

SUMMIT TOWNSHIP SUPERVISORS
Regular Business Meeting
Monday, January 7, 2019

The regular business meeting of the Board of Supervisors was called to order at 6:18 p.m. immediately following the 2019 Organization Meeting.	CALL TO ORDER
Motion by Davis, seconded by Welka, to award a maximum 3% wage increase for Township employees, based on performance Vote: 3/0	WAGES
Motion by Davis, seconded by Lee, to amend the agenda to include the hiring of Sam Bayuzick. Vote: 3/0	AGENDA AMENDMENT
Motion by Lee, seconded by Davis, to approve all employee paid time off according to the current Personnel Code.	PAID TIME OFF
Joe Kuzma, 8550 Old French Road, expressed concern that the current Township Personnel Code is too generous with vacation allowances. Supervisor Davis responded that Supervisor Lee has presented for Board review various amendments to the Summit Township Personnel Code that has not yet been finalized. Davis assured Kuzma that the Board is currently reviewing the Personnel Code. Vote: 3/0	
Motion by Davis, seconded by Lee, to adopt Resolution #2019-06 that all eligible employees are entitled to pension and insurance benefits according to the Township Pension and Insurance Plans. Pension to be increased to an \$8,000 amount per employee for 2019. Pension payments to be made quarterly to the pension trustee. Vote: 3/0	PENSION INCREASED to \$8,000 RES. #2019-06
Motion by Lee, seconded by Davis, to adopt Resolution #2019-07 to continue to provide Supplemental Insurance for eligible employees in 2019, at \$1,600 per employee per year, per the Personnel Code. Vote: 3/0	SUPPLIMENTAL INSURANCE
Motion by Lee, seconded by Davis, to set the 2019 mileage reimbursement at the recommended IRS rate, currently 58¢ per mile. Vote: 3/0	MILEAGE RATE
Motion by Lee, seconded by Davis, to approve expenses for attendance to the Pennsylvania State Association of Township Supervisors (PSATS) Annual Convention on April 14-17, 2019. Vote: 3/0	PSATS CONVENTION
Motion by Davis, seconded by Lee, to use the 2019 County Liquid Fuels funds for Road Maintenance Materials.	2019 CO. LIQUID FUELS
Motion by Lee, seconded by Davis to authorize Secretary Yeast to send an official letter to Erie County Planning nominating Nathan Miller for appointment to the Erie County Planning Commission. Vote: 3/0	NATE MILLER NOMINATED FOR ERIE CO.PLANNING

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Motion by Davis, seconded by Lee, to provide space in the Township Municipal Building for Representative Merski to use as a satellite office twice per week from 8 am to 4:30 pm. At no charge. Discussion ensued regarding which office will be utilized. Supervisor Lee further explained that this representative will use their own cell phone, and laptop, and have no need of any other amenities.

Vote: 3/0

REPRESENTATIVE
MERSKI

Motion by Davis, seconded by Lee, to hire Sam Bayuzick, effective January 1, 2019, to assist with GIS administration and Engineering at \$15 per hour, waiving the probation period, as he has been working as an intern for the last nine months.

Vote: 3/0

SAM BAYUZICK
HIRED

Zoning Administrator Miller reported that he received a request from Joe Palermo, the Developer for Copperleaf, to reduce the Stormwater Bond for PLP X, LP. Engineer Jonas has performed an on-site review of the stormwater facilities, and based on the installation to date recommends reducing the original \$240,958 bond by \$51,420, leaving \$189,538.

PLP X, LP
STORMWATER
BOND REDUCED

Motion by Davis, seconded by Lee, to approve the reduction of PLP X, LP Stormwater Bond by \$51,420, Parcel ID No. 40-001-007.0-001.05

Vote: 3/0

Engineer Jonas reported that per the MS-4 Permit, a plan for pollutant reductions includes the installation of rain gardens on the Community Park property. In order to properly place these rain gardens, Jonas has obtained (3) quotes for a topographic survey of 33 acres at the park.

Welka and Associates	\$11,500
G.P.I.	\$ 9,500.
Urban Engineers	\$ 6,960

ENGINEER:
•Topographic Survey
of Community Park

Motion by Lee, seconded by Davis, to award Urban Engineers the contract to perform a topographic survey of 33 acres at Community Park in the amount of \$6,960.

Vote: 3/0

Solicitor Christopher Sennett thanked the Board for the appointment of the Knox Law Firm as Township Solicitor.

SOLICITOR:
• Bid Thresholds
•Planning Commission
Ordinance
•Volunteer Service
Tax Credit Ordinance

Solicitor Sennett further reported that the bidding thresholds have increased in 2019. Purchases under \$11,100 require no written/telephonic quotations or formal bidding. For purchases and contracts between \$11,100 and \$20,600 written/telephonic quotations are required. Purchases and contracts over \$20,600 require formal bidding.

Solicitor Sennett reported that (2) Ordinances have been drafted for Board review. A repeal and replace Ordinance of the Planning Commission Ordinance which basically updates the original 1954 Ordinance to reflect current requirements. The draft ordinance provides the same powers to the Planning Commission but will reduce its membership to (5) members by 2020.

Solicitor Sennett reported that a draft ordinance providing for volunteer service tax credits has also been provided for Board review.

Supervisor Lee expressed his appreciation for the light winter so far.

SUPERVISORS

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Supervisor Davis reported that he has finished installing overhead fans to circulate the air and even out temperature fluctuations. He will also continue to replace lighting with LED fixtures.

Supervisor Welka reported that a problem with the 2018 tar and chip project has warranted some investigation. He has met with a representative from the Local Technical Assistance Program (LTAP) which is provided by the State, and is tentatively meeting with Russell Standard the week of January 14th in order to resolve the issue.

There was no public input.

PUBLIC INPUT

With no further business to come before the Board, motion was made by Davis, seconded by Lee, to adjourn the meeting at 6:35 p.m.

ADJOURNMENT

Vote: 3/0

Respectfully submitted,

Christene S. Yeast
Recording Secretary
01/10/2019