

BOARD OF COMMISSIONERS REGULAR MEETING
MONDAY, JULY 7, 2014
7:00 P.M.

CALL TO ORDER: Chairman Samuel Abatta called the meeting of July 7, 2014 to order at the Municipal Complex, 1000 Church Hill Road at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mapel-Present, Barefoot-Present, Kisow-Present, Shiwarski-Present, Abatta-Present. Also in attendance were Attorney John Rushford, Mgr. Silka, Treasurer Kezmarsky, Planning Director Urbano and Mrs. Merks for the purpose of recording minutes.

TOWNSHIP ENGINEER'S REPORT (Report dated July 7, 2014)

Capital Projects:

Engineer Meyers reported as follows:

CDBG Year 40 – final application has been submitted for remaining 2nd floor bathroom. We have been told informally that the COG does have the money for the 2nd floor bathroom. This will replace what is currently listed as the women's room by the library area. It will bring it into ADA compliance.

Baldwin Rd. Ext. Landslide – the field samples have been completed and soil testing is underway. We are awaiting the results of their finalized report.

Robinson Town Center Blvd. Drainage Study – the drainage area and pipe sizing has been analyzed. Alternatives and cost estimates have been prepared for the Manager's review.

2014 Road Program – A pre-construction meeting is scheduled for July 22nd. The road improvement should begin early to mid August.

Burkett Park Field Survey – work has been completed and findings have been forwarded to the Township Manager.

Fawnvue Dr. Storm Sewer – currently analyzing the survey data for potential storm sewer alternatives.

Moon Run Swale – have identified various permitting options and contacting a testing company to test the soil in the area for possible disposal options.

Developmental Inspection

ISC – the developer is continuing to work on the site.

Don's Appliance – the contractor is continuing to work on the site.

Penn Center West Bldg. #1 Parking Lot – the work is almost completed. They are working on punch list items.

Stafford Park I and II – the base paving is completed in Phase II. Also, as of June 30th, they had completed some of the repairs for Phase I with the wearing course. They need to put the top on and that should be done on Friday. Also under Stafford Park, we did perform some bond reduction requests and those are listed under Items 19, 20, 33 and 34 of your agenda. Those are for bond reductions that were requested by the developer. They do not have to do with the paving, they are mainly the sidewalk and a couple of other items.

Montour Elementary School – a pre-construction meeting was hosted by the developer and Allegheny County Conservation District.

Providence Presbyterian Church – the developer is waiting on financing prior to starting the work.

Developmental Reviews

Penn Center West Building No. 9 – this is on hold.

Two Marquis Plaza – the site plan was approved at the June Board of Commissioners Meeting.

Arbor Trail Subdivision – we have completed our first review of the preliminary and final subdivision and land development plans. We have also met with the applicant's engineer to discuss the comments. They will be on the next Planning Commission agenda.

Kisow Plan of Lots – we are reviewing the final subdivision plans.

Engineer Meyer, I do have another conflict this evening, but Tarun from my office will be here to answer any other questions that you may have.

POLICE REPORT

Chief Vietmeier is on vacation. Lt. Krall submitted a copy of the June Report, which is attached to the minutes.

ADMINISTRATION UPDATE

Manager Silka, first of all, let me just say that while this meeting is appearing live on television, due to an equipment malfunction, there will not be any tape of this meeting. This meeting will not be repeated because we are currently awaiting the arrival of the new recorder so we can get back up and running. We do have a note up on the television alerting people to this.

In regards to the comprehensive plan/zoning ordinance update, the RFPS for the planning and zoning consultant have been out and they are due back on July 18th. Once we receive those, we will start vetting the Planning Consultants to see who we would initially like to negotiate and engage. At the same time, I did receive word that our application was received by the DCED for our planning grant and has been sent to the Director of Planning for further review. The one good note is that I have not had any phone calls yet on the grant application, so it is going through the process smoothly to date.

Just to update you on the COG Managers meeting and our salt situation as I eluded to at the last meeting, the COG is going to stay with SHACOG this year for the commodities contract for salt and we will re-evaluate going into next season to see if we wish to go out independently as a smaller COG based on it being more geographically centered for salt in the near future. We will stay with SHACOG and bid out the salt commodity. The RFP for insurance brokers is also out and is due on July 18th. We will do the same process. We will open and vet those and begin the selection process for insurance broker through August.

