

## TOWNSHIP COMMISSIONERS MEETING MINUTES

JANUARY 20, 2021

The January 20<sup>th</sup>, 2021 meeting of the Harmony Township Commissioners began at 6:00 pm.

### **ANNOUNCEMENTS.**

- 1) The Board of Commissioners met for a workshop session on January 19, 2021 via Zoom. The meeting was publicly advertised in the Beaver County Times on January 17, 2021.
- 2) The meeting this evening is a Zoom meeting and was properly advertised in the Beaver County Times on January 17, 2021.

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL:**

#### Commissioners and Other Officials

Mr. Kokoski, President  
Mr. Mosura, Vice President – Absent  
Mrs. DeBona, Commissioner  
Mr. Gunther, Commissioner  
Mrs. Mylan, Commissioner  
Ms. Shannon Steele, Solicitor  
Mr. Villella, Manager  
Mrs. Winne, Tax Collector/Treasurer  
Mr. Suehr, Township Engineer

The following Township residents and Township representatives were in attendance as follows:

Fabiola Gergerich – 2623 Woodland Rd.  
Jack Bedalota – 3088 Sylvan Rd.  
Rosemary Shrum – 2001 Woodland Rd.  
Chris Whipple – 507 Virginia Ave.  
Frank Presto – Road Foreman  
Jim Ivancik – Zoning and Code Enforcement Officer  
Mary Romeo – Administrative Assistant

### **Public Comment.**

***Manager's Note: This Comment period is limited to Agenda Items only. All individual comments and dialogue are limited to 5 minutes.***

Fabiola Gergerich – 2623 Woodland Rd. – had a question under Consent Agenda, item 4), the Giglio Brady Protocol. What is this and are there any consequences to not doing this?

**1) Approval of the DECEMBER 16, 2020 Meeting Minutes.**

**Voice Vote**

**Motion - Mrs. DeBona**

**Second – Mrs. Mylan**

**All in Favor – Motion Carried**

**2) Acceptance of the December 21, 2020 Meeting Minutes.**

**Voice Vote**

**Motion – Mrs. Mylan**

**Second – Mrs. DeBona**

**All in Favor – Motion Carried**

**I) Approval of the following reports:** The Township Manager is recommending the acceptance of the following Department Reports for the month of **JANUARY 2021.**

1. Code Enforcement Department Report
2. Road Department Report
3. Police Department Report
4. Sewage Department Report
5. Tax Collector/Treasurer’s Report as submitted for **DECEMBER 2020.**

**Voice Vote**

**Motion – Mr. Gunther**

**Second – Mrs. Mylan**

**All in Favor – Motion Carried**

**II) Approval of the Accounts Payable for the month of JANUARY 2021**

A.) It is the recommendation of the Finance Committee to approve the **JANUARY 2021** Accounts Payable in the total amount of **\$ 83,995.98.**

General Fund	\$ 31,226.38
Wire Transfer Bond Principal and Interest U.S. Bank	
Wire Transfer Health Insurance	\$ 29,438.45
Liquid Fuels	\$ 12,000.87
Sewer Fund	\$ 10,907.65
Police Pension Fund	422.63
2018 Capital Program Fund	0.00
	<b>\$ 83,995.98</b>

**Total: \$ 83,995.98**

**Additional List of Accounts Payable:**

<b>Fund Type</b>	<b>Paid To</b>	<b>Amount</b>	<b>Issue Date</b>
<b>Fire Escrow</b>	Harmony Ridge R.E.	\$30,297.63	January 13, 2021
<b>General Fund</b>	Paula Winne	\$ 821.25	January 8, 2021
	Teamsters Local 250	\$ 63.00	January 8, 2021

**Revised Total: \$115,177.86**

**Roll Call Vote**

**Motion – Mrs. DeBona**

**Mylan - Yes**

**Gunther – Yes**

**Mosura**

**All in Favor – Motion Carried**

**Second – Mrs. Mylan**

**DeBona - Yes**

**Kokoski - Yes**

**IV) Consent Agenda**

*Those matters included under the consent agenda are self-explanatory and are not expected to require further review or discussion. Items will be enacted by one motion. If discussion is desired by any member of the Board of Commissioners, that item must be removed from the consent agenda and considered separately.*

Motion to approve the following Items as listed on the Consent Agenda.

