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**REGULAR COUNCIL MEETING**  
**Monday, August 28, 2017 ~ 7:30 P.M.**  
**Council Chambers, Municipal Building**  
**610 East McMurray Road, McMurray, PA 15317**

**Roll Call**

**Present: Frank Arcuri, James Berquist, David Ball, Robert Lewis, Monica Merrell, Gary Stiegel Jr., Frank Kosir Jr.**

**Also**

Paul F. Lauer, Township Manager

Ryan Jeroski, Assistant Township Manager

John Smith, Township Solicitor

Mark A. Zemaitis, Township Engineer

Ed Zuk, Planning Director

**Pledge of Allegiance**

**1. Approval of Minutes**

Mrs. Merrell would like Councils' input added to section 7.B. and section 10.

**Motion:** To approve the minutes of the Regular Council Meeting of August 14, 2017 with the additions Mrs. Merrell mentioned

**Action:** Approve, **Moved by** Frank Kosir Jr., **Seconded by** David Ball

**Vote:** Motion passed (**summary:** Yes = 5, No = 0, Abstain = 2)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., Gary Stiegel Jr., Monica Merrell

**Abstain:** James Berquist, Robert Lewis

**2. Special Reports** – There were no special reports

**3. Audience Comments**

**David Luoni** – 2838 Locust Drive – expressed his concerned with the inter-connection between the Juniper Woods Plan and Manor Way.

**4. Unfinished Business** – There was no unfinished business

**5. New Business**

**5.A. Accept the audit report for the Peters Township Firemen's Relief Association dated August 2017 as submitted by the Pennsylvania Department of the Auditor General**

Mrs. Merrell asked about the fact that the name of the Relief Association is the same as the Volunteer Fire Dept. and wanted to know if that was the case or a mistake. The Township Manager

explained that the Peters Township Relief Association is associated with the Peters Township Volunteer Fire Company. The Relief Association exists however as a separate organization for the sole purpose of managing these funds.

Mrs. Merrell asked if the signature of the secretary listed in the documents, Michael Silvestri, would be changed and the Manager responded that it would be corrected.

**Motion:** To acknowledge the audit report for the Volunteer Fireman's Relief Association dated August 11, 2017 as submitted by the Pennsylvania Department of the Auditor General

**Action:** Approve, **Moved by** Frank Arcuri, **Seconded by** David Ball

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 7)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., Gary Stiegel Jr., James Berquist, Monica Merrell, Robert Lewis

#### **5.B. Reconsideration of the acceptance of the Green Light-Go Grant for signal improvements on Thomas, East McMurray, and Valley Brook Roads**

Mike Mudry, Traffic Planning and Design, explained that the project funded by this grant would improve the traffic flow at the intersection of Valley Brook and E. McMurray Roads and would also signalize the intersection of E. McMurray and Thomas Roads.

Mr. Kosir asked if the right on red from Valley Brook to E. McMurray will still be possible. Mr. Mudry explained that the system will allow the right hand turn on red. If there are several people making a right on red, the system will "tell" the light at Thomas Road what to do.

Mr. Ball asked if the light at Thomas Road will be an adaptive light and Mr. Mudry explained that all of the lights will be adaptive and there will be a fiber optic wire connecting the two (2) lights.

Mrs. Merrell asked if it makes sense to widen Thomas as to allow motorists making a right turn on red to do so even if there is someone making a left waiting at the red light in order to avoid a long line of backed up traffic. Mr. Mudry explained that the purpose of this grant is to upgrade/update traffic signals, not to widen intersections/roads. He suggested that the roadway may be able to be widened using future Traffic Impact Fees.

Mr. Berquist asked if turning down this grant would affect the Township's chances of obtaining a future grant. The Manager responded that it would definitely affect the Township's ability to obtain future grants.

**David Luoni** – 2838 Locust Drive – feels putting in 'one fix' instead of 'two fixes' is the better way to go. He suggests fixing the main intersection, then assess how effective the new light would be.

