

**BOARD OF COMMISSIONERS REGULAR MEETING  
MONDAY, FEBRUARY 1, 2016  
7:00 P.M.**

**CALL TO ORDER:** Chairman Sam Abatta called the meeting of February 1, 2016 to order at the Robinson Township Municipal Complex, 1000 Church Hill Road, Robinson Township, PA at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Mancini-Present, Barefoot-Present, Kisow-Present, Shiwarski-Present, Abatta-Present. Also in attendance were Jack Cambest, Esq., Township Manager Silka, Treasurer Kezmarsky, Planning Director Urbano, Engineer Meyer and Mrs. Merks for the purpose of taking minutes.

**ENGINEER'S REPORT**

The Engineers Report dated February 1, 2016 is attached.

Engineer Meyer reported:

**CAPITAL PROJECTS**

Fawnvue Drive Landslide – was done in record time. A payment application has been sent in for approval.

Keiners Lane Storm Pipe – plans and specs completed and needs to be bid.

Swale at Conley Dr. and Falck Rd. – metes and bounds are being sent to Solicitor Cambest for review.

**DEVELOPMENTAL INSPECTION:**

Engineer Meyer, due to the weather, there is very little work going on with regards to any of the projects. There are two listed for bond release on the agenda, those are Campbells Run Business Center and McCormick Farms. We are recommending various bond reductions for both of those projects.

### **DEVELOPMENTAL REVIEWS:**

There are going to be three listed on the Planning Commission on February 17<sup>th</sup>. These are: Arbor Trails Phase II, Koller/Bernstoff lot line adjustment and Moon Run B. Those will all be heard on February 17<sup>th</sup>. Most of them have been completed up to a point where we will be meeting with their engineers but there are very few comments as of right now.

Mr. Meyer thanked the Board for Remington & Vernick Engineers reappointment as Township Engineers at the January 4, 2016 Reorganization Meeting.

### **POLICE REPORT**

Chief Vietmeier submitted a copy of the January Report, which is attached to the minutes.

Chief Vietmeier informed the Board that the Robinson Police Department is hosting a Citizens Police Academy for Township residents. It is a six week class. It begins on February 18<sup>th</sup> (Thursday). The time is 5:30 p.m. to 8:30 p.m. at the municipal building. There are still about twelve spots available. If anyone is interested they can check out the website. All of the applications are there.

Chairman Abatta, can you explain a little more about it?

Chief Vietmeier, basically it gives the residents a good concept of what the criminal justice system does and does not do. It also helps show the role that the police officers play in the community. We will have guest speakers here and several different discussions, including the patrol responsibilities, homicide and investigation and the role of the court system. It will also focus on the use of force and evidence collection at crime scenes. The students who do participate will then be offered a four hour ride along with the police department after they complete the six week course to see exactly what we do on the street. It is open to all residents and people who work in Robinson Township. You must be 18 years of age to enter and we do a background check.

### ADMINISTRATIVE UPDATE

Mgr. Silka, in regards to the comprehensive plan update, we have a very productive goal setting session last week. We are now coming into the meat of putting the plan together. We had some good feedback between the Board of Commissioners and the Planning Commission. Our consultant is working right now on getting it into a draft form so that we can start looking at our goals and visions and mapping out how we get to where we want to go. I thank the Board of Commissioners for attending and participating and I would like to extend a thank you to Mr. Urbano and the Planning Commission for coming. Having the input of the leaders really helps make the process valid and moves it on in a positive way.

The National League of Cities (NLC) Showcase Update, I emailed the draft of the six different video vignettes that are going to be on the website. I have not received any negative feedback on there. I will approve those drafts and have them put them in a final production to get on our website within the next couple of months. I would like to thank Chairman Abatta. He did an excellent job in introducing Parks & Recreation to the community.

SHACOG Update, we met with their representatives and we did pass their interview process. There is a Resolution on the agenda tonight to officially join SHACOG.

Riverview Sanitary Authority, there is a motion to advertise an ordinance to allow the Riverview Sanitary Authority to treat industrial waste from Robinson Twp. Quala in the Groveton area, does put industrial waste into the Riverview system and this allows them to treat that waste. It is more of a housekeeping issue. We have agreements in place with the Municipal Authority of Robinson Township. This will allow the Riverview Sanitary Authority to treat our industrial waste.

If you are around Clever Park tomorrow, Troop 301 of Robinson Twp. was in need of a place to do their winter exercise. They are going to be doing some cooking and some winter survival. They typically did it at Holy Trinity but they cannot meet there this week because of Catholic Schools Week. I did allow them to use our Rotary Shelter in the evening. I believe it is from 5:30 to 7:00 p.m. today. I was very glad to allow them to do that.

Paperless Meeting Update, I did deliver the Microsoft tablets today. We are going to start eliminating most of the paper that goes out to the Board over the course of the month. That is my report.

**TOWNSHIP SOLICITOR'S REPORT**

Solicitor Cambest had no report.

**FINANCE REPORT**

Vice-Chairman Shiwarski, In speaking with Mr. Kezmarsky over the last few weeks, it is that time of the year where some of the 2015 revenue is still trickling in and 2016 has not started yet as far as accumulating the information. We will pass on the numbers this month. Everything seems to be on pace with what we forecast and budgeted.

Mr. Kezmarsky, the audit will be starting shortly. (Additional comments were not audible)

**BUILDING INSPECTOR/ZONING OFFICER REPORT**

Mr. Urbano, we have a little slower January than last year. The cost of construction was down about \$350,000, but we typically go back and forth all through the year. It was the weather and a number of things. We are not far off from January of last year. I think we will have a very good year.

A copy of the Building Inspector/Zoning Officer Report is attached,

**CITIZENS COMMENTS**

No residents were signed in to speak.

