

# Forward Township

April 10, 2018  
Board of Supervisors

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## PRESENT:

Jay Rape, Chairman  
Mel Musulin, Supervisor  
Tom May, Solicitor  
Jeff Argyros, Engineer  
Donna Behm, Auditor  
Jim Rape, Planning Commission

Mary McElhinny, Vice Chairperson  
Charles Behm, Roadmaster  
Brian Miller, CEO  
Lindsey Everett, Secretary  
Amy Marree, EMC

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## VISTORS:

Scott Marree, Deputy EMC  
Jim Marburger, Resident  
Ryan Harr, Butler Conservation District  
Tim Mohnell, Youngblood Paving  
Aaron Walker, ECVFD  
Donna Vogel, Auditor

Barry Bauer, Realty Maintenance  
Kurt & Linda Scheidemantle, Residents  
Martin O'Brian, Washington's Trail  
Jennifer Doty, Resident  
Jan McElhinny, Auditor

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## 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.

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## PUBLIC COMMENT:

- Ryan Harr, Conservation District

Ryan requested approval to place a memorial stone in the Township's park near the canoe launch in memory of David Lamperski. The stone will be donated by the Connoquenessing Watershed Alliance.

*Supervisor Musulin made a motion to allow the Connoquenessing Watershed Alliance to place a memorial stone in memory of David Lamperski. The Township's Road Crew is to assist in the placement and install of the stone near the canoe launch in the Township's park. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.*

- Martin O'Brian

Mr. O'Brian spoke to the supervisors about updating and revamping the Washington Trail monument. The supervisors agreed to discuss and look at the drawing that was presented to them.

- Auditors

Jan McElhinny presented the supervisors with the 2017 Audit Report. After some discussion the report was submitted to file.

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## APPROVAL OF MINUTES:

- March 13, 2018 – Monthly Meeting Minutes

*Supervisor Musulin made a motion to approve the March 13, 2018 Monthly Meeting Minutes. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.*

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## APPROVAL OF BILLS:

- PLGIT General Fund

*Supervisor Musulin made a motion to approve the outstanding bills for the month of March 2018 in the amount of \$19,188.46. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.*

- P-Card Payment
  - Charles - \$182.51
  - Bette - \$72.23

*Supervisor Musulin made a motion to approve the payment of Charles's P-card in the amount of \$182.51 and Bette's P-card in the amount of \$72.23. Chairman Rape seconded the motion, motion passed unanimously.*

- NexTier Payroll

*Vice Chairperson McElhinny made a motion to approve the March 2018 payroll expenditures in the amount of \$26,955.91. Supervisor Musulin seconded the motion, motion passed unanimously.*

#### FIRE DEPARTMENT:

Aaron Walker presented the supervisors with March's call log. He also informed the supervisors that the Fire Department's 1984 Volvo/White Pumper Tanker is for sale.

Upcoming Evans City Fire Department Fundraisers:

May 18, 2018 – Boot Drive 3:30 PM-6:00 PM

July 28, 2018 – Deep Valley Golf Course \$80 per person

#### PLANNING COMMISSION:

Jim Rape recommended the FEMA Floodplain Ordinance be approved and accepted by the Supervisors.

*Supervisor Musulin made a motion to advertise the FEMA Floodplain Ordinance. The Township plans to adopt the FEMA Floodplain Ordinance at its regular monthly meeting scheduled May 8, 2018 at 7:00 PM. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.*

#### EMERGENCY MANAGEMENT COORDINATOR:

Amy Marree updated the Supervisors on her progress in getting the township up to date with Emergency information and protocols. She also requested that her husband Scott Marree be the Deputy Emergency Management Coordinator.

*Supervisor Musulin made a motion to approve Scott Marree as Deputy Emergency Management Coordinator. Chairman Rape seconded the motion, motion passed unanimously.*

#### CODE ENFORCEMENT OFFICER:

Brian Miller informed the Supervisors he was holding permit 2018-24 located on Watters Station Road due to the possibility the resident will need to do a Stormwater Management Plan.

