

SUMMIT TOWNSHIP SUPERVISORS
Regular Business Meeting
Monday, December 7, 2015

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

CALL TO ORDER

Motion by Lee, seconded by Church, to approve the minutes of the Regular Business Meeting on November 16, 2015, and the Public Work Session on November 25, 2015 as presented and reviewed by the Board of Supervisors.

11/16/2015 & 11/25/15
MINUTES

Vote: 3/0

Chairperson Agostine read a letter dated November 19, 2015 from Sandy Zawistoski wherein she tendered her resignation from the Summit Township Planning Commission effective December 31, 2015. Agostine noted that Sandy had one more year on her term.

CORRESPONDENCE

- Zawistoski resigns from Planning Commission

Motion by Church, seconded by Lee, to regretfully accept the resignation of Sandy Zawistoski from the Summit Township Planning Commission effective December 31, 2015.

Vote: 3/0

Motion by Lee, seconded by Church, to approve the November 2015 Expenses as presented and reviewed by the Board of Supervisors.

NOV. 2015
EXPENSES

Vote: 3/0

Chairperson Agostine announced an Executive Session was held on Friday, December 4, 2015 from 3:30 p.m. to 5:00 p.m. with Perry Hi-Way Hose Company (PHHC).

EXECUTIVE
SESSION 12/4/2015

Motion by Lee, seconded by Church, to adopt Ordinance #2015-06 ratifying an Inter-Agency Agreement to utilize a "Next Generation Public Safety Radio System".

ORD. #2015-06
INTER-AGENCY
AGMT. RADIO SYS.

There was no public comment.

Vote: 3/0

Motion by Church, seconded by Lee, to approve Kip Hayford's attendance at G-775 EOC Management and Operations Training at the Erie County Public Safety Building on January 6, and 7, 2016.

KIP HAYFORD
TRAINING CLASS
APPROVED

Vote: 3/0

Motion by Lee, seconded by Church, to approve expenses for attendance at the Erie County Association of Municipal Administrators (ECAMA) Holiday Dinner Meeting on Dec.10, 2015.

ECAMA DINNER
MEETING

Vote: 3/0

Motion by Agostine, seconded by Lee, to adopt Resolution #2015-19 approving the Erie Area Council of Government's (EACOG) 2016 Budget. As appointed representative of the EACOG, Agostine added that she has reviewed this Budget and dues schedule accordingly.

EACOG 2016
BUDGET

Vote: 3/0

Zoning Administrator Miller requested Board consideration to refund a Sidewalk Bond and Zoning Permit Fee to Greenland Homes for property at 8800 Martha Way. Mr. Nick Patel requested the refund in a letter dated November 17, 2015 and explains that "due to unavoidable situations, Greenland Homes will not be constructing the home as planned on the subject property." Mr. Miller further explained that the Sidewalk Bond can be refunded once the Zoning Permit is cancelled, but he would request guidance in regard to the Zoning Permit Fee.

GREENLAND
HOMES REQUEST
FOR REFUNDS

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Discussion ensued regarding the administrative costs associated with zoning permits. Supervisor Agostine confirmed that administrative costs to cancel the permit would equal any cost savings due to elimination of construction. Secretary Yeast confirmed that the Board directive is to refund the Sidewalk Bond for 8800 Martha Way if the permit is voided, but retain the Zoning Permit Fee in the amount of \$700.

Zoning Administrator Miller reported that the Taco Bell Amended Land Development Plan (LDP) slightly shifts the marginal access way west due to the construction of the high-rise sign base. Miller added that this amendment has been reviewed and recommended for approval by both Erie County Planning and the Summit Township Planning Commission.

TACO BELL AMD.
LDP

Motion by Church, seconded by Lee, to approve the Taco Bell Amended Land Development Plan, as presented and reviewed by the Board of Supervisors.

Vote: 3/0

Zoning Administrator Miller reported that Engineer Jonas inspected the sidewalk at 2815 Sienna Trail on June 24, 2015 and discovered that the cross slope exceeded the minimum of 2%. Engineer Jonas re-inspected it on December 3, 2015, and the discrepancy was corrected.

PORT HARBOR
SIDEWALK BOND
2815 SIENNA TR.

Motion by Lee, seconded by Church, to release the Sidewalk Bond for 2815 Sienna Trail to Port Harbor Homes in the amount of \$1,200.

Vote: 3/0

Zoning Administrator Miller reported that the sidewalk at 2829 Dorn Road was inspected on December 2, 2015 and approved by Engineer Jonas.

PORT HARBOR
SIDEWALK BOND
2829 DORN ROAD

Motion by Lee, seconded by Church, to release the Sidewalk Bond for 2829 Dorn Road to Port Harbor Homes in the amount of \$1,040.

Vote: 3/0

Zoning Administrator Miller reported that the sidewalk at 8056 Perry Highway (Taco Bell) has been inspected and approved by Engineer Jonas on December 2, 2015.

TACO BELL
SIDEWALK BOND
8056 PERRY HWY.

Motion by Lee, seconded by Church, to release the Sidewalk Bond for 8056 Perry Highway to Charter Foods North, LLC in the amount of \$11,900.

Vote: 3/0

Zoning Administrator Miller reported that Sharp Consignments located at 2105 Hershey Road has requested conditional occupancy. Fire inspections, L & I inspections, and all Land Development requirements are complete except greenspace requirements. A bond in the amount of \$2,093 has been received to ensure landscaping completion in the Spring of 2016.

SHARP
CONSIGNMENTS
C.O. APPROVED

Motion by Lee, seconded by Church, to approve Sharp Consignments Conditional Occupancy with the acceptance of the Greenspace Bond. Supervisor Church expressed his opposition to Conditional Occupancies unless under these circumstances.

Vote: 3/0

Solicitor Sennett had nothing to report.

SOLICITOR:

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Engineer Jonas reported that he has submitted for Board review the summary of Form U inspection reports from Waste Management.

Engineer Jonas reported that he is waiting for Board directive regarding the (3) options submitted for the Picnicana Parking Lot expansion. Engineer Jonas added that the DEP permits for the stream crossing and the Old French Road bridge replacement are progressing.

Supervisor Church asked if notices will be sent out to businesses along Peach Street reminding them of responsibilities for winter sidewalk maintenance. Supervisor Agostine responded that notices of violation were sent out last season, and the property owners complied accordingly. Discussion ensued regarding one property owner who requested relief from the winter maintenance requirements. Agostine confirmed that she has personally notified this property owner that no one is exempt, and the Zoning Office will remain vigilant to ensure sidewalks are kept clean.

Supervisor Church requested an Executive Session immediately following tonight's meeting to discuss PHHC.

Supervisor Church mentioned that the 2016 Proposed Budget is available in the lobby.

Jim Chojnacki, 9481 Old French Road, asked who is responsible to clear the snow from the sidewalks located within the traffic signal islands. The Board all concurred that the PaDOT right-of-way areas may not get cleared of snow, and there is no recourse to ensure it happens.

With no further business to come before the Board, motion by Lee, seconded by Church, to adjourn the Regular Business meeting at 6:25 p.m.

Vote: 3/0

Respectfully submitted,

Christene Yeast
Secretary
12/8/2015

ENGINEER:

- Form U's
- Picnicana Parking
- DEP Permits

SUPERVISORS:

- Winter sidewalk maintenance
- Executive Session

PUBLIC INPUT

- Winter Sidewalk maintenance

ADJOURNMENT