

PULASKI TOWNSHIP BOARD OF SUPERVISORS

LAWRENCE COUNTY
1172 STATE ROUTE 208
PULASKI, PENNSYLVANIA 16143
PHONE: 724-964-8891 FAX: 724-964-1028

September 12, 2024

The regular monthly meeting of the Pulaski Township Board of Supervisors was held on September 9, 2024 at 7:00 pm in the Township Municipal Building 1172 State Route 208, Pulaski, PA 16143.

Members present were Keith Stowe, Kelly Smith and Virginia Zinza.

The meeting was opened with the Pledge of Allegiance to the Flag and called to order by Keith Stowe.

This meeting is being recorded for the purpose of transcribing minutes.

Public comment regarding items listed on the agenda - Dan Abramson asked about the Right to Know Policy and what is being changed. Solicitor Jones advised that one of the things being addressed is anonymous requests that are affecting many municipalities in the Commonwealth. The Office of Open Records has reached out to Municipalities and advised to either amend your current policy or adopt a new policy specifically to address those anonymous requests. This will also formalize the policy that if you want to make a request you must complete the Right to Know Form and submit it to the Township. The policy is really designed to streamline things for Megan so she can respond to requests more easily and it helps with the paper trail. The policy that the Township has in place is from 2002 I believe so it was our recommendation to update and address these issues.

NOTE: The Board was presented with the 2025 Minimum Municipal Obligation (MMO) for the Non-Uniform Pension Plan on August 28, 2024. The 2025 Minimum Municipal Obligation for the Non-Uniform Pension Plan is estimated at \$13,400.00.

NOTE: The Board was presented with the 2025 Minimum Municipal Obligation (MMO) for the Police Pension Plan on August 28, 2024. The 2025 Minimal Municipal Obligation for the Police Pension Plan is estimated at \$1,188.00.

A motion was made by Kelly Smith and second by Virginia Zinza to approve the minutes of the regular meeting held on August 5, 2024, with all Board members present, as presented to the Board on August 12, 2024. The Board voted all in favor; motion carried.

A motion was made by Virginia Zinza and second by Kelly Smith to approve the minutes of the special meeting held on August 28, 2024 with two Board members present and as presented to the Board on September 3, 2024. The Board voted all in favor; motion carried.

A motion was made by Kelly Smith and second by Virginia Zinza to approve the payment of bills: General Fund – \$17,241.42; State Fund – \$4,135.10; Fire Fund - \$2,040.50 and Light Fund -- \$408.62. The Board voted all in favor; motion carried.

A motion was made by Kelly Smith and second by Virginia Zinza to advertise the Board's intent to appoint an auditing firm to audit all Township accounts for the fiscal year ending December 31, 2024 at the Board's November, 2024 meeting. The Board voted all in favor; motion carried.

A motion was made by Virginia Zinza and second by Kelly Smith to advertise the Board's notice of intent to adopt Ordinance No. 01-2024 providing for the establishment of vehicle weight limits on Hillsville Road and Villa Maria Road as recommended by the Township Engineer after study. The Board voted all in favor; motion carried.

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A motion was made by Virginia Zinza and second by Keith Stowe to approve purchase of approximately 100 ton of PennDOT approved ASI anti-skid material from Slippery Rock Materials at the quoted price of \$17.95 per ton delivered. Quotes received: Slippery Rock Materials \$17.95/ton delivered and Three Rivers Aggregates \$24.00/ton delivered. Quantity is approved as more or less. The Board voted all in favor; motion carried.

A motion was made by Kelly Smith and second by Virginia Zinza to approve the COSTARS contract with Cargill for 600 ton, more or less, of road salt at the price of \$76.51 per ton delivered for the August, 2024 thru July, 2025 season (\$3.64/ton increase from last year's price) . The Board voted all in favor; motion carried.

The Board reviewed and considered the David L. and Shannon K. Johnson Final Plan Lot Consolidation as previously approved by the Planning Commission at their August 22, 2024 meeting. This is a three (3) lot subdivision/consolidation located on State Route 208 and the property is zoned VC - Village Commercial. Lots 29, 29A and 57 will be combined to form one lot to be known as Lot A. Lot A has an existing single-family home with public sewer. A motion was made by Kelly Smith and second by Virginia Zinza to approve the David L. and Shannon K. Johnson Final Plan Lot Consolidation. The Board voted all in favor; motion carried.

A motion was made by Virginia Zinza and second by Kelly Smith to appoint Guy Morse to a five (5) year term on the Municipal Authority Board. Megan spoke with Guy and he wished to be re-appointed to another term. The Board voted all in favor; motion carried.

