

## MINUTES

January 6, 2014 6:30pm  
Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 6:30pm and led the board in the “Pledge of Allegiance”. Other board members present were Huff and Clark. Also present Linda Taormina, Office Secretary, Wendy Senior, Office Secretary.

- **REORGANIZATION:** Supervisor Blough welcomed newly elected Supervisor Lewis Clark II to the Paint Township Board of Supervisors. Motion by Clark and seconded by Huff to appoint Dave Blough as temporary chairman to conduct the organization of the Board for 2014. Nomination of Blough for Chairman by Joe Huff. Seconded by Clark. Nomination of Clark for Secretary-Treasurer by Huff. Seconded by Blough. Nomination of Huff for Vice-Chairman by Blough. Seconded by Clark. Motion to approve above nominations by Blough and seconded by Huff. Roll Call: Blough – yes; Clark – yes; Huff – yes. Motion by Huff and seconded to retain the following:  
Supervisor Blough will remain as Roadmaster(working). All current employees will remain the same. Wages, compensation, and holidays are outlined in the union contracts. Richard Skiles will be the part-time Police Chief and Wilbert Bailey the Emergency Management Coordinator and data technician. The animal control officer is Frank Meyers and the cleaning staff is Linda Manges. The legal counsel is Stofko Law Offices (Dennis Stofko) and the Township's engineering firm is The EADS Group. The Treasurer's bond will remain at \$100,000.00. First Commonwealth Bank, First National Bank, Slovenian Savings and Loan, and 1<sup>st</sup> Summit Bank will remain as depositories of funds. Gary Madey will remain on the Vacancy Board. Regular meetings are scheduled on the first Tuesday of each month at 3:30pm and on the third Tuesday of each month at 6:30pm at 1741 Basin Drive. Special meetings will be advertised.  
The approval of the Secretary-Treasurer as the delegate to the State Annual Convention has been tabled until next meeting so the Supervisors can check their schedules and see who is available to attend.  
Motion by Blough and seconded by Huff to approve Clark as the Chief Administrator of the nonuniform and Act 600 Pension Plans. Roll Call: Blough – yes; Clark – yes; Huff – yes.  
Motion by Huff and seconded by Blough to approve Clark as the Right to Know Officer for the Township. Roll Call: Blough – yes; Clark – yes; Huff – yes.  
Motion by Blough and seconded by Huff to appoint Tom Pomroy and Brian Weaver to the Planning Commission. Roll Call: Blough – yes; Clark – yes; Huff – yes.  
Huff made the recommendation that the elected auditors at their meeting on January 7, 2014 give Supervisor Blough a \$0.50/hour raise as working roadmaster. This is allowed for in the 2014 budget.

**Minutes:** It was moved by Clark and seconded by Blough to accept the minutes from the December 19, 2013 meeting as presented. Roll call: Blough-yes, Clark-yes, Huff-yes.

**Bills:** The bill list was read aloud by Taormina. Motion by Huff and seconded by Clark to pay the bills as presented. Roll call: Blough-yes, Clark-yes, Huff-yes.

**Police Report:**

1. The December 2013 report will be submitted for approval with the 2013 Annual report at the January 21, 2014 Township meeting.
2. Motion by Clark and seconded by Blough to deny request from Chief Skiles to use the firing range at Paint Township for the Windber Police Department to jointly qualify with the Paint Township Police Department. Discussion concerning this issue included the safety of the range and the field of cows directly behind the range, the fact that the liability insurance was set up for the purchase of service department formerly working out of the Paint Township building, and the cost because Paint Township now only has two and ½ officers currently employed. Blough asked if Ted Hollern had been contacted concerning the liability? Answer by Huff – yes, Mr. Hollern didn't have an issue with it. It was brought up that there are 3 possible local ranges that Paint Township's 2 officers and Chief could qualify at. Roll Call: Blough-yes; Clark – yes; Huff – no. Motion passed.

**Old Business:** There was no old business to discuss at this time.

**New Business:**

1. Motion by Blough and seconded by Huff to accept the Township's Snow Removal Policy for 2014. The policy is available online at the Township's web site under Public Works. Roll Call: Blough – yes; Clark – yes; Huff – yes.
2. Motion by Blough and seconded by Huff to approve Resolution No. 2014-1; Act 600 Police Pension. Roll Call: Blough – yes; Clark – yes; Huff – yes.
3. Motion by Huff and seconded by Clark to approve payment of the Pennsylvania State Association of Township Supervisors annual dues for 2014 in the amount of \$1,287.00. Roll Call: Blough – yes; Clark – yes; Huff – yes.
4. Motion by Huff and seconded by Blough to approve an extension of time (6 months) for Edward Jones for 348-350 Dark Shade Drive. This structure is connected to the sanitary sewer and has been final inspected. Mr. Jones needs the time to complete the work in the basement of the structure. Roll Call: Blough-yes; Clark – yes; Huff – yes.
5. Discussion of payment of unused E-days to the part time officers recently laid off by Paint Township. Question by Sharon Pruchnic: what is an E-Day. Answer: it is an earned day off with pay for the part-time officers. For every 200 hours worked one 8 hour shift would be available for that officer to use as a paid day off. Huff requested that it be entered into the minutes that he relayed to the Teamster Union representative at a union meeting here at the Township building that the Township would pay whatever the officers were entitled to. Huff noted that one of the sentences in the contract stated that the part-time officers could take an E-Day as a vacation day. And that in an email the attorney said he would reluctantly agree the Township pay the days. Clark stated that to the best of his knowledge there is nothing in the contract obligating the Township to pay for these days. The union had full knowledge for several months that the Township force would be downsized and the officers had time to take the E-days. Also, these days can also be taken as sick days or bereavement days. This is his personal opinion. Huff – the cost of a grievance filed could be a lot more than just paying the E-Days now. Blough – the Township attorney stated that the Township should just pay what is obligated by contract. Clark mentioned that at any time the grievance procedure could be stopped and the days could be paid. Motion by Clark that the Township not pay the unused E-Days. Seconded by Blough. Roll Call: Blough – yes; Clark – yes; Huff – yes.
6. It was noted that the Township is reviewing the intergovernmental agreement needed between Windber Borough and Paint Township to allow the school resource officer in the elementary school located in Paint Township. The only cost is the advertisement for

- the ordinance which must be done in accordance with state law.
7. Motion by Blough and seconded by Clark to approve the following purchase orders:  
Police Department: # 69 – Zimmerman's, \$130.00; #70 – Zimmerman's, cost unknown at this time. Roll Call: Blough – yes, Clark – yes, Huff – yes.
  8. Noted by W. Senior that the State of PA has raised the bidding limit to \$19,500.00 for 2014.

**Correspondence:** The Township received a letter from Windber Borough that they have appointed an Emergency Mgmt. Coordinator and deputy Emergency Mgmt.Coordinator.

**Open Forum:** None

**Adjournment:** Motion by Huff to adjourn, seconded by Blough. Roll call: Blough-yes, Huff-yes, Tvardzik-yes. Meeting adjourned at 7:01pm. Next township meeting will be on January 21, 2014.

Lewis Clark II  
Secretary-Treasurer

## MINUTES

January 21, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 3:30pm and led the board in the “Pledge of Allegiance”.

Other board members present were Clark and Huff. Also present were Wilbert Bailey, EMC and Linda Taormina, Office Secretary. The visitor list is attached.

**Minutes:** It was moved by Huff and seconded by Blough to accept the Minutes from the January 6, 2014 re-organizational meeting. Roll call: Blough – yes, Huff – yes; Clark - yes.

**Bill List:** The bill list was read by Taormina. Motion by Clark and seconded by Huff to pay those bills. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Police Report:** The December, 2013 and the 2013 Annual Police Reports are attached. Motion by Clark and seconded by Blough to accept these reports. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Emergency Management:** the 2013 annual report was given by Emergency Management Coordinator, Wilbert Bailey. See attached handout. The following were points presented by Mr. Bailey:

1. The logo has been redesigned to reflect Paint Township only
2. Will has been given access to the PA One Call database for verifications and updating the info to PA One Call as to the owners of underground wires, etc.
3. all Windber Borough emergency operations plans have been transferred to Aaron Cicon, the newly appointed EMC for Windber Borough. Will received a signed statement acknowledging receipt of those plans and the door for communication is open for the future.
4. Will completed a Hazardous Weather preparedness exercise in 2013. He also received training on the Knowledge Center so he can input information to the center if needed.
5. Will continuously updates the Township's website to keep current the ordinances, minutes and accessibility of the website.
6. Will attends all emergency management meetings and training and has completed trainer

- training. He now assists in the training for emergency management coordinators.
7. Will continuously updates the Emergency plan for Paint Township and is the point of contact for NIMS. He keeps on file who is certified for each position.
  8. One of the goals for 2013 was to acquire a locating device for the owner of underground electronics. This goal was met with the acquisition of a Sure-Lock, a device that can locate underground wiring. This is essential for the grinder pumps for the sewer system that the Township now owns for PA One calls.
  9. Will completed a complete upgrade of our ARC maps to 10.2 version with the assistance of engineer Jeff Haynal.
  10. Will's concern for the future is the need for a generator for emergency operations.

**Old Business:** None presented at this time.

**New Business:**

1. Note that all financial reports have been given to each Supervisor from all Township accounts. Funds currently available from the the loan at 1<sup>st</sup> Summit Bank stand at \$88,873.73. Interest earned to 12/31/2013 is \$804.64 and the amount in Debt Service is \$36,025.92. note that the biannual payment (\$38,960.62) to 1<sup>st</sup> Summit Bank on the \$350,000.00 loan was paid on December 27, 2013.
2. John Venzon gave a report on the projected renovations the Windber Area School District is considering. A summary of these options is attached. John was thanked for the update.
3. Motion by Huff and seconded by Clark to approve the subdivision plan submitted by Robert and Carol Burnworth at 3608 Graham Avenue. This subdivision was approved by the Planning Commission at their meeting on January 8, 2014. Roll Call: Blough – yes; Clark – yes; Huff – yes.
4. Motion by Clark and seconded by Blough to approve Township Ordinance No. 2014-1. This ordinance establishes a police service agreement with Windber Borough to provide limited police service to the Windber Area School District within the Township. Roll call: Blough – yes; Clark – yes; Huff – yes.
5. Motion by Clark and seconded by Huff to approve the following transactions that have or will occur during the transition of equipment for the police department:
  - a. receipt of \$2,000.00 for Paint Township's share of the shared services car.
  - b. receipt of \$500.00 for a police clerk's laptop.
  - c. payment of \$350.00 for a laptop.Roll Call: Blough – yes; Clark – yes; Huff – yes.
6. Note that Paint Township is going to utilize a complaint form to track the information provided by residents when seeking information concerning complaints or issues. This will be especially helpful if the Township cannot provide an answer immediately and must get back to the resident.
7. Motion by Blough and seconded by Huff to reappoint Linda Taormina as delegate and appoint Lew Clark as alternate to the Somerset County Tax Collection Committee. Motion passed.
8. Motion by Huff and seconded by Clark to approve the following purchase orders:
  - a. Road Dept: Chemung Supply listed on the bill list.
  - b. Township office: #756 – US Postal Service (stamped envelopes), \$567.35; #757 – online purchase of 2 office computers, \$2,630.00.Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Correspondence:** none at this time

**Open Forum:**

1. Lucy Vataavuk: would like to thank the Township road crew for the wonderful snow removal this winter. She and her husband just moved into the area and are very pleased. Her concern is that Custer Road was partially paved and now is very soft and all mud. What is the plan for this? Blough responded that the Township had never paved that road. It was paved by the coal company when they were using it to haul coal. As that was many years ago, the pavement has since deteriorated. The plan is to reinforce the dirt roads in the Township with stone. This can't be done until the weather breaks.
2. Joanne Wright: a number of street signs in the Township are down or gone and need to be replaced. Blough responded that he has a list and would like to place an order in the spring. The Township has not had the money to do this for the last few years.
3. Ed Blackburn: there is still a hole at the end of Amanda Street left by PennDot that needs to be looked at.
4. Scott Penrod: as the newly elected mayor of Windber Borough extended an invitation to Paint Township residents to attend any of Windber Borough's meetings or contact him if there were any issues. He thanked the supervisors for their cooperation as the police services were divided back into 2 departments and stressed that as neighbors communication was necessary.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 4:20pm.

Roll call: Blough – yes; Huff – yes; Clark - yes.

Next Township meeting is on February 4, 2014 at 3:30pm.

Lewis Clark II, Secretary/Treasurer

## MINUTES

February 4, 2014 Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 3:30 pm and led the board in the "Pledge of Allegiance". Other board members present were Clark and Huff. Also present Wendy Senior Office Secretary. The visitor list is attached.

**Minutes:** It was moved by Blough and seconded by Huff to accept the Minutes from the January 21, 2014. Roll call: Blough – yes, Huff – yes; Clark - yes.

**Bill List:** The bill list was read by Senior. Motion by Clark and seconded by Huff to pay those bills. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Police Report:** No report.

**Old Business:** Blough held discussion on the request from PennDOT to renew the highway occupancy permit for the entrance from the Paint Township parking lot on to State Route 160 (Dark Shade Drive). This is for the lower entrance cut away. The permit will need to be renewed by March 1, 2014. It was moved by Blough and seconded by Clark to renew the permit. Roll all: Blough-yes; Huff-yes; Huff; yes. General discussion was held with the audience regarding the Windber Area School Districts building project.

