

The regular meeting of the Millcreek Township Board of Supervisors was called to order at 9:30 a.m. by Chairman Kujawa in the Assembly Room of the Millcreek Township Municipal Building. Present were Gerald Wolf, Richard Figaski, Joseph Kujawa, Evan Adair, Esq., Phyllis Vollbrecht, and Richard Morris, P.E. Mr. McGrath was attending a meeting in Philadelphia.

Following the Pledge to the Flag, Chairman Kujawa called for public comment on agenda items other than development or rezoning applications. No comments were received.

It was moved by Mr. Figaski, seconded by Mr. Kujawa and carried to approve the minutes of the Board's December 3, 2013 meeting.

It was moved by Mr. Figaski, seconded by Mr. Kujawa and carried to approve payment of the weekly General Fund bills in the amount of \$100,873.25; the Brick Fund bills in the amount of \$1,169.00; and the Sewer Revenue Fund bills in the amount of \$289,833.95.

Regarding presentation of the 2014 Preliminary Budget, Mr. Kujawa said there are still items that may be changed after reviewing expenses in different departments and the projected income for the rest of the year. Mr. Figaski indicated that there are several increases which are quite large that the Township has no control over such as hospitalization and large payments into retirement program. With regard to a budget for the 2014 calendar year, Mr. Figaski moved that the minutes of this meeting include the following:

1. For approximately the last 60 days and under the direction of the Board of Supervisors, work has been undertaken to prepare a proposed budget for the 2014 calendar year.
2. A draft of the proposed and preliminary budget has now been prepared and is ready and available for public inspection.
3. Public notice of the preparation and availability for inspection of the preliminary 2014 budget has been advertised in the December 10, 2013 issue of the *Erie Times News*.
4. The preliminary and proposed budget shall be available for public inspection for the next 20 days in the Office of the Secretary at the Millcreek Township Municipal Building, from 8:00 a.m. until 4:30 p.m., Mondays through Fridays, and at the Millcreek Township Police Department on weekends and holidays from December 10, 2013 until December 30, 2013.
5. At the regular meeting of the Board of Supervisors beginning at 9:30 a.m. on Monday, December 30, 2013, and after making such revisions as it deems necessary, the Board of Supervisors intends to adopt a budget for the calendar year of 2014.

Mr. Kujawa seconded the motion. The motion carried by unanimous roll call vote.

It was moved by Mr. Figaski and seconded by Mr. Kujawa to award a contract for professional services for the administration and enforcement of property maintenance and fire codes to Building Inspection Underwriters of Pennsylvania based on BIU's proposal as supplemented by recent discussions. Two basic types of services will be provided with the new Property Maintenance Code; one will involve responding to complaints about a property and the other will involve review of parts of the Township each year to identify any properties that are in a particularly deteriorated state. Under the Fire Code, there will be surveys, complaints filed, fees

for inspections where violations are found and fees for follow-up inspections. Motion carried by unanimous roll call vote.

The following bids were received for the purchase and installation of the front entrance snow melt boiler system for the Millcreek Township Municipal Building:

Rabe Environmental Systems	\$59,400.00
Scobell Company, Inc.	\$41,540.00
Wm. T. Spaeder Company, Inc.	\$31,463.00

It was moved by Mr. Kujawa, seconded by Mr. Figaski and carried to award the contract to Wm. T. Spaeder Company, Inc. for \$31,463.00.

It was moved by Mr. Kujawa, seconded by Mr. Figaski to approve Ordinance No. 2013-12; an Ordinance approving use of those electronic and other speed timing devices authorized under the Pennsylvania Vehicle Code, and containing repealor and severability clauses.

On the recommendation of Atty. Adair, it was moved by Mr. Figaski and seconded by Mr. Kujawa to approve the Second Consent Decree in the Pecunas, Eakin, Zahar and Voices for Independence litigation regarding alleged violations of Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 (construction of curb ramps). Motion carried by unanimous roll call vote.

Mr. Kujawa presented the November 2013 Building Construction Report as follows:

Total Residential Structures	\$1,234,620.00
Total Non-residential Structures	<u>\$ 428,800.00</u>
	\$1,663,420.00
Zoning Permits Issued	20
Zoning Permit Fees	\$ 7,050.00

On the recommendation of Cpl. Tony Chimera who conducted an inspection of the business and equipment, it was moved by Mr. Figaski and seconded by Mr. Kujawa to approve Rick Sornberger Automotive, 2616 West 21st Street, as a south zone tower for the Millcreek Township Police Department. No public comment was received. Motion carried by unanimous roll call vote.

It was moved by Mr. Figaski and seconded by Mr. Kujawa to authorize Gary Snyder, Mark Wells, John Blose and Dan Ouellet to attend a GIS class sponsored by the Pennsylvania Rural Water on February 11, 2013 in Clarion, PA at the cost of \$75.00 each, use of a Township vehicle for travel, and no overtime. No public comment was received. Motion carried by unanimous roll call vote.

Mr. Kujawa reminded residents to bring old telephone books to the Township building between December 1 and January 31. The phone books will be recycled by First Energy Products with proceeds benefitting the Second Harvest Food Bank.

The annual Christmas tree collection event will take place at the Recycling Center on Saturday, January 11, 2014 from 9:00 a.m. and noon. Monetary donations will be accepted to benefit the Emmaus Soup Kitchen.

Mr. Kujawa provided information regarding two separate workshops sponsored by Environment Erie, Pennsylvania DEP and the Erie County Conservation District on improving residential septic systems within the Walnut Creek Watershed. They will be held on January 25 and February 8 from 9:00 a.m. to noon.

Mr. Kujawa wished everyone a "Merry Christmas" because he will be on vacation through the end of the year.

Sue Weber, 5338 Norris Drive, asked the following questions of Mr. Kujawa:

1. What happened to the surplus money that was plugged into the 2013 budget;
2. Since no money was budgeted for the senior center in 2013, why didn't the Township wait until 2014 to open it;
3. Why haven't health care claims been reviewed on a routine basis so there is no "surprise" about any big increases that would affect the budget so much; and
4. After reviewing the paving list and checking some of the streets on the list, why are some of them breaking up already;

Mrs. Weber commented on finally adopting a property maintenance code and spending so much money on a little heated sidewalk out front.

Lou Aliota, 538 Margo Court, asked that the Preliminary Budget be put on the Township's website; how much was spent and how much has been budgeted for health care for Township employees; and how much has been spent on the two golf courses in the last three years and what was the income. He encouraged the Board to be transparent to the taxpayers so there is accountability and responsibility.

Gary Behr, 4045 Feidler Drive, asked if the Board meetings will be televised again. Mr. Figaski indicated that the meetings are scheduled to be back on the air starting with the reorganization meeting. He asked if the property maintenance code will have for regulations for unofficial dump sites. Atty. Adair explained the provisions of the property maintenance code and the fire code. Mr. Behr thanked Mr. Kujawa for his years of services at Millcreek Township and for all he did.

To answer Mrs. Weber's question on the senior center, Mr. Figaski said the opportunity to open the senior center in September became available. Treasurer Wolf stated that \$45,000 was budgeted in the 2013 budget.

There being no further business to come before the Board or citizens to be heard, it was moved by Mr. Figaski and seconded by Mr. Kujawa to adjourn the meeting at 10:17 a.m.

Phyllis A. Vollbrecht
Assistant Secretary

APPROVED: December 30, 2013

Joseph S. Kujawa

Brian P. McGrath

Richard P. Figaski