**THE BOARD OF COMMISSIONERS CONDUCTED AN EXECUTIVE SESSION ON FEBRUARY 1, 2016 FROM 6:00 P.M. TO 7:00 P.M. TO DISCUSS LEGAL AND PERSONNEL MATTERS. THE BOARD WILL TAKE OFFICIAL ACTION, IF ANY, FROM THE EXECUTIVE SESSION DURING THIS MEETING.**

**CONSENT AGENDA**

MOTION Shiwarski, SECOND Kisow to approve Items #12 through #19 on the Consent Agenda.

ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Y, Shiwarski-Y, Abatta-Y.  
M/C 5-0

**MOTIONS**

Discussion to approve the January, 2016 Treasurer's Report.

MOTION Barefoot, SECOND Mancini to approve the January, 2016 Treasurer's Report.

ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Y, Shiwarski-Y, Abatta-Y.  
M/C 5-0

Discussion to approve the January, 2016 List of Bills.

MOTION Barefoot, SECOND Mancini to approve the January, 2016 List of Bills.

ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Y, Shiwarski-Y, Abatta-Y.  
M/C 5-0

Discussion to approve Resolution No. 3 of 2016 appointing Weiss Burkardt Kramer LLC as Delinquent Tax Collector, approving collection procedures and adopting a schedule of attorney fees in connection with the collection of delinquent real estate taxes and other municipal claims, pursuant to Act 20 of 2003.

MOTION Shiwarski, SECOND Barefoot to approve Resolution No. 3 of 2016 appointing Weiss Burkardt Kramer LLC as Delinquent Tax Collector, approving collection procedures and adopting a schedule of attorney fees in connection with the collection of delinquent real estate taxes and other municipal claims, pursuant to Act 20 of 2003.

ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Y, Shiwarski-Y, Abatta-Y.  
M/C 5-0

Discussion to approve the purchase of two (2) 2016 Ford F-550 XL complete trucks and equipment for the total amount of \$163,126.00 (\$81,092.00 and \$82,034.00) from Woltz and Wind Ford per COSTARS Contract 25-032 and 25-021.

MOTION Shiwarski, SECOND Mancini to approve the purchase of two (2) 2016 Ford F-550 XL complete trucks and equipment for the total amount of \$163,126.00 (\$81,092.00 and \$82,034.00) from Woltz and Wind Ford per COSTARS Contract 25-032 and 25-021.

ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Y, Shiwarski-Y, Abatta-Y.  
M/C 5-0

Discussion to authorize the purchase of a 2017 Mack GU432 truck for the total amount of \$161,824.89 from Trans Edge Truck Center as per COSTARS Contract 025-033 and leased purchased through Municipal Capital Finance for sixty (60) months at a rate factor of .21387.

MOTION Barefoot, SECOND Shiwarski to approve the purchase of a 2017 Mack GU432 truck for the total amount of \$161,824.89 from Trans Edge Truck Center as per COSTARS Contract 025-033 and leased purchased through Municipal Capital Finance for sixty (60) months at a rate factor of .21387.

ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Y, Shiwarski-Y, Abatta-Y.  
M/C 5-0

Discussion to approve the Conditional Use for Silhouette Adventures (Monster Vape) to be located at 5428 Campbells Run Rd.

MOTION Shiwarski, SECOND Barefoot to approve the Conditional Use for Silhouette Adventures (Monster Vape) to be located at 5428 Campbells Run Rd.

ROLL CALL: Mancini-N, Barefoot-N, Kisow-N, Shiwarski-N, Abatta-N  
MOTION denied 5-0

Discussion to exonerate the Tax Collector of the 2015 real estate taxes and forward the delinquent accounts to the approved delinquent tax collector.

MOTION Barefoot, SECOND Mancini to exonerate the Tax Collector of the 2015 real estate and forward the delinquent accounts to the approved delinquent tax collector.

ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Y, Shiwarski-Y, Abatta-Y.  
M/C 5-0

Discussion to approve the amendments to the Rules and Regulations for the Civil Service Commission of Robinson Township as recommended by the Civil Service Commission.

MOTION Shiwarski, SECOND Kisow to approve the amendments to the Rules and Regulations for the Civil Service Commission of Robinson Township as recommended by the Civil Service Commission.

ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Y, Shiwarski-Y, Abatta-Y.  
M/C 5-0

### **COMMISSIONER COMMENTS**

**Commissioner Mancini**, I attended my first Library Board Meeting. They are a wonderful group of people and are really dedicated to the library. They had one really small concern and I passed that on to Mr. Silka. They are a really nice group of people.

**Commissioner Barefoot**, I have no comments this evening.

**Commissioner Kisow**, no comments.

**Commissioner Shiwarski**, no comments.

**Chairman Abatta**, I have a very short Parks Report. On February 6, 2016, the Robinson Township Parks & Recreation Board will sponsor their 3<sup>rd</sup> annual Valentine Bash. Occasional Reign will provide the music.. This event will be held at the Moon Run Social Hall on Route 60 (5624 Steubenville Pike) in close proximity to Burkett Sports and Recreation Complex. Peace Love and Little Donuts will provide the grooviest donuts in town. It will be a very fun evening. Your admission ticket will enter you to win great door prizes and more. For tickets and additional information, please contact Jane Tallon at [jtallon@townshipofrobinson.com](mailto:jtallon@townshipofrobinson.com). The doors open at 7:00 p.m. This is a BYOB event. This event is sponsored by the Robinson Township Parks and Recreation Board.

MOTION Shiwarski, SECOND Barefoot to adjourn the meeting.

ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Y, Shiwarski-Y, Abatta-Y.  
M/C 5-0.

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Meeting was adjourned at 7:25 p.m.

Respectfully submitted,



Carol Merks  
Township Secretary