### New Business:

1. It was moved by Huff and seconded by Blough to appoint Lewis Clark as the representative from Paint Township to the police regionalization study committee. Roll Call: Blough-yes; Huff-yes; Clark; yes.
2. It was moved by Clark and seconded by Blough to approve the sewage enforcement fee schedule for 2014 as presented by the EADS Group. Roll Call: Blough-yes, Huff-yes; Clark-yes. The fee schedule will be placed on the Paint Township web site.
3. It was moved by Huff and seconded by Clark to approve the following individuals from the EADS Group as sewage enforcement officers: Bowers, Kalp, Rough, and Paczek. All S.E.O. certifications will be filed. Roll Call: Blough-yes; Huff-yes, Clark-yes.
4. It was moved by Blough and seconded by Huff to approve the payment of \$75.00 to the Somerset County Association of Township Supervisors. All those wishing to attend the annual convention on May 1, 2014 at the Oakhurst Tea Room may do so. The registration form will be sent in. Roll Call: Blough-yes; Huff-yes; Clark-yes.
5. It was moved by Blough and seconded by Huff to approve the following purchase orders: Sewer Dept. #10- ESRI, Inc. \$400.00, Police Dept. #002-Zimmerman's \$57.95, #003- PA DUI Association \$135.00.
6. Blough held discussion regarding the replacement of the 2000 Chevy pickup truck. The truck needs extensive repair work and has 180,000 miles on it. Blough stated he will begin the process of looking for a replacement truck. The board agreed to gather information on a replacement vehicle.
7. It was moved by Blough and seconded by Huff to approve the request of Wilbert Bailey to provide training as an instructor at the Somerset Technology Center. The training will be held on Feb. 12 and 13. Roll Call: Blough-yes; Huff-yes; Clark-yes.

## MINUTES

February 4, 2014 Paint Township 1741 Basin Drive Windber, PA 15963

**Correspondence:** The township received an invitation from State Representative Frank Burns to attend a 2014 grants program to be held on Feb. 20 from 8:00 am to 12:00 pm at the Ebensburg Borough Building.

### Open Forum:

1. Paul Henger held discussion with Blough and Huff as to why the township decided to hold two meetings per month in 2014. Henger stated with everything that was happening in the township the past several years (sewer project, and police issues) shouldn't the township have held two meetings per month in previous years? Henger stated he is not opposed to the two meetings. Huff stated that the township decided to return to two meetings per month in 2014 so that bills could be paid when they became due. Huff further explained that the township was paying bills before a meeting to avoid late fees. The paid bills would then be approved at the following monthly meeting. Henger also asked why the township opted to join back into the regional police study. Huff explained that decision was made because being part of phase II of the study would not financially cost Paint Township anything to participate. Henger asked how the township is tracking the hours that Chief Skiles is working for Paint Township. Huff stated that Skiles must turn in detailed hourly time sheets. Huff stated that Skiles works for Windber Borough Police Department until 3:00 pm.
2. Bob Feather held discussion with the board on the condition of the dirt roads within the township. The roads become very soft after winter maintenance. Feather inquired if the township has any plans to pave those roads. Blough stated that the dirt roads would remain dirt. The roads have no base under them and it would be very costly to have them paved. Blough plans to add stone to the dirt roads as part of normal road maintenance in the Spring. The new State Transportation Bill may provide some additional funding to municipalities for dirt roads. Blough stated that in previous years municipalities dirt roads had to be located adjacent to a trout stream in order to receive additional funding.
3. Clark reminded the audience that the township has a complaint form available for residents complaints. The complaint form will be placed on the Paint Township web site.

**Adjournment:** Motion was made by Blough and seconded by Clark to adjourn. Meeting was adjourned at 4:00 pm. Roll call: Blough – yes; Huff – yes; Clark - yes.

Next Township meeting is on February 18, 2014 at 6:30 pm.

Lewis Clark II, Secretary/Treasurer

**MINUTES** February 4, 2014 Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 3:30 pm and led the board in the “Pledge of Allegiance”. Other board members present were Clark and Huff. Also present Wendy Senior Office Secretary. The visitor list is attached.

**Minutes:** It was moved by Blough and seconded by Huff to accept the Minutes from the January 21, 2014. Roll call: Blough – yes, Huff – yes; Clark - yes.

**Bill List:** The bill list was read by Senior. Motion by Clark and seconded by Huff to pay those bills. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Police Report:** No report.

**Old Business:** Blough held discussion on the request from PennDOT to renew the highway occupancy permit for the entrance from the Paint Township parking lot on to State Route 160 (Dark Shade Drive). This is for the lower entrance cut away. The permit will need to be renewed by March 1, 2014. It was moved by Blough and seconded by Clark to renew the permit. Roll all: Blough-yes; Huff-yes; Huff; yes. General discussion was held with the audience regarding the Windber Area School Districts building project.

**New Business:**

8. It was moved by Huff and seconded by Blough to appoint Lewis Clark as the representative from Paint Township to the police regionalization study committee. Roll Call: Blough-yes; Huff-yes; Clark; yes.
9. It was moved by Clark and seconded by Blough to approve the sewage enforcement fee schedule for 2014 as presented by the EADS Group. Roll Call: Blough-yes, Huff-yes; Clark-yes. The fee schedule will be placed on the Paint Township web site.
10. It was moved by Huff and seconded by Clark to approve the following individuals from the EADS Group as sewage enforcement officers: Bowers, Kalp, Rough, and Paczek. All S.E.O. certifications will be filed. Roll Call: Blough-yes; Huff-yes, Clark-yes.
11. It was moved by Blough and seconded by Huff to approve the payment of \$75.00 to the Somerset County Association of Township Supervisors. All those wishing to attend the annual convention on May 1, 2014 at the Oakhurst Tea Room may do so. The registration form will be sent in. Roll Call: Blough-yes; Huff-yes; Clark-yes.
12. It was moved by Blough and seconded by Huff to approve the following purchase orders: Sewer Dept. #10- ESRI, Inc. \$400.00, Police Dept. #002-Zimmerman's \$57.95, #003- PA DUI Association \$135.00.
13. Blough held discussion regarding the replacement of the 2000 Chevy pickup truck. The truck needs extensive repair work and has 180,000 miles on it. Blough stated he will begin the process of looking for a replacement truck. The board agreed to gather information on a replacement vehicle.
14. It was moved by Blough and seconded by Huff to approve the request of Wilbert Bailey to provide training as an instructor at the Somerset Technology Center. The training will be held on Feb. 12 and 13. Roll Call: Blough-yes; Huff-yes; Clark-yes.



## MINUTES

February 4, 2014 Paint Township 1741 Basin Drive Windber, PA 15963

**Correspondence:** The township received an invitation from State Representative Frank Burns to attend a 2014 grants program to be held on Feb. 20 from 8:00 am to 12:00 pm at the Ebensburg Borough Building.

### Open Forum:

4. Paul Henger held discussion with Blough and Huff as to why the township decided to hold two meetings per month in 2014. Henger stated with everything that was happening in the township the past several years (sewer project, and police issues) shouldn't the township have held two meetings per month in previous years? Henger stated he is not opposed to the two meetings. Huff stated that the township decided to return to two meetings per month in 2014 so that bills could be paid when they became due. Huff further explained that the township was paying bills before a meeting to avoid late fees. The paid bills would then be approved at the following monthly meeting. Henger also asked why the township opted to join back into the regional police study. Huff explained that decision was made because being part of phase II of the study would not financially cost Paint Township anything to participate. Henger asked how the township is tracking the hours that Chief Skiles is working for Paint Township. Huff stated that Skiles must turn in detailed hourly time sheets. Huff stated that Skiles works for Windber Borough Police Department until 3:00 pm.
5. Bob Feather held discussion with the board on the condition of the dirt roads within the township. The roads become very soft after winter maintenance. Feather inquired if the township has any plans to pave those roads. Blough stated that the dirt roads would remain dirt. The roads have no base under them and it would be very costly to have them paved. Blough plans to add stone to the dirt roads as part of normal road maintenance in the Spring. The new State Transportation Bill may provide some additional funding to municipalities for dirt roads. Blough stated that in previous years municipalities dirt roads had to be located adjacent to a trout stream in order to receive additional funding.
6. Clark reminded the audience that the township has a complaint form available for residents complaints. The complaint form will be placed on the Paint Township web site.

**Adjournment:** Motion was made by Blough and seconded by Clark to adjourn. Meeting was adjourned at 4:00 pm. Roll call: Blough – yes; Huff – yes; Clark - yes.

Next Township meeting is on February 18, 2014 at 6:30 pm.

Lewis Clark II, Secretary/Treasurer

## MINUTES

February 18, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 6:33pm and led the board in the “Pledge of

Allegiance”.

Other board member present was Huff. Also present was Linda Taormina, Office Secretary. The visitor list is attached.

**Minutes:** It was moved by Huff and seconded by Blough to accept the Minutes from the February 4, 2014 meeting. Roll call: Blough – yes, Huff – yes.

**Bill List:** The bill list was read by Taormina. Motion by Blough and seconded by Huff to pay those bills. Roll Call: Huff – yes; Blough – yes.

**Police Report:** Motion by Huff and seconded by Blough to accept the January 2014 police report. Motion passed.

**Old Business:** None presented at this time.

**New Business:**

1. Motion by Huff and seconded by Blough to pay the E-Days presented in the grievance filed by the Teamsters, Local 110 upon receipt of the signed agreement requested by Paint Township. Roll call: Blough – yes; Huff – yes.
2. Motion by Blough and seconded by Huff not to sell the K-9 police cruiser. Huff explained that the car was in decent shape and could be used as a back-up vehicle for the paint Township police department depending on the future needs of that department. Roll Call: Huff – yes; Blough - yes.
3. Note that financial statements from all Township accounts have been given to all Supervisors. Funds currently available from the loan from 1<sup>st</sup> Summit Bank stand at \$88,873.73; interest earned to 1/31/2014 is \$862.20 and the amount in Debt Service is \$31,312.36.
4. Note that the new computers have been installed in the main township office and are up and running.
5. Motion by Huff and seconded by Blough to approve the following purchase order:
  - a. Road Dept: none
  - b. Sewer Dept: none
  - c. Township office: #760 – Staples, \$845.44, office supplies including ink and toner for all printers.
  - d. Police Dept: none
  - e. Emergency Mgmt: none

**Correspondence:** none at this time

**Open Forum:**

1. Lucy Vatauvuk had 2 questions: 1. did she have to have a permit to have a pony on her land and 2. did she need a permit to have a garage sale? The answer to both questions was no. Permits are not required for either item.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 6:43pm. Roll call: Huff – yes; Blough - yes.

Next Township meeting is on March 4, 2014 at 3:30pm.

Lewis Clark II, Secretary/Treasurer

## MINUTES

March 4, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 3:30pm and led the board in the “Pledge of Allegiance”.

Other board members present were Clark and Huff. Also present were Wendy Senior and Linda Taormina, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Huff and seconded by Clark to accept the Minutes from the February 18, 2014 meeting. Roll call: Blough – yes, Huff – yes; Clark - yes.

**Bill List:** The bill list was read by Taormina. Motion by Blough and seconded by Clark to pay those bills. Roll Call: Huff – yes; Blough – yes; Clark -yes.

**Police Report:** Motion by Blough and seconded by Huff to accept the February 2014 police report. Motion passed.

**Old Business:** None presented at this time.

### New Business:

1. It was noted that the E-Days in the grievance filed by the Teamsters Local 110 were paid from the DEA Forfeiture Account. Huff and Clark explained that due to past practice concerning E-Days it was to the Township's benefit to pay the above.
2. It was noted that the deductible of \$2,500.00 had been paid to Scottsdale Insurance Company concerning the civil rights violation lawsuit currently in litigation.
3. Motion by Clark and seconded by Huff to adopt Resolution 2014-2 Emergency Plan for Paint Township. It was explained by Senior that the emergency plan must be updated every 2 years and this has been completed by EMC Wilbert Bailey. This plan will then be distributed to various agencies including Somerset County 911.
4. Motion by Huff and seconded by Blough to grant an extension to Neil Vatavuk of 137 Kathleen Street to connect to the sanitary sewer system. Mr. Vatavuk recently purchased the property. This property had had a lien against it for the tap fee. That lien was satisfied through the sheriff's office.
5. Motion by Blough and seconded by Clark to approve the following purchase order:
  - a. Road Dept: none
  - b. Sewer Dept: none
  - c. Township office: none
  - d. Police Dept: none
  - e. Emergency Mgmt: #761 – Trapuzzano's, \$84.00. This amount will come off the contractual clothing allowance.
6. Supervisor Clark held discussion with those in attendance on the following updates:
  - a. he would like to have the police department manage a street light log when they make their rounds in the Township. Although the street lights are privately paid for, if the light is out the Township can report this to First Energy.
  - b. The township has been in contact with Verizon to provide a package for the

Township's cell phones. A field test was done to check the coverage by Verizon in the Township. The township will be making a decision on which provider based on coverage available and cost.

c. the Township received notice from the PA Department of Transportation that an application will be submitted to DEP concerning the repair of the bridge on the way to Bigan Dam. The bridge is scheduled to have the steel beams replaced this summer.

7. Supervisor Huff had the following update: he has been in contact with the natural gas co-op that provides natural gas in this area. The line comes up Pomroys Drive so far and Basin Drive so far and if the gas company would complete the loop the Township would have the option to use natural gas as a heating source and possibly save money after the initial costs were covered. The gas company would advertise and host a meeting here at the Township to see how many residents would be interested.

**Correspondence:** an invitation from the Windber Area School District has been extended to the Supervisors for a breakfast meeting to be held at 8:30am on April 11, 2014.

#### **Open Forum:**

1. Paul Henger: asked what actions the Township will take when the 6 month extensions that have been granted to connect to the sanitary sewer have expired? Huff replied that the Township has talked and will have to talk to the solicitor and the water authority to review their legal options concerning this matter. Placing a lien is one possibility. Mr. Henger feels that the Township has given more time than enough to complete connection. Mr. Roy Shaffer seconded what Mr. Henger said.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 6:43pm.  
Roll call: Huff – yes; Blough - yes.

Next Township meeting is on March 18, 2014 at 6:30pm.

Lewis Clark II, Secretary/Treasurer

## **MINUTES**

March 18, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 6:30pm and led the board in the “Pledge of Allegiance”.

Other board members present were Clark and Huff. Also present was Linda Taormina, Office Secretary. The visitor list is attached.

**Minutes:** It was moved by Clark and seconded by Blough to accept the Minutes from the March 4, 2014 meeting. Roll call: Blough – yes, Huff – yes; Clark - yes.

**Bill List:** The bill list was read by Taormina. Motion by Huff and seconded by Clark to pay those bills. Roll Call: Huff – yes; Blough – yes; Clark -yes. Comments concerning the bill list: Mr. Henger

questioned what the bills for MARC-Service and Shaffer Oil were. MARC-Service was for the annual checkup of the heating systems for all buildings and the replacement of a damper motor for the furnace in the garage. That furnace also heats the police building. The Shaffer Oil bill was for diesel fuel for the plow trucks. The question was asked how much over budget was the road department due to the bad winter. Blough said he didn't have the final figures but he knew the total would be more than budgeted. But he said the roads have to be plowed and this winter every community in the area has been hit hard.

