

**BOARD OF COMMISSIONERS REGULAR MEETING
MONDAY, JANUARY 8, 2018
7:00 P.M.**

CALL TO ORDER: Chairman Abatta called the meeting of January 8, 2018 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 Piccolino, Assistant Manager Susko, Solicitor Samuel Dalfonso, Township Engineer Barry Davidson, Chief Vietmeier, Planning Director Rick Urbano, and Township Secretary Kristen Police for the purpose of taking minutes.

PRESENTATION: STATE REPRESENTATIVE ANITA KULIK

Anita Kulik: It's great to be back in Robinson Township. (inaudible) Everything that is going on here, you've got the corporate presence you have the business presence you've got great housing going up it's a great place for young professionals now to start moving in to the area. Thank you for maintaining this Township in the shape that it is in and always is in.

Tonight, we are here, I am here to help honor a young person from Robinson Township, Kavon Morman, who has really has had an outstanding career already in his young life and I'd like to present him with a Proclamation from the House of Representatives.

Chairman Abatta: Why don't we bring him to the microphone we are televised here.

Ms. Kulik: Where as Kavon Darius Morman is being honored to being named to the Pennsylvania All State Football team in the AAAA Classification and where as in addition Kavon has achieved the following honors associated with his outstanding high school football career in which he was a starter for two of his four years on the team, Post -Gazette player of the week following a semi final victory over number one seed South Fayette 2017, two timed Chic-Fa-La Robinson player of the game 2017, three timed cover three athletics player of the game 2017, Cover Three all conference defensive back 2017, Co-Captain Northwest 9 first team all-conference defensive back, second team all-conference quarterback senior year 2017, second team all- conference quarterback honorable mention junior year 2016, where as Kavon also showed leadership skills by participating in the following schooling community extracurricular activities, Kindness club, Montour Peer to Peer, and coaching boys to men, as well as starting on the Basketball team for two of his four years on the team. Now therefore, the House of Representatives of the

Commonwealth of Pennsylvania pays tribute to Kavon Darius Mormon upon his well-deserved recognition as throughout his young life he has displayed outstanding commitment, leadership and integrity in school and community, earning the respect and admiration of all those who benefited from his tireless devotion and directs a copy of this legislative acknowledgement sponsored by myself today being transmitted to you. Congratulations, not only to you but I know that you know that your strength also comes from your teammates so on a great season for the Montour football team and I know that we have a great season coming up with the basketball team so congratulations to the teams and special congratulations to you. Thank you!

Chairman Abatta: Just a couple of questions for you. We would just like to know, we know that your dad and mom are extremely proud and you people should be commended also for doing such a fantastic job for this young individual. What are your future plans? Then we will let you go.

Kavon Morman: To attend a four -year university, play college football somewhere, get my degree. That's all that counts.

Chairman Abatta: Keep your parents happy.

ENGINEER'S REPORT

The Engineer's Report is attached.

COMMISSIONERS ACTION REQUESTED

Arbor Trail Phase I- requesting bond reduction

Arbor Trail Phase II- requesting bond reduction

Drury Hotel- Requesting bond reduction.

We are also recommending payment of \$258,670.06 to Shiloh Industries for the Clever Park Pool project.

CAPITOL PROJECTS

Clever Park Pool- The construction is continuing to go smoothly and the contractor remains ahead of schedule.

Municipal Building- We are working on the design development plans right now and later this week we will be completing additional geotechnical work on- site.

Saldo Revisions- We are going to be scheduling a meeting with Mr. Urbano and Mr. Piccolino to finalize.

Various Drainage Investigations- First one is Conley Drive. We will be meeting with the residents to discuss the required work and easements involved.

Elliot Drive- We met with the public works department and have begun (inaudible) proposed routing for the new storm system.

Drainage Investigations- Vista Drive, we will be meeting with the owners of the building and will be presenting a plan to the Commissioners most likely at the February meeting.

DEVELOPMENTAL INSPECTIONS

Waverly Manor- The developer is continuing to stabilize the slope on that project.

Pleasantview- We sent a letter to the developer requesting a schedule for the installation for the traffic light and will be meeting the developer later this week.

The remainder are waiting on construction or waiting to be submitted. Any questions?

Dr. Mancini: I have one, you read this number here under the commissioner's actions you read this number right here, what number do you have?

Mr. Davidson: Yes, I apologize, the correct amount is \$258,670.06

POLICE REPORT

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

Chief Vietmeier: First off it was very nice to recognize a local resident that really excelled in athletics this year, the football team really provided us with a great season so very proud of the district and our community. Best of luck to Kavon.

