

**BOARD OF COMMISSIONERS REGULAR MEETING  
MONDAY, APRIL 3, 2017  
7:00 P.M.**

**CALL TO ORDER:** Chairman Abatta called the meeting of April 3, 2017 to order at the Robinson Township Municipal Complex, 1000 Church Hill Road, Robinson Township, PA 15205 at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Mancini-Present, Barefoot-Present, Kisow-Present, Shiwarski-Present, Abatta- Present. Also in attendance were, Township Manager Silka, Assistant Manager Susko, Solicitor Jack Cambest, Public Works Supervisor Mike Volpe, Finance Officer Jerry Kezmarsky, Planning Director Rick Urbano, Township Engineer Mike Meyer and Township Secretary Kristen Police for the purpose of taking minutes.

Chairman Abatta: As it is the Chairman's choice, I am going to sort of deviate from the written agenda here just for a very important issue I want to bring to our residents and our tax payers. This is a little bit of a sad start to the meeting but still I think it deserves to be up front rather than reserved for Commissioner's comments. If you notice I always say at the end of my comments, of my commissioner's comments, that we are not a farming community anymore. I say that with sincere meaning, basically Robinson Township at one point, we were a farming community. But it lends itself to that fact that some of the people that preceded the Board of Commissioners that are seated in front of you right now were those people that came from the farming community that laid the ground work for everything that we have here today, and we are so proud that all of us take advantage of that. Of course as life goes on what happens is we lose commissioners as people age and things of that nature. One individual Commissioner that we had has just recently passed away was an individual by the name of Mr. Rocco Esposito, so if I can just enlighten you a little bit to bring this to the forefront here I hope you give me a couple of minutes.

Rocco Frank Esposito was age 86. He was born on March 7, 1931 in Stowe Township, PA. Rocco proudly served his country as a Corporal in the United States Army from 1952-1954 in the 514 Quartermaster Corp in France where he was honored to be the Guidon Bearer.

He was also employed at the Dravo Corporation in Neville Island for 41 years. Rocco had served on the Robinson Township Board of Commissions as the vice chairman and oversaw the road department which then and today provide an outstanding service to the community. He also served on the Robinson Township Water and Sewer Authority and was responsible for the introduction of public sewage to Robinson Township. And also, he was very involved in Robinson Township Boys' Little League Baseball Association.

Rocco is survived by his wife Margaret Metros of fifty seven years, a daughter Beth (Keith) Rose and their children Alleda, Olivia and Max. And also, his son James (Diane) and their children Alena, Rocco, Sophia, Cecilia, Amalia and Rosina.

I wanted to bring this to the residents' and the taxpayers' attention that Rocco was one of the many Commissioners that have worked and I respect throughout the years on my tenure up here, he will be sadly missed by the community. With that said we are going to move on and proceed.

### **ENGINEER'S REPORT**

The Engineer's Report is attached.

Mike Meyer: Thank you Mr. Chairman, the first item, there are two items that are action items, the first is the Arbor Trail Subdivision and that is a bond reduction in the amount of \$17,636.30.

The other item on your agenda is the Clever Road Park Pool – the bids came in the other day and we are recommending that they be awarded in the amount of \$1,570,547 for the base bid as well as alternate number two and that award will be to Shiloh Industrial Contractors.

The bids as we discussed came in a small amount over the estimate; however, they were close and one of the other bidders was within \$1,878 of the first bid so we think that these are good bids. We did call some of the different people that Shiloh worked for and they gave us good remarks so I would definitely recommend that this be awarded.

Some of the other projects, the Municipal Building – we have been working on some of the conceptual site design for this project that was based on the approval of the architect's submission and we will continue working on that design.

The 2017 Road Program- That was awarded to A. Folino in the pre-construction meeting that was held on March 24<sup>th</sup>. They are anticipating on starting work sometime around June 1<sup>st</sup>, prior to that work starting we will make sure that the contractor will leave door hangers on the affected roads and we will also have a schedule that will be posted on the Township website once that gets closer, I don't want to put anything out now because of the weather but as it gets closer into the beginning of June we will have something.