**Old Business:** None presented at this time.

**New Business:**

1. It was noted that financial statements from all Township accounts have been given to the Supervisors. Funds currently available from the 1<sup>st</sup> Summit bank loan stand at \$88,873.73; interest earned to 2/28/14 is \$908.97 and the amount in Debt Service is \$25,253.57.
2. It was noted that the Supervisors are looking at the anniversary dates that were granted for sewer connection extensions with the township solicitor for further action.
3. Motion by Clark and seconded by Blough to approve the following purchase orders:
  - a. Road Dept: none
  - b. Sewer Dept: none
  - c. Township office: none
  - d. Police Dept: #00003 – Napa Auto, 12.98 and #00004 – Sporting Goods Discounters, 26.98
  - e. Emergency Mgmt: none

**Correspondence:** none at this time

**Open Forum:**

1. Sharon Pruchnic had several questions for the Board:
  - a. upon reviewing the police reports she noticed that every report from 2013 and January and February of 2014 all list 8 family offenses for each month. She asked the board if they thought that was odd? They agreed that it was especially since Paint Township was no longer doing the purchase of service contracts with other municipalities. Clark stated that the Supervisors had had their first meeting with the chief and this item would be looked at with the department in their communications with the chief.
  - b. concerning the question from the previous meeting about actual calls on the police report, Sharon wanted to know if any of those calls would be calls assisting Windber Borough and would that impact the calls that Paint Township is being credited for in the regional study. Number of calls is a consideration when determining the cost for each municipality in a regional police department.
  - c. questioned the amount quoted in an article in the Somerset Daily American newspaper as a budget number for a possible regional police department. Clark responded that many of the things discussed at the regional meeting were guesswork and nothing should have been shared until the study is over and the information in concrete. Money at that point was added in for municipality that wasn't present at the meeting. Huff added that opinions should not be formed until everything is thoroughly looked at. Clark added that a request was entered to compare the 2 police contracts current with the Teamsters. Clark commented that the higher wage would probably be the prevailing wage that the regional committee would have to work with.
  - d. Shade Township and Benson Borough have not yet shown up at either of the regional

department meetings. What is going on with that? Clark: he can't answer for those municipalities. They have not formally withdrawn from the study at this point. There are municipalities looking for possible protection. This involves financial responsibility and public image.

2. Paul Henger: concerning natural gas being brought further into the Township. Mr. Henger would like to see this happen. Huff: the gas co-op is looking to proceed with the feasibility study. John Rugg commented that if more people apply and make a deposit with the gas company everything will move faster because a time limit to get the pipes run is part of the obligation on the gas company's part with each deposit.
3. Mrs. Huston asked if the Township had an Equipment Fund set up for the Road Department. That fund is actually a line item in the Debt Service account as that is where all debt payments are made. Blough added that the pickup would have to be replaced with another vehicle. The loader and the plow trucks need to be looked at and possibly the addition of a backhoe due to the additional miles of sewer line now in the Township. Also the Township will be looking at the additional miles of roads in the developments. This all means additional plowing and repairs. The department also has to look at its manpower issues with the addition of miles of road and sewer lines. The ½ mill originally designated for the Road Department Equipment Fund needs to be restored to its original purpose.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 7:17pm.

Roll call: Huff – yes; Blough - yes.

Next Township meeting is on April 1, 2014 at 3:30pm.

Lewis Clark II, Secretary/Treasurer

## MINUTES

April 1, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 3:30pm and led the board in the “Pledge of Allegiance”.

Other board members present were Clark and Huff. Also present was Linda Taormina and Wendy Senior, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Clark and seconded by Huff to accept the Minutes from the March 18, 2014 meeting. Roll call: Blough – yes, Huff – yes; Clark - yes.

**Bill List:** The bill list was read by Taormina. Taormina also added The Lockard Company to the bill list at \$311.29. Motion by Blough and seconded by Clark to pay those bills. Roll Call: Huff – yes; Blough – yes; Clark -yes.

**Old Business:** Supervisor Clark addressed the question raised by Sharon Pruchnic at the March 18, 2014 meeting concerning 8 Family Offenses on every police monthly report for 2013 and to date in 2014. This question motivated the Township to review the police reports from 2012 and 2013. It was found that there were inconsistencies on the monthly reports and the annual reports. The 8 Family Offenses does carry through from January 2012 to February 2014. Clark felt that the sad part of this is that the Regional Police Committee used these numbers as part of their consideration in determining cost. Motion by Clark and seconded by Huff to accept the revised reports with the inconsistencies noted. Roll Call: Blough – yes; Clark – yes; Huff – yes.

## **New Business:**

1. It was noted that the Township was notified by the PA State Ethics Commission that the investigation conducted here at Paint Township on Andrew Tvardzik is complete and available online for public scrutiny. The online links are: google search “pa ethics commission”, click on the E-Library on the left side of the screen, enter “Tvardzik” in the Search option.
2. The following motions were made to approve the 2014 budget adjustments:
  - a. Motion by Clark and seconded by Huff to move \$26,947.20 from 410.115 part-time police wages to the Debt Service account for the Road Department Equipment fund. Roll call: Blough – yes; Clark – yes; Huff – yes.
  - b. Motion by Clark and seconded by Blough to move \$2,482.21 from 386.01 FICA Employer Expense to the Debt Service Account for the Road Department Equipment Fund. Roll Call: Blough – yes, Huff – yes, Clark – yes.
  - c. Motion by Bough and seconded by Huff to move \$3,500.00 from Miscellaneous Income (Ethics fine from Andrew Tvardzik) to the Debt Service account for the Road Department Equipment Fund. Roll Call: Blough – yes, Clark – yes, Huff – yes.
  - d. It was noted that the adjusted budget total for 2014 for the 410.00 Police Department category is \$284,570.59 from \$314,000.00.  
Comments: those residents in attendance understood that the reason for these budget adjustments was because even though the Township had budgeted for 2 part-time police officers for 2014, the Teamsters union would not approve filling those positions as long as there were full-time officers on lay-off.
3. Motion by Clark and seconded by Huff to opt out of the Regional Police Study.  
Clark: as the representative for Paint Township in the study, he feels that this is the appropriate action for Paint Township due to the current financial status of the township. Because the Township has to address the debt that has been incurred and the tax millage increase, a Regional Police Department is not in the best interests for the residents of the Township. The final process of the Regional Department would control the Township's future budgets and at this time the township is not ready to hand off our financial situation and that control. The motion was met with approval by those residents in attendance at today's meeting. Roll Call: Blough – yes, Clark – yes, Huff – yes.
4. Motion by Clark and seconded by Blough to approve Wilbert Bailey attending the Annual Commonwealth Summit on June 24-26, 2014 in Harrisburg. The cost for this Summit is covered by the state except for Mr. Bailey's wages for those days and a few meals. Roll Call: Blough – yes, Clark – yes, Huff – yes.
5. Motion by Clark and seconded by Blough to approve the following purchase orders:
  - a. Road Department: none
  - b. Sewer Department: none
  - c. Township Office: #762 – 2 Kidde carbon monoxide detectors, \$57.75; # 763 – 4 Kidde smoke alarms, \$99.88.
  - d. Police Department: #762 – 2 Kidde carbon monoxide detectors, \$57.75; #763 – 4 Kidde smoke alarms, \$99.88; #00005 – Trapuzzano's, clothing allowance.
  - e. Emergency Management: none

**Correspondence:** Supervisor Huff presented brochures from Keystone Co-op, the natural gas supplier for Paint Township and informed the board and the residents in attendance that the Co-op was going to attempt to have a representative at the township meeting on April 15, 2014 at 6:30pm.

Huff also brought forward that the residents have many choices when it comes to garbage collection as the competition is there between the various garbage collection companies.

Clark gave an update on those residents that have not yet connected to the sanitary sewer. One extension that was granted has expired and that property owner will be dealt with in the coming week. The ordinance does include fines of \$75.00 to \$300.00 per day that the homeowner is not in compliance. The only way out will be to provide a copy of a signed contract that includes a completion date. The logistics of this is being worked out with the Township's solicitor. The other 9 extensions that have been granted will be held to the same policies. These nine extensions expire on June 17, 2014. A discussion of how liens are resolved followed. It was noted that one of the properties that had a lien went up for sheriff's sale and that the lien, including costs, was paid in full to the Township. The property cannot be sold until the lien is satisfied. Lien certs sent to the Township and the real estate collector verify any liens against the property in question and also if the property needs to have the current sewer tested, whether that sewer is an on-lot system or sanitary sewer. Comment by Paul Henger: the Township Board should make a stipulation that the sewer line must be in place within a specified time period such as 30 days after the extension expires. Clark added that the 1<sup>st</sup> expired extension will be the test case. It was also noted that PennVest has not yet closed on the sewer project but when they do, the Township will not be penalized for those not connected.

Clark gave an update on the winter road costs: The road department is \$10,324.75 over budget on materials but that does include the stockpile in the back parking lot that will start off next winter. Wages were not over budget.

#### **Open Forum:**

1. Paul Henger: would like the police report to be on the agenda for the 6:30pm meeting each month because he thinks that more people will attend that meeting.
2. A short discussion followed on spring clean-up. The Supervisors are looking at the options for a spring clean-up. Last years response was very low compared to other years and the Township was in the hole about \$400.00 even though Yonish Disposal cut the total price to the township. It was mentioned that the Township could go to having spring clean-up every other year in hopes the response would be better.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 4:18pm. Roll call: Huff – yes; Blough – yes; Clark - yes.

Next Township meeting is on April 15, 2014 at 6:30pm.

Lewis Clark II, Secretary/Treasurer

### **MINUTES**

April 15, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 6:30pm and led the board in the “Pledge of Allegiance”.

Other board members present were Clark and Huff. Also present was Linda Taormina and Wendy Senior, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Huff and seconded by Clark to accept the Minutes from the April 1, 2014 meeting. Roll call: Blough – yes, Huff – yes; Clark - yes.

**Bill List:** The bill list was read by Taormina. Motion by Clark and seconded by Huff to pay those bills.



Roll Call: Huff – yes; Blough – yes; Clark -yes.

**Old Business:** none at this time.

**New Business:**

1. It was noted that the financial statements from all accounts were given to the Supervisors. Currently in the 1<sup>st</sup> Summit Account are \$88,873.73 in loan proceeds, \$959.37 interest to 3/31/2014, \$73,943.57 in Debt Service.
2. It was noted that the Township purchased a used 2010 Chevy pickup truck from Cover Chevrolet for the amount of \$16,900.00 after the trade-in allowance of \$2,000.00 on the old truck. The truck was paid for from the Equipment Fund line item within the Debt Service account at 1<sup>st</sup> Summit Bank. The amount for the truck is under the legal limits of \$19,100.00 and did not have to be advertised for bids. The Township did solicit other written and telephone quotes for comparison. Please note also that the bid limit of \$19,500.00 stated in the January 6, 2014 minutes is incorrect. The correct amount is \$19,100.00 for 2014.
3. Motion by Huff and seconded by Clark to approve the subdivision plan for Daniel Maurer for a gas line easement for Lot#8 in Winchester Estates. This was approved by the Planning Commission at their April 9, 2014 meeting. Roll Call: Blough – yes, Clark – yes, Huff – yes.
4. Motion by Blough and seconded by Huff to approve a subdivision plan for a gas line extension from Megan Drive for Winchester Estates. This was approved by the Planning Commission at their April 9, 2014 meeting. Roll call: Blough – yes, Clark – yes, Huff – yes.
5. Motion by Huff and seconded by Clark to approve a minor subdivision plan for Phillip Ott for a parcel to be divided from the Ott farm. This was approved by the Planning Commission at their meeting on April 9, 2014. Roll Call: Blough – yes, Clark – yes, Huff – yes.
6. Motion by Clark and seconded by Blough to approve a minor subdivision plan for T. Romaine Heckler for property on Custer Road. This subdivision was approved by the Planning Commission at their April 9, 2014 meeting. Roll call: Blough – yes, Clark – yes, Huff – yes. After this motion was passed, Jerry Thomas, surveyor, expressed his gratitude to the Board for being a municipal board that is easy to work with in comparison with many of the surrounding municipalities.
7. Motion by Clark and seconded by Huff to approve the Ramblin Hills subdivision Plan 2A as submitted by Phillip Petrunak contingent on the following stipulations and attachments as approved by the Planning Commission at their meeting on April 9, 2014:
  - a. The letter from Keith Largent pertaining to on lot storm water retention must be attached to the building permits for the three lots in 2A.
  - b. The developers agreement addendum must be amended (Resolution 2014-2) with the following added. If the developer and/or the homeowner decides to change from grinder pump to gravity sewer after Phase 3 is complete, the expense for the change lies with the developer/homeowner, not Paint Township. Also, any home built in 2A after Phase 3 is complete must be gravity sewer. A short explanation as to why the possibility of using grinder pumps has come up with this part of the Ramblin Hills Development. The 3 lots in 2A sit lower than the existing gravity sewer line and the grinder pumps would be needed until Phase 3 of the sewer for the development is completed. Roll call: Blough – yes, Clark – yes, Huff – yes. Mr. Henger asked about

the follow up procedures on the subdivisions and developments. Follow up depends on whether a building is constructed. Then Mark Walker would be inspecting per the building codes enforcement. The developments are followed by the engineer.

8. Motion by Clark and seconded by Blough to approve the following purchase orders:
  - a. Road Department: #764 – Centre Communications, \$50.92 (antenna and mount); #766 – Gary's Custom Painting, \$1,733.00 (bedliner and cap); #767 – internet purchase of radio mount for truck, \$14.99.
  - b. Sewer Department: none
  - c. Township Office: none
  - d. Police Department: #00006 – Zimmerman's, 3000 mile service car 817, \$57.95; #00007 – Zimmerman's, 3000 mile service car 815, \$57.95; #00008 – Trapuzzano's – clothing allowance.
  - e. Emergency Management: #765 – Zimmerman's, 3000 mile service for the Tahoe.

