

**BOARD OF COMMISSIONERS REGULAR MEETING
MONDAY, JULY 11, 2016
7:00 P.M.**

CALL TO ORDER: Chairman Sam Abatta called the meeting of June 6, 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 Sam DeFonso, Esq., Township Manager Silka, Assistant Manager Susko, Planning Director Urbano, and Engineer Davidson.

**PRESENTATION OF THE COMPREHENSIVE PLAN
(Environmental Planning Design)**

Chairman Abatta, we have copies of the plan in front of us.

Andrew Schwartz (Environmental Planning Design), I just wanted to give you a brief update on where we are with the process. This is a culmination of fifteen months. We started in March 2015. It always takes a little while to put a plan as robust as yours together. With the name "comprehensive" it touches on all aspects of the community. A lot of work and time has been spent in putting the document together. The Planning Commission has reviewed it and all of the bodies have gone through it in various workshops. We have a document here that I believe is ready to go to the next step, which is the public review period. Also on your agenda tonight is an action to forward the document on to Allegheny County, to your neighboring communities and to the school district and begin that public review. There are about fifteen communities that the plan would need to be circulated to. That is a 45 day review period. In that time period, the Township cannot hold their public hearing. You can deliberate about the plan and you can have additional discussions, but you cannot take action until that review period has expired or you have received comments back from all fifteen groups.

In addition to sending out to your neighbors, we would also suggest that you discuss with Mr. Urbano, having a couple of public copies available, maybe one here in the Township building and one at the Library so that the public can peruse through the plan. It is lighter reading than reading the zoning ordinance, but a lot of times people want to see the thoughts and aspirations of the community and that is what the comprehensive plan is all about.

This Friday we are starting on the zoning piece. There are zoning amendments that the plan anticipates. I know that the staff has their list of things that need to be addressed in some form or fashion. All of that can proceed without adoption of the plan. The plan is laid out into those individual sections. You have all had a chance to go through that with the various workshop meetings. The front end of the plan really has the key recommendations. The back end of the plan has mostly background information, analysis, existing conditions and demographics. If you pulled out a couple of key pieces, the goals and objectives section, the foundations section and then the action table, those are the sections that in terms of daily action and the Township, those are the key pieces that you can always refer to if you have having to deliberate about something, whether it is a proposed development or some proposed aspect of making an improvement in a park. Literally it is about fifteen pages of the plan that really give you that guidance as you are making your individual decisions.

Later on your agenda is that action to begin that public review period. From the workshop, the document that you have in hand right now, we did make a couple of changes. I am going to highlight one of the major ones. If you remember, we had the discussion about land bank versus land trust. You will notice that we did change the terminology. That would be a vehicle or entity that could be created or you could use a land conservancy that already exists. I can use Hollow Oak as an example. They could be a recipient of some of these open space areas. We are not advocating, just using as an example. I would be happy to answer any questions?

ENGINEER'S REPORT

The Engineers Report dated July 11, 2016 is attached.

COMMISSIONERS ACTION REQUESTED

McCormick Farms – Developer has completed all items. Engineer is recommending remaining bond in the amount of \$10,194.80 be released.

Jennison Family Properties (amended Kisow Plan of Lots No. 26 – Planning Commission has recommended approval of amended plan.

CAPITAL PROJECTS

Keiner Lane Storm Pike – Contractor substantially completed the work on this project.

2016 Road Program – Pre-construction meeting scheduled for July 12th.

Fawnvue Dr. Landslide – Project has been substantially completed and contractor has been working on the restoration of the site.

Clever Road Park Pool – Final estimate and conceptual drawings have been prepared and submitted for approval.

2015 Road Program – a recommendation for final payment is on agenda.

DEVELOPMENTAL INSPECTIONS

Brandymill Woods Site Plan – Majority of site work completed. Contractor has punch list. Met with representative of Holy Trinity Church to discuss entrance drive. A revised site plan must be submitted which delineates proposed changes.

Arbor Trail Subdivision – Majority of site work completed. Contractor has remaining punch list.

Cable Property (McCormick Rd.) – Developer continues work on grading and storm sewer.

Moon Run A – project on hold pending outside agency approvals.

McCormick Farms – developer has completed all items on punch list and bond is recommended for release.

DEVELOPMENTAL REVIEWS

Arbor Trails Phase II – preconstruction meeting should be held week of July 18th.

Jennison Family Properties – Planning Commission has recommended approval of amended site plan.

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Pleasant View Apartments Site Plan – currently scheduled for Planning Commission meeting of July 20th.

Duluth Trading Company Site Plan – currently under review and scheduled for Planning Commission meeting of July 20th.