A motion was made by Kelly Smith and second by Virginia Zinza to rescind the previous motion appointing Greg Houlette as Class A Road Department employee at \$24/hour. The Board voted all in favor; motion carried.

A motion was made by Virginia Zinza and second by Kelly Smith to appoint Greg Houlette as Class B Road Department employee at \$24.00 per hour. The Board voted all in favor; motion carried.

The Board reviewed and considered the Pulaski Township Right to Know Policy. The office hours need to be modified from 9:00 a.m. to 5:00 p.m. to 8:00 a.m. to 4:00 p.m. Solicitor Jones explained most of the policy comes directly from the Right to Know Law itself the template for the policy came from the Office of Open Records. Most of what is in the policy is already State law and it was tweaked slightly to address some minor issues that relate to the Township specifically. Ruth Fletcher asked if the policy has been in place since 2002 what has changed? The Township in an effort to save time and resources wanted to get ahead of this anonymous requestors issue and require that anyone has to submit the RTK form with their information listed. A motion was made by Kelly Smith and second by Virginia Zinza to adopt Resolution No. 11-2024 adopting the Township Right to Know Policy. The Board voted all in favor; motion carried.

A motion was made by Virginia Zinza and second by Kelly Smith to approve park rentals for August 8th (received after the August 5th meeting), September 8th, September 11th, September 20th - September 22nd, October 5th, October 19th, November 16th, November 23rd and November 29th thru December 3rd. The Board voted all in favor; motion carried.

The Board reviewed and considered bids for the sale of the road grader. It was advertised once in the New Castle News to receive sealed bids and no bids were received. It has to be advertised twice with no bids received in order to do a private sale. The Board advised Megan to advertise it again, same reserve price to accept sealed bids to be opened at the next meeting.

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The Board reviewed and considered quotes received for wood chipper repair. No other quotes have been received other than Patton Equipment Repair. Keith knows a guy who can provide a quote but we need to pick the machine up and bring it back here so he can look at it. A motion was made by Kelly Smith and second by Virginia Zinza to table this until next month's meeting. The Board voted all in favor; motion carried.

The Board reviewed and considered dumpster service contract for service at the Township Building and two (2) Fire Stations. Tri-County sent over a contract for renewal the Township Building dumpster would be \$70/month and the Fire Department dumpsters would be \$60/month. The Solicitor reviewed the proposed contract and had several comments about language in the contract that needed to be removed. A motion was made by Virginia Zinza and second by Kelly Smith to send the contract revisions to Tri-County Industries, Inc. for their review. The Board voted all in favor; motion carried.

The Board reviewed and considered amendment to Resolution No. 08-2020 which established a pay-per-call retention program for active member volunteers for the Pulaski Township Volunteer Fire Department. Ryan Morse brought this up at the last meeting, right now the Resolution only covers in-Township calls. They are asking if it can be modified to include in-Township and out of Township calls. Ryan Morse explained in the interest of compromise and to ease calculating this at the end of the year the section of the additional \$2 per hour for calls over a certain time can be removed if the Township also wants to amend that. They don't have many calls that exceed 2 hours anyway. Kelly Smith and Virginia Zinza advised they didn't have an issue with leaving that section alone. A motion was made by Kelly Smith and second by Virginia Zinza to adopt Resolution 12-2024 which will amend Resolution No. 08-2020 to include all calls in Township and out of Township calls. Keith Stowe abstained from voting, the remaining Board members voted all in favor; motion carried.

A motion was made by Virginia Zinza and second by Kelly Smith to set Trick or Treat hours for Tuesday, October 31, 2024 from 5:00 p.m. to 7:00 p.m. The Board voted all in favor; motion carried.

ITEMS FOR CONSIDERATION: None.

*Fire Department Report for the month of August, 2024: Structure Fires -0, MVA - 3, Auto alarms - 2, Service calls - 1, Trees/Lines down - 6, brush fires - 0, Mutual Aid - 2 (building fires). Totals Fire calls -22 Man Hours - 119.5, Truck Hours - 15, Total EMS calls - 8, Man Hours EMS - 8, Truck Hours EMS - 8. New brush truck came it and its being up-fitted. State Fire Grant was finalized and closed out for 2024 and they are applying for 2025 grant. Repairs on both engines to repair rusted lines. Updated Aqua water service was updated at Station 1. Concrete apron at Station 2 has been completed, thanks to the Township for allowing them to stage equipment here while waiting for concrete to cure. The Board asked when the new truck would be put in service Guy explained that the equipment for the lights and radio have been ordered and once they come in they'll be installed and the truck will be sent out for lettering so hopefully by next month's meeting and if it's done they'll bring it down for everyone to see it. The brush truck is important because a lot of our Township is agricultural and several members became certified as fire warden and we're considered a crew with the State. One spring in one month they had 36 calls and most of them were brush fires, when the conditions are just right we get a lot of brush fire calls.