In regards to the floodplain ordinance update, there is a copy of the updated flood plain ordinance before you this evening and it is on the agenda. As I updated you at the last meeting, because FEMA has changed the flood maps, we are required if we wish to have the Township remain under the federal flood insurance program, to pass a new ordinance. DCED provided a consultant to work through this ordinance with us and to make sure that it is FEMA compliant. I did work with the consultant last week. There is not a lot of latitude on this ordinance to be FEMA compliant. She put it together and sent it to FEMA. It has received the approval as it is written. It is FEMA complaint. I worked with the engineer on this. This basically mirrors our ordinance of last time, but we have to do a new one because there are new maps. It is before you tonight, hopefully for publication and adoption at the August meeting.

I will be on vacation from July 11th thru July 20th, but I will be available by cell phone or email if anyone does need to get in touch with me.

TOWNSHIP SOLICITOR'S REPORT

Attorney Rushford had no report.

FINANCE REPORT

Vice Chairman Shiwarski, I will defer to Mr. Kezmarsky.

Mr. Kezmarsky, basically what we have now is a bank balance of approximately \$5,100,000. Our expenditures for the remaining period of the year are about \$7,000,000., but if you look at our comparatives here, we have about \$4.6 million revenue to be collected for the year based upon the budget. That puts us in a comfortable position toward the end of the year. Not too much of a chance of running out of cash in the foreseeable future. In regards to tax revenue as far as the real estate portion, it is winding down. We have \$3.9 million collected to date out of a budget of \$4.2 million. The EIT will be collected throughout the year. We still have about \$900,000 in that to collect and about \$500,000 on the local services tax. All in all, a comfortable position. Just a real quick note, bank balance in comparison to previous years, this month at the end of June is about \$300,000 compared to last year. Expenditures are about \$500,000 in advance of last year, but revenue is about \$200,000 in advance, so even though we are moving along a little more rapidly through the year, everything still seems to be very stable and comfortable.

Vice-Chairman Shiwarski, later on we are going to approve the 2013 Audit prepared by Mark Turnley. As Mr. Kezmarsky mentioned, just the comparisons between the first six months of this year compared to last year, all of the indicators seem to be to the positive.

Mr. Kezmarsky, yes indeed. There are no surprises.

THE BOARD OF COMMISSIONERS CONDUCTED AN EXECUTIVE SESSION ON JULY 7, 2014 FROM 5:00 P.M. TO 7:00 P.M. TO DISCUSS LEGAL, PERSONNEL AND POLICE COLLECTIVE BARGAINING MATTERS. THE BOARD WILL TAKE OFFICIAL ACTION, IF ANY, FROM THIS EXECUTIVE SESSION DURING THIS MEETING.

OLD BUSINESS

Discussion to approve the June 2, 2014 Board of Commissioners Meeting Minutes.

Discussion to approve the June, 2014 Treasurer's Report.

Discussion to approve the June, 2014 List of Bills.

Vice-Chairman Shiwarski, I have a question and just to enlighten me, we had \$3100.00 for guide rail repairs. What was that?

Mgr. Silka, there was a guide rail in the Forest Grove area and it was very dilapidated and we had somebody replace it.

Discussion regarding a motion to accept the 2013 Audit of the Township of Robinson Financial Statements completed by Mark C. Turnley, CPA.

Discussion regarding a motion to award the contract for cleaning services for the Township Building to Vanguard Cleaning Systems at an annual cost of \$22,752.00.

Discussion regarding a motion to authorize the Township Manager to issue a thirty (30) day notice of contract termination to Executive Management Services, Inc. for their cleaning contract.

Discussion to approve a motion to withdraw the proposed amendment to Chapter 300, Article VI of the Zoning Ordinance of Robinson Township providing for Two-Family Dwellings as a permitted use in the R-2 Single Family District and establishing minimum lot area, minimum lot width and minimum lot coverage for the Two-Family Dwellings in the R-2 Single Family Residential District, and have it included for consideration in the Comprehensive Plan update.