Panda Express Site Plan – currently under review and scheduled for Planning Commission meeting of July 20th.

POLICE REPORT

Chief Vietmeier was not in attendance.

Mgr. Silka, Chief Vietmeier is attending a conference this weekend. The Police Report for June, 2016 is attached.

ADMINISTRATIVE UPDATE

Mgr. Silka, a few items to update the Board and the public. The comprehensive plan/zoning revision draft has been completed and will be going to Planning agencies, etc. On Friday we will begin the zoning ordinance revision. This will be the last stage of this grant funded endeavor. By the end of this year we should be able to bring this much needed, but long process to a conclusion. I want to thank the Board of Commissioners and the Planning Commission for their help and devotion in making sure this plan is truly a comprehensive plan.

There is nothing new with the Verizon Franchise renewal. It is ongoing with the Cohen Law Group.

I am happy to report that we received a \$250,000 recycling grant to replace our leaf recycling machine that is at our compost facility. That is a \$500,000 item and we are one of the only municipalities in the state to get the entire allotment of \$250,000 for this grant award. Robinson should be very happy that we are able to offset this vital service that we offer and to be able to replace a machine that has been on its last leg and being kept going at our public works facility for the last five years. We hope to have this in place by the end of this year.

There is a fundraising audit resolution on the consent agenda. The Board has chosen to put a layer of protection for the Township, whenever the Township gives either cash donations or in-kind services to host fund raising opportunities or charity events where it has a dedicated beneficiary. What this resolution requires is that an audit be presented to the Township and also a certification that if somebody raises money on behalf of an organization or cause, we want to see the disbursement of the funds to that cause so that we do not end up defacto supporting a private fundraiser or money going to a purpose other than where it is intended or advertised.

The Emergency Operations Plan for the Township, Gary Bane, our Emergency Management Coordinator has completed this. I know that Commissioner Kisow is going to talk a little bit more about this. This is a vital plan for the Township and how we operate in times of emergency operations, including weather events and anything out of the ordinary. This gives us the ability to show that we have taken the steps to plan for our operation and that we have an orderly procedure.

The Public Works Supervisor resolution is on your agenda tonight. Michael Volpe has been selected to hopefully be passed by motion. He is here tonight to be the first Public Works Supervisor management level employee for the Township so I hope that you give thought to that resolution.

I will be on vacation the last week of the month beginning Friday, July 22nd. R. J. Susko, Asst. Manager will be the point of contact. I, as always, will be available by phone, email or text.

Just to wrap up a few items, the 2015 road program, as the engineer has reported, we have a motion on the voting agenda for the final pay certificate. That is a negotiated settlement based upon liquidated damages, work that we did not certify. This will put an end to the 2015 road program. We will move on to the 2016 road program, which we do have the pre-construction meeting scheduled for tomorrow. Once we get a definite schedule and list of roads, we will have that on the website, cable and Facebook. We are looking at starting approximately August 1st.

Baldwin Rd. project, I want to update the Board that all of the properties are in the municipality's name. The only issue that still needs to be done, we acquired the properties through a tax sale after the deadline to file for tax exemption. Next year we will file the applications for tax exemption. The school board and the county were gracious on the tax sale. We acquired those simply for public use.

Falck Rd., we are in the process of getting ready to put a gate up on the Coventry intersection to be able to have emergency access only. That will be going up within the next month or so. It will be a crash emergency gate and Falck Rd. will not be a pass thru for the Stafford Park Development.

The Stafford Park Road dedication, there is a motion to authorize the creation of an ordinance and advertising of the ordinance for the dedication of both Phase 1 and Phase 2. We have met with the engineers and geo-tech and that is a recommendation that is from our Township Engineer.

TOWNSHIP SOLICITOR'S REPORT

Solicitor DeFonso had no report.

FINANCE REPORT

Vice-Chairman Shiwarski, Mr. Kezmarsky will be giving the report.

Mr. Kezmarsky, I just want to read a few financial highlights for the month of June. The real estate property tax is budgeted at \$4,100,000 for the year. In the month of June we received \$1,700,000 for a total of \$4,006,000. That is \$6,000 over the budgeted amount for 2016. Another revenue amount is earned income tax. That is budgeted in 2016 at \$3,090,000 and progress in the month of June is \$135,000 for a total for the year of \$1,575,000. We are about halfway there for the year 2016. The local services taxes were budgeted at \$950,000. We received approximately \$150,000 for the month of June. We are at \$250,000 for the year so we are about 1/3 of the way there. Delinquent real estate taxes were budgeted at \$150,000 and we received \$60,000 for the month of June. We have collected approximately \$101,000 for the year so we are making progress. The real estate transfer taxes were budgeted at \$425,000 for the year, we received \$20,000 during the month of June. It is a little light for the year so far, approximately \$126,000. There is a lot of room for progress in the remainder of 2016. Our current balance at the end of June is \$3,412,184.18. That is basically my report.