For the month of December, the police department answered a total of 734 complaints year of 2017 we answered a total of 8131 complaints, 84 traffic citations issued, 9 non-traffic citations, 104 burglar alarms, 26 adult criminal arrests, 2 juvenile arrests, 59 accidents for a year total of 467, 20,426 miles put on the police units in December so that is the report for the police department. Any questions, I'd be glad to answer them.

Mr. Kisow: The boats are gone.

Chief Vietmeier: Both of them?

Mr. Kisow: No, the other one is still there.

Chief Vietmeier: ok, thanks.

ADMINISTRATION UPDATE

Mr. Piccolino: Thank you Mr. Chairman. One small thing. First, I want to thank the Board of Commissioners for renewing my contract last week. It's been a great seven weeks so far and I hope to continue on. So, thank you.

The renewal rates for the Township's insurance premiums were received in mid-December the rates were about \$2,000 less than the 2017 numbers which is about a half a percent decrease. 2017 rates were \$383,229. 2018 rates were \$381,105 this is our property, liability and workers' comp coverages all bundled up so in essence these rates are well within our 2018 budget. That is the end of my report.

SUSTAINABILITY REPORT

Ms. Susko: Good evening, just echoing what Frank just said it's good to be back for another couple years, thank you for renewing- it's been a great first job out of grad school. I hopefully have come a long way.

Just a couple quick things on the sustainability report today. We have credit card payments that are now being taken for shelter rentals. We got a square payment, it's a little square that you hook up to your phone, we can take credit and debit cards, there really isn't any other things we take payments at the office but we can do that now. Just let us know that, that's how you'd like to pay and that's no problem. Worked out great for our first shelter rental season on the 2nd, so looking forward to using that in the future.

The 2017 recycling report and grant. We do this every year basically the different vendors, business's in the Township all those different entities send us the tonnage that they recycle in different categories we report it to the county in March sort of to get us ready for the big grant in October and then the state disperses those funds, usually on a couple year delay. So, we did really well last year and we are hoping that we are going to increase the recycling amount this year to increase the funding of the grant so that's everything I got for tonight. Any questions?

Dr. Mancini: I have one, whose phone do we hook that square up to?

Ms. Susko: We had an old phone that had been used from the public works department so it was in a drawer and I plugged the square in and that was that.

FINANCE REPORT

Mr. Shiwarski: Alright, I am going to do my best Jerry impression here. Ok. Our EIT and these are through the end of December so if there would be any adjustments these would be for the year. In 2017 we budgeted \$3,090,000.00 for EIT tax and we collected \$3,106,000 so very good job on budgeting by the finance department there basically right on. LST tax -2017 budget was \$800,000 the 2017 year to date was \$774,604 again very close to the amount budgeted and again there could be final adjustments moving forward there. Real Estate property tax budgeted \$4,500,000 collected in 2017 \$4,702,000 again excellent job on the budget forecast. Interim tax – we budgeted \$5,000 we ended up collecting \$65,113. Delinquent tax which Jordan Tax Collection handles we budgeted \$165,000 in the month of December we collected \$7,793 to bring our year to date total to \$104,602 and the real estate transfer tax we budgeted \$325,000 and the year to date total is \$493,396 so on the whole our budget was set in 2017 what we collected as far as revenue was pretty close, or not a bit above so it was a good job by the Board and as I said the whole finance committee. Also, just a couple other numbers. The find balance at the end of December was \$1,791,249 with that moving forward into the 2018 year we will budget into some of that fund balance there as far as our budget in 2018 and that's basically the numbers that I have to share with us today Mr. Chairman.

Chairman Abatta: Sounds good Mr. Shiwarski, any questions here gentlemen on budgetary items?

BUILDING INSPECTOR/ZONING OFFICER REPORT

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

Mr. Urbano: Thank you Mr. Chairman and I would like to thank the Board for my reappointment, I really appreciate working for you guys.

Amount of fees collected for the month of December was \$20,216 total less far for the end of the year \$407,065 even. Improvement and or new construction for the month of December \$3,619,278 even total for the year \$61,489,077.

Chairman Abatta: Both numbers have exceeded the numbers where we needed to meet so, sounds good to me. Gentlemen questions for Mr. Urbano?

Mr. Urbano: Hopefully we can keep it up.