Chairman Abatta, I have read #15 into the record and I am going to read #16

Discussion to approve a motion to withdraw the proposed amendment to the Chapter 300, Article VII, R-3 Minimum Density Residential District, Section 300.45 - Area and Bulk Requirements of the Zoning Ordinance of Robinson Township, to increase the minimum yard requirements to forty (40) feet – front yard; Increase each yard for single, two-family dwellings to fifteen (15) feet and increase the rear yard for all principal uses to thirty-five (35) feet, and have it included for consideration in the Comprehensive Plan update.

Discussion to approve the May, 2014 Treasurer's Report.

Discussion to approve the May, 2014 List of Bills.

NEW BUSINESS

Chairman Abatta, I am going to ask for discussion on items No. 13, 14, 15, 16 and 17. I will read all of them into the record and then at that point in time, I would like Mr. Silka to address those three specific discussion items.

Discussion to approve a motion to withdraw the proposed amendment to the Chapter 300, Article VII, R-3 Minimum Density Residential District, Section 300.45 – Area and Bulk Requirements of the Zoning Ordinance of Robinson Township, to increase the minimum yard requirements to forty (40) feet – front yard; Increase each yard for single, two-family dwellings to fifteen (15) feet, increase the rear yard for all principal uses to thirty-five (35) feet and have it included for consideration in the Comprehensive Plan update.

Discussion to approve a motion to authorize the publication of an Ordinance requiring all persons, partnerships, businesses, and corporations to obtain a permit for any construction or development; providing for the issuance of such permits; setting forth certain minimum requirements for new construction and development within areas of the Township of Robinson which are subject to flooding; and establishing penalties for any persons who fail, or refuse to comply with, the requirements or provisions of this Ordinance.

Mgr. Silka, Items 16 and 17 were proposed changes to the zoning ordinance that the Board voted to send to the Planning Commission for their review, as well as the County Planning Commission for their review. Comments were received back from the County that it would basically behoove us, since we are doing a comprehensive plan update as of right now, just to include these proposed amendments because they are significant amendments to the zoning ordinance and we could include those into the comprehensive plan update. Item #17 is the verbiage for the floodplain ordinance. This is a mandatory floodplain ordinance re-adoption that I alluded to in my report. FEMA adopted new maps and we are required to adopt a new ordinance adopting the maps. The one thing that I can point out is that the Robinson Township Floodplain has not changed. Our community ranking has not changed in the new flood plain maps.

Mr. Urbano, I also had those maps delivered to me. They are on file in my office.

Chairman Abatta, these issues are long read and that is why I asked for an explanation.

Discussion to authorize the purchase of three (3), 2015 Ford F-350 XL pick-up trucks from Woltz and Wind Ford under COSTARS Contract 25-032, for the price of \$28,408 each for a total of \$85,224.

Vice-Chairman Shiwarski, just as a point of clarification, we are taking action on items that were allotted for in the 2014 budget and they are replacement of vehicles that we have at the present time that are not road worthy.

Discussion to approve Bond Reduction #2 for the Stafford Park Plan of Lots Phase II in the amount of \$62,707.60

Discussion to approve Bond Reduction #10 for the Stafford Park Plan of Lots Phase I in the amount of \$65,205.80. The new bond amount remaining is \$166,290.30.

CITIZEN'S COMMENTS

Jerry Brouker (Coraopolis Road), I just wanted to let you know, you let me come up here back in May to advertise for a fund raiser for Amy Suehr's children. We did have it on June 7th and I am here to say "thank you" to everybody. The Township could not have been more helpful in everything that everybody did, from the administrators putting it on the website, putting pictures out there, putting it in emails, etc. I did not ask anybody to do it and you just did. I really appreciate this. Chief Vietmeier got us the additional parking across the street, Schneider Parking. I believe that anyone that was there will attest that if we did not have it, we could not have done it. I wish that Chief was here so that I could thank him in front of everybody. Chairman Abatta, you let us put signs up anywhere that we wanted and Mr. Urbano you did as well. I called Sam at the last second to put our sign up at Clever Park and he let us do it. It was very helpful and I am sure that it generated a lot of traffic. Finally, the Forest Grove and Groveton Firemen, Chief Ken Kisow and Chief Andy Lizanich, we could not have done it without them. I had no idea the mayhem that was going on throughout the day because we had mayhem going upstairs as well. I heard about it and God Bless both of you. Thank you so much for what you did. We had almost 800 people throughout the day and raised quite a bit of money for the little girls. We have had in excess of 100 requests to do it again next year and I think we will. I just wanted to say thank you to everybody. We are not always on the same side and I know that it was great for everybody to work together for a very good cause.