**Correspondence:** Supervisor Huff announced that after the meeting was adjourned a representative ( Mr. John Olson) from the gas co-op was present and there would be a question and answer session for anyone that was interested.

#### **Open Forum:**

1. Paul Henger: a. Asked about the other quotes for the truck purchased by the Township. Blough stated that he looked at a truck at Woy Brothers, another truck at Covers, online at various vehicles through co-stars. His main objective was to stay below the bid limit and get the best vehicle. b. Asked why there was no police report in the hand out packets. Clark explained that until the problems with the police reports are corrected and that could possibly take 2 months, it would be better to have no report than a bogus report. c. How much has the chief been paid this year to date. Clark answered that he works 5 to 7 hours each 2 week period at \$25.00/hr. The total to date is \$3,708.40. Clark also explained that the evidence room needs to be taken care of. There appears to be a backlog of items in the evidence room and the chief and clerk will be addressing that issue. Locks will be changed to protect everyone. The district attorney makes the final decision on the items in the evidence room. d. Are the supervisors looking at the possibility of renting the police building in an effort to realize some income to offset the building payment? Huff replied that this was brought up before and is on the table for future consideration. The question was asked if all former employees have turned in their keys to the police building. The answer was yes, all keys are accounted for.
2. Sharon Pruchnic: a. Has the media been notified that Paint Township has opted out of the Regional Police Study? Clark: he called the Daily American twice and did not get a call back. Each member of the committee was notified by email or letter that Paint Township elected to do so. b. Sharon wanted to relate an incident that happened to her on the previous Saturday or Sunday. She was traveling on Horn road and there were approximately 10 ATV's and trail bikes behind her on the public road heading to Pomroy's. It is her opinion that these individuals had to have trespassed on private property to get where they were and that they probably weren't licensed. Insurance is also an issue. There was a short general discussion following this.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 7:04pm.  
Roll call: Huff – yes; Blough – yes; Clark - yes.

Next Township meeting is on May 6, 2014 at 3:30pm.

Lewis Clark II, Secretary/Treasurer

## MINUTES

May 6, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 3:30pm and led the board in the "Pledge of Allegiance".

Other board members present were Clark and Huff. Also present was Linda Taormina and Wendy Senior, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Clark and seconded by Blough to accept the Minutes from the April 15, 2014 meeting with the following corrections:

1. under New Business, item #4 it should read "Motion by Blough and seconded by Huff to approve a subdivision plan for a gas line extension along Megan Drive."
2. under New Business, item #7b it should read "Also, any home built in 2A after the Phase 3 sewer is operational must be gravity sewer". Roll call: Blough – yes, Huff – yes; Clark - yes.

**Bill List:** The bill list was read by Taormina. Noted by Taormina that the Walsh Equipment bill was counted twice and the actual bill total is \$16,023.85. Motion by Clark and seconded by Huff to pay those bills. Roll Call: Huff – yes; Blough – yes; Clark -yes.

**Police Report:** The Police Report was reviewed with comment by Clark that the report is being compiled by hand until the computer corrections are completed.

**Old Business:** none at this time.

### **New Business:**

1. It was noted that the loan from First National Bank was paid in full on April 29, 2014 from the Debt Service Account. The payoff amount was \$14,684.96. Clark explained that the loan of \$27,239.00 was used for the furnishings in the police building and the extension of the driveway for the police building. The monthly payment for that loan will now be applied to the rest of the Township debt.
2. It was noted that the Township will have Spring Clean Up on May 30, 2014 at a cost of \$45.00 per permit. Permits will be available at the Township office from May 12 to May 29 for purchase. The office is open from 8:00am to 4:00pm Monday through Friday.
3. There were no purchase orders from any department for approval.
4. Additional comments by Supervisor Clark:
  - a. The township meeting scheduled for the 20<sup>th</sup> of May falls on Primary Election Day and at this point is canceled. If the meeting needs to be rescheduled because approvals are needed by the Planning Commission it will be advertised.
  - b. In the next few months the Supervisors will have more information for the residents on the financial condition of the Township and the direction the Township will be taking. A 1<sup>st</sup> quarter 2014 report was available for review.
  - c. For those that have extensions that will run out to connect to the sanitary sewer, the Township will accept a copy of a signed contract and a copy of the down payment check for the lateral and connection work to be done as proof of intent to connect. Estimates will not be accepted.

d. Township complaint forms are available to any resident that is unable to attend a Township meeting to express their concerns.

**Correspondence:** none at this time.

**Open Forum:**

1. Jackie Rose: had a question concerning Act 124 and the time limit that diesel trucks are permitted to idle. She has timed some of the vehicles that stop at a neighboring business and the vehicles are left running for 20 minutes or longer. Her question is does the Township have enforcement responsibilities for this. Huff replied that it is up to the business owner to post signs. The Supervisors will check on enforcement of this act.
2. Richard Holsopple: expressed a complaint about the coal trucks speeding and running side by side on Rt. 160. He realizes that there is one officer on shift for daylight and one on shift for second shift but it is his opinion that the Paint Township police officers spend too much time in Windber Borough and not enough time in Paint Township.
3. Walter Bodziak: comments concerning Wirick Drive. Wirick Drive has never been paved. It was tar and chipped in 1995, but the road lifts in the winter and the snow plow removes the chipping. Right now the drive is in very poor condition with large potholes. Also, the pipe by Wirick's needs dug up. Mr. Bodziak has been in contact with Supervisor Blough about Wirick Drive. Blough responded that he is currently getting prices on stone and looking at the options for that road.
4. Joanne Wright: read in the paper that the state police handled an accident on Verla Drive and that charges would be filed. Questioned whether or not the Township would be billed by the state police for handling that accident. Response was that the Township would not be billed by the state police. The state police provide coverage when Paint Township's officers are not on duty and there is no charge for these services. A short discussion followed on the legislation that would allow the state police to charge for their services. At this time no legislation has been passed to allow that.
5. Sharon Pruchnic: observed on Friday at 4:20pm two ATV's parked at Pomroy's. The Paint Township cruiser passed by, didn't take a second look and continued down Rt.160.

**Adjournment:** Motion by Clark and seconded by Blough to adjourn. Meeting adjourned at 4:06pm.

Roll call: Huff – yes; Blough – yes; Clark - yes.

Next Township meeting is to be announced.

Lewis Clark II, Secretary/Treasurer

**MINUTES**

May 19, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 6:30pm and led the board in the “Pledge of Allegiance”.

Other board members present were Clark and Huff. Also present was Linda Taormina and Wendy Senior, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Clark and seconded by Huff to accept the Minutes from the May 6, 2014 meeting.

**Bill List:** The bill list was read by Taormina. Motion by Huff and seconded by Clark to pay those bills. Roll Call: Huff – yes; Blough – yes; Clark -yes.

**Old Business:** none at this time.

**New Business:**

1. It was noted that financial statements from all Township accounts have been given to all Supervisors. As of April 30, 2014 there is \$88,873.73 in unused loan proceeds, \$1,031.51 in interest and \$118,881.27 in Debt Service.
2. a. Motion by Huff and seconded by Blough to approve a 3.5 acre subdivision plan for the Iron Horse project on Verla Drive. This subdivision was approved by the Planning Commission at their meeting on May 14, 2014. Roll call: Blough – yes; Clark – yes; Huff – yes.  
b. Motion by Clark and seconded by Blough to waive the sewer tap fee due the Township for the Iron Horse Sports Complex since Iron Horse will be extending the sewer line along Verla Drive and on the condition that Iron Horse will tie into the sanitary sewer following the Paint Township sewer ordinance and this will be handed over to the Township at the completion of the project. This does not include any of the water tap-in or EDU fees. Roll Call: Blough – yes; Clark – yes; Huff – yes. Comment by Gary DuFour from the Somerset Economic Development Council thanking the board for the support the Iron Horse Complex has received. The complex is a business needed in this area. In turn, Clark expressed his thanks to Gary DuFour, John Venzon, and Ben Faas (from the EADS group) for their hard work in getting this project off the ground. Comment by Ben Faas: the Township will be kept updated on the progress at the Iron Horse development. The NPDS permit is in hand and all land permits will soon be in hand. Copies of all will be forwarded to the Township. The building permits will be coming to the Township shortly. The general contractor (owner) would like to pour the foundation first and allow time for the concrete to cure. Gary DuFour also asked that the Supervisors okay CME engineering to work on behalf of the Township for the utilities for the complex.  
c. Motion by Huff and seconded by Clark to approve the Iron Horse utility plan and the miscellaneous PennDot documents presented. Roll Call: Blough – yes; Clark – yes; Huff – yes.
3. Motion by Clark and seconded by Blough to approve the following purchase orders:
  - a. Road Dept: none
  - b. Sewer Dept: none
  - c. Township Office: none
  - d. Police Dept: #769 – internet purchase of a backup battery for the police computer, \$53.99.
  - e. Emergency Mgmt: #768 – internet purchase of a Flash Card Reader, \$16.99

**Correspondence:** none at this time.

**Open Forum:**

1. Phyllis Anderson: how are the sewer connections coming along? Response by Clark that letters have gone out to those that have met the deadline on the extension granted and there are a few that have a deadline coming up in June. Those people will also be receiving letters if they are not in compliance.

**Adjournment:** Motion by Clark and seconded by Blough to adjourn. Meeting adjourned at 4:06pm.  
Roll call: Huff – yes; Blough – yes; Clark - yes.

Next Township meeting is June 3, 2014 at 3:30pm.

Lewis Clark II, Secretary/Treasurer

## **MINUTES**

June 3, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 3:30pm and led the board in the “Pledge of Allegiance”.

Other board members present were Clark and Huff. Also present was Linda Taormina, Office Secretary. The visitor list is attached.

**Minutes:** It was moved by Huff and seconded by Clark to accept the Minutes from the May 19, 2014 meeting. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Bill List:** The bill list was read by Taormina. Motion by Clark and seconded by Blough to pay those bills. Roll Call: Huff – yes; Blough – yes; Clark -yes.

**Old Business:** none at this time.

### **New Business:**

1. It was noted that the Supervisor Board met with the trust company on May 27, 2014 to review the investment account for the Paint Township Uniform Pension. Clark commented that the meeting went well.
2. It was noted that 2 of the 3 Supervisors signatures are required on the investment for all transactions for the Paint Township Uniform Pension.
3. It was noted that an inventory of parts for the grinder pumps and the pump station will be put together by the supervisors and Brian Weaver in order to expedite repairs when they become necessary. Prices will be looked at on-line and through supply companies. Paul Henger noted that he would like to see an accounting separate from everything else for all sewer expenses. It was noted that all sewer expenses are posted and paid for from the Sewer Account which is separate from the General Fund.
4. Motion by Clark and seconded by Huff to approve the following purchase orders:
  - a. Road Dept: none
  - b. Sewer Dept: #11 – Long's Outpost, Inc. (spray paint, red flags and a volt meter).
  - c. Township Office: #770 – Staples, office supplies using coupons and bonus points.
  - d. Police Dept: #9 – Zimmerman's, \$77.95, car 815
  - e. Emergency Mgmt: none

**Correspondence:** none at this time.

### **Open Forum:**

1. Paul Henger: asked for an update on those that have not yet connected to the sanitary sewer system. Response by Clark: the commercial properties not connected have received the

information necessary to connect and pass inspection. Those residents that have not yet connected and whose extensions are up in June, 2014 will receive a certified letter. The Township will accept a copy of a signed contract with a copy of the down payment check as intent to connect. Otherwise further action will take place. A couple of the properties that have not connected have had the water turned off and will be required to connect when the water is turned back on again. The Township is working with the Windber Area Authority on these properties. The tap fees for these properties have been paid. Mr. Henger also discussed a burning problem he is currently having with the residents at 3414 Graham Avenue. Mr. Henger provided the dates and pictures documenting the issue and stated that he has been in touch with the Paint Township police and is working with them to resolve the issue. Clark added that the Township is reviewing the burning ordinance from Richland Township to see how some of the parameters contained in that ordinance could be applied to Paint Township.

2. Joe Cominsky: expressed concern about over regulation by the Township concerning burning. Huff responded that the Township was looking to provide flexibility to the residents that wanted to burn without causing harm to the other residents of the township. Mr. Cominsky stated that he has not yet connected to the sanitary sewer system and has not yet received a letter. He will be doing the work himself and would like to be provided with the complete specifications required by the Township to be in compliance for depth and wiring. He hasn't started yet because he said the weather has not been cooperative. Clark responded that the codes officer will be in contact with Mr. Cominsky. Mr. Cominsky also discussed the grant money that was handled by the Somerset County Redevelopment Authority and the requirements that qualified someone to receive money towards sewer connection. The Township was not involved in this process.
3. Sharon Pruchnic: requested to speak even though she did not sign in. Asked the amount of miles within the Township to patrol by the police department. Approximately 30 miles of road are within the Township. A short discussion followed on the presence of the Paint Township officers being in the Township on those roads. Also, Sharon questioned why the local department is never scheduled on the weekends. Huff responded that the chief has not complied with requests to place patrols on the weekends. No action by the Board of Supervisors was necessary.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 4:30pm.

Roll call: Huff – yes; Blough – yes; Clark - yes.

Next Township meeting is June 17, 2014 at 6:30pm.

Lewis Clark II, Secretary/Treasurer

## **MINUTES**

July 1, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 3:30pm and led the board in the “Pledge of Allegiance”.

Other board members present were Clark and Huff. Also present were Wendy Senior and Linda Taormina, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Clark and seconded by Huff to accept the Minutes from the June 3, 2014 meeting. Roll Call: Blough – yes; Clark – yes; Huff – yes. Also noted that the reason the meeting scheduled for June 17, 2014 was canceled was because there was no Township business requiring a motion.

**Bill List:** The bill list was read by Taormina. Motion by Blough and seconded by Clark to pay those bills. Roll Call: Huff – yes; Blough – yes; Clark -yes.

**Opening of Bids:**The following bids were submitted for the Township's 2014 road project as advertised.

HRI, \$167,454.30 total bid

New Enterprise, \$153,099.30 total bid

Quaker Sales, \$148,326.00 total bid

Motion by Blough and seconded by Huff to accept the bid from Quaker Sales as the apparent low bid. The completion date for this project has been set for September 30, 2014. Roll call: Blough – yes; Clark – yes; Huff – yes.