**Motion:** To approve Resolution No. 08-01-17; to accept the Green Light-Go grant for signal improvements on Thomas, E. McMurray and Valley Brook Roads

**Action:** Approve, **Moved by** Frank Kosir Jr., **Seconded by** James Berquist

**Vote:** Motion passed (**summary:** Yes = 5, No = 2, Abstain = 0)

**Yes:** David Ball, Frank Kosir Jr., Gary Stiegel Jr., James Berquist, Robert Lewis

**No:** Frank Arcuri, Monica Merrell

**5.C. Ordinance adopting amending the Peters Township Code of Ordinances by adding Chapter 440: the Peters Township Zoning Ordinance and updating the Zoning District Map**

Only two (2) revisions are being proposed: 1) The Town Center Zoning District regarding set-backs, 2) The Mixed Use Activity Center regarding the number of units permitted

**Motion:** To approve Ordinance No. 820; AN ORDINANCE OF PETERS TOWNSHIP, WASHINGTON COUNTY, PENNSYLVANIA, AMENDING CHAPTER 27 ZONING ORDINANCE OF THE TOWNSHIP CODE OF ORDINANCES, SPECIFICALLY ADDING CHAPTER 440: PETERS TOWNSHIP ZONING ORDINANCE AND UPDATING THE ZONING DISTRICT MAP

**Action:** Approve, **Moved by** Frank Kosir Jr., **Seconded by** James Berquist

**Vote:** Motion passed (**summary:** Yes = 6, No = 1, Abstain = 0)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., James Berquist, Monica Merrell, Robert Lewis

**No:** Gary Stiegel Jr.

**5.D. Authorization to enter into a severance agreement with Mr. James Segedy**

Mr. Stiegel mentioned that two (2) different payment amounts found within the agreement are \$9,000 and \$9,400. The correct amount is \$9,400 and will be changed.

**Motion:** To approve the separation and severance agreement with Mr. Segedy subject to the correction of the payment amount to \$9,400

**Action:** Approve, **Moved by** Monica Merrell, **Seconded by** Frank Kosir Jr.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 7)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., Gary Stiegel Jr., James Berquist, Monica Merrell, Robert Lewis

**5.E. Action to remove Daniel Germain as member of the Peters Township Planning Commission Ordinance**

**Motion:** To remove Daniel Germain from the Peters Township Planning Commission, based on the attendance record

**Action:** Approve, **Moved by** Frank Kosir Jr., **Seconded by** Monica Merrell

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 7)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., Gary Stiegel Jr., James Berquist, Monica Merrell, Robert Lewis

**5.F. Action to appoint a member to the Peters Township Planning Commission**

**Motion:** To appoint Conrad Tselpsis to fill the seat formally held by Daniel Germain on the Planning Commission

**Action:** Approve, **Moved by** Frank Kosir Jr., **Seconded by** Monica Merrell

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 7)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., Gary Stiegel Jr., James Berquist, Monica Merrell, Robert Lewis

**Action to appoint Theodore Kartofilis as Alternate A**

**Motion:** To elevate Theodore Kartofilis to Alternate A from Alternate B on the Planning Commission

**Action:** Approve, **Moved by** Frank Kosir Jr., **Seconded by** Monica Merrell

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 7)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., Gary Stiegel Jr., James Berquist, Monica Merrell, Robert Lewis

**5.G. Resolution amending the Peters Township Personnel Manual as it relates to holidays and personal days**

Mrs. Merrell asked if the floating holiday does become a personal day, would the Township Manager like to make a statement that it's subject to the same rules as far as scheduling. The Manager does not feel that is necessary.

**Motion:** To approve Resolution No. 08-03-17; A RESOLUTION AMENDING THE PETERS TOWNSHIP PERSONNEL MANUAL AS IT RELATES TO HOLIDAY AND PERSONAL DAYS PROVIDED TO PETERS TOWNSHIP EMPLOYEE HANDBOOK

**Action:** Approve, **Moved by** Frank Arcuri, **Seconded by** Monica Merrell

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 7)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., Gary Stiegel Jr., James Berquist, Monica Merrell, Robert Lewis

**5.H. Resolution amending the Peters Township Position Classification Plan as contained in the Peters Township Personnel Manual**

**Motion:** To adopt Resolution No. 08-04-17; A RESOLUTION OF THE COUNCIL OF PETERS TOWNSHIP, WASHINGTON COUNTY, AMENDING THE PETERS TOWNSHIP POSITION CLASSIFICATION PLAN AS CONTAINED IN THE PETERS TOWNSHIP PERSONNEL MANUAL

**Action:** Approve, **Moved by** Monica Merrell, **Seconded by** Frank Kosir Jr.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 7)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., Gary Stiegel Jr., James Berquist, Monica Merrell, Robert Lewis

**5.I. Resolution amending the Peters Township Personnel Manual by adding, amending, and eliminating certain job descriptions**

**Motion:** To approve Resolution No. 08-05-17; A RESOLUTION OF THE COUNCIL OF PETERS TOWNSHIP, WASHINGTON COUNTY, AMENDING THE PETERS TOWNSHIP PERSONNEL MANUAL BY ADDING, AMENDING, AND ELIMINATING CERTAIN JOB DESCRIPTIONS

