

**TOWNSHIP OF NORTH HUNTINGDON, BOARD OF COMMISSIONERS
SPECIAL MEETING, THURSDAY, AUGUST 11, 2016, 7:00 P.M.
11279 Center Highway, North Huntingdon, PA 15642
Presiding Officer – Tony Martino, President, Board of Commissioners**

CALL TO ORDER

Commissioner Martino called the meeting to order at 7:00 P.M.

ROLL CALL

Commissioner Herold	Absent	Also Present:
Commissioner Haigis	Present	John Shepherd
Commissioner Bertani	Present	Solicitor Craig Alexander
Commissioner Gray	Present	Ryan Fonzi
Commissioner Faccenda	Present	
Commissioner Kucera	Present	
Commissioner Martino	Present	

PLEDGE OF ALLEGIANCE

CITIZENS' INPUT

Zac Davies ó 14500 Michael Drive ó states he wants to know why some of the volunteer fire companies are buying commercial property and was any of the Township Fire Tax money used to purchase. He also wants to know, if the Fire Tax money was not used, then why do they need the money if they have enough to buy commercial properties. He states when commercial property is purchased, it is then tax exempt.

RESPONSE TO CITIZENS' INPUT

Manager Shepherd responds that he does an audit of the Fire Tax for all the fire departments and there are limitations on what they are able to use the Fire Tax money for. The departments mostly use the money for repairs to engines, training and utilities specifically for the fire station, not the social clubs. He also states that the fire departments have tax liability.

Commissioner Martino states that Circleville VFD purchased some commercial properties, however they do pay taxes. The only thing that is non-profit is Circleville VFD, not the building purchased.

Mr. Davies states he thought the Fire Tax money was supposed to help the fire companies.

Commissioner Martino states in speaking for Circleville VFD, the Fire Tax money received from the Township goes to the trucks and anything else bought is used from the fair, bingo, etc through fundraising.

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Manager Shepherd states that from doing the audit, the fire departments use the Fire Tax money mostly for trucks, then utility payments or repairs. The Fire Tax money is used for operating costs.

Commissioner Gray states the money is divided equally between the fire departments. The tax amount was increased in 2000 mainly for increased training expenses and requirements.

There are no further Board comments.

Work Sessions Discussion Topics

1) Town House renovations – discussion.

Manager Shepherd states that Ron Gigler from RSSC Architecture is here who was the initial architect for the Public Works building and also the renovations on the Town House four or five years ago. Manager Shepherd states Mr. Gigler is here to present various renovations on the Town House both inside and outside. He shows a photo of the initial architecture rendering of the Town House whenever it was built in early 1970s. The initial design included a front portico but was never built.

Mr. Gigler shows a basic rendering of replacing and fixing up the front of the building with new columns also cleaning and refreshing the front of building. He shows a slide of extending the portico, but with the memorial out front would make the area tight and would not be a complete cover. Mr. Gigler also shares ideas of covering the side stairs from weather.

Manager Shepherd states the side stairs are a continuous weather problem and to cover them would be an option.

Mr. Gigler states a compliant railing would need to be added to the stairs. Sidewalks need to be added on the side of the building and also light fixtures could be upgraded to LED lights.

Manager Shepherd states Bob Robinson will look at the asphalt for the parking lot to give an estimate of cost. He states the parking lot needs resurfaced. Concrete curbs could also be included to dress up the landscape.

Commissioner Faccenda asks if the bricks are in need of pointing.

Mr. Gigler states they are in good condition with only a few spots that need repaired.

Commissioner Faccenda asks if automatic doors could be installed.

Mr. Gigler states that is up to the Board, but have more doors that are push button door.

Manager Shepherd states the repairs a few years ago installed new doors that were ADA compliant.

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Commissioner Faccenda states if diagonal lines are painted in the parking lot, could increase a few spaces.

Manager Shepherd states it was recommended for the lot to be resurfaced and maximize parking.

Commissioner Faccenda states if the grassy area is redone, he would like see some conduit run so if someday down the road, lighting or a message board could be installed.

Commissioner Gray asks if there was any need to clean the brick in front of the building that has been brought to his attention repeatedly.

Manager Shepherd states there is a line item of roughly six thousand dollars to clean the building.

Mr. Gigler states they work with Pashak Associates where they do planting and landscaping. They put together a landscaping design. The main idea was to build a retaining wall at the lower part and do tiered planting in order to gain parking. The wall and proposed different levels of shrubbery trees, shrubbery and ground cover.

Commissioner Kucera asks if there will be any additional lighting or barrier at the top.

Manager Shepherd states the roads in front and side of the building are County and State.

Mr. Gigler states that would be up to them on what they permit.