**Old Business:** none at this time.

**New Business:**

1. It was noted that Financial statements from all Township accounts were given to the Supervisors. It was noted that from May 1 to May 31, 2014 check # 27350 to check # 27417 in the General Fund were used with no break in the sequence of check numbers. It was noted that from May 1 to May 31,2014 check # 1087 to check# 1089 in the Sewer checking account were used with no break in the sequence of check numbers. Explanation given by Senior and Taormina that this has been recommended by the CPA as an extra check and balance in the office procedure. The reconciliations generated by QuickBooks list all checks generated within the monthly time frame, even voided checks. The 2 accounts listed here generate the most activity for the Township. Comment by Clark that the 2013 audit has been completed and the Township has received the Draft for review. The final copy of the audit will be available for public review sometime later in July. As of May 31, 2014 there is \$88,873.73 in unused loan proceeds, \$1,157.27 in interest, and \$177,302.60 in Debt Service.
2. It was noted that the Township received the 2013 distribution of the Act 13 Marcellus Shale royalties in the amount of \$3,092.95.
3. Motion by Clark and seconded by Blough to appoint Mark Walker to enforce Paint Township's local ordinances. Roll Call: Blough – yes; Clark – yes; Huff – yes. Question by Paul Henger on cost for Mark Walker to enforce the ordinances. The resident not in compliance will be charged \$75.00 per visit. Comment by Joe Cominsky: common sense should prevail in everything the Township does.
4. It was noted that during July the Paint Township Police Department will be moved back into the Township building and the former police building will be readied for rental. Clark – this will be a staggered move due to relocating phone and fax lines and setting up the computers. The goal is to recover some money to put toward the debt.
5. It was noted that the Township is currently looking at placing GPS devices in the Paint Township cruisers for officer safety and tracking reasons. The Township is awaiting a demonstration and cost presentation based on the Township's needs. Question by Sharon Pruchnic: why is there no police report for review? Clark responded that there is still some work to be done and incorrect information is worse than no information.
6. Motion by Huff and seconded by Clark to approve the following purchase orders:
  - a. Road Dept: #771 – Traffic Safety Store, reflective drums and barricades, \$653.78



- b. Sewer Dept: #12 –Richland Plastics, stamps for marker flags, \$49.95.
  - c. Township Office: none
  - d. Police Dept: none
  - e. Emergency Mgmt: none
- Motion passed.

**Correspondence:** none at this time.

**Open Forum:**

1. Paul Henger: a. update on the status of those who have not yet connected to the sanitary sewer. Senior replied that everyone has provided the information requested by the Township. Clark commented that one individual has not yet provided a time line for connection but the Township is in communication with this individual. Question: will the inspection procedure be the same as it was for everyone else that have already connected? Yes, the inspection requirements have not changed. b. Concerning the burning situation that Paul brought to the Board's attention at a previous meeting: the magistrate is currently checking to see whether the pictures can be used. Asked how things will work if Mark Walker enforces the local ordinances. Clark replied that the guidelines have to be set up with Mr. Walker. c. Asked how the Township made out on the Spring Cleanup. Response that the Township was approximately \$490.00 in the hole concerning spring cleanup but it is a service to the community.
2. Joseph Cominsky: general discussion concerning connection to the sanitary sewer. Clark stated that the mission is to get connection completed and asked for a projected date of completion. Cominsky requested a list of contractors that he could contact if needed. Mr. Henger commented that he received all the specifications for connection and a list of possible contractors when he was first notified about the sewer project. He received 3 different estimates and all the contractors understood the connection requirements.
3. John Rugg: asked to speak when Chairman Blough asked if there was anything else before adjournment of the meeting. First, Mr. Rugg offered his opinion that the police department for Paint Township should be eliminated and use the budgeted funds for other uses. A question was then asked concerning how the current Somerset County Redevelopment Authority sewer project on Horn Road was initiated. Mr. Rugg feels that the sewers in Baumgardner Heights need replacement more than new sewers are needed on Horn Road. Blough replied that the residents on Route 601 requested sanitary sewer. The Township has no authority concerning Redevelopment Authority projects and the funds to the Authority may have to be used for new construction not repair of existing sewers. A discussion then followed concerning additional sewer taps within the Winchester Development where a lot was subdivided into 3 separate lots. It was decided that an on-site meeting with Brian Weaver present would be the way to resolve the issue. Mr. Rugg requested that Mark Walker be present instead.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 5:15pm.  
Roll call: Huff – yes; Blough – yes; Clark - yes.

Next Township meeting is scheduled for July 15, 2014 at 6:30pm.

Lewis Clark II, Secretary/Treasurer

**MINUTES**

July 15, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 6:30pm and led the board in the “Pledge of Allegiance”. Other board members present were Clark and Huff. Also present were Wendy Senior and Linda Taormina, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Huff and seconded by Clark to accept the Minutes from the July 1, 2014 meeting. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Bill List:** The bill list was read by Taormina. Motion by Blough and seconded by Clark to pay those bills. Roll Call: Huff – yes; Blough – yes; Clark -yes.

**Old Business:** none at this time.

**New Business:**

1. It was noted that Financial statements from all Township accounts were given to the Supervisors. It was noted that from June 1 to June 30, 2014 check # 27418 to check # 27491 in the General Fund were used with no break in the sequence of check numbers. It was noted that from June 1 to June 30, 2014 check # 1090 to check# 1096 in the Sewer checking account were used with no break in the sequence of check numbers. As of June 30, 2014 there is \$88,873.73 in unused loan proceeds, \$1,273.02 in interest, and \$139,540.55 in Debt Service.
2. Motion by Clark and seconded by Huff that the \$60.94 currently in the Phase I & II Sewer Construction Account be transferred to the Sewer Tap Fee Account to close the Phase I & II Sewer Account. This account has been inactive for over one year and the Township was notified that the bank will start charging a fee because of the inactivity. Roll Call: Blough – yes; Clark – yes; Huff – yes.
3. Motion by Clark and seconded by Blough that the \$892.64 currently in the Paint Township DEA Forfeiture Account be used to pay the hospitalization bill for the police department in August, 2014 and the account will be closed. This account has had no deposit activity for over a year. Roll Call: Blough – yes; Clark – yes; Huff – yes.
4. It was noted that Officer Edward Porada has been on sick leave per doctor's excuse beginning July 1, 2014. When his sick leave ends he will be off the rest of the month of July on compensatory time. Clark: the compensatory time is contractual.
5. Motion by Clark and seconded by Huff to correct and clarify the minutes of May 19, 2014 to reflect the applicable sewer tap fees for the proposed Iron Horse Project. The total due the Township will be \$8,452.44. Please see the attached Act 57 calculation. Clark: the sewer tap for Iron Horse will go out on the Route 56 side instead of out to Verla Drive. Inspection ports will be placed every 50 feet and the Township inspector be there to inspect. Roll Call: Blough – yes; Clark – yes; Huff -yes.
6. It was noted that the Township will be establishing an updated working agreement with Brian Weaver.
7. Note that the Township has continued its associate membership with the Central Westmoreland Council of Government. This membership has been an asset in guiding the Township through Co-Stars purchases.
8. Motion by Clark and seconded by Blough to approve the following purchase orders:
  - a. Road Dept: #774 – Best Buy, laptop and wireless mouse, \$267.98
  - b. Sewer Dept: none

- c. Township Office: #772 – online purchase of antivirus protection for one year for the Windows and QuickBooks servers, \$50.00.
  - d. Police Dept: #00010 – Zimmerman's, \$30.00, inspection of car 817. #733 – WalMart, digital answering machine, \$11.99.
  - e. Emergency Mgmt: none
- Motion passed.

**Correspondence:** Clark:

1. the 2nd quarter report is available for review. The Township was on target at the end of the quarter.
2. The 2013 audit is also available for review. The ad for the audit ran in the Tribune Democrat on July 9, 2014.
3. The Township is still working on getting the GPS devices for the cruisers.
4. The roof over the storage room in the police building is leaking. This has been an ongoing problem and the Township will have Guy Roofing come and take a look to see what repair is necessary.
5. As of today, July 15, 2014 the police department has started to move back into the Township building. Once complete, the police building will be readied for leasing. The township will be finishing the driveway onto Dark Shade Drive and the parking lot. The permit for the driveway runs out this year. This has been included in the road project that was bid out.

**Open Forum:**

1. Joseph Cominsky: wanted to know what resolution the Supervisors decided on concerning the situation he presented to them for his tap in to the sanitary sewer system.
  - a. Mr. Cominsky used washed 2B stone (slag) as he claims to be unaware that only sandstone or limestone was required. He will replace the slag in order to be in compliance.
  - b. his grinder pump is on the wrong rotation and the top of the grinder pump is cracked.
  - c. Mark Walker has been to talk with Mr. Cominsky. Mr Cominsky stated that he was willing to pay for the visits that Mr. Walker makes to his property because he wants everything done correctly.
  - d. Mr. Cominsky intends to go through the wall and connect the upper level of the house to the sanitary sewer system and keep the basement connected to his septic system.
  - e. Mr. Cominsky claims that 2 such systems exist across the street from him and he would like to have what they have.

Clark: asked to verify if the 2 properties across the street were 724 and 740 Dark Shade Drive? The final inspections for both of those addresses are for complete connection to the sanitary sewer and do not indicate a dual system in use for either property. Clark also asked if Mr. Cominsky wanted the Board to vote on allowing him to proceed with a dual sewer system. Clark would present the motion and see if it passed. Mr. Cominsky must know that if he or his children try to sell his home that the Township will have to notify the buyer that the connection to the sanitary sewer is not complete and will have to be completed before the sale of the home can take place. It was also noted that the inspections and testing were good for 10 years. There is one set of rules for all involved in the PennVest project.

Blough: The Township has hired qualified inspectors for the sewers and will stand behind them.

Clark: would like to close with the statement that Mr. Cominsky made at the last meeting, common sense should prevail in everything the Township does. Clark also commented that no one should get something that everyone else doesn't get.

Mr. Cominsky: will comply and connect the basement to the sanitary sewer.

**Adjournment:** Motion by Blough and seconded by Clark to adjourn. Meeting adjourned at 7:23pm. Roll call: Huff – yes; Blough – yes; Clark - yes.

Next Township meeting is scheduled for August 5, 2014 at 3:30pm.

Lewis Clark II, Secretary/Treasurer

## **MINUTES**

August 5, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 3:30pm and led the board in the “Pledge of Allegiance”. Other board members present were Clark and Huff. Also present were Wendy Senior and Linda Taormina, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Clark and seconded by Blough to accept the Minutes from the July 1, 2014 meeting as presented. Roll Call: Blough – yes; Clark – yes; Huff – yes. Comment by Joseph Cominsky concerning the Open Forum section of the minutes from July 15, 2014.

**Bill List:** The bill list was read by Taormina. Motion by Huff and seconded by Clark to pay those bills. Roll Call: Huff – yes; Blough – yes; Clark -yes. Comment on Bittner Vending; this bill is for bottled water not vending machines.

**Old Business:** Motion by Clark and seconded by Huff to accept the proposed agreement with Brian Weaver. Highlights of the agreement:

1. PennVest requires a certified person on retainer for the Township. Brian has maintained his certifications every year.
2. Duties will include major and minor inspections, any sewer concerns for land development, maintaining an inventory of parts for the Township, working on a storage area for said parts, PA-One calls. Also, Brian will help the Supervisors determine the future of the sewer system for the Township. He will maintain the pump station and the grinder pumps and make the day to day decisions on repairs. The Supervisors will be responsible for final decisions.
3. The agreement does contain an opt-out clause for both parties.
4. The Township is trying to be proactive in the maintenance of the sanitary sewer system.

### **New Business:**

1. Motion by Blough and seconded by Clark to approve the Emergency Management Coordinator (Mr. Wilbert Bailey) to attend the following:  
August 7, 2014 – Improving Roadway Safety by Assessing MUTCD Compliance in Altoona, PA.  
October 13, 2014 – participate in the Active Shooter Drill at the Windber Area Elementary School.  
November 5 and 6, 2014 – Management of Spontaneous Volunteers in Disasters in Friedens, PA.
2. Motion by Clark and seconded by Huff to approve the following purchase orders:
  - a. Road Dept: none
  - b. Sewer Dept: none
  - c. Township Office: none
  - d. Police Dept:#775 – Stapes, 5 port ethernet switch, 69.98; #00011 – Zimmerman's.

125.00, battery for car 817; #776 – Staples, 4 drawer file lateral cabinet, \$512.80;  
#00012 – Zimmerman's, car 819 repairs, \$735.00.  
e. Emergency Mgmt: none  
Motion passed.

**Correspondence:** the Township received a doctor's excuse keeping Officer Ed Porada on sick leave until August 11, 2014.

**Open Forum:**

1. Joseph Cominsky: updated the Township on his progress to connect to the sanitary sewer. The grinder pump is rotated in the wrong direction for connection and the grommet is not watertight causing infiltration of ground water. He asked the 3 supervisors to come to his house after the meeting to see his problems. Concerning the electrical: he tore 10 feet up because the lines weren't run parallel to the ditch.
2. Paul Henger: a. he has had no response from the Paint Township Police Department concerning the burning situation previously brought before the board. Clark added that he spoke with Officer Porada and no charges have been filed. This is one of the reasons the Township has decided to use Mr. Mark Walker to enforce the nuisance ordinance. b. Mr. Henger stated that in the information presented to everyone involved with the PennVest sewer project the specifications said that the output and input for the current on lot septic systems had to be cut and capped. Huff agreed and commented that that was what was done to his on lot system when he connected to the sanitary sewer.
3. Sharon Pruchnic: questioned the procedure followed when the Township is down to one officer (one on sick leave). What happens when that officer has to go to court for Windber Borough? A discussion was held concerning the possibilities in these situations. When will the GPS devices be installed in the cruisers? Clark: all 3 Supervisors need to evaluate the GPS and the Township is setting up a time for all three to view the presentation and then decide if this will fit the needs of the Township. Also, the Township is moving forward with relocating the evidence room and the cleaning and painting of the police building to get it ready for rental. Concerning the police report, the Township will eventually have 2 reports each month. One from the police and one from Mark Walker. On July 29, 2014, IN-Synch stated they corrected the problems with the police reports. The Supervisors want to make sure that everything has been corrected before presenting a monthly police report.
4. Supervisor Clark: additional information.
  - a. The Township is tracking the vehicle expense by car number in order to determine when a car has become a liability because of the amount of repairs needed.
  - b. sewer project: 2 more have passed final inspection and one is in progress. There are commitments from 3 others to have the work completed soon.
  - c. two cars in the Windber Borough police department are going to be retired and the Township has sent an email requesting the Paint Township owned radios in those cars be returned to the Township.
  - d. The 2<sup>nd</sup> Quarter report and the audit are both available for review.

