

**TOWNSHIP COMMISSIONERS MEETING MINUTES
FEBRUARY 21ST, 2024
6:00 PM**

- 1) The meeting this evening is a regularly scheduled Public Meeting and is accessible in person subject to the occupancy limits of the Township facility.
- 2) The Board of Commissioners held a Special Meeting on February 07, 2024, for the purpose of finalizing the official rate of real estate for the 2024 year.
- 3) The Board of Commissioners held an Executive Session on February 21, 2024, for personnel and personnel related matters.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL:

Commissioners and Other Officials

Ms. Barlamas, President - Present

Mrs. Mylan, Vice President - Present

Mr. Angus, Commissioner - Present

Mr. Molchen, Commissioner - Present

Mrs. DeBona, Commissioner – Present

Ms. Shannon Steele, Solicitor-Present

Mr. Vilella, Manager - Present

Mr. Nordquist, Township Engineer-Absent

Residents in Attendance

Fabiola Gergerich – Woodland Road

John Krepps – Woodland Road

Sharon Speicher – Beaver Road

Rosemary Shrum – Woodland Road

Greg Szuchy – 25th Street

Public Comment.

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

Fabiola Gergerich – Asked for clarification for item #1 under the Consent Agenda that the (2) new copiers are \$500.00 per moth for both copiers not just for each copier. She was assured that the \$500.00 per month is for both copiers.

Rosemary Shrum – Since she did not attend the Reorganization Meeting, she thanked Grace DeBona for serving the Board as President and she congratulated the new Board President Constance Barlamas. Under Community Development she was confused regarding who is Stephen Paxton? The Board President, Constance Barlamas, clarified that Stephen Paxton is the Architect for the Township Building Renovations and tonight the Board will announce the General, Mechanical, Plumbing and Electrical

Contractors who will be working on the project. Also, under Planning and Zoning the open positions for these Boards have been filled and the Board is going to announce the new members tonight.

Board Vice President, Terry Mylan, made a motion to amend the agenda. Under the Planning and Zoning the terms need to be amended to the following:

- The Planning Commission will now be comprised of seven (7) members rather than five (5) previously.

One (2) Members will serve a two (2) year term

Four (4) Members will serve a four (4) year term

Voice Vote-Motion Carried

Motion Molchen Second Angus

I. APPROVAL of MINUTES

Approval of the Minutes of the Special Meeting of January 17, 2024, as submitted.

Voice Vote-Motion Carried

Motion DeBona Second Mylan

Approval of the Minutes of the Special Meeting of February 07, 2024, as submitted.

Voice Vote-Motion Carried

Motion Molchen Second Mylan

II. Approval of the following reports: The Township Manager is recommending the acceptance of the following Department Reports for the month of January / February 2024.

1. Code Enforcement Department Report
2. Road Department Report
3. Police Department Report
4. Sewage Department Report.
5. Tax Collector's Report as submitted for January 2024.

Vote-Motion Carried

Motion DeBona Second Mylan

III. Approval of the Accounts Payable for the month of February 2024

- A.) It is the recommendation of the Finance Committee to approve the February 2024 Accounts Payable in the total amount of \$174,751.75**

General Fund	\$ 39,446.01
2018 GO Bond Principal and Interest U.S. Bank	\$ 21,931.25
Health Insurance	* \$
Developers Escrow Fund	\$ N/A
Liquid Fuels Ck. 742	\$ 4,925.25
Sewer Fund RUN 1896-1798	\$ 108,026.61
Police Pension Fund	\$ 422.63
2018 Capital Program Fund	\$ N/A

TOTAL	\$ 174,751.75
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** Health Insurance is-March 2024 and authorized at the Special Meeting of Feb 7th, 2024.*

Roll Call Vote-Motion Carried

Motion Molchen Second DeBona

Molchen Yes Mylan Yes Angus Abstained Barlamas Yes DeBona Yes

IV. Consent Agenda

The 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.

- 1) **Authorize the President, Board of Commissioners and Township Manager to enter into an Agreement with Toshiba Business Products for two (2) new E-Studio 3525 copiers, unlimited copies each month, color and mono, Administration and Police for an amount not to exceed \$500.00 per month.**
Note: The Township is presently paying \$450.00 per month.
- 2) **Appointing Paula Winnie as the Interim Delinquent Tax Collector until such time as the taxes for the prior year are turned over to the Beaver County Tax Claim Bureau.**
- 3) **Voice Vote-Motion Carried**
Motion Angus Second Mylan

V. NEW BUSINESS

A) COMMUNITY DEVELOPMENT

A Motion to authorize the awarding of the following bids related to the Harmony Township Municipal Building Renovation Project. After review of the Bids opened publicly on January 2024, a recommendation for compliance, completeness and lowest bid has been made by Stephen Paxton, LLC as follows:

General Contractor: MA Dunn Construction
Mechanical: Central Heating & Cooling
Plumbing: McRandal Company Inc.
Electrical: McCurly Houston

Roll Call Vote-Motion Carried

Motion DeBona Second Molchen

Molchen Yes Mylan Yes Angus Yes Barlamas Yes DeBona Yes

B) PERSONNEL

1. **A Motion establishing the Holidays for the 2024 year recognized by the Harmony Township Commissioners and the date the Holiday will be observed.**

New Year's Day: Observed Monday, January 01, 2024

Good Friday: Observed March 29, 2024

Memorial Day: Observed, Monday, May 27, 2024

July 4th: Observed, Thursday, July 4, 2024

Labor Day: Observed, Monday, September 2, 2024

General Election Day: Observed, November 5, 2024

Veterans Day: Observed, Monday, November 11, 2024

Thanksgiving Day: Observed, Thursday, November 28, 2024

Day after Thanksgiving: Observed, Friday, November 29, 2024

Christmas Eve: Observed, Tuesday, December 24, 2024

Christmas Day: Observed, Wednesday, December 25, 2024

New Years Day: Observed, Friday, December 29, 2024

Roll Call Vote

Motion DeBona Second Mylan

Molchen Yes Mylan Yes Angus Yes Barlamas Yes DeBona Yes

2. A Motion of the Board of Commissioners appointing the Engineering firm of (HRG) Herbert, Rowland & Grubic, Inc. as the Harmony Township Engineer.

