

# TOWNSHIP of SUMMIT

Crawford County, Pennsylvania

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*April 3, 2018*

The regular monthly meeting of the Summit Township Board of Supervisors was held, April 3, 2018, 10956 Plum Street, Harmonsburg. Those present were Don Ott; Roseanne Staab & David Schaefer, Community News; Travis Crytzer, Dale Nolf, William Walker, Bill Agnew, Lud Zarembinski, Jerry Smith and Cindy McCoy.

Chairman Agnew called the meeting to order at 7:00 PM, with the pledge to the Flag. Minutes of the March 6 meeting were unanimously approved as presented.

## **SUBDIVISION REVIEW**

Correspondence was provided to Nancy Coleman explaining the subdivision request did not include the required sewage facilities planning module.

A few changes are yet to be completed on the proposed Dollar General subdivision.

## **HOUSING CODE REPORT**

Don Ott, Housing Code Official reported the situation on Plum Street, cause by the property owner placing the tenant's items near the street and open to weather and 'pickers'. His quest to obtain a dumpster was ignored items were removed several days later. Options for future occurrences would be to cite the offender, or immediately contact the PSP - Every situation is going to be different.

The former Urey house on Reed Avenue has a new tenant; Don inspected the property changing the status of the dwelling.

Old farmhouse on Gordon was burnt by the STVFD.

## **ZONING REPORT**

Williams (Thompson Road) Addition w/breezeway and garage

ZHB continuance for #UV2018-1 will be Thursday, April 12; 7 PM.

Communications with Bay Shore Homes for the Warren project / Mike Woods-Gehrton shed inquiry / Kebert zoning request / Watkins pond regulations / O'Shurek - Sportsman / Wagner-North Lakefront Drive / Schrall beginning construction / Jurecko begins plans to pour footer-pad to move cottage / Ted Jurecko- deck within floodplain area /

## **MISCELLANEOUS COMMITTEE REPORTS**

Gibson Park: Inquiry from Lisa Gilchrist to utilize Gibson Park ball fields for "After-shock fast pitch". Would like to start in April or May depending on the weather. They will maintain the upkeep of the field and use it for a practice site. The schedule for 2018 has already been determined.

Tax Collected: 2018 RE \$19,236.86

CLJMA: Recently passed a procedure that would requires inspection of the lateral lines (via camera) for property being sold or just if the deed changes names. All deficiencies must be repaired by the property owner.

## **ROAD DEPARTMENT**

### ***ROADMASTER REPORT & COMMENTS***

Plowed and sanded roads 8 times

Repaired potholes on Inlet, Robison, Gibson, Sherretts, Agnew, Beagle and Porter Roads.  
Roads and ditches were checked daily, cleaned ends of cross pipes that plugged with leaves and sticks.  
Spot ditched on Pachuk and Inlet Roads

***EQUIPMENT MAINTENANCE:***

2011 TRUCK: Greased, washed, installed new belt and pulleys

2003 TRUCK: greased, washed, new belt and pulleys, injector, front u-joints inspected, drain cooling system, check hoses, test EGR system power balance, replaced left side injectors, replace screen kit-done at Lakeview Ford

All trucks and backhoes were washed and greased the 2003 JCB received new wipers and brake adjustment.

***MEETINGS/TRAININGS/OTHER:***

2018 Joint Seal Coat submitted CORE Work: Agnew Road & SR18 intersection both sides extending to Shermansville Road/Hindman and Porter intersections on Agnew/Gibson from Harmonsburg Road to end/entire length of Brown Road totaling 55482 SY. Optional work: Porter Road south of Gehrton to township line/ Porter Road intersections at Gehrton and Harmonsburg Roads 10,444 SY

Authorization to obtain RFQ's for aggregates and to advertised to accept bid proposals for the application of 96,000 gallons of brine for road stabilization to be opened at the May 1<sup>st</sup>, meeting. Motion was made by Bill, 2<sup>nd</sup> by Jerry to request aggregates prices and to advertise for brine application, motion carried.

**County Conservation District Dirt, Gravel and Low Volume Road Maintenance Projects:**

Due to ranking and available funds, the Gordon Road D&G project was not awarded for the 2018 cycle.