- 1) Approval of Sewage Account adjustments as presented.
- 2) To approve a Memorandum of Understanding by and between the Beaver County Conservation District and the Harmony Township Commissioners. This MOU replaces the outdated MOU while The BCCD awaits approval of the Chapter 102 delegation when that becomes effective- Erosion and Sediment Pollution/NPDES for Stormwater Discharges associated with Construction Activities would go into effect.
- 3) Adopting Resolution No. 01-20-02 supporting the efforts of the Big Sewickley Creek Rivers Conservation and Stewardship Plan and nominating the waterway to the Rivers Registry. **Manager’s Note:** Harmony Township is part of the Study Committee for the past two years. Big Sewickley Creek can be a recreational development opportunity for the Township.
- 4) Adopting the Giglio and Brady protocol as recommended by the Beaver County District Attorney’s Office and authorizing its inclusion into the Policy Manual of Harmony Township Police. The criteria for the fulfillment of the Giglio Brady Protocol are required annually by the District Attorney’s Office.

**Voice Vote**

**Motion – Mrs. DeBona**

**Second – Mrs. Mylan**

**All in Favor – Motion Carried**

**OLD BUSINESS**

**Personnel**

**1.) A Motion to amend the Minutes of the November 18, 2020 meeting and specifically the following:**

**D)** A Motion would be in order to nominate \_\_\_\_\_ as Harmony Township Commissioner for the term commencing November 18<sup>th</sup>, 2020 through December 31<sup>st</sup>, 2021. Mr. Mosura nominated Mr. Glenn Angus, Mr. Gunther seconds the nomination. Mrs. DeBona voiced her objection to this nomination because he is currently under contract with the Township and will be seen as illegal and unethical in the state of PA. Per Ms. Steele, it is not criminal, but could be an ethics violation if Mr. Angus receives financial remuneration other than his salary as a Commissioner. Mr. Mosura requested the Board go into Executive Session.

The Commissioners entered into Executive Session for personnel related matters. The meeting resumed at 6:50 pm. President Kokoski called the meeting back to order. Mr. Mosura rescinded his nomination of Mr. Angus. Mrs. DeBona nominated Mrs. Terry Mylan.

**Commissioner Mylan is required to abstain from voting and has submitted a Conflict-of-Interest Abstention Memorandum which shall be read and made a part of the record.**

**Motion – Mrs. DeBona**

**No Second**

**Motion to table this until the next meeting:**

**Motion – Mrs. DeBona**

**Second – Mr. Gunther**

**All in Favor – Motion Carried**

**NEW BUSINESS**

**Personnel**

**2.)** A Motion would be in order to authorize the renewal of the Life Insurance and Short-Term Disability Policy for Harmony Township employees consistent with the terms of the collective bargaining agreements with the respective units and administrative employees effective April 1, 2021 to April 1, 2023. **Manager’s Note:** The cost of the policy for Life Insurance has remained constant, however, there is an increase applicable to Short Term Disability that will result in a monthly premium increase of \$17.00 or \$204.00

**Roll Call Vote**

**Motion – Mrs. Mylan**

**Second – Mrs. DeBona**

**Mylan – Yes**

**DeBona - Yes**

**Mosura**

**Gunther - Yes**

**Kokoski - Yes**

**All in Favor – Motion Carried**

- 3.) A Motion would be in order to adopt Resolution No. 01-20-01 authorizing the payment of the amount of Thirty Dollars (\$30.00) Tax Certification Fee to the Township Real Estate Tax Collector for each and every Tax Certification. The Fee rate will become effective January 1, 2022.

**Roll Call Vote**

**Motion – Mrs. Mylan**

**DeBona – Yes**

**Gunther – Yes**

**Kokoski – Yes**

**Second – Mr. Gunther**

**Mosura**

**Mylan – Yes**

**All in Favor – Motion Carried**

**2018 GO Bond Series Capital Program Fund**

*Manager's Note:* It is the intention of the Board of Commissioners, that a separate Motion be established to authorize and/or ratify action taken on matters which are the subject of the 2018 GO Bond Series. All projects authorized and/or ratified will be paid for through the 2018 GO Bond Series Capital Program Fund.

- 1) A Motion would be in order to enter into an Agreement with WNA Engineering in the amount of \$7,860 for the purposed of conducting a study to determine the best solutions for the relocation of the utility services for the Township Renovation Project. The WNA proposal is to survey the building/site denoting existing utility locations and to design and draft construction drawings that will be used to bid and permit the work. The cost of this project will be paid from the 2018 GO Bond Series.