#### SOLICITOR:

- Lien Letter/285 Margaret Avenue

Tom informed the supervisors that he was looking into the situation on the property regarding the seller. He informed the secretary that the lien letter check received by the township should not be deposited until notified.

- 2018 Superpave & Seal Coat Bid results

### **Superpave**

Wiest Asphalt Products & Paving, Inc.	\$56.62 = \$265,830.90
Youngblood Paving, Inc.	\$62.79 = \$294,799.05

### **Seal Coating**

Russell Standard Corp.	Item 1 \$1.197 S.Y. = \$ 4,957.97
	Item 2 \$1.197 S.Y. = <u>\$92,542.46</u>
	\$97,500.43

Youngblood Paving, Inc.	Item 1 \$1.11 S.Y. = \$ 4,597.62
	Item 2 \$1.188 S.Y. = <u>\$91,846.65</u>
	\$96,444.27

*Supervisor Musulin made a motion awarding the Superpave bid to the lowest responsible bidder, Wiest Asphalt Products & Paving, Inc. in the amount of \$265,830.90. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.*

*Supervisor Musulin made a motion awarding the Seal Coating bid to the lowest responsible bidder Youngblood Paving, Inc. in the amount of \$96,444.27. Vice Chairman McElhinny seconded the motion, motion passed unanimously.*

### **ENGINEER:**

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- Marburger Farm Stormwater Review & Agreement

*Supervisor Musulin made a motion to accept the Marburger Farm Stormwater Review & Agreement contingent upon the payment of fees and signing the Operation and Maintenance Agreement. Chairman Rape seconded the motion, motion passed unanimously.*

### **ROADMASTER:**

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- 2018 Stone Bid

*Supervisor Musulin made a motion to advertise for the following materials:*

<i>-300 tons of #57 Limestone</i>	<i>-150 tons of #10 Limestone</i>
<i>-100 tons of #3 Limestone</i>	<i>-250 tons of #8 Limestone</i>
<i>-600 tons of 2B Gravel</i>	<i>-500 tons of R4 Rip Rap</i>
<i>-2,800 tons of R7 Rip Rap</i>	<i>-4,155 tons of 2A Modified</i>

*Vice Chairperson McElhinny seconded the motion, motion passed unanimously.*

- Glade Run Road Grant

Roadmaster Behm informed the Supervisors that the Township will be receiving a contract later this month in the amount of \$129,000.00.

- Park & Recreation Grant

The township was denied the 2018 Park & Recreation Grant.

- Sosack Road Bond

Roadmaster Behm informed the Supervisors that Mr. Sosack has not paid the August 2017 road bond administrative fee. The Supervisors turned the matter over to Solicitor May who will be sending a certified letter to Mr. Sosak.

NEW BUSINESS:

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- Furniture

Supervisor Musulin made a motion approving the purchase of a desk and 3 chairs from Office's to Go not to exceed \$1,500.00. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Treasury Bond

Supervisor Musulin made a motion to make Lindsey Everett the Secretary/Treasurer and Bette Spithaler the Assistant Secretary/Treasurer. Lindsey is to obtain a treasury bond immediately. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

- Office Hours

Supervisor Musulin made a motion to change the office hours from 8-4 Monday through Friday to 7:30-3:30 Monday through Friday. Vice Chairperson McElhinny seconded the motion, motion passed unanimously.

PREVIOUSLY TABLED/WAITING LIST:

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- 2018 Cost Sheet
- Employee Handbook
- Road Advisory Board

NEXT PUBLIC MEETING:

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- May 8, 2018 – Monthly Meeting

ADJOURNMENT:

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Chairman Rape made a motion at 8:43 PM to adjourn the April 2018 meeting. Supervisor Musulin seconded the motion, motion passed unanimously.

Respectfully Submitted,



Lindsey Everett  
Township Secretary