### **CAPITAL PROJECTS**

MS-4 Program- Again we are continuing to work on that. This is the program where the state is requiring some storm sewer systems to be cataloged into make sure there are no illicit connections in those and that is something that is ongoing.

### **DEVELOPMENTAL INSPECTIONS**

The only one that is really going on right now there has been a little bit of work for Silver Summit and also with Marks Landing we held a pre- construction meeting today and that developer's agreement and performance bond has been submitted.

### **DEVELOPMENTAL REVIEWS**

There are a couple of other developmental reviews, most of those are on hold. We did find out that with Beyond Self Storage, the developers agreement has also been completed and we will be meeting with them tomorrow to find out why they started work.

### **POLICE REPORT**

Chairman Abatta: Chief Vietmeier is absent this evening, Jeff will you enlighten us?

Mgr. Silka: Yes sir, the Chief did give me his report to read.

From March 2017 the police department responded to 625 total complaints, which brings the year total to date 1,938. There were 101 traffic citations issued in March, 17 non traffic citations, 65 alarms, 45 criminal arrests of adults, 14 juvenile arrests and 32 accidents and that brings the accident total to 96 for 2017, and we are only in April. The total mileage that was put on the police vehicles were 24,801 and that is the report sir.

### **ADMINISTRATION UPDATE**

Mgr. Silka: I have a few issues to go over today. One is the Zoning Ordinance Revision update. We received the county's feedback last week for our Zoning ordinance revision. We are meeting with the consultants to figure out if we have to make any revisions and resubmit to the county for an additional 45 day review, or if we can make administrative revisions and get this on so we can adopt it by the June meeting. I'll be getting a notice out to the Board of Commissioners very shortly on this issue.

Two, Clean Up Day is going to be the 29<sup>th</sup>; it's a Saturday coming up. I do want to talk a little bit about this, this have been a great event for the community getting out together, however it would be really great if we could have this turn out to be a beautification day and not a clean up day, because what you have to realize is the community comes together to pick up trash that was left by other people so it would be great to be able to eliminate clean up day by having people be a little bit more courteous and a little bit more aware of the environment by not dumping their garbage, that way we wouldn't have to get together to clean it up and we would be able to beautify the area to do some projects that are a little bit more proactive rather than reactive. We invite everybody to go to the website or the Facebook page to get information on the Clean Up Day morning.

We will be doing our spring leaf clean up on the week of the 24<sup>th</sup>. That is our one week spring leaf clean up. You can find information on our website and our Facebook page for the exact streets and exact days.

On the consent agenda, you'll see there is a solicitation ordinance. Our Solicitor is recommending that we amend our Ordinance to allow for-profit solicitors to solicit in the Township up until 9:00 p.m. That would make it even with the nonprofit to bring our current ordinance up to the current requirements of the law and if the Solicitor wishes to during his report he can update that a little more. That is something that we are doing to be reactive.

Also, you will see on the consent agenda there is a records destruction resolution, what this is, is stage one of our house cleaning. You'll see these every couple months as we will be going to be getting rid of all of the documents that we have been storing for decades. Some of them by law we can expunge through the state Records Retention Act so this is the first part of reducing our hoarding attic and therefore also reducing the amount of storage we will use in the new building. As part of this, and Ms. Susko is working on this diligently, we are going to start putting expiration dates on our files as we do file in the future so we can just look at them and just know when we can put them up for destruction also. What we will do is we will be contracting with a shredding company to be able to dispose of these records as we go to make sure we know there is no way they can come back and haunt us.

On the agenda there also two employment related motions, numbers 24 and 25. Two of our employees are coming up on their one year anniversary and therefore are able to be awarded full employment status, from probationary status. Erin Bigger, who is the police records clerk and also Charles Totten who is a public works employee, they both will complete their probationary period by the end of this month and will be full time, full status employees.