CITIZENS COMMENTS

Jim Stasiak- 133 Nottingham Drive, Pittsburgh, PA 15205

Mr. Stasiak: I am Jim Stasiak, I live here in Robinson Township with my family just right up the road. My concern and what really brought me up here today this morning I noticed when the weather and road conditions, the traffic on our street, the people are going faster than 25 miles an hour, and kind of got me a little angered was a plow truck that wasn't plowing that was obviously speeding and going faster than 25 miles an hour. I love my family, I love my neighborhood and the one thing that keeps me up at night is the fear that someone is going to speed through the neighborhood recklessly. I see them on their cell phones, distracted driving and I don't see a police presence out in the neighborhood just driving by or even parked to catch anyone speeding. And I am requesting that its significantly more in the morning time when people are going to work, I don't know if it's a thoroughfare through that neighborhood and then towards the latter end of the day when people are coming home from work. I have seen, of course I don't have a radar gun but it's pretty obvious that there's constantly speeding and I feel that if we have some sort of police presence out there that it might curb that.

Chairman Abatta: Mr. Stasiak, are you talking about in Nottingham Drive in and out of itself or within the plan?

Mr. Stasiak: Nottingham Drive, it's just that one street sir.

Chairman Abatta: Well you bring up a valid point safety is always a huge concern, we have the chief of police sitting behind you and we also have our working foreman here from the road department and I am sure these gentlemen have taken note of what you said and I am sure they will address it sooner than later. Chief, would you like to speak to that?

Chief Vietmeier: I guess I really just have one question, has that street officially been dedicated to the Township?

Chairman Abatta: I don't think it has at this point in time Chief.

Mr. Shiwarski: If it's the Nottingham, it is not a dedicated street.

Chief Vietmeier: That's been an issue that has been going on for years, I mean I don't know how new you are to the community but it's been an issue for years, the Township still hasn't taken that street over, it still hasn't been dedicated to the Township so we are not getting any liquid fuels out of it, without signs that would eliminate some of the speeding or try to slow some of the people down. And I know that people use that for a short cut, there's no doubt about it because they don't want to stop at another stop sign up at Hall Drive and Glass Road so they cut down through there, they think its quicker but it's really not quicker but they feel in their mind that it is quicker because I have done it myself and I know

exactly what they are talking about. I mean the police presence is there, its not going to be there 24/7. I don't think we really have the authority yet to really enforce the speeding on that street because I don't think it has been dedicated to the Township yet. That's my recollection.

Chairman Abatta: Officers do patrol that.

Chief Vietmeier: Yes, we do.

Chairman Abatta: So, if they saw someone speeding they would pull them over and give them a warning at least.

Chief Vietmeier: Of course, and we have had complaints in the past over there and I will certainly go over there myself but I just don't think that we have the authority as the Township to actually enforce the speeding aspect of that street.

Chairman Abatta: Until it's dedicated?

Chief Vietmeier: Yes.

Chairman Abatta: But, we can slow them down I am sure. I appreciate your concern as an individual within the Township, I appreciate it.

Chief Vietmeier: And the problem with that street is that it is a very wide street. People are avoiding one stop sign is what they're doing and they think that it is quicker and its really not quicker but in their mind, they think that it is quicker and they use that as a short cut to go to the industrial park and Campbell's Run.

Chairman Abatta: Mr. Stasia, what you have to realize is that there is a lot of cut throughs within this Township that people use to try to save time or to get somewhere quicker and you'll have that occasionally. So, I am sure we will keep our eye on that and try to rectify that. But thank you for your concern I am sure it will be taken care of.

Mr. Shiwarski: Just one thing, Mr. Bianco is in the audience but just make sure that all of our employees realize our policy on cell phones while they are driving company vehicles. Ok, thank you.

Mr. Urbano: We are presently planning on meeting with Mrs. Howard, Jack Howard passed away he was the developer for Nottingham and we are working on trying to finalize the dedication of that Nottingham Drive and hopefully by next month some time by the next meeting we will be able to give you an update on where it sits and what needs to be done and what we can do to take dedication to it.

Chairman Abatta: Mr. Stasia, did you hear that? Thank you, Rick.

Mr. Stasia: Yes.