Vice-Chairman Shiwarski, I promised that every quarter I would go over the value of the police pension fund, which is \$14,499,388.55. Secondly, for the residents to know, Mr. Kezmarsky has now been included in our executive sessions. The reason for that is through feedback and Jeff's recommendation that it can help us all have a better understanding of how we are going to prepare for our budgets. Even though budgetary workshops start in the last quarter of the year, they progress all year round and this way Mr. Kezmarsky gets a better feel of our financial situation in the Township. He volunteered to come a little earlier and stay a little later. Thanks for your participation.

BUILDING INSPECTOR/ZONING OFFICER REPORT

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

CITIZENS COMMENTS

Rebecca Cindrich Haggerty (41 Robin Hill Dr.)

Ms. Haggerty, when I spoke here in April regarding the sale of puppy mill dogs in Robinson Twp., I identified myself as a longtime Catholic resident and mother of two Montour graduates. While I am still that, I am re-introducing myself today as a Robinson Twp. business owner, who comes from a family who has owned and operated businesses in Robinson Twp. for over 60 years. I am currently part owner in a business that pays over \$23,000 in taxes annually to Robinson Twp. and the Montour School District. We are a development company, who also leases to three established and respected Robinson businesses, further generating more tax income for the Township. I see myself as a voice for the voiceless, and that is why I am here again. This argument is not a personal vendetta or an attempt to destroy the livelihood of any business. This argument is about what is right and what is wrong. Even if you do not consider yourself, or a dog as man's best friend, we also have to look at the consumers who are purchasing these dogs from commercially bred mills that are not genetically or environmentally sound. When consumers go in to purchase these dogs, they are taking home a family member. It is well documented, and I urge you to maybe be more aware when you do hear that there are people complaining a lot, all over the nation. The local government can, and does, have the resources to regulate a policy banning the sale of puppy mill dogs. The City of Pittsburgh did it, as well as Philadelphia, Toledo and Grove City, Ohio. There are over 130 more municipalities across the nation, who have made their own local guidelines for banning puppy mill sales. We may not be very strong in Robinson. I seem to be only 1 of 3 who are speaking out currently, but the numbers in 130 other communities, speak for themselves. Not all municipalities have stores who sell puppy mill dogs, therefore you are not going to have all of them in this crusade. This is not a fight that we can give up. You will be seeing us again and again. These photographs are close to my heart. These are typical conditions of puppy mill dogs. (displayed photos to board) These are why we are here.

THE BOARD OF COMMISSIONERS CONDUCTED EXECUTIVE SESSION ON JULY 11, 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 THIS SESSION DURING THIS MEETING.

CONSENT AGENDA

Discussion to approve Items #12 through #24 listed on the Consent Agenda.

MOTION Shiwarski, SECOND Barefoot to approve Items #12 thru #24 listed on the Consent Agenda.

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

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

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

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

Discussion to approve the June, 2016 List of Bills.

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

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

Discussion to approve Pay Application #2 in the amount of \$27,022.50 to BKG Industries, Inc. for the Fawnvue Drive Slope Repair.

MOTION Mancini, SECOND Shiwarski to approve Pay Application #2 in the amount of \$27,022.50 to BKG Industries, Inc. for the Fawnvue Drive Slope Repair.

ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-A, Shiwarski-Y, Abatta-Y.
M/C 4 Yes, 1 Abstain (Kisow)

Discussion to authorize the payment of the Final Certificate to Russell Standard Corporation of Mars, PA for the 2015 Road Program in the amount of \$18,526.92 as recommended by the Township Engineer.

MOTION Kisow, SECOND Mancini to authorize the payment of the Final Certificate to Russell Standard Corporation of Mars, PA for the 2015 Road Program in the amount of \$18,526.92 as recommended by the Township Engineer.

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

Discussion to approve Resolution No. 10 authorizing the entry into an Employment Agreement with Michael S. Volpe as Public Works Supervisor of Robinson Township.

MOTION Mancini, SECOND Shiwarski to approve Resolution No.10 authorizing the entry into an Employment Agreement with Michael S. Volpe as Public Works Supervisor of Robinson Township.

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

Chairman Abatta, I see Mr. Volpe is in the audience. Could you please come to the podium please. I would like to introduce you to the taxpayers, not only the ones here this evening, but the ones in the community. Welcome aboard. We are happy to have you. It is going to be an experience.