**Roll Call Vote**

**Motion – Mrs. Mylan**

**Mosura**

**DeBona – Yes**

**Kokoski – Yes**

**Second – Mr. Gunther**

**Gunther - Yes**

**Mylan - Yes**

**All in Favor – Motion Carried**

**Finance Committee**

- 1) A Motion would be in order to authorize the adoption of Ordinance 437 of the Township of Harmony, Beaver County, Pennsylvania restating the terms of an Agreement of November 2015 by and between the members of the Local 250 Teamsters and the Harmony Township Board of Commissioners for the purposes of establishing a supplemental pension fund for certain senior employees.

**Roll Call Vote**

**Motion – Mrs. DeBona**

**Mylan – Yes**

**DeBona – Yes**

**Kokoski - Yes**

**Second – Mrs. Mylan**

**Mosura**

**Gunther – Yes**

**All in Favor – Motion Carried**

- 2) A Motion would be in order to authorize the addition of Shaun Mosura, Vice President of the Board of Commissioners as an additional signee for Township accounts.

**Roll Call Vote**

**Motion – Mrs. Debona**

**DeBona – Yes**

**Gunther – Yes**

**Kokoski – Yes**

**Second – Mrs. Mylan**

**Mosura**

**Mylan - Yes**

**All in Favor – Motion Carried**

**Public Works**

- 1) A Motion would be in order to authorize NIRA Engineers to begin preliminary measures to prepare for the advertisement of the 8<sup>th</sup> Street Storm Sewer and Sanitary Sewer Project Public Bid.

**Roll Call Vote**

**Motion – Mrs. DeBona**

**DeBona – Yes**

**Mylan – Yes**

**Kokoski – Yes**

**Second – Mrs. Mylan**

**Gunther - Yes**

**Mosura**

**All in Favor – Motion Carried**

**Public Safety Committee**

- 1) A Motion would be in order to authorize an Agreement with Glat Auto Detailing effective February 1, 2021 to January 31, 2022 in the amount of \$400 per police vehicle. This amount will be paid from the General Fund.

**Roll Call Vote**

**Motion – Mrs. DeBona**

**Mosura**

**Gunther – Yes**

**Kokoski - Yes**

**Second – Mrs. Mylan**

**DeBona - Yes**

**Mylan - Yes**

**All in Favor – Motion Carried**

**Community Development Committee**

- 1) A Motion would be in order to approve the following Subdivisions as recommended by the Harmony Township Planning Commission at the meeting of January 13, 2021 as follows:
- a) A request for subdivision/lot consolidation by Jeffrey and Cynthia Herman of 3087 Woodland Rd., Ambridge, PA 15003 whereby Parcel #64-184-0193.000, currently owned by Mervin Detweiler, 6365 Kensington Rd. N.E., Carrolton, OH 44165 be sub divided from a 69-acre lot to a 59-acre lot and a 10-acre lot, and the consolidation of Parcels #64-007-0106.000 be combined with the 10-acre lot.
  - b) A request for subdivision by Enterprise Bank, 4091 Mount Royal Boulevard, Allison Park, PA 15105 of Parcel #64-0184-0186.007 located at 2917—2921 Duss Avenue into two (2) lots.

**Roll Call Vote**

**Motion – Mr. Gunther**

**DeBona – Yes**

**Mylan – Yes**

**Mosura**

**Second – Mrs. Mylan**

**Gunther - Yes**

**Kokoski - Yes**

**All in Favor – Motion Carried**

2) A Motion would be in order to approve a Land Development Plan as recommended by the Harmony Township Planning Commission at the meeting of January 13, 2021 as follows:

a) The recommendation for approval of the Land Development Plan submitted by Skyline Metals at 3701 Duss Ave., Ambridge, PA 15003.

**Roll Call Vote**

**Motion – Mrs. DeBona**

**Gunther – Yes**

**Mosura**

**Kokoski – Yes**

**Second – Mrs. Mylan**

**Mylan – Yes**

**DeBona – Yes**

**All in Favor – Motion Carried**

b) A Motion would in order to approve the Building Permit for the facility located at the Skyline Metals location which was the subject of an authorized conditional use for the operation of a recycling facility.

