

MINUTES

The Workshop Meeting of the Moon Township Board of Supervisors was called to order at 7:00 p.m. with the Pledge of Allegiance to the Flag, Chairman Tim McLaughlin presiding.

Supervisors present: Tim McLaughlin, Jim Vitale, Frank Sinatra, Marvin Eicher and Andy Gribben. Also present: Jeanne Creese, Adam McGurk, Lisa Lapaglia, Dana Kasler, Michael Santicola, Garen Fideles, Mal Petroccia, Fred Wolfe, Lynn McCullough, John Hertzler, Dave Homel, Sean McCurdy, Rich Fuller, Harry Angelo, Mary Hoover, John Larson, Joe Stearns, Bill Leipold, Harry Watts, Janet Thorne and Tom Arnold.

Mr. McLaughlin announced that prior to this meeting the Board met in executive session at 6:00 p.m. to discuss personnel and litigation.

Public Comments on Agenda Action Items:

(There were none.)

General Comments from the Public:

Tom Arnold of Crawford Drive said that there is a large pothole at the exit from the Post Office. He asked if the Township could contact the proper party to fix it. He asked the status of the Lamar bus shelters. Mr. McGurk said that Lamar was strategizing to see which shelters they want to install first. He just received a phone call from them this week that they will be coming in on April 14 to present a list to us. Mr. Eicher asked if we received a check from Lamar. Mr. McGurk said that we did. They were also required to pay an annual fee based on each stop they implement.

Action Items:

Mr. McLaughlin called for a motion to pay Remington, Vernick & Beach Engineers, former Township Engineers, money received by the Township in the amount of \$2,348.43 for outstanding engineering bills from Foltz Development for the Cimarron Project, Phase I. Motion made by Mr. Sinatra, seconded by Mr. Vitale. Mr. Eicher asked if this completes all the outstanding bills for RVB for Cimarron. Ms. Lapaglia said that it does. All Supervisors voting yes, motion carried. Mr. Santicola asked that the check be given to him and he will send it directly to their counsel as it involves litigation.

Discussion Items:

1. Hollow Oak Land Trust Property Transfer Request—Janet Thorne, executive director of the Hollow Oak Land Trust, gave a brief description of the objectives of the Hollow Oak Land Trust. Their focus is in protecting undeveloped land in its undeveloped state. Their founders felt that we needed to balance the amount of development around the airport with some open space. In Moon Township they have acquired several parcels along Hassam Road. She distributed a map showing the location of their current properties. They have had properties donated to them and they have purchased properties. Once they own a property, they designate it as a conservation area and will remain as such forever. Their property is available free to the public for hiking, bird watching or other low impact, non-motorized use. They currently have almost the whole stretch of the Meeks Run valley that will remain undeveloped except for a small piece that belongs to Moon

Township. The piece is about ten acres and was part of McCormick Farms. It was donated to the Township as a part of the housing development. She asked that the Board consider donating this property to the Hollow Oak Land Trust Company. HOLT has had clean up events on their property but it is easier to manage property that is contiguous. They will continue to keep it as open space just as all the other properties are. Mr. Sinatra asked if hunting would be permitted on the property. Ms. Thorne said that hunting for deer only is permitted in order to manage the deer population. Hunting is permitted with written permission through the Forest Grove Sportsman's Club. Mr. McLaughlin said that the Board will take the request under consideration. Either Ms. Creese or Mr. McGurk will follow up with Ms. Thorne. Ms. Thorne thanked the Board and left the meeting.

2. Planning Department:

- a. RMU Business School Final Major Land Development Plan—Mr. McGurk said that Robert Morris University was before the Planning Commission last evening. They presented their final major land development plan for their business school with executive offices for the university staff. They were before the Board several months ago for preliminary approval. It will be an action item on the Board's regular meeting agenda next week. This will be the final approval before they can apply for a building permit. The Planning Commission unanimously recommended that it be approved. They have addressed most of the Township's and engineer's comments.
- b. Nyetimber Group Residence Minor Land Development Plan—Mr. McGurk said that this plan was tabled at the Board's last regular meeting. The applicant granted a 60-day extension that took us through April's meeting but not enough to cover May's meeting. He spoke with the applicant earlier in the week. They do not intend to present the plan again next week and will file an additional extension until June. Therefore, this plan will not be on the Board's agenda next week pending that extension.
- c. King's Restaurant Redevelopment/Sidewalk Waiver—Mr. McGurk said that as the Board may have seen work has commenced on the former King's Restaurant. He distributed a copy of the site plan. They are dividing the existing restaurant into office space. One side is going to be a pediatrician's office and the other side is going to be general office space that has not yet been leased. Since the use is being changed, they will be required to implement sidewalks, street trees and updated signage. The plan shows that street trees will be planted, which is good because it is a part of the Carnot Village overlay district. One concern expressed by Township staff is that if the sidewalk is constructed, they will be starting a new path on the opposite side of the road from where there is an existing path. The thought was to recommend that a fee in lieu of sidewalks be paid so that sidewalks can be built in front of the church to complete the section of sidewalks on that side of the road. This waiver is required to be approved by the Board so that the fee-in-lieu can be paid. This sidewalk waiver will be an action item for the Board's consideration at next week's regular meeting. Mr. Petroccia said that Baker will determine the cost for the sidewalk. Mr. McGurk said that the sidewalk is being built in the Township's right-of-way. Mr. Eicher asked if the Township has to get anything from PennDOT in order to

