

SUMMIT TOWNSHIP SUPERVISORS
Regular Business Meeting
Monday, February 3, 2014

Chairman Church called the regular business meeting of the Board of Supervisors to order at 6:00 p.m. following salute to the flag. Supervisors Agostine and Lee were present, as were, Zoning Administrator Hudak, Solicitor Sennett, Secretary Yeast, and nine interested persons. Engineer Jonas was absent.

CALL TO ORDER

Motion by Agostine, seconded by Lee, to approve the minutes of the Regular Business Meeting on January 21, 2014, as presented and reviewed by the Board of Supervisors.

1/21/2014 MINUTES

Vote: 3/0

Secretary Yeast reported receipt of an e-mail from the Summit Township Tax Collector, Debi Cameron requesting Board consideration to increase the Street Light Assessment collection commission.

CORRESPONDENCE

- Tax Collector
- Camp Cadet Meeting

Secretary Yeast reported receipt of a letter from Trooper Stephen Oler requesting the use of the Municipal Building meeting room for an annual meeting of PA State Police Camp Cadet organizers.

Motion by Agostine, seconded by Lee, to allow Trooper Stephen Oler to use the Township Meeting Room for the Parent/Cadet Meeting on May 8, 2014 at 5:30 p.m.

Vote: 3/0

Motion by Agostine, seconded by Lee, to open the public hearing to receive input regarding the proposed Flood Plain Ordinance.

Vote: 3/0

FLOOD PLAIN
ORDINANCE
PUBLIC
HEARING

Atty. Sennett explained that the purpose of the Flood Plain Ordinance is to require a permit for any construction or development within an identified floodplain area, provide for the issuance of such permits, set certain minimum requirements for construction and development, and establish penalties for non-compliance of the ordinance. Atty. Sennett added that this Ordinance is mandated by the State of PA, and has been approved by the Department of Community and Economic Development (DCED). Atty. Sennett further pointed out various features of the Ordinance, including appointing a Flood Plain Administrator and establishment of fees by resolution.

Supervisor Church asked what impact the Ordinance has on existing buildings within identified flood plains. Atty. Sennett responded; nothing, unless there is new construction.

Supervisor Church asked if the flood plain permit could be valid for (2) years, as is a zoning permit, versus the one year. Atty. Sennett responded that, due to time constraints, he would not advise changing the Ordinance. An amendment could be approved at a later date if the Board desires. Agostine added that Atty. Sennett may want to check with the DCED to see if the one year deadline had some reasoning behind it.

With no further public input, motion was made by Agostine and seconded by Lee, to close the Public Hearing at 6:15 p.m.

Vote: 3/0

Motion by Lee, seconded by Agostine, to approve the January 2014 Expenditures as presented and reviewed by the Board of Supervisors.

JAN. 2014 EXPENSES

Vote: 3/0

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Motion by Agostine, seconded by Lee, to adopt the Flood Plain Ordinance #2014-01 as presented.

Vote: 3/0

ORD. 2014-01 FLOOD
PLAIN

Motion by Agostine seconded by Lee, to adopt Resolution #2014-08 establishing the fee structure for application of the Flood Plain Ordinance. The fee shall be determined to be no less than \$250 and no more than 5% of the total project cost.

Vote: 3/0

RES. 2014-08 FLOOD
PLAIN FEES

Motion by Agostine, seconded by Lee, to adopt Resolution #2014-07 appointing the Township Engineer as the Flood Plain Administrator.

Vote: 3/0

RES. 2014-07 FLOOD
PLAIN
ADMINISTRATOR

Motion by Agostine, seconded by Lee, to hire Nathan Miller as Zoning Assistant and GIS Coordinator full-time at \$20.40 per hour.

Vote: 3/0

NATHAN MILLER
HIRED

Motion by Agostine, seconded by Lee, to appoint Nathan Miller as Assistant Zoning Officer for 2014.

Vote: 3/0

N. MILLER ASST.
ZONING OFFICER

Motion by Agostine, seconded by Church, to approve expenses for Supervisor Lee to attend PA State Association of Township Supervisors (PSATS) Supervisor "Boot Camp".