**Adjournment:** Motion by Blough and seconded by Clark to adjourn. Meeting adjourned at 4:40pm.  
Roll call: Huff – yes; Blough – yes; Clark - yes.

Next Township meeting is scheduled for August 19, 2014 at 6:30pm.

Lewis Clark II, Secretary/Treasurer

## MINUTES

August 19, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 6:30pm and led the board in the “Pledge of Allegiance”. Other board members present were Clark and Huff. Also present, Wendy Senior, Office Secretary. The visitor list is attached.

**Minutes:** It was moved by Clark and seconded by Huff to accept the Minutes from the August 5, 2014 meeting as presented with the following correction. The mobile police radios that are owned by Paint Township are not installed in the cruisers that are being sold by Windber Borough. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Bill List:** The bill list was read by Senior. Motion by Clark and seconded by Blough to pay the bills. Roy Shaffer questioned the intuit bill. The bill is for the Townships accounting software program (QuickBooks). Roll Call: Blough – yes; Huff – yes; Clark -yes.

**Old Business:** No business to attend to.

### **New Business:**

1. It is noted that the financial statements from all Township accounts have been given to the Supervisors. Note that from July 1 to July 31, 2014, check #27492 to check #27580 in the General Fund were used with no break in the sequence of check numbers. Note that from July 1 to July 31, 2014 check #1097 to check #1103 in the Sewer Account were used with no break in the sequence of check numbers. The balance of the loan proceeds as of July 31, 2014 are \$88,873.73. Interest in the amount of \$1,385.70 and \$147,856.45 in debt service.
2. The township has been notified by the Somerset County Court that the William and Catherine Mullen property located at 96 Spruce Street has be abandoned and that the property has been turned over to the township. Attorney Stofko will be contacted regarding this issue for direction.
3. It was moved by Huff and seconded by Clark to make the annual per capita payment in the amount of \$314.90 to the Somerset County Economic Development Council. Roll Call: Blough - yes; Huff - yes; Clark - yes.
4. Clark presented an update regarding the Global Telematic Solutions. The township participated in a computer demonstration of the system. The township is looking to have the system installed in the police cruisers. The initial installation costs will be approximately \$135.00. The monthly fees will be \$25.00. Clark stated the GTS system is being installed for the purpose of mileage and maintenance tracking. It will also help with officer safety, speed, time waiting and time moving. Roy Shaffer commented as to why the township continues to spend money on the police department and why would the township spend money to install the GTS system in the cruisers? Shaffer asked the board if the Paint Township Department being efficient at this time with the money that is being spent for the staff and all other expenses associated with the operations of the department? Shaffer commented that the township has had only one officer working most of the summer. Clark stated that the board is evaluating all costs associated with the police department and will have to make decisions. John Rugg asked when the department will be moved into the township municipal building? Clark informed Rugg

and the audience that two thirds of the police department has been moved over into the township municipal building as of this date. One officer remains to be moved. Some repair work needs to be completed on the roof. The office space will be painted and cleaned. When that has been completed a realtor will be employed to market the office space for rent. The township has to work with a union contract that expires in 2016 and the employment agreement with R. Skiles which expires in 2014. It was moved by Clark and seconded by Blough to install Global Telematic Solutions systems (GTS) in the (3) Paint Township Cruisers for the purposes stated. Roll Call: Blough - yes; Huff - yes; Clark - yes.

5. Blough gave an update on the purchase of a new International Truck for the road department. He has been working with Walsh Equipment who is a participant with PA Costars Contract #025-021, vender #146096 and Tri County Motors. The total cost of the truck fully equipped will be between \$98,000.00 to \$100,000.00. The financing will be through the Costars program. The lease loan will be for four to five years depending on the townships down payment. The township plans to make a down payment of approximately \$20,000.00. It was moved by Blough and seconded by Huff to purchase the International Truck. Roll Call: Blough - yes; Huff - yes; Clark - yes.

6. It is noted that the winter materials (salt) for 2014-2015 will be purchased through PA Costars contract #4600015438.

7. Clark gave an update on the purchase of a storage building for the sewer department. The township received information from Somerset Structures for a 12'-24' building. The price is \$4,350.00. The storage building will be used to house the inventory of parts and equipment that will be needed for the maintenance of the sanitary sewer system. It was moved by Clark and seconded by Huff to purchase the storage building. Roll Call: Blough - yes; Huff - yes; Clark - yes.

8. It is noted that the Township received notification that the Somerset County Economic Development Council has attained compliance with DEP for the remediation cleanup regarding the Iron Horse Sports Development located at 147 Verla Drive.

9. It was moved by Clark and seconded by Blough to approve purchase orders #778, \$69.99, #777, \$38.99 and #00013, \$299.99.

**Correspondence:** It is noted that the Township received a doctor's excuse keeping Officer Ed Porada on sick leave until August 18, 2014.

Clark informed the audience that the Police Department has installed an answering machine.

### **Open Forum:**

Joseph Cominsky updated the Township on his progress to connect into the sanitary sewer. He has received final inspection for the outside work on his residence as of 8-15-14. Final inspection for the inside of the residence will be completed at a later date. Cominsky held discussion with the board on his opinion regarding various points and subjects dealing with the installation of the sanitary sewer by the Kukurin Construction Co. Cominsky requested of the board, as to who was going to be responsible for payment of the damaged electric cable and damaged grinder pump lid? Cominsky stated that he does not want to receive a bill from the township for those items. Clark asked if he (Cominsky) placed a PA One Call request before he began to dig? Cominsky stated why would he do that? Clark stated that it is the law in the Commonwealth that a PA One Call must be made before you dig requesting that all utilities, if any, be marked at the work site. Discussion continued between Cominsky and the Board. Clark stated that his (Cominsky) issues will not be settled during this township meeting and that a

separate discussion would have to take place to resolve the ongoing issues. Cominsky stated he has spent extra money getting his sanitary sewer connected and that Kukurin Construction Co. did shabby work. Cominsky also stated that he spoke with Mark Walker about using the same ditch for pipes and cables. Clark stated he would speak to Walker directly regarding that issue.

John Solusky held discussion with the board regarding the installation of and connection to the sanitary sewer (Penn Vest project, Rummel area). Solusky operates an auto transmission repair business at 105 Spruce Street. Solusky and the supervisors have met previously regarding his connecting into the sanitary sewer. One specific problem that has been discussed with Solusky is the installation of a grease trap which is required for businesses. Clark requested from Solusky a date certain when he would be completed and ready for final inspection of the sanitary sewer connection? Solusky stated he is not ready right now and could not give a completion date. Solusky stated he is working on it. Clark stated to Solusky that his extension date has expired and connection needs to be finalized. Solusky asked why the township building does not have a grease trap installed? Blough stated that the township is not a business. Solusky named other garage type businesses (Michael Scallian and the school bus garage) which do not have grease traps installed. Blough explained that when those businesses connected into the sanitary sewer in late 1990 or early 2000 that was not a requirement at that time. Blough stated that if and when those properties would be sold they will be required to become compliant with the current Paint Township sewer rules and regulations. Discussion continued with Solusky and the audience. Clark stated to Solusky that he must install a grease trap and get final inspected.

Gene Gully of 40 Verla Drive discussed the issue of drainage along Verla Drive (State Road) and the water problems that he now experiences since the installation of the sanitary sewer. He has made numerous complaints to the contractor of the sanitary sewer project, they did return and place some dirt and gravel but the problem still exists. Also the roots to his large trees are now damaged and the trees are dying. Gully has concerns regarding this because the electric lines are close to the dying trees. Gully asked the board if it is his responsible to take care of the trees. The board stated that it would be his responsibility should a problem arise. Clark directed Gully to the forestry department with Penelec. Gully held discuss on the Iron Horse Sports Development located at 147 Verla Drive. Issues of concern, traffic, parking, and the need for a red light at Rt. 56 and Verla Drive. Clark stated that this type of development will be a learning experience and a work in progress for all residents, and the township.

Solusky held discussion with the board concerning a R.O.W. between his property and the former Thiele property. The township referred him to the Somerset County Recorder of deeds.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 7:30 pm. Roll call: Blough – yes, Huff – yes, Clark - yes.

Next Township meeting is scheduled for September 2, 2014 at 3:30pm.

Lewis Clark II, Secretary/Treasurer

## **MINUTES**

September 2, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 3:30pm and led the board in the “Pledge of



Allegiance”. Other board member present was Huff. Supervisor Clark was absent. Also present were Wendy Senior and Linda Taormina, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Huff and seconded by Blough to accept the Minutes from the August 19, 2014 meeting as presented. Roll Call: Blough – yes; Huff – yes.

**Bill List:** The bill list was read by Taormina. Addition by Taormina of Zimmerman's in the amount of \$57.95. Motion by Blough and seconded by Huff to pay the bills as presented. Roll Call: Huff – yes; Blough – yes.

**Old Business:** none

**New Business:**

1. Motion by Huff and seconded by Blough to approve the following purchase orders:
  - a. Road Dept: none
  - b. Sewer Dept: none
  - c. Township Office: none
  - d. Police Dept: #00014 – Zimmerman's, car 815, 3,000 mile service; #00015 – Zimmerman's, car 815, brakes and tires
  - e. Emergency Mgmt: noneMotion passed.

**Correspondence:** the Township received a letter notifying the Township that the hazard plan for the Township was due to be updated. There is a meeting scheduled for September 18, 2014 to obtain those updates. It was agreed that Wilbert Bailey, EMC, attend that meeting in order to keep the Township in compliance.

**Open Forum:**

1. Joseph Cominsky: no comment.
2. Roy Shaffer: offered a compliment on the paving project
3. Phyllis Anderson: asked to thank Officer Swartz publicly for his help the previous week.
4. Joanne Wright: thanked the Township for the new street signs.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 3:38pm. Roll call: Huff – yes; Blough – yes.

Next Township meeting is scheduled for September 16, 2014 at 6:30pm.

Lewis Clark II, Secretary/Treasurer

**MINUTES**

September 16, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 6:30pm and led the board in the “Pledge of Allegiance”. Other board members present were Clark and Huff. Also present were Wendy Senior and Linda Taormina, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Huff and seconded by Blough to accept the Minutes from the September 2,

2014 meeting as presented. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Bill List:** The bill list was read by Taormina. Motion by Clark and seconded by Blough to pay the bills as presented. Roll Call: Clark – yes; Huff – yes; Blough – yes.

**Old Business:** an update was given concerning the William and Catherine Mullen property at 96 Spruce Street. This property was not turned over to the Township. The property is staying in the family. This was an error on the part of the family's attorney and has been clarified by the Township's attorney.

**New Business:**

1. Noted that financial statements from all Township accounts have been given to the Supervisors. Noted that from August 1 to August 31, 2014, check #27581 to check #27642 in the General Fund were used with no break in the sequence of check numbers. Noted that from August 1 to August 31, 2014, check # 1104 to check #1108 in the Sewer Account were used with no break in the sequence of check numbers. Noted that as of August 31, 2014 in the 1<sup>st</sup> Summit debt service account there was \$88,873.73 in unused loan proceeds, \$1,502.66 in interest, and \$145,100.20 in Debt Service.
2. Motion by Huff and seconded by Clark to approve the Subdivision-Land Merger plan between the Berwind Corporation, Thomas and Kelly Cerwinsky, and Judith Siska on Horn Road as presented. This plan was approved by the Planning Commission at their meeting on September 10, 2014. Roll Call: Blough – yes; Clark – yes; Huff – yes.
3. Motion by Clark and seconded by Huff to approve the 2015 MMO's for the non-uniform and uniform pension plans. Roll Call: Blough – yes; Clark – yes; Huff – yes.
4. Motion by Blough and seconded by Clark to approve the Final Requisition payment from PennVest in the amount of \$98,277.06. Roll Call: Blough – yes; Clark – yes; Huff – yes.
5. Motion by Blough and seconded by Clark to approve the Engineering Services Agreement – Amendment No. 1 for the Rummel and Pomroy's Corner sewer extensions and the Engineering Services Proposal, Rummel and Pomroy's Corner sewer extensions to facilitate PennVest Administration and Closeout. Clark: by accepting the amendment and the engineering proposal, the Township hopes this will push PennVest to set a closeout date and determine what the monthly payment on the loan will be.
6. Noted that Trick or Treat night in Paint Township will be held on Thursday, October 30, 2014 from 6 to 8 pm.
7. Motion by Clark and seconded by Blough to approve the following purchase order:
  - a. Road Dept: none
  - b. Sewer Dept: none
  - c. Township Office: none
  - d. Police Dept: none
  - e. Emergency Mgmt: #779 – internet purchase (NewEgg.com) of a laptop/notebook computer, \$589.99.Motion passed.

**Correspondence:** Clark: the Township received the following correspondence:

1. on September 26, 2014 at the Arcadia on Graham Avenue there will be a ceremony to dedicate the bridge that goes over Route 56 on 17<sup>th</sup> Street to Officer Joseph Sepp.

2. The Township received notification on the amount to insure the shed that was purchased to house the inventory of parts for the sewer. The cost will be approximately \$100.00 per year to insure the building and contents.
3. A short discussion about bringing the PennVest project to a close and the meeting with the engineer on Tuesday, September 16, 2014. Clark noted that all tap fees have been paid including the 2 properties that the Township currently has a lien against for the tap fee and costs.
4. In the next two weeks, a contractor will be hired to fix the roof on the police building, clean and paint and ready the building for rental.