Chairman Abatta, you are welcome and we appreciate that you came to us and we will do what we can to help you out for that specific cause at any time. Was there an accident involving the owner?

Mr. Brouker, there was and I can speak to that real fast. I double checked with Kathy to make sure that if anyone asked that I could give an update. Kathy Kosmar is the owner of the Ranch and she was hurt in the bike run. She is home and resting and is on the mend. Unfortunately, she did lose part of her leg because of the accident and obviously it put a little bit of a damper on everything. It was just an incredibly great day, apart from that and obviously it was a big let down when that happened. She is in great

spirits and is now going to be 100% healthy. She will be able to do the things she used to do as well. She is going to take a little bit of healing and rehab, but is in good spirits. I appreciate you asking about her and I will let her know that you did.

Chairman Abatta, please send her our regards.

BUILDING INSPECTOR/ZONING OFFICER REPORT

A copy of the June, 2014 Report by Mr. Urbano is attached.

AGENDA

MOTION Barefoot, SECOND Shiwarski to approve the June 2014 Treasurer's Report.

ROLL CALL: Mapel_Y, Barefoot_Y, Kisow_Y, Shiwarski_-Y, Abatta_Y.

M/C 5-0.

MOTION Shiwarski, SECOND Barefoot to approve the June, 2014 List of Bills.

ROLL CALL: Mapel_Y, Barefoot_Y, Kisow_Y, Shiwarski_-Y, Abatta_Y.

M/C 5-0.

MOTION Mapel, SECOND Kisow to accept the 2013 Audit of the Township of Robinson Financial Statements completed by Mark C. Turnley, CPA

ROLL CALL: Mapel_Y, Barefoot_Y, Kisow_Y, Shiwarski_-Y, Abatta_Y.

M/C 5-0.

MOTION Mapel, SECOND to award the contract for cleaning services for the Township Building to Vanguard Cleaning Systems at an annual cost of \$22,752.00.

Commissioner Barefoot, this has come in under last year's bid. It is actually a savings to the Township.

ROLL CALL: Mapel_Y, Barefoot_Y, Kisow_Y, Shiwarski_-Y, Abatta_Y.

M/C 5-0.

MOTION Shiwarski, SECOND Barefoot to authorize the Township Manager to issue a thirty (30) day notice of contract termination to Executive Management Services, Inc. for their cleaning contract.

ROLL CALL: Mapel_Y, Barefoot_Y, Kisow_Y, Shiwarski_-Y, Abatta_Y.

M/C 5-0.

MOTION Barefoot, SECOND Mapel to approve the withdrawal of the proposed amendment to the Chapter 300, Article VI of the Zoning Ordinance of Robinson Township providing for Two-Family Dwellings as a permitted use in the R-2 Single Family Residential District, providing for Multiple Family Dwellings as a conditional use in the R-2 Single Family District and establishing minimum lot area, minimum lot width and minimum lot coverage for the Two-Family Dwellings in the R-2 Single Family Residential District and have it included for consideration in the Comprehensive Plan update.

ROLL CALL: Mapel_Y, Barefoot_Y, Kisow_Y, Shiwarski_-Y, Abatta_Y.
M/C 5-0.

MOTION Shiwarski, SECOND Barefoot to approve the withdrawal of the proposed amendment to the Chapter 300, Article VII, R-3 Minimum Density Residential District, Section 300.45 – Area and Bulk Requirements of the Zoning Ordinance of Robinson Township, to increase the minimum yard requirements to forty (40) feet – front yard; increase each yard for single, Two-Family Dwellings to fifteen (15) feet – increase the rear yard for all principal uses to thirty-five (35) feet, and have it included for consideration in the Comprehensive Plan update.

ROLL CALL: Mapel_Y, Barefoot_Y, Kisow_Y, Shiwarski_-Y, Abatta_Y.
M/C 5-0.

MOTION Shiwarski, SECOND Barefoot to authorize the publication of an Ordinance requiring all persons, partnerships, businesses, and corporations to obtain a permit for any construction or development; providing for the issuance of such permits; setting forth certain minimum requirements for new construction and development within areas of the Township of Robinson which are subject to flooding; and establishing penalties for any persons who fail, or refuse to comply with, the requirements or provisions of this Ordinance.

