \$787.18. Vice Chairman McElhinny seconded the motion, motion passed unanimously.

- Bette

Supervisor Musulin made a motion to approve Bette's December 2017 P-Card charges in the amount of \$394.39. Vice Chairman McElhinny seconded the motion, motion passed unanimously.

- NexTier Payroll

Supervisor Musulin made a motion to approve the December 2017 payroll expenditures in the amount of \$20,890.89. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

FIRE DEPARTMENT:

- Arron Walker presented the Supervisors with a year end report showing number of calls in the township area. Chairman Rape asked if they could start being more detailed in call types. Matt Otto stated it would not be a problem.

- Chairman Rape asked the fire department for a copy of their yearly audit. Matt Otto said he would email it to the secretaries.

SOLICITOR:

- Peachmont Farms

Supervisor Musulin made a motion to reduce the letter of credit for Peachmont Farms phases 1 & 2 to \$9,000.00 each. Chairman Rape seconded the motion, motion passed unanimously.

ENGINEER:

No engineer report.

PLANNING COMMISSION:

No planning commission report.

ROADMASTER:

- Grant Updates

Roadmaster Behm informed the Supervisors that the Dirt & Gravel Grant for Creek Road needs submitted by the 4th Thursday in the month of January 2018. The grant will be for \$29,249 with the Township donating an additional \$13,483. The improvements will start at the Penn Township line and continue for 1,075 feet.

- Plastic Piping

Supervisor Musulin made a motion to purchase a truck load of pipe not to exceed \$9,007.00. Vice Chairman McElhinny seconded the motion, motion passed unanimously.

- On Street Parking

Roadmaster Behm stated the developments in the area have a lot of residents parking in the streets, causing a lot of issues with plowing. CEO Miller stated according to ordinance 1988-2 there is no on street parking allowed on township roads. The Supervisors stated they would like cards made up and placed on cars that are parking in the streets and a letter send to each Home Owners Association.

EXECUTIVE SESSION:

The Board broke at 8:06 PM to discuss personnel matters. Meeting Reconvened at 8:29 PM.

- Engineering

Supervisor Musulin made a motion to appoint Arcadis as the townships engineer with reservation to seek other firms for special township projects. Chairman Rape seconded the motion, motion passed unanimously.

NEW BUSINESS

- Vacancy Board Chairperson

Vice Chairperson McElhinny made a motion to appoint Tim Rape as Vacancy Board Chairperson. Supervisor Musulin seconded the motion. Chairman Rape abstained.

- Planning Commission

Supervisor Musulin made a motion to table planning commission terms for further review. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Voting Delegate for PSATS

Vice Chairperson McElhinny made a motion to appoint Jay Rape as Voting Delegate for the upcoming 2018 PSATS Conference. Supervisor Musulin seconded the motion, motion passed unanimously.

Chairman Rape made a motion to allow Roadmaster Behm to rent a car for the drive to the Spring Convention in Hershey PA. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

Vice Chairperson McElhinny made a motion to pay Roadmaster Behm hourly wages for 8-hour days Monday, Tuesday, & Wednesday spent at the Spring Convention. Supervisor Musulin seconded the motion, motion passed unanimously.

- Evans City Library

Vice Chairperson McElhinny informed the supervisors that the Evans City Library did not need a representative this year.

- Office Hours

Supervisor Musulin made a motion to table the office hours for further review. Chairman Rape seconded the motion, motion passed unanimously.

- MCA Representative

Vice Chairperson McElhinny made a motion to appoint Mel Musulin as representative for MCA. Chairman Rape seconded the motion, motion passed unanimously.

NEXT PUBLIC MEETING:

February 13, 2018 – Monthly Meeting

ADJOURNMENT:

Supervisor Musulin made a motion at 8:53 PM to adjourn the January 2018 meeting. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

Respectfully Submitted,



Lindsey Everett
Township Secretary