### **Open Forum:**

1. Patrick Greer: inquired about the current Paint Township Police Department. There are currently 2 full time officers employed by the township. Currently one officer is off hurt. Pat wanted to know if there was communication between the state police and Chief Skiles concerning the break-ins on Basin Drive. It was verified that Chief Skiles was aware of the break-ins. Another point by Pat was the scheduling of the police officers should revolve around the criminal activity within the Township. Clark stressed that the schedule for the officers could not be given out as that would encourage criminal activity. A short discussion followed on the police department.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 7:00pm.  
Roll call: Blough – yes; Clark – yes; Huff – yes.

Next Township meeting is scheduled for October 7, 2014 at 3:30pm.

Lewis Clark II, Secretary/Treasurer

## **MINUTES**

October 7, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 3:33pm and led the board in the “Pledge of Allegiance”. Other board members present were Clark and Huff. Also present were Wendy Senior and Linda Taormina, Office Secretaries. The visitor list is attached.

Before the business of the meeting commenced, Sgt. Adamczyk of the Somerset County State Police Barracks was introduced. Sgt. Adamczyk is the station commander at the barracks and wanted to address any concerns or needs that Paint Township may have since the state police are responding to calls in the township when our local force is not on duty. To date the state police have responded to 91 total calls since January 1, 2014. This is a fairly low number of calls and does not include the calls handled by the local department. The state police do not enforce local ordinances. If there is a major case the state police have access to the crime unit and the full resources of Troop A. There are also specialized individuals for investigation that can be called in as needed. Currently 3 of the Somerset County troopers are working for the manhunt in northeast Pennsylvania. If the state police are unable to respond to a serious call in Paint Township quickly enough they will request a neighboring police department respond until they can arrive. There is one state police car for Somerset County. Question by John Rugg: is there much drug investigation? Sgt. Adamczyk responded that burglaries are fueled by drugs. The Township Supervisors thanked Sgt. Adamczyk for taking the time to attend the meeting and answer questions.

**Minutes:** It was moved by Blough and seconded by Clark to accept the Minutes from the September 16, 2014 meeting as presented. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Bill List:** The bill list was read by Taormina. Motion by Huff and seconded by Clark to pay the bills as presented. Roll Call: Clark – yes; Huff – yes; Blough – yes.

**Old Business:**

1. Supervisor Clark gave an update on the current PennVest project: 2 properties have liens against them for the tap fees. 3 properties have contracts for connection. 1 commercial property has an issue and has contacted DEP. 1 property is in litigation and 1 property is not fully connected.
2. Motion by Clark and seconded by Huff to tentatively approve The Operation and Maintenance Agreement for Storm Water Management for the Iron Horse Development. Roll Call: Blough – yes; Clark – yes; Huff – yes.
3. The Township has a list of parts for replacement and repair for the sanitary sewer system. These will be housed in the shed bought for that purpose. The total cost for this inventory is \$6,881.50.

**New Business:**

1. Motion by Blough and seconded by Huff to approve reimbursement to elected auditor, Walter Bodziak, in the amount of \$80.00 plus mileage to attend the PSATS seminar “Basic Training for Elected Auditors” on November 6, 2014. Roll Call: Blough – yes; Clark – yes; Huff – yes.
2. There were no purchase orders for any department to approve.
  - a. Road Dept: none
  - b. Sewer Dept: none
  - c. Township Office: none
  - d. Police Dept: none
  - e. Emergency Mgmt: none

**Correspondence:** Clark: the Township received the following correspondence:

1. the Township received a letter from the Windber Library.
2. Noted that Emergency Management Coordinator, Wilbert Bailey, attended a meeting for the updates and status of the county radio system that is being installed.

**Open Forum:**

1. Joseph Cominsky presented a letter to the Board of Supervisors concerning a bill that was sent to him by the Township for replacement of the grinder pump tray cable that was damaged by Mr. Cominsky when he did the excavation to install his sewer lateral. Mr. Cominsky requested that a copy of the letter be entered into the minutes and is attached to these minutes. Mr. Cominsky also presented pictures of the wiring installation to accompany his letter. The cap on the grinder pump was also damaged. After Mr. Cominsky read the letter to the Board, Supervisor Clark stated that the PA One Call required by state law had not been made and if it had been made as required the Township has a qualified individual that would have responded to the PA One Call and would have marked where the cable was. Mr. Cominsky admitted that he did not make the PA One Call. Mr. Cominsky called for a vote of the Supervisors on whether or not he would be required to pay the bill sent by the Township. Supervisor Blough said Mr. Cominsky would have to pay the bill because other contractors also damaged wiring and have paid for the repairs. Mr. Cominsky is his own contractor. Supervisor Huff wished to abstain due to his property line adjoins Mr. Cominsky's and they have been neighbors for several years. But Supervisor Huff agreed that Mr. Cominsky did not follow procedure as required by state law

and make the PA One Call. Supervisor Clark said he signed the letter that accompanied the bill and Mr. Cominsky would have to pay it. Mr. John Rugg commented that the PA One Call law is very clear that the call must be made before any digging takes place and this law is not being manipulated by the Board. The absence of marking tape by the sewer contractor is a safety issue. Discussion followed on the legality of the PA One Call requirements. Supervisor Clark stated that the Township has an open door policy and the supervisors would be happy to discuss issues with Mr. Cominsky.

2. John Rugg: upon reviewing the minutes from the September 16, 2014 meeting had a question concerning the repairs that will have to be done to the roof of the police building before it can be rented. Mr. Rugg raised the question of the warranty for that roof. Clark stated that he would like to have someone look at the roof and that it is a design flaw and is out of warranty. Discussion followed.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 4:47pm. Roll call: Blough – yes; Clark – yes; Huff – yes.

Next Township meeting is scheduled for October 21, 2014 at 6:30pm.

Lewis Clark II, Secretary/Treasurer

## **MINUTES**

October 21, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 6:30pm and led the board in the “Pledge of Allegiance”. Other board members present were Clark and Huff. Also present were Wendy Senior and Linda Taormina, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Clark and seconded by Blough to accept the Minutes from the October 7, 2014 meeting as presented. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Bill List:** The bill list was read by Taormina. Motion by Huff and seconded by Clark to pay the bills as presented. Roll Call: Clark – yes; Huff – yes; Blough – yes.

### **Old Business:**

1. Supervisor Clark gave an update on the construction of the police building and the lack of warranty for the roof. The architect had offered to check the building on his way to and from work. This offer was rejected. The construction company stated that the elevations for the roof were incorrect. A Supervisor (one who at that time handled the business side of the Township) ordered special made trusses for the roof. This order could not be fulfilled because of the load bearing requirements for the roof. The construction company was then paid to install a rubber roof. The construction company also came back once more when the roof leaked. There is no one to go back to legally to take responsibility for the now leaking roof. Mr. Henger asked which supervisor was responsible. Clark responded that he would not put a name to this unless that person was present. Blough read the following from the bid award to the construction company from the architect: “ Please note that our firms work will be limited during the construction administration due to the Supervisors option during our design development phase and their experience with handling construction projects.” The current Supervisors have decided that the architect and the contractor cannot be held liable. The leaking problem has not been

resolved yet but this will not affect the rental of the building. The painter is scheduled to come in November.

2. Supervisor Clark gave an update on the debt: the Supervisors are currently working with the bank on the following: working on the truck loan  
combining the other loans at a better interest rate  
possibly paying the 88,000.00 towards the 350,000.00 loan to pay it off quicker.

More information concerning these matters will be available at future meetings.

#### **New Business:**

1. Noted that financial statements from all Township accounts were given to the Supervisors. Noted that from September 1 to September 30, 2014, check # 27643 to check # 27711 in the General Fund were used with no break in the sequence of check numbers. Noted that from September 1 to September 30, 2014, check # 1109 to check # 1115 in the Sewer Account were used with no break in the sequence of check numbers. As of September 30, 2014 in the 1<sup>st</sup> Summit Debt Service Account there was \$88,873.73 in unused loan proceeds, \$1,607.80 in interest, and \$140,768.27 in Debt Service.
2. Motion by Blough and seconded by Huff to approve the following purchase orders:
  - a. Road Dept: none
  - b. Sewer Dept: none
  - c. Township Office: #780 – Staples for office supplies, \$180.60
  - d. Police Dept: none
  - e. Emergency Mgmt: noneMotion passed.

**Correspondence:** none

#### **Open Forum:**

1. Joseph Cominsky: reviewed the letter and pictures that he presented at the last meeting. Held discussion with the board about his connection to the sanitary sewer system. Supervisor Blough stated that the replacement cap for Mr. Cominsky's grinder pump has already been ordered and will be installed as soon as it comes in at no expense to Mr. Cominsky.
2. Paul Henger: stated that he feels the time to question placement of wiring and grinder pumps was two years ago when they were installed. Mr Henger wanted the sanitary sewer system but did not think the grinder pumps were a good idea. Supervisor Clark stated the Township would have to honor the decisions made concerning the grinder pumps.
3. Joanne Wright: expressed confidence in the state police after Sgt. Adamczyk made his presentation at the last meeting. A short discussion was held on the police reports. Currently the state police are covering Paint Township 16 hours a day Monday through Friday and on weekends.
4. Roy Shaffer: asked about the status of the road project. Supervisor Blough stated that the contractor will be back in to correct part of the problem and the Township will be getting a quote to correct the rest (Spring Street down). The Township is withholding funds until the contractor completes its work.

**Executive Session:** The Board entered executive session to discuss personnel matters at 7:20pm. The Board stated to those in attendance that no statement to the public will be made after the executive session at this time. A statement will be made in the future concerning this matter. The meeting

resumed at 7:52pm.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 7:53pm.  
Roll call: Blough – yes; Clark – yes; Huff – yes.

Next Township meeting is scheduled for Wednesday, November 5, 2014 at 3:30pm.

Lewis Clark II, Secretary/Treasurer

## **MINUTES**

November 5, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 3:30pm and led the board in the “Pledge of Allegiance”. Other board members present were Clark and Huff. Also present were Wendy Senior and Linda Taormina, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Clark and seconded by Huff to accept the Minutes from the October 21, 2014 meeting as presented. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Bill List:** The bill list was read by Taormina. Motion by Blough and seconded by Clark to pay the bills as presented. Roll Call: Clark – yes; Huff – yes; Blough – yes.

### **Old Business:**

1. Motion by Clark and seconded by Huff to approve the loan for the new truck for \$80,000.00 at 2.95 % interest with 1<sup>st</sup> Summit Bank. Supervisor Clark added for information only that the payment for the truck loan has been scheduled once a year when the tax money comes in. The Township is also working with the bank on the other Township loans. Roll Call: Blough – yes; Clark – yes; Huff – yes.
2. Supervisor Clark also stated that the Township had a meeting with a representative from DEP concerning the commercial (garages) properties that are connecting to the sanitary sewer. The Township will receive a letter from DEP outlining the procedure the Township has to follow.

### **New Business:**

1. Motion by Huff and seconded by Clark to approve the following purchase orders:
  - a. Road Dept: none
  - b. Sewer Dept: #13 – Staples, green paint sticks, \$36.58
  - c. Township Office: #781 – Staples, Batteries (AAA, AA, & 9 volt)
  - d. Police Dept: none
  - e. Emergency Mgmt: noneRoll Call: Blough – yes; Clark – yes; Huff – yes.

**Correspondence:** none at this time

### **Open Forum:**

1. Rodney Weaver asked about the communication between the state police when they handle a call in Paint Township and the local police. He currently is dealing with a theft of lumber from his property that the state police handled. When he calls Somerset for information concerning the theft he does not get a call back. Supervisor Clark asked that Rodney leave his number and

the Township will contact Sergeant Adamczyk from the Somerset Barracks and see if they can help Rodney get the information he needs.

2. George Kohler asked if Ramblin Hills had their permit for the 3<sup>rd</sup> Phase in the development. Currently, everything is on hold for more building in the Ramblin Hills Development. The Township is scheduled to take over the roads in Phase I and Phase II. This must happen before Phase III can be started. Petrunak will still maintain his road bond even after the Township takes over those roads because the roads from Phase I and II will be used to reach Phase III and the bond will cover any damage caused by construction vehicles.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 3:45pm.  
Roll call: Blough – yes; Clark – yes; Huff – yes.

Next Township meeting is scheduled for November 18, 2014 at 6:30pm.

Lewis Clark II, Secretary/Treasurer

## **MINUTES**

November 18, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 6:30pm and led the board in the “Pledge of Allegiance”. Other board members present were Clark and Huff. Also present were Wendy Senior and Linda Taormina, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Clark and seconded by Huff to accept the Minutes from the November 5, 2014 meeting as presented. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Bill List:** The bill list was read by Taormina. Motion by Huff and seconded by Clark to pay the bills as presented. Roll Call: Clark – yes; Huff – yes; Blough – yes.

### **Old Business:**

1. Motion by Clark and seconded by Huff to accept the proposed conditions and terms submitted by 1<sup>st</sup> Summit Bank for the refinancing and restructuring of the two existing mortgage loans (township municipal building and the police complex addition). Roll Call: Blough – yes; Clark – yes; Huff – yes. Clark presented a handout for the public outlining the proposed conditions submitted by 1<sup>st</sup> Summit Bank. He commended the Supervisors and 1<sup>st</sup> Summit Bank for the work that was needed to reach this goal and thanked 1<sup>st</sup> Summit Bank for working with the Township once again as they were the bank to provide the Township with a loan when the Township was in financial difficulty. Clark also stated that he presented the proposal to another bank and they could not match the interest rates. Everything was approved by 1<sup>st</sup> Summit bank in an email sent November 5, 2014.
2. Motion by Huff and seconded by Blough to move the Paint Township Sewer account from First National Bank to 1<sup>st</sup> Summit Bank. Roll Call: Blough – yes; Clark – yes; Huff – yes. This is part of the proposal between the Township and 1<sup>st</sup> Summit Bank.
3. It was noted that an additional room in the police building will be painted at an additional cost. The painter is done except for the chief's office (included in the original contract) and the additional room which is the evidence room.



