

Brady Township
Board of Supervisors
141 West Liberty Road
Slippery Rock, PA 16057

Minutes of the Regular Meeting of the Board of Supervisors
November 18, 2020

This meeting was conducted through ZOOM conferencing for participants and in person for the Board of Supervisors per the provisions of Act 15 of 2020 signed by Governor Tom Wolf on April 20, 2020 due to the COVID-19 Statewide Emergency Declaration according to the procedures enacted by the governor and the CDC.

Attendance: Supervisors Robert McConnell, Donald Staiger and Attorney Ron Coyer were in attendance in person. Supervisor Kenneth Hertzog attended the meeting via ZOOM conferencing.

The meeting was called to order at 7:00pm by Chairman, Robert McConnell followed by the Pledge of Allegiance.

A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve the Treasurer's Reports for November 18, 2020 as presented. All in favor and the **MOTION** passed.

A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve the Minutes of the Budget meeting of October 20, 2020 as presented. All in favor and the **MOTION** passed.

A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve the Minutes of the Regular meeting of October 21, 2020 as presented. All in favor and the **MOTION** passed.

a. Recognition of Individuals from the floor by prior request: Phil Hay from Phil Hay and Sons Excavating addressed the Board of Supervisors regarding contracted road work and the replacement of the culvert at 284 Staff Road. Per attorney Ron Coyer, the agreement is awaiting signature from the property owner at 284 Staff Road and once this is completed, the work can proceed. A **MOTION** was made by Ken Hertzog and seconded by Don Staiger to proceed with the work as soon as the agreement is signed with a cost not to exceed \$6,000 to the township. The township will supply the stone and cold patch. All in favor and the **MOTION** passed. Supervisor Robert McConnell stated that he and Don Staiger would mark the area tomorrow for PA One call.

b. Public Participation: NONE

c. Reports

a. Doug Duncan, Sewage Enforcement – Secretary Ann Stockert reported that she had received a sewage application for a pit and perc on Covert Road.

- b. Zoning Permits – Zoning Officer Ann Stockert presented the Board of Supervisors with the listing of Zoning Permits for the year to date. The township has issued 43 Zoning permits this year.
- c. Roadmaster Reports
 - i. Trucks and Equipment – Roadmaster Robert McConnell stated that the trucks are ready for snow. Secretary Ann Stockert reported that she had received the replacement plate for the Kodiak.
- d. Attorney
 - i. Property Maintenance Ordinance – Due to the physical absence of Supervisor Ken Hertzog a **MOTION** was made by Ken Hertzog and seconded by Don Staiger to table this item until the December meeting. All in favor and the **MOTION** passed.
 - ii. 284 Staff Road – Attorney Ron Coyer reported that the property owner requested one change to the agreement regarding if any changes to Staff Road were done by the township that would affect the culvert replacement then the township would fix. He is awaiting signature on the agreement. Supervisor Robert McConnell stated that he would contact the property owner and give them a deadline since the work will not be completed until spring if the weather changes.
- d. Old Business
 - a. Building Updates
 - i. Restroom – Supervisor Kenneth Hertzog reported that Bill Osche has been contacted and he is awaiting material. Supervisor Hertzog is still in the process of receiving quotes. He stated that Ken McMurdy is waiting on the township in order to proceed with the septic lines.
 - ii. Floor in new building– Discussion regarding the completion of the floor in the new building. Supervisor Kenneth Hertzog stated that no one had been authorized to contact KLH regarding the revised drawings and bid package. Supervisor Robert McConnell stated that John Mowry had been out of town and that he speaks to him every week. Discussion regarding the changes in concrete depth and installation of pecs in the floor for future work. A **MOTION** was made by Kenneth Hertzog and seconded by Don Staiger to have all three supervisors contact KLH Engineers to discuss the changes and move forward with the revised specifications for bidding after Ken Hertzog is able to return to the office. All in favor and the **MOTION** passed.