construct the sidewalk. Mr. Petroccia said that we will have to talk to PennDOT. Mr. Eicher asked if the Township can obtain a blanket permit from PennDOT to put sidewalks along their roads in the Township. Every time we want to install a sidewalk along a state road we have to apply each time for a permit. Securing a blanket permit for certain sections of state roads within the Township would be more cost-effective and the sidewalks could be built in a more timely manner. The Township does have a pedestrian master plan for the Township. Mr. Petroccia said that we could request a permit for the overlay district. He will explore this with PennDOT.

- d. 2010 Comprehensive Plan Update—Mr. McGurk said that the Planning Commission began their pre-assessment discussion for the scope of work. They had a presentation by Dan Kauffmann from Michael Baker. He presented the building assessment survey that the Township Engineer is currently completing for the Township. The presentation was informational for the Planning Commission to let them know it is a tool they can use in moving forward with the comprehensive plan. Parks Director Dana Kasler was in attendance as well. He presented the current work on Moon Park and Olson Park. He also presented the Comprehensive Parks, Recreation and Open Space Plan. The Planning Commission had many questions for Mr. Kasler that he graciously answered. There is a general interest to include emphasis on parks and open space in the upcoming plan. The next presentation was from John Riley. The focus of last evening's discussion was community facilities and infrastructure. Mr. Riley gave an overview of the Moon Township Municipal Authority. There were many good points presented but an important point that was brought out was that there is no area of the Township that is limited by a lack of water or sewer service/ capacity. Mr. Vitale asked if Mr. Riley mentioned selling water service to other communities. Mr. McGurk said that he did not. There was a lot of emphasis on previous expansion. Mr. Riley did not indicate that there was any plan to do that.

Mr. McLaughlin said that about a year ago he talked to Mr. McGurk about attracting other developers. He knows that Dunkin' Donuts is expanding in the eastern suburbs. He asked if they or Wegman's Grocery Store have been approached. The economy has been improving. Mr. McGurk said that this is something you normally see from the real estate brokers in the community. He continually gets calls from them inquiring about what is permitted in various areas. We do have a general marketing letter that is sent out to various companies. Mr. McLaughlin said that he feels that we should be more aggressive in reaching out to corporations. He feels we should do more to promote Moon Township. People get tired of going to Robinson Township with the traffic there. He thinks people would like to stay here and spend their money here. We need to maximize the potential for the community. Mr. McGurk said that whether you like it or not, Wal-Mart attracts other retailers. Once Wal-Mart is built, there will be other smaller retailers to follow.

3. Parks & Recreation Department:

- a. Proposed Athletic Field Use Policy—Mr. Kasler said that the Board received in their packets a copy of the proposed athletic field use policy. Ms. Creese also sent the Board an email regarding this proposed policy. He said that he will

entertain any questions from the Board. The reason we are establishing a field use policy are: (1) we want to make sure we are providing security and safety for all our user groups; (2) we want to make sure the Township is protected; (3) we want to make sure that we are offering the best possible facilities to as many of our users as possible. Where possible, we want to try to create some revenue by opening our facilities to non-residents. This policy was developed by the Parks & Recreation Advisory Board. Mr. Eicher asked what this policy changes from what we currently have. Mr. Kasler said that we are asking current and future user groups to provide proof of insurance. We are putting formal dates on when their schedules need to be provided to the Parks Department. The providing of schedules is very important for him to know what group is where. By doing so, it allows him to see where openings occur on fields so, if appropriate, a field can be taken off-line to give it rest. He can control that with a master schedule. The Board may notice that there are fees involved for non-resident groups and fees for tournament play. The implementation of a fee for tournaments is because the Parks Department has additional costs when tournaments take place in the park. The other policy requirements formalize what is already in place but not established as policies.