Manager Shepherd states the lights would be very expensive.

Mr. Gigler states it is approximately thirty five hundred dollars per light fixture to upgrade. He states upgrades for inside the building with entrance accessibility and if the terrazzo flooring would be refinished.

Manager Shepherd agrees the floors need refinished.

Mr. Gigler states the restrooms in the Planning & Zoning Department and also the NHTMA's restrooms will be renovated with the option of a small boiler to provide hot water. The meeting rooms also need freshened up. Mr. Gigler also suggests a free standing enclosed lift to get people from the lower level to the upper level.

Manager Shepherd states renovations made a few years ago included a full elevator plan, however was too expensive. Since then, residents who are unable to go up stairs, can stop at the Administration Office and we can call for them to come down. This new option may provide access to the second floor. Manager Shepherd states that if the Board was in favor of moving forward with some interior and exterior renovations that maybe it would make sense to divide it into two different projects in 2017 and 2018.

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Commissioner Faccenda asks if there are any municipalities looking into solar.

Mr. Gigler states he has not had any requests for solar.

Commissioner Gray asks if the Township will fund this all.

Manager Shepherd states that would be his recommendation. They may be able to cover some through ADA, such as the lift and bathrooms. He states he could also look at a grant through CDBG.

Commissioner Gray states it depends on the ADA portion on whether it would be worth it.

Manager Shepherd states the bathrooms in the Planning office and NHTMA would be done along with the lift.

Mr. Gigler states more analysis may need to be done for the power for the lift.

Commissioner Kucera asks if it would help to change the fluorescent lights to LED.

Mr. Gigler states that normally happens when a building is doing a major renovation, so it is something they can look at to save energy.

Commissioner Gray asks how much the portico would impact the memorial in front.

Mr. Gigler states it would not impact drastically.

Commissioner Faccenda states that would cost two hundred fifty thousand dollars.

Manager Shepherd adds the columns would be approximately fifty to sixty thousand dollars. He states he would like to get a scope of work the Board wants done.

Commissioner Gray states he agrees that there are a few things the Board will agree on. One is definitely the shutters and brick cleaning and anything that can be done ADA.

Manager Shepherd states if the Board agrees on the ADA pieces and applying for CDBG grant money, he will move forward. The Board agrees. Manager Shepherd states they will look at both bathrooms, the lift, and anything that is ADA.

Commissioner Faccenda asks if they will look at the front doors.

Manager Shepherd states they can confer with the County to see if they would replace them since they funded them previous.

Commissioner Bertani states they don't necessarily have to replace the doors, they could automate the ones that are already there which would cut the cost.

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Commissioner Faccenda states he feels the portico is too expensive.

Commissioner Bertani states he feels they should focus on the exterior of the building first before anything else.

Commissioner Gray states he feels the portico would've been nice when the building was first built, but at this point to try to squeeze it in with the memorial, will detract from the memorial.

Commissioner Kucera states the hillside has been an ongoing issue.

Manager Shepherd states the hillside is so steep is why they were considering a retaining wall. The hillside could be a completely separate contract.

Commissioner Gray agrees it is a pretty high number and would need to see a lot more detail.

Manager Shepherd states he will bring this back at the next work session and spend some more time on it.

2) Proposed dumpster regulations – discussion.

Manager Shepherd states Josh Andrykovitch, the Code Enforcement Officer, is here at the meeting. Josh is involved in putting together proposed regulations at the request of the Board.

Mr. Andrykovitch states they took the original draft ordinance and revised it with other municipalities. Some revisions include time limitations, the permitting, and the bagsters.

Commissioner Gray asks how big of a problem is this.

Mr. Andrykovitch states he hasn't received many calls in the three years he's been here. It's mostly the bagsters that people leave in the yards for over a year or two. Full dumpsters, occasionally.

Commissioner Gray clarifies that he has been successful in addressing them through property maintenance code. He feels the time constraints are unreasonable. He states he is not in favor of adopting any legislation at this point. If it is being handled, and not a big issue, he doesn't know to move forward.

Manager Shepherd states that one of the things discussed internally, is where people put the bagsters. He recommends not having the bagsters on the street unless there is no other place to put them.

Commissioner Gray asks there is no other way to address it through police department, traffic code or sight distance.

Manager Shepherd states that if it was too close to a stop sign, or fire hydrant, they could probably do something, but if it's on a street with no requirements, he states he is unsure.

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Commissioner Faccenda feels the fourteen days is not enough but he disagrees with some who think it is not necessary in the Township. A lot of people flip homes now and need dumpsters.

Commissioner Gray asks how many complaints have been received.

Mr. Andrykovitch states the dumpster on Center Highway is complicated because it is a commercial business.