Mr. Volpe, I want to thank the members of the Board for employing me and also, the word to the residents, business residents and Board members, I am here to be part of the team and help out any way that I can and to move Robinson Twp. forward.

Discussion to authorize the donation of \$3,000.00 to ACTA (Airport Corridor Transportation Association) for a grant match support of the "Ride ACTA" Shuttle Program.

MOTION Barefoot, SECOND to authorize the donation of \$3,000.00 to ACTA (Airport Corridor Transportation Association) for a grant match support of the "Ride ACTA" Shuttle Program.

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

COMMISSIONERS COMMENTS

Commissioner Mancini, I have no comments.

Commissioner Barefoot, I have no comments.

Commissioner Kisow, I would just like to say that the emergency operations plan was adopted tonight. It is a big thing for the Township. If there is a FEMA flood disaster, snow disaster, etc., we now have the ability to deal with it. Gary Bane, our Emergency Management Coordinator put a lot of work into this in working with the school districts, etc. It is major to have this adopted. It can last for two years and then has to be done again in two years. We are up to date now and I am glad to see it done.

One more thing, we are one of the only ones that were approved as a Red Cross Shelter, since the fire. We were going to meet with them before and then the fire occurred. As soon as we were back up and running, Gary Bane jumped on that and as of last month, we have been designated as a Red Cross Shelter. I would like to thank Gary for all of his hard work.

Chairman Abatta, I am sure he **will** do a great job for us.

Vice-Chairman Shiwarski, again to reiterate the welcome to Mike Volpe to the position as Public Works Supervisor. This is a newly created position in a supervisory/administrative position. There were many qualified candidates, but the Board came to the decision that Mike, with his experience and personality, would be the best fit to continue enhancing the quality and reputation within the public works department. We are looking to make a gem, even shinier there. By adding this position, the Township is able to define and establish a clear outline of duties and responsibilities to achieve the lofty goals that are established for our public works department. The public works department is one of the jewels of our Township. With Mike's input and experience and the cooperation of all, we hope to continue to be the envy of other Townships when they look at our public works department. With that said, you have all of our cooperation moving forward. We are looking forward to a good, long relationship. As I said, to make a department that is the envy of many others, even better moving forward.

Chairman Abatta, I will close out also with kudos to Mr. Volpe. Congratulations on being hired. I think you will enjoy your time at Robinson Twp. It is a great community to live in and work.

Park Report, we have a Chase your Dreams Health and Fitness Class which will take place throughout the summer months. Please contact Samantha Blodgett, who is a Health and Fitness Coach for additional information at www.samanthablodgett.com or visit our township web site at www.townshipofrobinson.com.

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Robinson Township is also proud to host Three Rivers Dog Training. Professional trainers will offer six week obedience class for you and your pet. Classes will be every Thursday at 6:30 p.m. beginning July 14th. You may email: classes@threeriversdogtraining.com or call 412-862-5987.

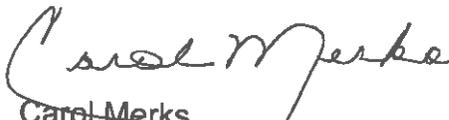
Robinson Township's 14th Annual Autumn Festival will be held on September 17th at the Burkett Sports and Recreation Complex. Robinson Parks Board has been busy planning another great festival. We will have great music by one of Pittsburgh's finest oldies and rhythm and blues band. This year's feature band will be The Bombers, as well as the local favorite, The Collisions. New to the stage this year is one of Pittsburgh's best dance bands, "Not too Old to Rock." Many of your favorite attractions will be back this year.

Holy Trinity Church will be holding their drawing for a 2016 Mustang at this year's festival. Vendor applications are currently available at our Township website.

Lastly, Robinson Township and Robinson Town Centre will team up once again to present our Third Annual Car Cruise. The cruise will be held on October 1st from 1:00 to 5:00 p.m. The first 150 to register will receive dashboard plaques. Admission is \$5.00 per car, which will benefit the Robinson Parks. If you would like to enter your car as a feature car on the dash plaques, the entry forms are available on our Township website page. Winning cars will be randomly chosen and selected on September 17th at the festival. If you would like to be a vendor, please contact Jane Tallon at jtallon@townshipofrobinson.com or you stay informed of all current announcements by liking us on Facebook.

MOTION Mancini, SECOND Shiwarski to adjourn the meeting.
ROLL CALL: Mancini-Y, Barefoot-Y,

Respectfully submitted,



Carol Merks
Township Secretary