Vote: 3/0

SUPERVISOR "BOOT
CAMP"

Zoning Administrator Hudak reported that Pete Tresler, Developer for Trails at 5-Points Subdivision, has submitted the Schedule of Values for Phase V. Engineer Jonas has reviewed and approved it.

TRAILS @ 5-PTS.
SCHEDULE OF VAL.

Atty. Sennett reported that that the final version of the Erie County TIF Agreement has been fully executed and a copy provided to Secretary Yeast for file.

SOLICITOR:

- TIF Agmt.
- Tax Collector Commission

Atty. Sennett reported that he had forwarded a letter to Debi Cameron, the Township Tax Collector in response to the inquiry regarding tax collector commissions, both real estate and street light assessment.

Engineer Jonas was absent.

ENGINEER:

Supervisor Agostine reported that she has received an e-mail regarding interest in purchasing Township property at the end of Douglas Parkway.

SUPERVISORS

- Douglas Pkwy property
- STSA
- Township Policy for accepting roadways
- Ft. LeBoeuf X-Country Trails

Supervisor Agostine reported that the Summit Township Sewer Authority Manager, Bill Steff has requested a meeting with the Board of Supervisors to review existing regulations and enforcement. Supervisor Church suggested the Board attend one of the Sewer Authority meetings. All three Board members concurred.

Supervisor Church requested formal review of the Township policy for accepting roadways. Atty. Sennett could work in conjunction with the newly hired Zoning Assistant.

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Supervisor Church announced an Executive Session of the Board of Supervisors was held January 28, 2014 at 4:00 p.m. Church explained that representatives from the Fort LeBoeuf School Board and faculty were present to discuss the possibility of establishing a home course for cross-country trails on the Picnicana property.

Debi Cameron, Township Tax Collector asked if the Board had reviewed her request for additional compensation for 2015, 2016, and 2017. Supervisor Church responded that her request will be considered during 2015 budget discussions.

Earl Cameron, 1754 Townhall Road asked if the cross country trails mentioned above will be available as walking trails for the public. Church responded, yes, but warned that the majority of the property to be used is located on the west side of the ravine, which may require some sort of crossing to accommodate the general public. It is not yet known how much construction can be accomplished this year.

Earl Cameron, 1754 Townhall Road asked for more information on Nathan Miller, the newly hired Zoning Assistant. Agostine responded that he is currently the Assistant Zoning Officer for Fairview Township; he has a major degree in Planning and a minor degree in GIS, and a CDL license. His experience and education make excellent qualifications for the position.

Gary Pace, 900 Townhall Road, expressed concern for liability issues that arise along with trails and streams. Church responded that the Board will be mindful of liability issues.

Jim Chojnacki, 9481 Old French Road, asked what GIS is. Agostine explained that it is a geographic information system for locating stormsewer, street signs, etc. Adding that the Summit Township Sewer Authority has been very progressive and have already mapped their systems and manholes.

Supervisor Church expressed his support for the hiring of Mr. Miller, his technical experience and education are aspects more in line with a Township Engineer, but at a lower cost.

Jim Chojnacki, 9481 Old French Road asked where on Old French Road the culvert Engineer Jonas referred to at the last meeting is. Supervisor Church responded that it is the culvert near Ballpark Road, adding that Engineer Jonas had presented cost estimates for various options for the possible design of a conveyance system on the east side of Old French Road. Discussion ensued.

Larry Jones, 2540 Laurie Drive, suggested newly hired employees attend a Business Meeting to be introduced to the public. Agostine responded that a newsletter article is more appropriate and will reach a larger audience. Mr. Jones further requested the Board supply the public with a listing of expenses approved during the meeting. Discussion ensued.

Jim Chojnacki, 9481 Old French Road, asked if the Township is considering purchasing the property next to the Municipal Building. Agostine responded that the Board is considering it, but negotiations have stalled. Mr. Chojnacki expressed his opposition to the Township purchasing this property.

PUBLIC INPUT

- Tax Collector commission
- Cross country trails
- Nathan Miller
- Property purchase

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With no further business to come before the Board, motion by Agostine, seconded by Lee, to adjourn the meeting at 6:58 p.m.

Vote: 3/0

ADJOURNMENT

Respectfully submitted,

Christene S. Yeast
Recording Secretary
02/06/2013