Also, the Chief wanted me to let you know that the DEA National Drug Take Back Day is Saturday April 29<sup>th</sup>, the same day as our Clean Up Day. It'll be at the Mall at Robinson parking lot from 10:00 a.m. to 2:00 p.m., so if you have any unused or unwanted medication you can drop them off and they will be safely disposed of that way. We will get that up on our website and our Facebook page.

One last thing, it is not on the agenda but I am asking that the Board consider putting a motion on as an addendum to authorize the Civil Service Commission to hold a sergeant's test for the police department. That is my report.

## **FINANCE REPORT**

Mr. Kezmarsky submitted a copy of the March Finance report which is attached.

Mr. Kezmarsky: Good evening, I'll be brief. Earned income tax \$153,002.45, total for the year \$765,859.44. LST, \$52.00 total for year \$52.00. Real estate property taxes nothing depreciable, \$44,647.73 for the month and for the year to

date. According to our tax collector that should be picking up with the April bills sent out. Real estate transfers \$54,104.84, year to date \$138,363.77. Cash in the bank is \$466,235.17, we have that short term line of credit which is very useful and very easy to use and it came in very handy, we should have that back in the next few weeks. No problem, very economical way to get over a cash flow issue. We received notification on the liquid fuels tax, excuse me, payment in the amount of \$394,382.00 which will be coming in on April 12<sup>th</sup>. Also, all the Commissioners should have received an email on the audit results on the pension and also for the pension plans, they are there for your perusal, for your view. That is my report, any questions?

Commissioner Shiwarski: Jerry, just to to reiterate, this year, one of the reasons we took the line of credit out is because it prevents us from taking a TAN out, which we don't have to pay back and we are saving money that way as with the LST and the Real Estate Taxes and everything the second quarter is when that cash always comes in. I heard you backed down from the word crisis to issues and I'll even back it up one further with that.

Mr. Kezmarsky: It is not a problem. It is not an issue at all.

## **SUSTAINABILITY REPORT**

Ms. Susko: Thank you, I just have a brief report this month. The county recycling report for 2016 was due in March, so that was submitted last month. The county is due earlier than the state level report, the county report is not what gets us our annual recycling grant, that's at the state level, so the county report helps us prepare and to pretty much fill in the blanks, so it is very helpful that we have that done earlier in the year.

On the professional development portion of the report, I attended the PELRAS conference from March 21<sup>st</sup> to the 24<sup>th</sup>. It was very well attended. Also, this Friday I will be going to ALOM spring conference, so that is a banner requirement that we are working on- that will be mostly satisfied by having attended these conferences.

Lastly, I will be adding a Water Authority section to this report, basically I'm going to be attending the monthly Water Authority meetings so the Board can be kept up to date on any opportunities to coordinate construction projects, pursue any infrastructure funding, sort of stay ahead of the curve and help us plan construction more efficiently so we aren't spending redundantly in road repair or other things that may benefit from coordination. So I will update you on any of that in this report.

That's everything for this month. Do you have any questions?

## **BUILDING INSPECTOR/ZONING OFFICER REPORT**

Mr. Urbano submitted a copy of the March report Building Inspector/Zoning Officer Report which is attached.

Mr. Urbano: Good evening everybody. The amount of fees collected for the month of March was \$20,153. Total for the year collected, \$94,227. Improvements and or new construction for the month of March, \$8,154,819 and total for the year, \$16,642,739.

### **PUBLIC WORKS SUPERVISOR REPORT**

Mr. Volpe submitted a copy of the March Report which is attached.

Mr. Volpe: Thank you Mr. Chairman, a full detail report was given to the Board. The highlights from March; we were out seven times with the snow. The other half of the month it was good weather. We did repairs, this month we will start street sweeping program and Jeff noted the leaf pick up, we started cleaning all the parks and pavilions and we have been doing the prep work for the hot mix paving program.

Chairman Abatta: Mike, I just want to thank you. I get called all the time and residents need things done and I reached out to you about a specific incident and you enlightened me and told me you would be taking care of it so I just want to thank you and your crew for doing an outstanding job and keeping everything up to date. So, thank you from the Chair. Gentlemen, any questions?