However, Inlet Road and Agnew Road were both approved. Motion to contact PCE to begin processing the GP11 for Inlet Road project was made by Bill, 2<sup>nd</sup> by Lud, so moved.

Due to changes within the program all Projects must be completed by October 31<sup>st</sup>, 2018.

Conservation District will provide assistance writing and review bid the specifications before advertising the projects. Both projects exceed the \$25,000 rate determination and will follow under the prevailing wage threshold. Following review by Attorney Walker and Supervisors authorization is granted to advertise the bids motion by Bill 2<sup>nd</sup> by Lud to enter into contract with Conservation District, so moved.

**ADMINISTRATIVE REPORT**

Completed and submitted 2017 Act 205 Actuarial Valuation Report for non-Police Pension Plan.

Attended a Floodplain Management Workshop sponsored by the Conservation District and Planning Commission on March 7; CL Sportsmen's Club. Summit Township is following the regulations required for construction within the FP area.

Township Auditors have completed 2017 Audit and forms submitted to DCED, the County Prothonotary Office and for publication in the Meadville Tribune.

Liquid Fuels Account audit, Penndot portion was conducted on March 12 for 2016 & '17

Filed PURTA information to DCED.

Calculated Seal coat projects for 2018 – Core Work 55482 SY with Porter Road intersections listed as optional work at 10,444 SY

While at Court House with County Planning regarding subdivisions and Census, recorded Markel Plan; obtained Deed for Morne parcel;

Gibson Park lawn maintenance communications – Copeland Contract.

Researched investment rates – deposited Gibson Park lumber funds (\$28,879) into a 30-month CD with 1.81 yield at ErieBank, with letter waiving penalty for early withdrawal.

Updated annual contact information with PA One Call

Communication regarding March 16 accident involving Twp. truck;

NFG repairing/replacing lines requested ROW information

Jan 4 insurance claim settled with payment of \$1,000

**COMMUNICATIONS**

FNB – Collateral letter and Deposit account Agreement, effective May 1, 2108

2018 Proposed PSATS Resolutions – available for review –a copy provided to each Supervisor. Please advise any conflicts/questions you may have regarding support or opposition

National MS Society-announce the Escape to the Lake Event on June 9 & 10. 150 mile from Moraine State Park to Conneaut Ohio; overnight stay at Allegheny College –will ride Harmonsburg Road with safety break at our Firehall lot.

County will hold a Severe Weather Tornado Warning Exercise during the week of May 6<sup>th</sup> to test receiving the warning by various methods and the ability to seek shelter quickly for a tornado warning before severe weather actually affects our county.

**Workshops:**

PSATS has scheduled a Flagger Training to be held April 19; 9-12 at Woodcock Township Municipal Bldg. Fee is \$50 pp. Ours expire next March and no other classes are scheduled in this area. Bill made a motion to approve attendance for maintenance dept. employees, 2<sup>nd</sup> by Lud, so moved.

2018 NWPA LTAP Classes –various sessions from February through October

- Safe Driver: April 19; 8-12; Hermitage, PA – no cost
- Stormwater Workshops for Municipalities, Builders and Developers: May 16; 8-4; \$20 Public Safety Bldg., Meadville
- PER-213 Wide Area Search – Training – May 18, 19 & 20; 8-5; Perry Hi-Way Hose Company,-no cost, preregistration required
- DCED and the Governor’s Center for Local Government Services is offering a course concentrating on the PA Municipalities Planning Code for zoning officers, planning professional, planning commissions, zoning hearing boards and elected officials; May 8; 6-9PM; Holiday Inn Express, Meadville. \$50pp. currently have three interested in attending.

Motion to approve participation in above referenced workshops was made by Bill, 2<sup>nd</sup> by Lud motion carried.

Lud made a motion to pay bills as presented with remainder to follow next week; seconded by Jerry, so moved.

With no other business to be brought before the Board Bill made a motion to adjourn to an executive session to discuss employee matters, seconded by Lud, motion carried.

Regular meeting re-convened at 8:11 PM. With no other business to come before the Board; Bill made a motion to adjourn, seconded by Lud, meeting adjourned at 8:12 PM.

--Cynthia R. McCoy, Secretary