- b. General Code – Discussion regarding General Code codification project. Attorney Coyer stated that he has marked up the documents with comments and questions and asked how the Board of Supervisors wishes to proceed since they are the decision makers. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to table this item until the December meeting. All in favor and the **MOTION** passed. Discussion regarding setting a few dates for a Board of Supervisors workshop to discuss only the items that need reviewed with no decisions to be made until the December meeting. Tentative dates for the week of December 1st or December 7th were set with Attorney Coyer sending several dates for his availability to the board in the next several days.
- c. Resolution 2020-13 - A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to extend Resolution 2020-13 Emergency Declaration until the next township meeting on December 16, 2020. All in favor and the **MOTION** passed.
- d. Federal Motor Carrier Safety Administration CDL Clearinghouse registration – Attorney Coyer stated that he has not yet found anything regarding requirements for this. He will continue to review. A **MOTION** was made by Robert McConnell and seconded by Don Staiger to table this item until the December meeting. All in favor and the **MOTION** passed.
- e. Property lease agreement with John Nalepa – Since Kenneth Hertzog has not been available to speak to Mr. Nalepa, a **MOTION** was made by Ken Hertzog and seconded by Don Staiger to table this item until the December meeting. All in favor and the **MOTION** passed.

5. New Business

- a. 2021 Budget – A **MOTION** was made by Kenneth Hertzog and seconded by Don Staiger to adopt the 2021 budget. All in favor and the **MOTION** passed.
- b. Resolution 2020-15 Tax Levy for 2021 – A **MOTION** was made by Kenneth Hertzog and seconded by Don Staiger to approve resolution 2020-15 Tax Levy for 2021 with no tax increase. All in favor and the **MOTION** passed.
- c. Resolution 2020-16 – A **MOTION** was made by Kenneth Hertzog and seconded by Robert McConnell to approve resolution 2020-16 supporting the call of the Butler County Board of Commissioners to join with our municipal, school and business leaders to stop the spread of COVID-19 in our communities. All in favor and the **MOTION** passed.
- d. CPA – A **MOTION** was made by Kenneth Hertzog and seconded by Don Staiger to advertise the intent of the township to appoint a CPA firm to conduct the 2020 audit. All in favor and the **MOTION** passed.

- e. Transfer of \$1,000 from General Fund to Debit Card – A **MOTION** was made by Kenneth Hertzog and seconded by Don Staiger to transfer \$1,000 from the General Fund to the Debit Card. All in favor and the **MOTION** passed.

- f. Contributions to Fire Departments above Worker’s Compensation payment – Secretary Ann Stockert stated that in years past the fire departments were given a contribution from the township in the amount of \$2,500 less the worker’s compensation billing they have provided. She asked the board if they wanted to continue to do so since they have enacted the Fire Tax. A **MOTION** was made by Don Staiger and seconded by Kenneth Hertzog to continue with the contributions from the township and to prepare checks for the next meeting. All in favor and the **MOTION** passed.

- g. Liquid Fuels Audit – Secretary Ann Stockert presented the Liquid Fuels Audit report to the Board of Supervisors. There were no issues found.

- h. Reorganization dates and advertisements – A **MOTION** was made by Kenneth Hertzog and seconded by Don Staiger to set the following dates and advertise accordingly:
 - Monday, January 4, 2021** – Organization meeting at 6:00pm followed by regular meeting at 7:00pm
 - Tuesday, January 5, 2021** – Auditors organization meeting
 - Wednesday, January 6, 2021** – Planning organization meeting
 All regular meetings for the upcoming 2021 year will be held on the third Wednesday of each month at 7:00pm. All in favor and the **MOTION** passed.

- i. Personnel – Secretary Ann Stockert presented her intent to resign as the Secretary/Treasurer of Brady Township effective no later than January 31, 2021 due to her accepting another position. She indicated that she would be willing to stay on as the Treasurer. A **MOTION** was made by Kenneth Hertzog and seconded by Don Staiger to accept the resignation of Ann Stockert but asked that she stay in her position until a suitable candidate can be hired and trained. All in favor and the **MOTION** passed.

A **MOTION** was made by Robert McConnell and seconded by Kenneth Hertzog to advertise for a Secretary/Treasurer and have Secretary Ann Stockert prepare a job description. The **MOTION** was amended by Robert McConnell to have the responses to the advertisement be received no later than December 11, 2020. All in favor and the **MOTION** passed.

A **MOTION** was made by Robert McConnell and seconded by Kenneth Hertzog to set up interview times based on responses for December 16, 2020 starting at 4:00pm.

- j. AgSecure – Secretary Ann Stockert questioned Attorney Coyer in regards to AgSecure applications she had received.

6. Review of Correspondence

- a. Letter from Butler County Tax Collection Committee regarding Jerry Andree Fund.

7. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to pay bills. All in favor and the **MOTION** passed.

8. Public Participation – None

A **MOTION** was made by Don Staiger and seconded by Kenneth to adjourn the meeting at 8:15 pm. All in favor and the **MOTION** was passed.

Respectfully submitted,

Ann Stockert
Secretary/Treasurer