ROLL CALL: Mapel_Y, Barefoot_Y, Kisow_Y, Shiwarski_-Y, Abatta_Y.
M/C 5-0.

MOTION Barefoot, SECOND Kisow to authorize the purchase of three (3) 2015 Ford F-350 XL pick-up trucks from Woltz and Wind Ford, under COSTARS Contract 25-032, for the price of \$28,408 each for a total of \$85,224.

ROLL CALL: Mapel_Y, Barefoot_Y, Kisow_Y, Shiwarski_-Y, Abatta_Y.
M/C 5-0.

MOTION Mapel, SECOND Barefoot to approve Bond Reduction #2 for the Stafford Park Plan of Lots Phase II in the amount of \$62,717.60. The new bond amount remaining is \$195,506.30.

ROLL CALL: Mapel_Y, Barefoot_Y, Kisow_Y, Shiwarski_-Y, Abatta_Y.
M/C 5-0.

MOTION Kisow, SECOND Mapel to approve Bond Reduction #10 for the Stafford Park Plan of Lots Phase I in the amount of \$65,205.80. The new bond amount remaining is \$166,290.30.

ROLL CALL: Mapel_Y, Barefoot_Y, Kisow_Y, Shiwarski_-Y, Abatta_Y.

M/C 5-0.

MOTION Barefoot, SECOND Shiwarski to approve the June 2, 2014 Board of Commissioners Meeting Minutes

ROLL CALL: Mapel_Y, Barefoot_Y, Kisow_Y, Shiwarski_-Y, Abatta_Y.

M/C 5-0.

COMMISSIONER COMMENTS

Commissioner Mapel, I do not have a lot this evening, but there are a couple of things that I will comment on that we have spoken about here this evening. I think it is certainly a credit to the hard work that Mr. Barefoot and the Planning and Zoning Departments have engaged in trying to sort some things out with our zoning ordinance that I know we have discussed and talked about for a couple of years now. I would just like to make sure that everybody understands that we want to try and help all of the residents of Robinson Township. Obviously the decisions that we make are for the betterment of the community at large, but I still want to make sure that it is understood that we still want to help people, regardless of what the circumstances are. They may find themselves in a predicament that needs resolution. I think that is where we are trying to go with this. Those things do not happen by themselves. It takes a lot of work and deliberation. Sometimes we are just going to have to agree to disagree on things and I think that we have demonstrated that we can do that as well. It is really nice to see some of our friends who sometimes represent contentious issues, on the same page. You hear me month to month suggesting that we should be kind to each other. We are having an opportunity to demonstrate that right now. I hope that everyone is enjoying their summer break. It is nice to see Mr. Victor here with a smile on his face. Hopefully, we can continue to wrap up some things that have been longstanding on your side of the table as well. With that said, I will turn it back over to you Mr. Chairman.

Commissioner Kisow, I am nursing a cold, so I am good.

Commissioner Barefoot, I will just speak a little bit to what Rick Urbano said about the development in our community. We have a lot of projects going and halfway through the year, we look pretty good. I think the Planning and Zoning Boards are doing a good job. Hopefully we will keep moving in that direction.

Vice-Chairman Shiwarski, in the theme of things, I will try to be brief here today. I remember approximately eight years ago when we had the motion to look at our audit for the year, that was not one of the meetings that we looked forward to the most. We had a different auditor at the time and the report card that we received back may have been passing, but we were not on the honor roll. Tonight we approved the audit and that is one of the most significant pieces of documentation that we receive during the year. I just wanted to read two things out of the audit under page III it says "The Financial Highlights – key financial highlights are as follows: The real estate tax millage decreased in 2013 to 2.6 mills from 3.05 mills in 2012 due to the county-wide reassessment of property values." The next bullet point was "The Township's government activities net position increased by \$237,716. in 2013 or 4.5%, which increased total net position as of December 31, 2013 to \$5,544,712". The general fund balance on December 31, 2013 was \$2,366,406. There is one other area that I wanted to touch on. On page VII, the net change in the fund balance in 2012, we actually went backwards \$145,006. In 2013 the fund balance increased \$463,093 at the end of the year. Again, that is good news and it continues to trend over the last several years and gives a nice reflection on the financial health and stability of the Township. Also, as Mr. Kezmarsky mentioned today in his report, if you look back at the first six months of this year compared to last year, all of the indicators show that we are keeping pace with what we have budgeted. This shows that we are spending wisely and the revenues are coming in as expected. As far as Mr. Urbano's departments, they are actually exceeding expectations with what we have brought in. The halfway point of this year looks very attractive.