Roll Call Vote-Motion Carried

Motion Molchen Second Angus

Molchen Yes Mylan Yes Angus Yes Barlamas Yes DeBona Yes

3. A motion of the Board of Commissioners appointing the engineering Firm of LSSE Civil Engineers and Surveyors as the Harmony Township Municipal Authority Engineer.

Roll Call Vote-Motion Carried

Motion Molchen Second DeBona

Molchen Yes Mylan Yes Angus Yes Barlamas Yes DeBona Yes

C. PLANNING AND ZONING

1. A Motion to appoint the following individuals to the Harmony Township Planning Commission for a term of four (4) years as follows:

- Sue Palombo
- Christine Whipple
- Fabiola Gergerich
- David Howell
- Greg Szuchy (2yr. term)
- Kaylie Szuchy (2yr. term)

Roll Call Vote-Motion Carried

Motion Molchen Second Angus

Molchen Yes Mylan Yes Angus Yes Barlamas Yes DeBona Yes

2. A motion to appoint the following individuals to the Harmony Township Zoning Hearing Board for a term of four (4) years as follows:

- Robert Mikush
- John Homich

Roll Call Vote-Motion Carried

Motion DeBona Second Mylan

Molchen Yes Mylan Yes Angus Yes Barlamas Yes DeBona Yes

VI. REPORTS

- A. Township Manager's Report. The Manager has submitted updates to the Board of Commissioners on a regular basis from the last meeting.

1. The current top priority is to identify an additional project where the Beaver County Arpa Grant in the amount of \$116,000.00 can be utilized. The Manager and the Public Works Foreman have been working on a project on Mayfield Street which would install storm sewers as well as road paving.
2. A Grant has been pursued by the Beaver County Historical Society with the Anthony Wayne Memorial. According to the Department of Defense the first recognized military training center was in Harmony Township as opposed to another site in Beaver County. That facility is the first warfare training facility in the United States and may very well be the first tomb of the unknown soldier.
3. The Manager and the Public Works Foreman have a meeting with Columbia Gas

on February 22nd to review the projects that they currently have in place and projected projects for 2025.

- B. Consulting Engineer's Report. An Engineers Report for the month of January 2024 /February 2024 has been submitted.
- C. Solicitor's Report. The Solicitor has entered her invoice for services and set forth The work performed for the month January 2024 / February 2024. The report contains mostly executive session information which cannot be discussed publically

VII. ELECTED OFFICIALS' REPORT

1. Commissioner Angus had nothing to report.
2. Commissioner DeBona thanked the Road Crew for there great work at keeping the roads clear during snow events. She also is very grateful the Township Building Renovation will finally be starting.
3. Commissioner Molchen welcomed the newly appointed Board Members and is looking forward to working with the new Engineers.
4. Commissioner Mylan also thanked the Road Crew and the Police Department for their excellence in keeping the roads clear during snow events. She also is very happy that Township Building Renovations will be starting soon.
5. President Barlamas thanked NIRA Engineers for their service of 30 years with Harmony Township. However, sometimes you need to take a leap of faith and move in another direction. The contract with the new engineers is only a one-year contract which will be reviewed upon the completion of that year. Now that the Engineers have been chosen; next on the list is looking into new Payroll Companies.

VIII. PUBLIC COMMENT

The Public is invited to comment on any item of interest. *Manager Note: All individual comments and dialogue are limited to 5 minutes.*

1. Rosemary Shrum - Asked where are the new Engineers located? President Barlamas answered Mrs. Shrum with the following information: HRG Engineering is located in Cranberry Township, and they are the Harmony Township Engineers. LSSE Engineers is located in Coraopolis, and they are the Municipal Authority Engineers. Mrs. Shrum as wanted to congratulate the Board for appointing Mike Thomas as the new Public Works Foreman. She feels he will do an excellent job.
2. Fabiola Gergerich-Woodland Road. Mentioned that she was at the meetings where the new Engineering Firms presented their proposals, and she was impressed with HRG Engineering. She wanted to know if it would be possible to have reports downloaded onto the website. President Barlamas said that she finally has access to the website and that downloading reports should not be a problem. Mrs. Gergerich asked if there was a timeline when the first phase of the building renovations. According to the architect work should start April1st no later than May 1st and be completed by Labor Day. Mr. Gergerich asked if the Board had chosen a new Treasurer and President Barlamas said that it is in the works for the March Meeting.

IX. ANNOUNCEMENTS

The next regularly scheduled meeting of the Board of Commissioners is as Follows:

Workshop Meeting: March 6th, 2024 @ 6:00PM

Regular Meeting: March 20th, 2024 @ 6:00PM

X. ADJOURNMENT

Voice Vote – Motion Carried.

Motion Molchen Second Angus Time of Adjournment: 6:28PM