Commissioner Barefoot: Just one Mike, is there any update or Jeff maybe you can let us know about the drainage on Forest Grove Road?

Mgr. Silka: We are currently working with our Code Enforcement Officer, we actually started discussions with Ms. Susko today to see where that is because it was filed with the magistrate and I did notice that with the rate of it we are having debris wash over the road so it is an ongoing issue and we need to get those pipes put in the driveways.

### **CITIZENS COMMENTS**

No citizens signed in.

THE BOARD OF COMMISSIONERS CONDUCTED AN EXECUTIVE SESSION ON APRIL 3, 2017 FROM **5:00 P.M. TO 7:15 P.M.** TO DISCUSS LEGAL AND PERSONNEL MATTERS. THE BOARD WILL TAKE OFFICIAL ACTION, IF ANY, FROM THIS SESSION DURING THIS MEETING.

### **CONSENT AGENDA**

- 12. Motion to approve Items #13 thru #21 listed on the Consent Agenda (\*)**
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- \*13. Approval of March 6, 2017 Board of Commissioners Meeting Minutes as submitted. (ATTACHMENT E)
- \*14. Approval of March 22, 2017 Board of Commissioners Business Meeting Minutes as submitted. (ATTACHMENT F)
- \*15. Motion to adopt Resolution No. 4 of 2017, Resolution for Plan Revision for New Land Development, LLC for the proposed Beyond Self Storage Facility. (ATTACHMENT G)
- \*16. Motion to adopt Resolution No. 5 of 2017 authorizing the disposition and destruction of certain Township records in accordance with Act 428 of 1968. (ATTACHMENT H)
- \*17. Motion to advertise Bill No. 285, An Ordinance Amending Chapter 190; Article II – Transient Retail Business: Section: 190-15, Subparagraph (C); increasing the hours of transient retail business solicitation from 5:00 PM. until 9:00 PM. (ATTACHMENT I)
- \*18. Motion to cancel the July 3, 2017 Board of Commissioners Meeting and reschedule for Monday, July 10, 2017, at 7:00 PM.
- \*19. Motion to cancel the September 4, 2017 Board of Commissioners Meeting and reschedule for Monday, September 11, 2017, at 7:00p.m.
- \*20. Motion to approve the Bond Reduction Request #6 as submitted by FC Aiken LLC dated 03/22/2017. The Developer has requested a bond reduction in the amount of \$16,033.00. After inspection, the recommended release is \$17,636.30 which includes a 10% contingency. The remaining bond amount is \$660,475.62. (ATTACHMENT J)
- \*21. Discussion/Motion to recommend approving the Preliminary/Final Subdivision application as submitted by Forest Grove Fire Department/ Pintar subject to the conditions listed in the Township Engineer's Letter of March 21, 2017 as submitted by the Planning Commission. (ATTACHMENT K)

MOTION: Mancini, SECOND, Shiwarski to approve items #13 though 21 on the Consent Agenda (\*)

ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Y, Shiwarski-Y, Abatta-Y

M/C 5-0

**REGULAR AGENDA**

*Discussion to approve the March 2017 Treasurer's Report.*

MOTION: Barefoot, SECOND Mancini to approve the March 2017 Treasurer's Report.

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

*Discussion to approve the March 2017 List of Bills.*

MOTION: Shiwarski, SECOND Kisow to approve the March 2017 List of Bills.

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

*Discussion to grant Erin Bigger, Police Records Clerk, permanent full-time employment status per the Collective Bargaining Agreement upon successful completion of her probationary status.*

MOTION: Kisow, SECOND Shiwarski to grant Erin Bigger, Police Records Clerk, permanent full-time employment status per the Collective Bargaining Agreement upon successful completion of her probationary status.

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

*Discussion to grant Charles Totten, Public Works Laborer, permanent full-time employment status per the Collective Bargaining Agreement upon successful completion of his probationary status.*

MOTION: Barefoot, SECOND, Shiwarski to grant Charles Totten, Public Works Laborer, permanent full-time employment status per the Collective Bargaining Agreement upon successful completion of his probationary status.