Chairman Abatta, I echo your comments also. We are running the Township as a business, as it should be run and right now all four wheels are on the ground and we are going at a great pace. It is because of the due diligence of the Board members here. Mr. Barefoot, you are not taking enough credit for what you have instituted here as far as Planning and Zoning is concerned. Just so the people are aware, we are real appreciative of the program that you brought into the group here where the governing body gets to look at what is happening in the Township and can discuss things and we are sort of on the forefront on what might better our Township. It is because of the hard work that you put in on Planning and Zoning. From this Chair, I am really appreciative of what you have done in that regard.

Mr. Urbano, we should have another good year next year.

Chairman Abatta, as Chairman I get a lot of calls from people, which is why I am up here and what I was elected to do and I really appreciate it. There are some things here that I want to make the public aware of. I received a letter from the AARP Chapter of the Township. I am going to read it into the record:

"What a pleasant surprise we had last Wednesday as we arrived for our monthly AARP meeting. The beautiful shrubs and trees, new paint and the new protective paint were

wonderful and a fresh facelift for this building for older people like us. It was all we could seem to talk about. We are so appreciative and we just wanted to take the opportunity to thank the Township Commissioners for making these improvements happen, as well as the workers who put so much hard work into beautifying this wonderful space. We want to thank you for continuing to allow us to not only use this space, but also keeping it so beautiful.”

The letter is signed by Noreen Parker, President, Betty Slattery, Vice-President, Arlene Rockwell, Treasurer and Josie Obusek, Secretary.

Chairman Abatta, as I stated before, we are very proud of our senior citizen group in Robinson Township. They have laid the groundwork for everything that happens here and anytime we can help out the seniors, we are onboard to do it.

I received another notice from MATR on summer hydrant flushing areas. It is a huge list, so I will ask our Manager, if we have not done it already, to get this list out to the residents via our website and/or community channel.

I also received some information from Allegheny County as far as resurfacing is concerned. “Please be informed that Lane Construction Co. has been awarded a contract by PennDOT for the above referenced project and according with the contract special provision of advance requirements, please be advised that there will be construction beginning on July 21, 2014 from the I-79 Crafton Interchange to Bridgeville.”

Lastly, a short Parks Report. Please save the date as plans are well underway for the Autumn Festival to be held on September 13th. There will be great attractions, food and entertainment. It will be located on the Daniel P. Tallon Memorial Field at the Burkett Sports and Recreation Complex. The bands include, Nightlife, featuring Rusty Pontiere, Juke Box Band, The Collisions and Nicky Mo and the Mamalukes. If you would like to become a vendor at this event, please visit our Township website at www.townshipofrobinson.com for an application.

Robinson Township Pool Parties: Christmas in July will be held on July 30th from 12:00 to 7:00 p.m. and the Glow in the Dark event will be held on August 9th from 7:30 p.m. to 10:00 p.m.

Save the date for September 27th. Robinson Township will sponsor a Car Cruise at Robinson Town Centre. Check out some fabulous cars. All of your favorites will be there. Join us for this family friendly afternoon and rock to the oldies and enjoy Robinson Township’s first annual car cruise.

Robinson Township summer camp just wrapped up. Summer Camp Director Kim Gray had a busy two weeks. The children were kept busy playing soccer, scooter soccer,

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volleyball, etc. Campers also had a splash with water fun and crafts. On Fridays, campers could be found swimming at the Clever Park Pool followed by a pizza party at the playground pavilion.

I would like to wish everyone a nice warm summer.

MOTION Mapel, SECOND Kisow to adjourn the meeting.

ROLL CALL: Mapel_Y, Barefoot_Y, Kisow_Y, Shiwarski_-Y, Abatta_Y.

M/C 5-0.

Meeting was adjourned at 7:50 p.m.

Respectfully submitted,



Carol Merks

Township Secretary