

**SUMMIT TOWNSHIP SUPERVISORS**  
**Regular Business Meeting**  
**Monday, November 18, 2019**

Chairman Welka called the regular business meeting of the Board of Supervisors to order at 4:30 p.m. following salute to the flag. Supervisors Lee and Davis were present, as were Solicitor Christopher Sennett, Zoning Administrator Cass, Engineer Jonas, Secretary Yeast, and four interested persons.	CALL TO ORDER
Chairman Welka announced the recent passing of long-time resident Downia Glass. Mrs. Glass was a regular attendant at Board of supervisor meetings. She also originated and volunteered for the Summit Township Art Show. Supervisor Lee asked for a moment of silence.	DOWNIA GLASS
Motion by Lee, seconded by Davis, to approve the minutes of the Regular Business Meeting on November 4, 2019 as presented and reviewed by the Board of Supervisors. Vote: 3/0	11/4/2019 MINUTES
Secretary Yeast read a letter dated November 13, 2019 from H. Robert Mitchell officially announcing his resignation from the Summit Township Water Authority Board (STWA).	CORRESPONDENCE
Motion by Davis, seconded by Lee, to accept Robert Mitchell's resignation from the Summit Township Water Authority Board. Vote: 3/0	<ul style="list-style-type: none"><li>● Mitchell resignation from STWA</li><li>● Lynch interest in Planning Commission</li></ul>
Secretary Yeast read an e-mail dated November 4, 2019 from resident Chris Lynch expressing his interest to serve on the Summit Township Planning Commission. The Board acknowledged Mr. Lynch, and will consider him at the Organization Meeting.	
Motion by Lee, seconded by Davis, to approve the October 2019 Treasurer's Report as presented and reviewed by the Board of Supervisors. (\$701,864.58 expensed). Vote: 3/0	OCT. 2019 TREAS. REPORT
Motion by Davis, seconded by Lee, to contract with Vector Security to upgrade the Municipal building Security Camera system in the amount of \$5,995. Vote: 3/0	SECURITY CAMERA UPGRADE
Engineer Jonas explained that Change Order #2 for the Dorn Road Sidewalk Project (Project #2018.01) deducts the landscape restoration and line striping resulting in a credit of \$6,524.07.	DORN ROAD SIDEWALK CHG. ORDER #2
Motion by Lee, seconded by Davis, to approve Change Order #2 for Project #2018.01 resulting in a deduction of \$6,524.07. Vote: 3/0	
Engineer Jonas explained that due to reconciliation of actual quantities used and the demobilization and remobilization of equipment resulting from gas-line relocation, Change Order #1 for the Old French Road Bridge has been amended to \$8,653.08.	OLD FRENCH RD. BRIDGE CHG. ORDER #1 AMENDED
Motion by Davis, seconded by Lee, to approve Change Order #1 as amended for Project #2016.11 Vote: 3/0	

SUMMIT TOWNSHIP SUPERVISORS

Regular Business Meeting

Monday, November 18, 2019

Page 2 of 3

Motion by Lee, seconded by Davis, to appoint Tony Davis to the Summit Township Water Authority replacing Robert Mitchell. (term is 11/18/2019 – 12/31/2023)

Vote: 2/0/1

Lee – Yes

Welka – Yes

Davis – Abstain, impermissible to vote for own appointment.

DAVIS APPOINTED  
TO STWA

Motion by Davis, seconded by Lee, to authorize advertisement of Board intent to hire a CPA to audit the 2019 accounts.

Vote: 3/0

CPA TO AUDIT 2019  
ACCOUNTS

Motion by Lee, seconded by Davis, to approve a 2019 Employee Annual Bonus in the amount of \$300 ea.

2019 ANNUAL  
EMPLOYEE BONUS

Jim Chojnacki, 9481 Old French Road confirmed that this bonus does not apply to the Board of Supervisors. Solicitor Sennett responded that the Board of Auditors is responsible to determine compensation paid to the Supervisors as Township employees.

Vote: 3/0

Motion by Davis, seconded by Lee, to authorize advertisement that the 2020 Proposed Budget is available for public viewing at the Township Municipal Building and the Township Website (summittownship.com) on November 26, 2019.

Vote: 3/0

2020 PROPOSED  
BUDGET

There was nothing to report for Land Development.

LAND DEV.

Solicitor Sennett reported that he had sent a letter to Secretary Yeast in regard to website accessibility in that individuals with disabilities have access to the same Township information on the Township's website as individuals with no disability. In his opinion, the Township is currently following ADA guidelines, and Solicitor Sennett indicated that the website should be reviewed periodically to ensure compliance with ADA guidelines.

SOLICITOR  
● ADA Accessibility to  
Website information

Engineer Jonas reported that a request was received to install "School Bus Stop Ahead" signs on Pagan Road approximately in the middle of the S-curve. It was determined in the field that the bus stop is not visible in either direction from 500 feet away which is the minimum justification to install the signs. Engineer Jonas recommended that "School Bus Stop Ahead" Signs S3-1 be placed as soon as possible in locations 500 feet in advance of the bus stop on Pagan Road.

ENGINEER  
● Pagan Road Bus Stop  
Ahead signs

Motion by Lee, seconded by Davis, to approve the placement of "School Bus Stop Ahead" signs on Pagan Road as recommended by Engineer Jonas.

Vote: 3/0

SUPERVISOR  
COMMENTS

Supervisor Lee wished everyone a safe and happy Thanksgiving. Supervisor Lee added that when safety concerns such as the School Bus Stop Ahead signage are brought to their attention, it is important for the Board respond promptly.

Supervisor Welka reminded the public to adhere to on-street winter parking regulations. The plow trucks are now operating and need to access the roadways during all snow events.

There was no public input

PUBLIC INPUT

SUMMIT TOWNSHIP SUPERVISORS

Regular Business Meeting

Monday, November 18, 2019

Page 3 of 3

With no further business to come before the Board, motion by Lee, seconded by Davis, to adjourn the regular business meeting at 4:43 p.m.

Vote: 3/0

ADJOURNMENT

Respectfully submitted,

Christene Yeast

Municipal Secretary

11/21/2019