

Connellsville Township Supervisors
166 McCoy Hollow Road, Connellsville, PA 15425
Meeting Minutes February 28, 2024 - 6:00 p.m.

CALL TO ORDER

Chairman Miner called the monthly meeting to order on Wednesday, February 28, 2024, at 6:00 p.m.

PLEDGE OF ALLEGIANCE

led by Chairman Miner.

ROLL CALL

The following persons were present: Supervisor Donald Hann, Vice-Chairman Tim Upton (by phone), Chairman Todd Miner, Secretary Darla Hann. Also, present were Solicitor Jack Purcell and PW Rep. Jon Gilpin.

APPROVAL OF MINUTES

Motion made by Supervisor Hann to accept the regular meeting minutes and re-organization meeting minutes from January 2nd, 2024. Second by Vice Chairman Upton. All in favor, motion carried.

PUBLIC PARTICIPATION –**SECRETARY'S REPORT (Darla Hann reported)**

- 5 burn permits were issued in January.
- Forms completed to date are: 2024 Tax Info, 2024 Survey of Financial Condition, Elected & Appointed Officials Form, MS-965 to PennDOT and AG 385 Form (pension). The Annual Recycling Report will be submitted as soon as I receive tonnages for DG.
- Had set up a Cost-of-Living increase for Roger Adams, after he passed, I contacted Feaster, Duda Actuarial and PNC to stop payment from his pension.
- Notice received from the Solicitor that liens were filed on 2 properties for property maintenance done by the Township.
- The old salt shed was purchased and removed.
- The tire dumpster was emptied in January.
- Energy audit info was sent in but we have another year so I will submit it again closer to the end of the contract.
- Attended a meeting, along with Todd, for the Iron Horse Bridge project and sent in a letter of support.
- Closer on our new door broke, it was under warranty and replaced by Fox's glass.
- Submitted info for the WC Audit and did the exit conference. Also submitted remaining info to Singer Accounting for the Municipal audit.
- 5.66 tons of recyclables were collected in the bin from the County that is located here.

TREASURER'S REPORT (Secretary Darla Hann reported)

Motion by Supervisor Hann to accept the treasurer's reports for December and January. Second by Vice Chairman Upton. All in favor, motion carried.

AUTHORIZATION TO PAY BILLS

Motion made by Supervisor Hann to pay monthly bills. Second by Vice Chairman Upton. All in favor, motion carried.

CORRESPONDENCE –

- Letter from Fell Twp. Requesting financial help with a case concerning an experimental reclamation technique for abandoned mines.
- Letter from Somerset Trust; asking that if we are aware of any credit needs in our area to let them know and to contact their Community Reinvestment Act Officer (low-to moderate Income).
- PA American Water sent a letter saying that there may be a delay in billing.
- Armstrong notified us of a rate increase for video services, that will be sent out to all customers.

COMMITTEE REPORTS***Fire Dept.***

* Jon Gilpin reported that for the month of January the Fire Department was called out for: 3 vehicle accidents, 1 vehicle fire, 1 call for wires down, and 3 trees down, 1 flooded basement, and 12 out of Township Assists; for a total of 21 calls for December. Bingo is every Sunday, March hoagie sale is cancelled, Fish Fry's will be every Friday through Good Friday.

Emergency Management

Code Enforcement Officer – (read by Darla Hann read report from Chad Savage)

*Three (3) cases at the Magistrate office; one was paid in full. One (1) case was turned over to County Zoning, three (3) verbal warnings with solutions, one (1) ongoing clean up of a property with substantial materials on site, three (3) written warnings.

*

Roadmaster

* Report for the month of January was read by Jon Gilpin and is on file in the office. Jon also reported that Phase I of the River Hill Grant (Casparis) is complete.

SUPERVISOR REPORTS

Supervisor Hann –

Vice-Chairman Upton –

Chairman Miner -

UNFINISHED BUSINESS**NEW BUSINESS**

Motion by Supervisor Hann to approve the 2024-2025 Co-Stars Salt Contract, ordering 200 tons of salt, to be delivered over the next year. Second by Vice Chairman Upton. All in favor, motion carried.

