

TOWNSHIP OF RESERVE
MINUTES OF THE REGULAR MONTHLY MEETING
September 18, 2023

CALL TO ORDER

Commissioner Vincent called the meeting to order on September 18, 2023, at 7:00 PM.

ROLL CALL

Commissioner Vincent asked the Secretary to call the roll as follows:

PRESENT: Commissioner Sharon Sweeney, Commissioner Ken Vybiral, Commissioner John Kaib, Commissioner Ed Vincent, Manager Jan Kowalski, Solicitor Nate Boring (VIA Zoom) and Engineer Gordon Taylor

ALSO PRESENT: Approximately 10 visitors

Ms. Shores stated that Commissioner Ron Neurohr was not in attendance.

STATEMENT FROM PRESIDING OFFICER REGARDING THE RULES OF CONDUCT AT PUBLIC MEETINGS

Resolution 612-21, adopted July 13, 2015 defines the rules for conduct at Board Meetings. Section 2 pertaining to public participation states: "the presiding officer may limit the time a person has to speak to a maximum of five (5) minutes. All comments shall be directed to the presiding officer. Any person making offensive, insulting, threatening, insolent, slanderous or obscene remarks or who becomes boisterous or who makes threats against any person or against public order and security while in the Board Room shall be removed at the direction of the presiding officer. Upon instructions of the presiding officer, it shall be the duty of any police officer present to eject any such person from the Board Room.

Also, if more than one member of the public is here to speak on a particular topic, please designate one (1) individual to represent the group, in order to keep the meeting running smoothly.

EXECUTIVE SESSION

Commissioner Ed Vincent reported the Board of Commissioners held an Executive Session tonight at 6:00 pm., wherein the following topics were discussed: employment and personnel matters, contracts and policies, actual and ongoing litigation as well as potential litigation and identifiable complaints. Commissioner Vincent asked Solicitor Boring if the Executive Session was in compliance with the Sunshine Act and he said that it is.

PUBLIC COMMENTS—

Greg Porter from Ross/West View EMS provided an update to the Board on the 1st half of 2023 with a report of response times and events that occurred.

APPROVAL OF CONSENT AGENDA

Commissioner Sweeney made the motion to approve the consent agenda, with a second by Commissioner Kaib. All in favor. Motion carries.

RESOLUTIONS TO BE ADOPTED

None

ORDINANCES TO BE INTRODUCED

None

ORDINANCES TO BE ENACTED

Ordinance #696 – Participation in Tri-Cog Land Bank. Commissioner Kaib made the motion to approve enactment of Ordinance #696 – Participation in Tri-Cog Land Bank, with a second by Commissioner Vybiral. All in favor. Motion Carries.

COMMITTEE REPORTS

COMMISSIONER SWEENEY – Commissioner Sweeney mentioned that the holiday season is quickly approaching. Reserve Township’s annual Halloween parade will take place on October 29th at 11:00 a.m., Light Up Night will be on November 30th, starting at 5:30 p.m. (this will be a much different Light Up Night than previous years featuring a lot of new family oriented things), and Lunch with Santa will be on December 9th at 11:30 a.m.

COMMISSIONER VYBIRAL – Commissioner Vybiral stated that he was very pleased with the new magazine section featuring Reserve Township News and Events and the most recent insert with the water bills, stating that it really stood out and was very informative.

COMMISSIONER KAIB – None

COMMISSIONER VINCENT - Commissioner Vincent read the Police Report and the VFD Report. Commissioner Vincent asked Chief Etherington if he had anything to add. Chief Etherington added that the new speed sign is working as anticipated and residents should expect to see it on a nearby street soon.

COMMISSIONER NEUROHR - Absent

MANAGER’S REPORT –

1. Manager Kowalski stated that the second coffee and donuts with the Manager went well, and she wants to continue to have this meeting the Friday before the Board Meeting. Manager Kowalski plans to have a different Township Employee attend a meeting. Manager Kowalski announced that the next evening Town Hall meeting is scheduled for November 6th at 6:30 p.m.

2. Manager Kowalski stated that the Operations and Maintenance agreement with PWSA is waiting for approval from the Public Utilities Commission (PUC). Once this is approved, there will be a joint press release from PWSA and Reserve Township. Manager Kowalski stated that at this time, payment plans cannot be set up for water bills.

SOLICITOR'S REPORT – Mr. Boring stated that he will reserve his comments for the Geyer Road Development agreement under New Business.