Road Department Report for the month of August, 2024 given by Vice Chairman Smith: Patching on S. Stateline Road, Coffee Run Road, Ambrosia Road, English Road, North Street/North Street Ext., Heather Heights and Willowbrook. Prepped equipment and trucks for tar and chipping; General Maintenance and repair on equipment.

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*Police Department Report for the month of July, 2024 given by Virginia Zinza - Theft \$200 and over from Buildings - 2; Theft \$200 and over all other - 1; Theft \$50 to \$200 retail theft - 1; Harassment - 1; Runaway Male (juvenile) - 1; Domestic Violent - 1; PFA Violation - 1; Suicide - 1; Lost Property - 1; Missing Adult - 1; Assist Other Police or Agency - 2; Warrant Attempt Service - 1; Follow-Up Information - 1; Administrative Duty - 6; Training Received - 1; 911 Hangup - 3; Citation Traffic - 6; Court Hearings - 3; Community Policing - 1; Domestic Non-Violent - 1; Drug Task Force - 1; Investigation/Follow Up - 1; Property Return - 1; Roadway Hazard - 3; Request to Speak to Officer - 4; Suspicious Activity - 1; Traffic Warning - 10. Total Calls - 56.

*Park Committee Report - There have been several people who signed up through the website to join the Committee. Meetings are going to be held the last Monday of the month at 6:00 p.m. at the Park. The survey will be completed within the next couple weeks so we'll have that on file when we start applying for grants. Virginia was contacted by Dom Johnjulio that there was a Recreation Board/Committee created many years ago and they were registered as a 501(c)(3) he is going to drop all the paperwork off so we can take a look at it and see what was done.

Following is the report of taxes collected during the month of August, 2024:

Elected Tax Collector, Bradley Marshall:

Berkheimer:

Real Estate Taxes: \$1,180.99
Fire Taxes: \$1,328.61
Light Taxes: \$165.87
Equipment Taxes: \$147.62

Per Capita Tax : \$1,867.53

Wage Taxes received from Berkheimer August, 2024: \$69,992.43
Local Services Tax received from Berkheimer August, 2024 : \$5,737.92

Following is the report of zoning permits issued by the Zoning Administrator, Mourice Waltz and building permits issued by the Building Code Official, Pennsylvania Construction Inspection, Inc. during August, 2024:

	<u>COST OF CONSTRUCTION</u>	<u>COST OF PERMITS</u>
3 Shed	\$29,432.00	\$229.50
New Home	\$180,000.00	\$496.46
Residential Addition	\$75,000.00	\$217.02
Total Cost of Construction	\$284,432.00	
Total Cost of Permits:	\$942.98	
Total Amount Collected:	\$229.50	

*Difference in the total cost of permits and total amount collected is two (2) permits were issued in August, 2024 but not picked up and paid for until September, 2024.

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Following is the Treasurer's Report. All balances are as of September 9, 2024.

	<u>Checking Accts.</u>	<u>Savings Accts.</u>	<u>PLGIT Accts.</u>	<u>CD's</u>
General Fund	\$101,982.87	\$273,987.24	\$161,764.36	\$116,039.15
State Fund	\$217,172.26			
Fire Fund	\$7,016.47	\$621,145.93		
Light Fund	\$21,632.30			
Equipment Fund		\$31,127.81	\$31,129.20	
Gas Lease Funds		\$521,435.66	\$410,919.64	
Park Fund	\$1,578.80			
Police Fund	\$1,050.87			
ARPA Fund		\$190,954.76		

NOTE: Balances do not reflect taxes collected from elected tax collector as they have not yet been deposited.

PUBLIC COMMENT:

Ruth Fletcher - Brought up issue about semi traffic on our Township roads. She's contacted the police several times about semi trucks on Hillsville Road. The Board explained Chad is out and getting the trucks he can.

Rick Suders - Book and Proch were working at Heritage Hills again today and there were investors walking around taking photos of everything.

Next meeting is scheduled for October 7, 2024 at 7:00 p.m.

A motion was made by Kelly Smith and second by Virginia Zinza to adjourn the meeting at 7:50 p.m.

Megan Allison
Megan Allison, Secretary