Motion by Supervisor Hann to approve attendance to the Rural Water Conference March 17th-21st at Penn State and the Municipal Officials Legislative Tour/Meeting from March 24th to March 26th in Harrisburg for Chairman Miner. Second by Vice Chairman Upton. All in favor, motion carried.

Motion by Supervisor Hann to enter an Intermunicipal agreement with South Connellsville Borough for the purchase of a roller, with all costs related to the purchase of said roller, maintenance, and upkeep to be divided equally between Connellsville Township and South Connellsville Borough as Stated in the below resolution. Second by Vice Chairman Upton. All in favor, motion carried.

Motion by Supervisor Hann to remove Todd Brothers from the SWEEP Appeals Board as an alternate and to appoint Brittany Gilpin to the SWEEP Appeals Board as an alternate; to appoint Frank Mutnansky and Chad Savage as moderators to the SWEEP Appeals Board. Second by Vice Chairman Upton. All in favor, motion carried.

- It was decided to table a decision on updating the cameras and security system.

-We received a copy of an ordinance from the County concerning parcel improvements; it states that a copy of all permits issued by the Township or third party for the Township is to be submitted by the first day of the month for the previous month. It was decided that Darla would submit these.

-I have included a Statement of Financial Interest in everyone's packet. This needs to be returned to the office by May 1, 2024.

- Discussion of the terms of the Board for the BTCTJSA was tabled until next month.

-Discussion concerning the Experience Works Program. It was decided to move forward with this, asking for two (2) workers. Darla and Todd will contact the Vo-tech to see if anyone in their program is interested.

ORDINANCES –

RESOLUTIONS –

Motion by Supervisor Hann to adopt Resolution 2024-3, authorizing Connellsville Township to enter an Intermunicipal Agreement with South Connellsville Borough in relation to the purchase of a 2023 Caterpillar Vibratory Compactor (roller). Second by Vice Chairman Upton. All in favor, motion carried.

Motion by Supervisor Hann to adopt Resolution 2024-04, to dispose of records in accordance with the Municipal Records Manual: Tax Info, Bank Statements, Accounts Payable & Receivable Files & Ledgers, Records Related to the annual budget, cancelled checks, registers, deposit slips (2016 & prior), Correspondence, lien letters (as long as of administrative value), Invoices, Survey of Financial Condition Forms (2018 & prior), Public Meeting/Hearing Notices, Proof of Publication (2013 & prior), Weekly Treasurer's report (2020 & prior), Quarterly Returns of Withholding of Federal Income Tax, Social Security Reports, Quarterly Statements of State & Local Taxes withheld (2019 & prior), Applications for Employment (not hired) (2021 & prior). Second by Vice Chairman Upton. All in favor, motion carried.

for Employment (not hired) (2021 & prior). Second by Vice Chairman Upton. All in favor, motion carried.

Motion by Vice Chairman Upton to adopt Resolution 2024-05, authorizing Connellsville Township to apply for a Dirt & Gravel Road grant through the Fayette County Conservation District to continue work on Lookout Point Road/River Hill Road (Casparis). Second by Supervisor Hann. All in favor, motion carried.

Motion by Supervisor Hann to adopt Resolution 2024-06, establishing a new service charge fee (\$40.00) for municipal lien certification by the Township. Second by Vice Chairman Upton. All in favor, motion carried.

Motion by Supervisor Hann to adopt Resolution 2024-07, authorizing Connellsville Township to apply for a grant through PA American Water for a Keep Communities Flowing grant. Second by Vice Chairman Tim Upton. All in favor, motion carried.

Chairman Miner reported that several employees of the Township met with Widmer Engineering today to discuss a new grant. It is for structures that assist the community; such as offices that contain warming centers, hot spots, infectious disease centers, etc.

ADJOURNMENT

Motion by Supervisor Hann to adjourn. Second by Vice Chairman Upton. All in favor, motion carried.

Submitted by: Darla Hann Approved by: 
Todd Miner, Chairman


Tim Upton, Vice Chairman


Donald Hann, Supervisor

19433