ENGINEER'S REPORT

1. Mr. Taylor reported that the CDBG Year 50 grant applications were submitted last week. One was for the Electric Hill storm sewers and the other one was for the Troy and Magnolia street paving.
2. Mr. Taylor reported that they also applied for a GEDTF for Hoffman / Irwin Lane phase 4 waterline, which is about 700 feet, from where they left off on Hoffman Rd. to Mt. Troy Rd. and will complete that entire waterline in 4 phases.
3. Mr. Taylor reported that coming up will be a Local Share Account regarding the Administrative Consent Order Phase II, which will be done sometime in October.
4. Mr. Taylor also wanted to reserve comments to discuss New Business; CDBG Year 49 Project.

GIRTYS RUN REPORT – No representative from Girty's Run Joint Sanitary Authority was present.

COMMUNICATIONS AND RECOGNITIONS –

1. Ms. Shores stated that a phone call was received on Friday from Jackie Cromeans praising Manager Kowalski for her patience with the monthly coffee and donuts. Jackie stated that Manager Kowalski is really trying to reach out to the community. Jackie also praised the Police Department for the speed sign that has been placed on Lonsdale as it has slowed down traffic since being posted.
2. Ms. Shores stated that a message from Tom, the owner of Michael Brothers, was received regarding how great the Fire Department and Police were the other day during the excavator accident on Hoffman Rd. Tom extended a huge thank you to both departments for their help and luckily, everyone was OK.

OLD BUSINESS – None

NEW BUSINESS –

- Motion to accept/reject bid for CDBG Year 49 Project – Sanitary Sewer Linings – single bidder was Insight Pipe in the amount of \$133,100. Engineers estimate was \$88,400, grant award was \$57,460 (65/35% grant). Engineer advises rejecting the bid and rebidding. Discussion took place with the Commissioners and the Engineer regarding a re-bid. Commissioner Kaib made the motion to reject the bid for the CDBG Year 49 Project – Sanitary Sewer Linings with a second by Commissioner Vybiral. All in favor. Motion carries.

- Motion to authorize Board of Commissioners President or Vice-President to sign the Developer Agreement regarding Haser Place Residential Subdivision. Solicitor Boring discussed with the Board regarding the benefits of signing the Developer Agreement. Commissioner Sweeney made the motion to authorize the President or Vice-President to sign the Developer Agreement regarding Haser Place Residential Subdivision, with a second by Commissioner Kaib. All in favor. Motion carries.
- Motion to authorize Chief Administrative Officer of Police and Non-Uniform Pension Plans to sign the 2024 Minimum Municipal Obligation calculated by Mockenhaupt Benefits Group. Commissioner Vybiral made the motion to authorize Chief Administrative Officer of Police and Non-Uniform Pension Plans to sign the 2024 Minimum Municipal Obligation calculated by Mockenhaupt Benefits, with a second by Commissioner Sweeney. All in favor. Motion carries.
- Motion to authorize Township Manager to sign quote for purchase of 2024 Ford F550 as a 2024 budget item, lowest Costars Quote \$55,726.74 from Tri-Star Ford. (note: due to supply chain delays the item must be ordered now to ensure delivery in mid-2024). Commissioner Kaib made the motion to authorize the Township Manager to sign the quote for purchase of 2024 Ford F550 as a 2024 budget item, with a second by Commissioner Vybiral. All in favor. Motion carries.
- Motion to authorize Township Manager to sign quote for upfit of 2024 Ford F550 with dump body, plow, and hydraulics as a 2024 budget item, lowest Costars Quote \$45,637 from Zoresco.) Commissioner Kaib made the motion to authorize the Township Manager to sign a quote for upfit of 2024 Ford F550 with dump body, plow, and hydraulics as a 2024 budget item, with a second by Commissioner Sweeney. All in favor. Motion carries.

NEXT PUBLIC MEETING ANNOUNCEMENT – Mr. Vincent announced the next public meeting would be on Monday, October 16, 2023, at 7 P.M.

ADJOURNMENT – There being no further business to discuss, Commissioner Vincent requested a motion to adjourn the meeting. Commissioner Sharon Sweeney motioned to adjourn with a second by Commissioner Ken Vybiral. All in favor.

The meeting was adjourned at 7:40 P.M.

Respectfully submitted,

Mia Shores, Secretary