Commissioner Kucera feels the time constraints for a business just won't work.

Manager Shepherd states this would not cover someone's permanent dumpster system for trash removal. Only if it was a reconstruction project.

Commissioner Kucera agrees with the dumpsters not being on the roadway.

Mr. Andrykovitch states that time limits are negotiable.

Commissioner Kucera states the time constraints need to be addressed.

Commissioner Faccenda asks about Section 4 Dumpster Regulated, sections C and E specify the same thing except different lengths of the dumpster, one being sixteen feet and the other twenty three feet long.

Mr. Andrykovitch states the sixteen foot is the portable storage and the twenty three foot is the dumpster. Different projects take different amounts of time.

Commissioner Faccenda asks if there is a fee involved.

Mr. Andrykovitch states no fee is required.

Manager Shepherd states he and Mr. Blenko spoke about a fee and his recommendation would be to not have a fee.

Commissioner Haigis states he agrees about keeping the dumpsters off the roads. Personal safety plus the money spent on resurfacing the roads. He states he has not had any complaints about dumpsters, but only a few on the bagsters. He states he does not prefer to limit availability when renovating or doing a project on their home.

Commissioner Gray asks if we already had this exact ordinance in effect right now, what would we be doing differently and what situations would be addressed.

Mr. Andrykovitch states it would be something that's in place in case it would be needed.

Manager Shepherd asks Mr. Andrykovitch if there are any outstanding complaints relating to dumpsters that have been in residential areas for an extended time.

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Mr. Andrykovitch states he does not have any outstanding complaints.

Commissioner Haigis states he would be in favor of having some type of language where a resident needs permission to have a dumpster on the road.

Manager Shepherd states dumpsters cannot be close to an intersection or stop sign, but does not recall any restriction of having a dumpster on the road.

Commissioner Faccenda states this is to protect neighbors.

Manager Shepherd states these dumpsters are not for garbage, but for furniture and household items, not garbage. If that is the case, Code Enforcement can handle it if garbage is put in it.

Commissioner Kucera states there are parts needed in the regulations.

Commissioner Martino states to make the changes and get back to Mr. Andrykovitch, then the Board.

Commissioner Gray states he is ok to addressing the pieces strictly on Township property, but as far as the rest, that really is all he is concerned about.

3) Proposed revision to holiday schedule – discussion.

Manager Shepherd states they recently hired a permanent part-time employee and wants the Board to consider amending the holiday policy that gives some holiday benefit to permanent part-time employees for six holidays and paid at four hours of their hourly rate. To qualify, they would need to work on average twenty hours per week.

Commissioner Gray states he does not think it is the right thing to do.

Commissioner Faccenda states six days are offered, he would be ok with Christmas Day and Independence Day and maybe another one, but that's it.

Commissioner Haigis states ultimately not talking about a lot of funds to pay out, but not worth getting into paying benefits for part-time employees.

Commissioner Bertani agrees.

Commissioner Gray states it specifically states it does not apply to the summer help, but eventually probably would.

Commissioner Martino agrees.

Manager Shepherd states will leave as is.

No further Board comments.

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F. Planning/Engineering Topics:

- 1) **SP-10-2016: Robert C. Weeber Plan II, Robbins Station Road, R-4 Zoning**
Minor subdivision of land at 2601 Robbins Station Road.

Mr. Fonzi states Mr. Weeber lives at 2601 Robbins Station Road and has approximately seventeen acres of property and looking to subdivide 1.207 acres. The Planning Commission recommends approval with the condition of the additional lot required to get sewage planning from DEP.

G. FURTHER BOARD COMMENTS

Commissioner Kucera states there were a few incidents at the Circleville fair with an overdose resulting in death involving the Karney people. He asks if there is anything on the books as far as regulating them when they are brought into the Township regarding clearances.

Manager Shepherd responds the Township could regulate them as a temporary amusement business. He is not sure the Township would want to instruct any private business to get clearances.

Commissioner Gray states it should be handled by the person that is hiring them.

Commissioner Martino states they do get a drug test.

Solicitor Alexander states carnival workers are not covered under Pennsylvania's Criminal Background check. It could be done as a condition of hiring by individuals.

H. ADJOURNMENT

Motion: Commissioner Haigis
Second: Commissioner Gray

Motion to adjourn.

Motion carried 6 6 0 6 0

- Special Meeting minutes of August 11, 2016 were approved by the Board of Commissioners on _____.

Tony Martino, President

John M. Shepherd, Township Secretary
/jjm

****Executive Session after meeting.**

1. Barnes Lake Avenue Right of Way matter ó discussion.
2. AFSCME Contract Negotiations ó updates.