**Action:** Approve, **Moved by** Frank Arcuri, **Seconded by** Frank Kosir Jr.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 7)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., Gary Stiegel Jr., James Berquist, Monica Merrell, Robert Lewis

**5.J. Ordinance establishing a pay plan governing full time and part time administrative employees**

Mrs. Merrell wanted to acknowledge that this represents an increase at the entry level, mid-point, and maximum salary of 8% across the board. Entry level increased by 11% and the maximum is 8.26%. She would like to know the criteria and the time frame that this will last. The Manager responded that the time frame is until 12/31/2018.

Mrs. Merrell mentioned that job descriptions are missing for the majority of the part-time and casual employees. The Manager responded that the Township is deficient in descriptions for the casual employees but job descriptions do exist for most part-time positions.

**Motion:** To adopt Ordinance No. 821; AN ORDINANCE ESTABLISHING THE PAY PLAN FOR EMPLOYEES OF THE HOME RULE MUNICIPALITY OF PETERS TOWNSHIP, WASHINGTON COUNTY, PENNSYLVANIA, PURSUANT TO SECTION 2.11 OF THE HOME RULE CHARTER

**Action:** Approve, **Moved by** David Ball, **Seconded by** Frank Kosir Jr.

**Vote:** Motion passed (**summary:** Yes = 6, No = 1, Abstain = 0)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., Gary Stiegel Jr., James Berquist, Robert Lewis

**No:** Monica Merrell

**5.K. Partnership with the Peters Township Chamber of Commerce and McMurray Rotary Club to purchase two (2) eBikes for the Peters Township Police Department.**

Mr. Lewis would like to know why the use of the bikes in the trail will be limited to the police department. The Manager responded that as of right now it will be limited to the department and would have to revisit the rules and regulations to determine if that could be changed.

Mr. Ball asked about the cost of the bikes and the Manager replied that they are \$2,500 per bike.

**Motion:** To enter into a partnership with the Peters Township Chamber of Commerce and McMurray Rotary Club to purchase two (2) eBikes for the Peters Township Police Department

**Action:** Approve, **Moved by** Frank Arcuri, **Seconded by** James Berquist

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 7)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., Gary Stiegel Jr., James Berquist, Monica Merrell, Robert Lewis

**6. Payroll and Bills**

**Motion:** To pay the Payroll and Bills as follows: General Fund: Checks # 148113 – 148185; Payroll Account: Checks # V116336 – V116477; 44731

**Action:** Approve, **Moved by** James Berquist, **Seconded by** David Ball

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 7)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., Gary Stiegel Jr., James Berquist, Monica Merrell, Robert Lewis

## 7. Correspondence

### 7.A. Memorandum from Chief Grimes to Paul Lauer dated August 8, 2017 regarding the naming of the new park

Chief Grimes and Chief Coyle are concerned that naming the new park "Peters Hill Park" will result in confusion as to which park site is being identified during emergency calls.

Mr. Kosir suggested opening a contest to Township residents to name the park and the winner will be awarded a prize. He feels this will promote community involvement.

## 8. Reports – Submitted for review and discussion

The Township Manager pointed out that this week marks the 20<sup>th</sup> Anniversary of the first cable broadcast of Council Meetings. He feels Council should be commended for the transparency to it creates as to the decision making process.

Mrs. Merrell commended Mr. Hursen for purchasing new street signs as several in the Township need to be replaced.

## 9. Miscellaneous

### 9.A. Update Peters Hill Park

Mr. Lewis has concerns in regards to the proposed roundabout. Mr. Lewis feels that approval for the roundabout be postponed until the results of the traffic study are reviewed. The consensus of Council was to postpone the decision until the traffic study is completed.

### 9.B. Change Order – Concession Stand/Restroom

Approximately 465 tons of clean stone will need to be imported to fill for the new building which will cause an increase in the cost of the project.

**Motion:** To approve the Change Order

**Action:** Approve, **Moved by** Frank Arcuri, **Seconded by** Frank Kosir, Jr.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 7)

**Yes:** David Ball, Frank Arcuri, Frank Kosir Jr., Gary Stiegel Jr., James Berquist, Monica Merrell, Robert Lewis

## 10. Next Agenda

Vegetation at the intersection of W. McMurray Road and Oakwood Drive needs to be cut.

## 11. Adjournment

Meeting adjourned at 9:11 PM.

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Paul F. Lauer  
Township Manager

There was an Executive Session