THE BOARD OF COMMISSIONERS CONDUCTED AN EXECUTIVE SESSION JANUARY 8, 2018 FROM **5:00 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

11. Motion to approve Items #12 thru #16 listed on the Consent Agenda (*)

THOSE MATTERS INCLUDED UNDER THE CONSENT AGENDA ARE SELF-EXPLANATORY AND ARE NOT EXPECTED TO REQUIRE REVIEW OR DISCUSSION. ITEMS WILL BE ENACTED BY ONE MOTION. IF DISCUSSION IS DESIRED BY ANY MEMBER OF THE BOARD OF COMMISSIONERS, THAT ITEM MUST BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

- *12. Approval of December 4, 2017 Board of Commissioners Meeting Minutes as submitted. (ATTACHMENT D)
- *13. Motion to adopt Resolution No. 4 of 2018 authorizing the disposition and destruction of certain Township records in accordance with Act 428 of 1968 (ATTACHMENT E)
- *14. Discussion/Motion to approve Bond Reduction Request #1 as Submitted by Kevin Whitfield of Drury Southwest dated 12/19/17. The Developer has requested a bond release based on all work being complete. After inspection, we recommend a partial bond release in the amount of \$2,517,625.00 which includes a 10% contingency in the amount of \$228,875.00 (ATTACHMENT F)
- *15. Discussion/Motion to approve Bond Reduction Request #11 as Submitted by FC Aiken LLC for Arbor Trail Phase I dated 12/11/17. The developer has requested a bond release in the amount of \$9,975.00 After inspection the recommended release is \$12,457.50 Which includes a 10% contingency in the amount of \$1,132.50 (ATTACHMENT G)

- *16. Discussion/Motion to approve Bond Reduction Request #11 as Submitted by FC Aiken LLC for Arbor Trail Phase II dated 12/11/17. The developer has requested a bond reduction in the amount of \$32,226.00 After Inspection, the recommended release is \$35,448.60 which includes a 10% contingency in the amount of \$3,222.60. (ATTACHMENT H)

Discussion to approve items #12 -16 on the consent agenda.

MOTION: Kisow SECOND: Mancini *to approve items #12 -16 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 December, 2017 Treasurer's Report.

MOTION: Barefoot SECOND, Shiwarski to approve the December, 2017 Treasurer's Report.

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

Discussion to approve the December, 2017 List of Bills

MOTION: Shiwarski, SECOND: Barefoot to approve the December, 2017 List of Bills.

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

Discussion to grant Matthew Walter, Police Officer, Permanent full-time employment status as per the Civil Service Rules and Regulations.

MOTION: Mancini, SECOND: Kisow to grant Matthew Walter, Police Officer, Permanent full-time employment status as per the Civil Service Rules and Regulations.

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

Discussion to grant Dominic Nino, Police Officer, Permanent full-time employment status as per the Civil Service Rules and Regulations.

MOTION: Barefoot, SECOND: Shiwarski to grant Dominic Nino, Police Officer, Permanent full-time employment status as per the Civil Service Rules and Regulations.

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

Discussion to grant David Gregg, Police Officer, Permanent full-time employment status as per the Civil Service Rules and Regulations.

MOTION: Mancini SECOND: Kisow to grant David Gregg, Police Officer, Permanent full-time employment status as per the Civil Service Rules and Regulations.

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

Chairman Abatta: A congratulations goes out to these individuals!

Discussion to approve pay application #6 in the amount of \$58,670.06 to Shiloh Contractors, Inc. for the Clever Park Pool. The amount of \$12,015.87 is being held for a 2% retainage fee. This certificate reflects all work completed to date.

MOTION: Mancini, SECOND: Barefoot, Discussion to approve pay application #6 in the amount of \$58,670.06 to Shiloh Contractors, Inc. for the Clever Park Pool. The amount of \$12,015.87 is being held for a 2% retainage fee. This certificate reflects all work completed to date.

ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Absent, Shiwarski-Y, Abatta-Y
M/C 4-0

Discussion to approve Resolution No.5 of 2018 to amend Chapter 1, Administration and Government, Part 10 Fee Schedule. Section 1016, Recreation Fees of the Township of Robinson.

MOTION: Barefoot SECOND: Shiwarski to approve Resolution No.5 of 2018 to amend Chapter 1, Administration and Government, Part 10 Fee Schedule. Section 1016, Recreation Fees of the Township of Robinson.

ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Absent, Shiwarski-Y, Abatta-Y
M/C 4-0

Discussion to authorize the Township Manager to advertise the 2018 Board of Commissioners Meetings.

Chairman Abatta: Those meetings will be the first of the month right Frank, unless they are changed by the Board, correct?

Mr. Piccolino: Correct sir.

MOTION: Shiwarski SECOND: Barefoot to authorize the Township Manager to advertise the 2018 Board of Commissioners Meetings
ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Absent, Shiwarski-Y, Abatta-Y
M/C 4-0

Discussion to approve the Pendel rezoning C-2-Block/Lot No.205-K-6 from R-2 to C-2.