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

*Discussion to hire Seasonal Pool Lifeguards and Seasonal Concession Workers for the Robinson Township Pool for the 2017 season, at a pay rate set by the Township Manager.*

MOTION: Mancini, SECOND, Barefoot to hire Seasonal Pool Lifeguards and Seasonal Concession Workers for the Robinson Township Pool for the 2017 season, at a pay rate set by the Township Manager.

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

Chairman Abatta: Jeff, we'll make the list of the pool hires and public works hires public, on the website? Or should we read them into the record?



Mgr.Silka: We generally do not put them into the website it's just an attachment, but what I would like to say is that this a small hiring, this is the first hire.

Chairman Abatta: Will they get letters?

Mgr. Silka: Yes, this is just a small hire for the pool registration.

Chairman Abatta: This is a practice we do every year throughout the summer months and we have two hiring sessions and this is phase one, so to speak, but phase two will be coming up in a following meeting and anyone that will be hired of course will be notified through Mgr. Silka and the Township.

*Discussion to hire Seasonal Public Works employees for Robinson Township for the 2017 season, as listed in "Attachment O" at a pay rate set by the Township Manager.*

MOTION: Shiwarski SECOND, Barefoot to hire Seasonal Public Works employees for Robinson Township for the 2017 season, as listed in "Attachment O" at a pay rate set by the Township Manager.

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

*Discussion to award the contract for Clever Park Pool renovation to Shiloh Industrial Contractors for a base bid of \$1,537,122.00 and the following alternate bid which would be bid number 2 for \$33,425.00.*

MOTION: Mancini SECOND, Barefoot to award the contract for Clever Park Pool renovation to Shiloh Industrial Contractors for a base bid of \$1,537,122.00 and the following alternate bid which would be bid number 2 for \$33,425.00.

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

Chairman Abatta: I have one addendum item; I will call it 28 A. Asking for discussion and then a motion to authorize the Civil Service Commission to test for the position of sergeant in the Robinson Township Police Department.

MOTION: Barefoot, SECOND Shiwarski to authorize the Civil Service Commission to test for the position of sergeant in the Robinson Township Police Department.

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

### **COMMISSIONERS COMMENTS**

Commissioner Mancini: I just want to say Happy Birthday to Mr. Mike Nemecek from Robinson EMS who is sitting out there.

Commissioner Kisow: Mr. Chairman, it's construction season, with the road crew workers out there and myself and a lot of other people working on the streets and on the roads, watch out for us, quit texting. We are on the road and you'd be surprised how many people come by on the road, I see it more and more, it's dangerous out there and we have to work out there. Be wary.

Chairman Abatta: You're such a humble individual Mr. Kisow. We appreciate everything you do for the Township. Just recently this weekend and prior to this weekend, can you enlighten us a little bit and tell us what's going on with the MRAP vehicle?

Commissioner Kisow: Basically, the Township was awarded a military vehicle, an MRAP, 2006 version. It was free to the Township so we are working on it right now getting some bugs out of it and getting the lettering and that on and it's for the police use in the borough, it's an asset that we have that very few other boroughs have, I think there is one in New Castle, North Boroughs has one as a general but Robinson was awarded it through Officer Maritz, he did all the paperwork, the Chief and him did a lot of work to get this. It's been in the works for about three years. It's here in the Township, if you see it it's not an invasion, it's being tested and being run getting all the bugs out of it, to get the roof from leaking, so basically it's an asset to the Township that's pretty unique for us to have and it didn't cost the taxpayers nothing. So that's probably the best benefit of all. It's gonna be the police's four wheel drive.