Mr. Eicher said that we sit here as a Board and represent the property owned by the Township. But he knows that we need to work with organizations as best we can to determine their needs. There has always been a debate on fees, usage and maintenance of fields. It is important for us to know if the organizations that are affected have seen this policy and have had an opportunity to give any input on it. Mr. Kasler said that he met with all of the organizations representing Moon youth groups. He took their input and made modifications to the policy. He said that the policy gives priority to youth sports over adult sports and Moon groups over non-Moon groups. This has been the past practice but it is formalized in the policy. We are looking at the organizations' schedules in order to maximize usage while not causing damage to the fields. A discussion ensued on the number of groups, both youth and adult, requesting to use Township fields and the maintenance requirements of those fields. Different sports have different impacts. As of today, Mr. Kasler has received all the requests from the youth sports organizations. He believes there is enough space to accommodate the user groups if they adhere to the schedule for all the groups.

Sean McCurdy of Emma Lane, representing the Moon Area Soccer Association (MASA) spoke about the needs of the soccer association. They have experienced a lot of growth from the fall season to the spring season. He detailed MASA's need for various fields for the different age groups due to this growth. He understands the needs for the different organizations for the use of fields. They are not opposed to anyone using fields in the Township and they understand that they are using fields owned by the Township. MASA has been a very good partner with the Township. They have replaced the nets on some of the fields and any time Mr. Kasler has come to them, they have tried to do the right thing. Unfortunately, Pronto Field owned by MASA is not ready for use now. But they absolutely have to have use of Discovery Field. They only have 40 practice days through the season. He knows the lacrosse people are here and he does not have anything against the lacrosse program. But as the lacrosse game schedule stands today, it would cancel 25 percent of their practices at Discovery Field that

are required for their program. He is not saying that they cannot work together because MASA wants to. But to cancel 25 percent of their practices would have a great impact on their program. Their program was uprooted when they lost the use of Hyde Field as mandated by the school district.

John Hertzler and Dave Homol, representing the Moon Little League Baseball Association, spoke about the policy. Mr. Hertzler said that they are fine so far as field usage is concerned. But they have an issue with the usage fee for tournament play. They feel it would adversely impact their ability to host tournaments in Moon Township. They feel that Moon Park is a wonderful venue for Little League Tournament play and hopes that the Board can work with the Association to waive the fee. The tournaments bring a great many participants to the park. They feel that the tournament fee is money that they cannot afford to pay. Mr. Kasler said that any organization, whether it is youth sports, non-profit or whatever can send Mr. Kasler an email that he can forward to the Board of Supervisors requesting a waiver of the fee and the reason for the request. The Parks Advisory Board still thought it best that we have the fees in place. The fee can then be waived by the Board of Supervisors on a case-by-case basis for the organizations following their request for the waiver. He needs something in place for outside groups who request usage of the Township fields. The Board can exempt the baseball association from the fees for tournament play but keep the fees in place for the other outside groups. Mr. McLaughlin said that he can see the baseball association's point and see Mr. Kasler's point. Mr. Vitale said that there are other things we can do as well. There was a softball tournament that was held. Mr. Kasler said that we co-sponsored with the softball association and Robert Morris University for a softball tournament that proved very successful. It worked well for all three groups. Mr. Sinatra said that he feels it will work well if the baseball association sends a letter to the Township. With Wal-Mart coming in, they are looking for organizations such as these to provide community support. Mr. Vitale said that the intent here is to accommodate everyone as best we can. It has been an age-old problem—there aren't enough fields and everyone wants them. He feels that the plan that has been drawn up by the Parks Advisory Board is very reasonable. We want to work with everyone to be able to get on the fields when they need to. We want to grow and promote all our youth organizations. Mr. McLaughlin said that he feels our first priority should be our township residents.

Harry Watts, a teacher in Moon Area School District, said that he started the lacrosse program this year. He coached in North Hills for six years and at Slippery Rock for two years. He has set up their schedule from the first day until the end. He attended the meeting that Mr. Kasler held for all the sports organizations. The schedule has been made and the referees have also been scheduled. He provided the schedule to Mr. Kasler. They are only playing games on Township fields—no practices. All they need is somewhere to play the games. They only need the field for 11 days. They have two boys teams and one girls team. He does not think that 11 days is too much to ask. Mr. McCurdy said that his coaches just met. There is no way he could have given Mr. Kasler their practice schedules prior to this week. After discussion, Mr. Kasler said that the intent is to work together and give a little bit to find a solution. He will continue to reach out to the school district and Robert Morris University. He will make every

attempt to mitigate this problem. If not, he will come back before the Board to seek a solution. He again highlighted the requirements of the policy.

Mr. Sinatra made a motion that the Board accepts the athletic field use policy with adjustments of dates and times based on organizational needs and as suggested/recommended by the Parks & Recreation Director. The motion was seconded by Mr. Vitale. All Supervisors voting yes, motion carried.

The members of the athletic organizations thanked the Board and left the meeting.