MOTION: Mancini, SECOND: Barefoot to approve the Pendel rezoning C-2-Block/Lot No.205-K-6 from R-2 to C-2.
ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Absent, Shiwarski-Y, Abatta-Y
M/C 4-0

Discussion to enter into a contract with Environmental Planning and Design for purpose of Residential Market Rate Rental Unit Saturation Study in the amount of \$16,995

MOTION: Mancini SECOND: Barefoot, to enter into a contract with Environmental Planning and Design for purpose of Residential Market Rate Rental Unit Saturation Study in the amount of \$16,995
ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Absent, Shiwarski-Y, Abatta-Y
M/C 4-0

Discussion to approve the purchase of a new Caterpillar 926M Wheel Loader for the amount of \$97,860 per State Contract #4400011420 in accordance with the 2018 budget.

MOTION: Shiwarski SECOND: Mancini to approve the purchase of a new Caterpillar 926M Wheel Loader for the amount of \$97,860 per State Contract #4400011420 in accordance with the 2018 budget.
ROLL CALL: Mancini-Y, Barefoot-Abstain, Kisow-Absent, Shiwarski-Y, Abatta-Y
M/C 3-0

Discussion to acknowledge the appointment of Jordan Tax Service, Inc. as the Deputy Tax Collector for the Township of Robinson; Authorizing the execution of an agreement between the Township, Mike Pendel and Jordan Tax Service, Inc. for the collection of taxes in the Township of Robinson pursuant to 53 P.S. 55801-B (c)

Mr. Shiwarski: Just a clarification for everyone here that is- our tax collector was elected this November and he has elected to deputize Jordan Tax Services as the collector of taxes for two years within the Township. Mr. Pendel was elected tax collector he then deputized Jordan Tax Services as the tax collector for the Township for two years.

Mr. Barefoot: The only other comment is that there will still be some collection done in this facility, I think twice per year? Twelve days per year so the residents will still be here to do it.

Chairman Abatta: And of course, that will all be up on the website. It will be announced when we make that transition and everything will fall into place I am sure. We want to make sure our residents are aware of it and its for their benefit.

MOTION: Barefoot, SECOND: Shiwarski to acknowledge the appointment of Jordan Tax Service, Inc. as the Deputy Tax Collector for the Township of Robinson; Authorizing the execution of an agreement between the Township, Mike Pendel and Jordan Tax Service, Inc. for the collection of taxes in the Township of Robinson pursuant to 53 P.S. 55801-B (c)

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

Discussion to appoint Mr. William Bianco as Working Foreman effective immediately as per the current Collective Bargaining Agreement.

MOTION: Barefoot, SECOND: Mancini to appoint Mr. William Bianco as Working Foreman effective immediately as per the current Collective Bargaining Agreement.

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

Chairman Abatta: Congratulations Mr. Bianco well deserved.

Discussion to approve amended agreement with Facilities Maintenance Systems Inc.

MOTION: Mancini SECOND: Kisow to approve amended agreement with Facilities Maintenance Systems Inc.

ROLL CALL: Mancini-Y, Barefoot-N, Kisow-Y, Shiwarski-Y, Abatta-Y
M/C 4-1

Discussion to approve amended agreement with the Hays Design Group.

MOTION: Mancini SECOND: Shiwarski to approve amended agreement with the Hays Design Group.

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

COMMISSIONERS COMMENTS

Dr. Mancini: I don't have any this evening.

Mr. Barefoot: Congratulations on the all the policemen that we hired and wish them good luck.

Mr. Kisow: Same

Mr. Shiwarski: I just want to congratulate all the appointments from our Reorganization meeting for the various committees those that opted to run and were reappointed thank you for your service congratulations to the three police officers put on this evening and also to the change in status to Mr. Bianco thank them all very much and looking forward to the year 2018 as another good year for the Township thanks.

Chairman Abatta: There is no Parks report this evening. Congratulations to Mr. Dominic Nino, Mr. Walter, Mr. Gregg And of course, to Mr. Bianco congratulations to you. And also to anyone that was appointed like Mr. Shiwarski said we appreciate you volunteering your time and service for the Township of Robinson, stay with us. Anything new that will be happening will announced up on the website and that's about it from the chair.

MOTION: Mancini, SECOND Shiwarski to adjourn the meeting.
ROLL CALL: Mancini-Y, Barefoot-Y, Kisow-Y, Shiwarski-Y, Abatta-Y
M/C 5-0

Meeting was adjourned at 7:39 p.m.

Respectfully submitted,



Kristen Police
Township Secretary