## **New Business:**

1. Noted that financial statements from all Township accounts were given to the Supervisors. Noted that from October 1 to October 31, 2014, check # 27712 to check # 27782 in the General Fund were used with no break in the sequence of check numbers. Noted that from October 1 to October 31, 2014, check # 1116 to check # 1122 in the Sewer Account were used with no break in the sequence of check numbers. As of October 31, 2014 in the 1<sup>st</sup> Summit Debt Service Account there was \$88,873.73 in unused loan proceeds, \$1,724.65 in interest, and \$135,727.16 in Debt Service.
2. Motion by Clark and seconded by Blough to accept the resignation submitted by Police Chief Richard Skiles to the Township effective November 30, 2014. Roll Call: Blough – yes; Clark – yes; Huff – yes. It was noted by Clark that the Township has a plan that does not include the hiring of any additional police personnel.
3. It was noted that the total balance due for the Christmas for Kids Program in the amount of \$ 9,714.37 was released to Fred Oliveros, Manager of Windber Borough as per the instructions of the Township's CPA, BarnesSaly & Co. and Attorney Stofko. It was noted that these funds consisted of donations by the public specified for the Christmas for Kids Program. The donations come in year round and there is a carry over of funds from one December to the next. The donations for this program are logged in the account specifically for the Christmas for Kids program. All subsequent donations are being routed to Windber Borough and are no longer accepted at Paint Township. The program benefits families from the entire area.
4. An update was given concerning the meeting held with the Department of Environmental Protection and the Township. Present at that meeting were Brian Weaver, Wendy Senior, David Blough, Lewis Clark, and Lisa Milsop. The meeting was held because a Township resident had filed a complaint with DEP concerning the Township requiring the installation of an oil water separator at maintenance garage facilities. Paint Township Municipal Code requires the oil water separator to be installed prior to discharge to the drainage system or other point of disposal. The DEP recommendations are as follows: sealing the drains and removing the discharge pipe. If the drains aren't sealed, discharge pipe connection to public sewer is recommended. If connecting to the public sewer is not possible and one of the following conditions exist then an NPDES Storm Water Permit is required: a. If the discharge pipe is to a stream or other body of water. b. If the discharge pipe is to the ground.
5. It was noted that the Township received a right-to-know request from Michelle Ganassi, Assistant Editor for the Daily American on 11/7/2014. The items requested were: the labor contract between the Police Department and the union and the current operating police budget. The information was provided by 11/11/14 and picked up on 11/13/14. The Township has 5 days to comply with a right-to-know request. It was also noted that anyone can request a right-to-know and there is a charge for the paperwork.
6. Motion by Clark and seconded by Huff to apply the \$88,000.00 balance of unused loan proceeds from the \$350,000.00 loan at 1<sup>st</sup> Summit Bank to that same loan as an additional principal payment. The current balance due for that loan is \$284,412.91. The payment would reduce the balance due to \$160,412.91. Roll Call: Blough – yes; Clark – yes; Huff – yes.
7. Noted that there were no purchase orders from any department submitted for approval.

- a. Road Dept: none
- b. Sewer Dept: none
- c. Township Office: none
- d. Police Dept: none
- e. Emergency Mgmt: none

**Correspondence:**

1. The 2015 budget: the budget will be available online and at the Township office for review on Thursday, November 20, 2014. It was noted that the budget will stay at 14 mills. The budget for 2015 is set for \$962,380.54. The budget for 2014 was \$1,042,655.65, a difference of \$80,275.11. It was noted that the budget is a guideline to run the Township. Motion by Blough and seconded by Clark to approve the tentative budget for 2015. Roll Call: Blough – yes; Clark – yes; Huff – yes. The budget must lay for 20 days before final adoption. The Township meeting scheduled for December 16, 2014 has been canceled and rescheduled for Tuesday, December 23, 2014 at 6:30pm for final adoption of the budget.
2. A letter on behalf of the Township was sent by Mark Walker to the owners of 42 Clearview Heights that an inspection had been completed at the property for compliance with Township Ordinance 05-2. An order for demolition was given to take place within 60 days of the date of receipt of the notice.

**Open Forum:**

1. Jim Moschgat: has concerns about Poplar Street being blocked by parked cars and snow removal would be obstructed. Blough stated that there is no ordinance allowing the Township to post “No Parking” signs. The police will watch the parking situation. There also is no zoning in the township. A possibility mentioned would be to give warnings to those vehicle owners that they can't park directly on the street.

**Adjournment:** Motion by Blough and seconded by Clark to adjourn. Meeting adjourned at 7:07pm. Roll call: Blough – yes; Clark – yes; Huff – yes.

Next Township meeting is scheduled for Tuesday, December 2, 2014 at 3:30pm.

Lewis Clark II, Secretary/Treasurer

**MINUTES**

December 2, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 3:30pm and led the board in the “Pledge of Allegiance”. Other board members present were Clark and Huff. Also present were Wendy Senior and Linda Taormina, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Huff and seconded by Clark to accept the Minutes from the November 18, 2014 meeting as presented. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Bill List:** The bill list was read by Taormina. Motion by Clark and seconded by Blough to pay the bills as presented. Roll Call: Clark – yes; Huff – yes; Blough – yes.

**Old Business:**

1. It was noted that the 2014 Road Project has been closed out. The balance (\$27,000.00) that was held back will be paid to Quaker Sales Corp.
2. It was noted that the change of status for Richard Skiles in Paint Township has been sent to the Commonwealth.

**New Business:**

1. It was noted that the Township meeting previously scheduled for December 16, 2014 at 6:30pm has been rescheduled for December 23, 2014 at 6:30pm. The reason for the change is the adoption of the 2015 budget.
2. Motion by Clark and seconded by Huff to approve the following purchase orders:
  - a. Road Dept: none
  - b. Sewer Dept: none
  - c. Township Office: none
  - d. Police Dept: none
  - e. Emergency Mgmt.: #782 – membership dues for the Keystone Emergency Management Association, \$30.00.Roll Call: Blough – yes; Clark – yes; Huff – yes.
3. It was noted that Attorney Stofko will be sending John Rugg a letter concerning the the location of the sewer taps in Winchester Estates. Motion by Clark and seconded by Blough to suspend building permits for Winchester Estates until the Township receives the as-builts for Winchester Estates. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Correspondence:** none at this time

**Open Forum:**

1. Paul Henger:
  - a. would like to commend the Supervisors on the recent moves with the investments and the mortgages and the refinancing at lower interest rates. The Supervisors in turn thanked Paul for his comments.
  - b. Mr. Henger asked for a sewer update. Clark responded that the oil water issue has been resolved thanks to Lisa Milsop from DEP. There are approximately eight that are not tapped in due to a variety of reasons. Water is shut off for a property where the structure is slated for demolition. Another is going for sheriff sale. Another is connecting – it just hasn't been final inspected and another has to make a couple of corrections for final inspection.
  - c. Police reports: police reports will be made available after the first of the year.
  - d. Mr. Henger commented on the recent newspaper articles concerning the fact that Windber Borough's police budget is over the projected amount. Mr. Henger also commented that he's not sure that the Township is getting its money's worth with the 2015 police budget.
  - e. Mr. Henger read that the hospitalization would show a 5.5% increase for 2015 and asked if the employees would be paying a portion of the hospitalization bill. A discussion followed about the contracts with the 2 different unions and having to open the contracts for just that reason. The cost and the fact that the contracts don't terminate at the same time makes it difficult. The police contract has 2 years to go and the office staff contract has 3years to go. Huff stated that the office contract was negotiated when the police contract had several years to go and fairness across the 2 contracts was considered. Also, the Township was not looking to have a large turnover in staff. Huff stated that the office contract was very fair to both the Township and the employees.

f. Mr. Henger asked if the chief of police position would be filled. Answer – not at this time. Other employees have the experience and expertise to handle the duties and the supervisors will take on responsibilities also. The township will use the next several months as a trial period to see how things progress.

g. Mr. Henger commended and thanked the office staff for being helpful every time he has needed a question answered. He also thanked the supervisors for being available to answer questions.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 4:00pm. Roll call: Blough – yes; Clark – yes; Huff – yes.

Next Township meeting is scheduled for December 23, 2014 at 6:30pm.

Lewis Clark II, Secretary/Treasurer

## **MINUTES**

December 23, 2014

Paint Township 1741 Basin Drive Windber, PA 15963

Chairman Blough called the meeting to order at 6:30pm and led the board in the “Pledge of Allegiance”. Other board members present were Clark and Huff. Also present were Wendy Senior and Linda Taormina, Office Secretaries. The visitor list is attached.

**Minutes:** It was moved by Clark and seconded by Huff to accept the Minutes from the December 2, 2014 meeting as presented. Roll Call: Blough – yes; Clark – yes; Huff – yes.

**Bill List:** The bill list was read by Taormina. The addition of a bill from Mark Walker in the amount of \$2080.00 was made. Motion by Clark and seconded by Blough to pay the bills as presented. Roll Call: Clark – yes; Huff – yes; Blough – yes.

### **Old Business:**

1. Motion by Huff and seconded by Clark to final approve the Budget for fiscal year 2015. The Tax Millage shall remain at 14 Mills. The General Fund millage rate is 10.35 mills and the Debt Service rate is 3.65 mills. All other taxes remain the same. The total budget for 2015 is \$1,078,399.00.

### **New Business:**

1. Motion by Clark and seconded by Blough to accept the resignation of police sergeant Chris Swartz, effective January 5, 2015 as submitted to the board. Roll Call: Blough – yes; Clark – yes; Huff – yes. Clark commented that the Pennsylvania state police have been notified that effective January 5, 2015 they will provide 24/7 coverage for Paint Township until the Township gets its personnel issues in line.
2. Motion by Huff and seconded by Clark to approve the “Nextdoor” application. This is a secure private online bulletin board used to build a sense of community. The application will be posted on the Township's website. This is free to Emergency Management Departments. Roll Call: Blough – yes; Clark – yes; Huff – yes.
3. Motion by Clark and seconded by Blough to appoint Karen Wozniak (the current tax collector for Windber Borough) as the Deputy Tax Collector for Paint Township as required by Act 164 effective October, 2014. Paint Township's Tax Collector, Joanne

Wright is the Deputy Tax Collector for Windber Borough. Roll Call: Blough – yes; Clark – yes; Huff – yes. Comment by Tax Collector Joanne Wright: this is in case of severe illness or death so collections will not come to a halt for the municipality, county or the school district. Also, in the future anyone that wants to run for tax collector must have a background check and become a state qualified tax collector before their name can be entered on the ballot for the primary. Those currently in office have been grandfathered in.

4. Note that Chairman Blough met with Robert Statler, Operations Manager for Northern EMS, and signed the Township's approval for the Mass Casualty Response Alarm Cards update on December 9, 2014. The alarms update is to be entered into the Somerset County 911 CAD system.
5. Noted that financial statements from all Township accounts were given to the Supervisors. Noted that from November 1 to November 30, 2014, check # 27783 to check # 27842 in the General Fund were used with no break in the sequence of check numbers. Noted that from November 1 to November 30, 2014, check # 1123 to check # 1126 in the Sewer Account were used with no break in the sequence of check numbers. As of November 30, 2014 in the 1<sup>st</sup> Summit Debt Service Account there was \$88,873.73 in unused loan proceeds, \$1,822.29 in interest, and \$131,834.01 in Debt Service. Comment by Clark that the consolidation loan for the mortgages has been approved by the loan committee at 1<sup>st</sup> Summit Bank. The township is currently waiting for the new truck to be completely outfitted before finalizing on that loan. The warranty begins when payment is made and the Township wants the warranty to begin when the truck is fully operational.
6. Note that Will Bailey attended a County Mitigation Planning meeting on behalf of the Township on December 17, 2014. The mitigation planning meeting was for culvert replacement due to flooding. Grant funding may become available and the Township has to be on record with the county to receive the funding.
7. Clark offered an update on the sewer connections: on the Pomroy's section of the project the following was mentioned – Cominsky's has been final inspected on the outside only. The Township building has completed installation of an oil water separator for the truck garage in order to be in compliance with DEP. In the Rummel section – Zimmerman's will be tapping in. Spickler's have a contract and have paid ½ down. They are waiting on the contractor. Shaffer's have paid their tap fee. Inside inspections not yet completed are Cominsky, Powell, and Walls.
8. Motion by Clark and seconded by Huff to approve the following purchase order:
  - a. Road Dept: none
  - b. Sewer Dept: none
  - c. Township Office: none
  - d. Police Dept: none
  - e. Emergency Mgmt: #783 – Zimmerman's: annual inspection of the Tahoe.

**Correspondence:**

1. The meeting dates for 2015 are available.
2. Supervisor Clark offered a Merry Christmas to the residents of Paint Township and a thank-you to the other Supervisors and the office staff. A thank-you was in turn offered to Supervisor Clark by the other Supervisors, the office staff, and the residents in attendance.

**Open Forum:**

1. Paul Henger: a. requested a tentative date for final hook up to the sewer. Clark responded that the Township could take a hard line with the solicitor and spend Township money or the

Township can try to resolve the issues with the least amount of expense to the Township.

b. wanted to know if the Township would be able to secure a reduced rate on garbage collection if one hauler was offered the entire township. Clark responded that there is baggage that comes with that. The garbage fee must be paid whether or not the residence is occupied and the township becomes a collection agency. Huff added that because there are quite a few haulers the competition has brought the prices down.

c. Mr. Henger asked for an update on the Horn Road sewer project. The solicitor for the Township is working on the right of ways that have to be signed in conjunction with this project.

d. Mr. Henger questioned whether or not the current solicitor and CPA would be retained for 2015. Response: yes and this will take place at the reorganization meeting on January 5, 2015.

e. Mr Henger asked for an update on renting the police building. Response: there are 2 rooms that have to be painted yet. The painter will return when the work in the evidence room is complete. The locks will also be changed before renting. If the township could rent the building themselves they could save the 6 – 8% commission charged by the realtor.

2. Phil Ott: requested his status concerning part time snow plowing. Blough asked that Phil meet with him to discuss the times he would be available to plow. Currently the Township is training a third part time employee that is available to work all hours. Phil turned in his key to the building to Wendy Senior at the meeting. He was requested to turn in this key at the end of last winter as the locks have been changed for the garage and his key no longer worked.

**Adjournment:** Motion by Blough and seconded by Huff to adjourn. Meeting adjourned at 7:12pm.

Roll call: Blough – yes; Clark – yes; Huff – yes.

Next Township meeting is scheduled for Monday, January 5, 2015 at 6:30pm for reorganization.

Lewis Clark II, Secretary/Treasurer