Chairman Abatta: And we have had some Township people step up and help with this particular vehicle. You people have to see this, it's unbelievable it almost scared the heck out of me if you see this thing in your rear view mirror you're pulling over. Hoping we never have to use it. But I am glad that we have it. Some people along with Mr. Kisow who worked on it from the Township, Mr. Pintar had donated his time and his materials to help us to paint the vehicle and he's going to put logos on it and everything for us but like we are saying it's a welcome addition to our Township so we thank the people who have stepped up from a volunteer basis to help bring this to fruition, Kenny and Mr. Pintar and I am sure there are some other individuals whose names I'm forgetting at this point but kudos goes to those individuals.

Mr. Kisow: Thank you, if you do see it coming down the road, don't stop your vehicle and get out and take a picture, it'll be out for viewing after the police are done doing everything they have to do with it. People just stop in the middle of the road when they see it.

Commissioner Barefoot: Yeah, if you see Sam driving that get off the road. But no, just one comment about and I know we have talked about this Jeff. The pool with us doing the pool it will shut down in August of this year 2017, two weeks early?

Mgr. Silka: August 13<sup>th</sup>.

Commissioner Barefoot: And it will reopen the following year, is there some consideration to the members of the pool that join that you're gonna adjust, is that correct? Didn't you make that comment at one time?

Mgr.Silka: There was nothing in the fee ordinance that put the permits any less this year.

Commissioner Barefoot: Well think about it Jeff.

Mgr. Silka: The Board can set that as we go through.

Commissioner Barefoot: I thought we talked about something to that effect. Ms. Police, I understand you are having a birthday coming up? We all want to wish you a Happy Birthday.

Mrs.Police: Thank you.

Commissioner Mancini: we received something from the library they are celebrating ten years of the Robinson Township Library, we were invited to a dinner on Friday May 19<sup>th</sup>.

Vice-Chairman Shiwarski: I don't have very much. Two quick things, one, Easter is coming up so I would like to wish everybody a nice Easter Season and for all of our residents and everybody who may practice it and observes it in a way that's their tradition. And the other thing I heard when Mike was giving his engineering report he mentioned something about an illicit connection I thought he was talking about Mr. Kisow's days at Canevin but... I was getting excited that they were gonna spill the beans on you but besides that that's all I have.

## **PARKS REPORT**

Chairman Abatta: Robinson residents are invited to join us this Saturday. The Easter Bunny will be hopping down the bunny trail at Clever Road Park, this Saturday April 8<sup>th</sup> from 1:00-3:00 p.m. This year's activities will include a petting zoo, face painting and Robinson Library will host a craft corner. Be sure to bring your cameras, the Easter Bunny will arrive at Clever Road Park VIP on a Forest Grove Fire Truck. Enjoy this spring afternoon with us.

The Robinson Township Newsletter will be in your mail boxes sometime in the next week or so. You will find an abundance of information on park events, swimming pool registration, swim lesson dates, and summer camp. Included will be a wide variety of information on all of our Township departments, public works, police, planning, library, tax office, historical society, fire departments and much more. Please watch for your copy of Robinson Township 2017 Community News.

Remember Clean Up Day Saturday April 29<sup>th</sup> rain or shine meet at the Giant Eagle Market District Settlers Ridge at 9:00 a.m. in the second floor area of the food court. Community service letters will be available upon request. Show your community pride!

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Pool Pass registration- get your pool passes at the discounted rate Saturdays in May. Passes will be sold at the Clever Road Park Pool Office from 10:00 a.m. until 4:00 p.m. First two Saturdays are for residents only- the next two will be residents and non residents alike. Proof of residency required.

Save the date! June 17<sup>th</sup>- we will host "Pets on Parade" at Settler's Ridge. Any questions on these or other community activities please contact Jane Tallon at [jtallon@townshipofrobinson.com](mailto:jtallon@townshipofrobinson.com)  
Stay informed for current announcements- like us on [www.facebook.com/townshipofrobinson](https://www.facebook.com/townshipofrobinson) or visit at [www.townshipofrobinson.com](http://www.townshipofrobinson.com)

MOTION to adjourn the meeting: Mancini, SECOND Kisow.

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

Meeting was adjourned at 7:47 p.m.

Respectfully submitted,



Kristen Police  
Township Secretary