**Roll Call Vote**

**Motion – Mr. Gunther**

**Mylan – Yes**

**DeBona – Yes**

**Kokoski – Yes**

**Second – Mrs. Mylan**

**Mosura**

**Gunther – Yes**

**All in Favor – Motion Carried**

3) A Motion would be in order to authorize the Township Manager to acquire the following properties from the Beaver County Tax Repository maintained by the Tax Claim Bureau in the amount of \$1801.55 as listed. It is expected that the properties will be utilized to expand potential recreational activities in that area as well as compliment the Big Sewickley Creek Rivers Conservation and Stewardship Plan. It is further understood that the plans to utilize the properties for community enrichment. The acquisition will be paid from the Capital Improvement Money Market Fund.

Parcel: 64-003-0602.000  
Owner: KULCZEWSKI, JOHN  
Owner Address: 1815 ROBINSON RD. WEST  
ERIE, PA 16509  
Location: Harmony Township  
Repository Sale: \$436.75

Parcel: 64-003-0845.000  
Owner: TIPTON, HELEN E.  
Owner Address: C/O HARVETTE DIXON  
15 SHANOPIN DRIVE  
PITTSBURGH, PA 15202  
Location: Harmony Township  
Repository Sale: \$466.75

Parcel: 64-003-0613.000  
Owner: PRETNIK, PETER S. JR & KAREN  
Owner Address: 140 BUSS RD.  
ALIQUIPPA, PA 15001  
Location: Harmony Township  
Repository Sale: \$454.75

Parcel: 09-004-0301.000  
Owner: KNOEBELOCH, THEODORE W.  
Owner Address: 4047 COOK RD.  
GIBSONIA, PA 15044  
Location: Ambridge Borough/Valley Rd.  
Repository Sale: \$443.30

**Roll Call Vote**

**Motion – Mrs. DeBona**  
**Mylan – Yes**  
**Debona – Yes**  
**Kokoski – Yes**

**Second – Mr. Gunther**  
**Mosura**  
**Gunther – Yes**

**All in Favor – Motion Carried**

- A. Township Manager’s Report.** The Manager has submitted updates to the Board of Commissioners on a periodic basis from the last meeting. Those reports are attached for the review and reference of the Commissioners.
- B. Consulting Engineer’s Report.** An Engineer’s Report for the month of January has been submitted.
- C. Solicitor’s Report.** The Solicitor has entered her invoice for services and setting forth the work performed for the month of December/January 2021.



V) Elected Official's Report

VI) Public Comment on any other item of interest to the public.

***Manager's Note: All individual comments and dialogue are limited to 5 minutes.***

Frank Presto – Road Foreman – Wanted to thank everyone for the words of appreciation for the work performed by the road crew during the snowstorm.

Fabiola Gergerich – 2623 Woodland Rd. - Is it possible to advertise the Zoom Meetings on the large outside community board located at the Municipal Bldg.

#### **ANNOUNCEMENTS.**

- 1) **The Harmony Township Offices will be closed to the public due to Covid-19 to maintain the policies of the Governor and the Secretary of Public Health. In the event of an emergency please call 911.**
- 2) **POINT OF INFORMATION: The Board of Commissioners on March 19, 2020 adopted a Declaration of Disaster Emergency Resolution in concert with the Commonwealth disaster declaration of March 6, 2020 enacted by the Governor in response to the Covid-19 pandemic. It is a necessary point of information that Township residents be aware that Township still has a Covid-19 policy in effect. These policies are in place to protect our citizens and our employees. Policies such as the wearing of face masks and shields, physical distancing and the closure of the Municipal Building are all applicable. Further precautions have been undertaken where employees may have unique work functions that may provide greater risk of exposure, such as Public Works and the Police. Because of this possibility of exposure, permission had been granted to the Chief of Police to authorize an officer to bring their assigned vehicle to their home to restrict the spread of the virus. All above mentioned policies continue in accordance with the Pennsylvania Government and Department of Health guidelines.**

***\*The Board entered into Executive Session at 7:00 pm to discuss personnel related matters.***

***\*At 7:15 pm the Board came out of Executive Session and a motion was made to adjourn the meeting.***

#### **ADJOURNMENT**

**Voice Vote**

**Motion – Mrs. DeBona Second – Mrs. Mylan Time of Adjournment: 7:16 pm**