- b. DCNR Grant Application: Mr. Kasler said that we would like to reapply for the planning grant that we applied for last year to do a waterfront park development. It is the former RB&W property owned by the Moon Township Municipal Authority. He and Ms. Creese have been meeting with a group interested in developing the Ohio River Trail which would run from Monaca to Mile One of the Montour Trail. The group is excited about the Moon portion and what would be a major access point for this trail. Funds have gotten slim at the DCNR but it creates a better chance for successful funding if we partner with multiple municipalities or groups. If the Board had any other project for which they feel we should apply, they can so advise him. Mr. McLaughlin said that we have been discussing this waterfront project for some time. Maybe the timing is right now for success.
4. Request to Remove Township Information from Subscriber Monthly Cable Bills—Ms. Creese said that the FCC requires that municipalities' phone numbers be on subscribers' cable bills as a requirement of us being the franchise holder. Every month when the cable bills come out it creates somewhat of a problem for both residents who call the Township with cable questions as well as the clerical staff who cannot answer those questions and must refer the calls to the appropriate cable company. In her time as a manager, she can only recall receiving one telephone call that was actually a franchise question. We now have the ability to request by letter to have our telephone number removed from the cable bills. The Township has an attorney that handles cable issues. That is exclusively his area of expertise. We did have him review this to guarantee it was a legal thing that we could do under the regulations. He advised us that we could do that. The Board needs to authorize that the letter be sent to the cable companies (Comcast and Verizon) to remove the Township's phone number from cable bills. The Board had no problem with the letter being sent to the cable companies.
 5. Traffic Requests:
 - a. Revision to Signal Permit/Montour Run & Cliff Mine Road—Ms. Creese said that we think it is an easy revision to the traffic signal permit. A request with an accompanying drawing was received by the Township from a motorist. The request was reviewed and we could grant his request. But it does require us to make application for revision to the signal permit to put the signs up and the Board would have to pay for the cost of the signs. Staff wanted the Board to take a look at the request and see if there were any objections to doing that. The Board felt that we should advise Findlay Township that we are looking into this

matter. Mr. Petroccia said that Baker is Findlay Township's engineer as well and should be able to coordinate this.

- b. RMU Parking—Ms. Creese said that this has been a frequent complaint from the neighborhood that the Chief hears. There is a copy of a recent memo that summarizes the complaint as well as an older memo in the Board's packets. Both memos contain a reference to a survey done of the neighborhood. However, we could not find a copy of that survey. She has done a tour of the area. The issue with passing an ordinance to restrict parking there by Robert Morris students is the difficulty to enforce such an ordinance. There are ways to do it, but again it is difficult to enforce. There is also on-street parking there that is not done by college students. The Township police, as well as the Robert Morris police, are very conscious of this issue. They heavily patrol this area. But in looking at the Township's ability to pass an ordinance to restrict parking, there will be a variety of other issues that will be encountered. She wanted the Board to be aware that we do get these complaints and the police respond to them. She asked the Board to review the information. If the Board wants her and/or the Chief to undertake any action other than what is already being done to let her know.
 - c. Stop Signs/Traffic Calming on Larue Drive—Ms. Creese said that this complaint relates to the fact that when spring sports and other activities pick up, the amount of speeding picks up. The residents of that area did complete the petition and submitted it for traffic calming—specifically, a request for stop signs. This information has been given to Mr. McGurk and we will initiate the studies. The Chief also has timing devices there and is studying the information. Some of these complaints do seem to be logical, especially since there is an elementary school in the neighborhood. But you have to look at the statistics and the warrants before any action is taken.
6. Police Department Grants—Ms. Creese said that she wanted to advise the Board that the Township received an award to specifically purchase a 2010 Ford Expedition to include the vehicle, equipment, light bars, cage divider, weapons rack, decals, etc. The amount for the vehicle purchase is \$38,791. In addition, the Township was awarded various equipment, a list of which was provided to the Board. There was no local, state or Federal taxpayer funds used in this grant award. All of this money was a result of a Moon Township prostitution sting that occurred in 2008. The total amount of cash that was seized was \$156,000+. This grant award is a result of that case going through the court system.
 7. Pending Appointments by the Board of Supervisors—Ms. Creese said that the Library Board member that was discussed last month did submit a resignation. The Library Board is working on a recommendation to fill that vacancy. They should have one ready for next month. She reminded the Board that there are still vacancies on the MIDA Board and the UCC Board of Appeals.
 8. Board Schedule/Request for Meetings:
 - a. Library Board—Ms. Creese said that the Library Board is scheduled to meet with the Board of Supervisors on Monday, April 12, at 6:00 p.m.

- b. Actuary Meeting—Ms. Creese said that Ms. Lapaglia submitted a proposed date for the meeting with the actuary on Tuesday, April 20, at 6:00 p.m. Ms. Lapaglia said that she would also like to do a first quarter budget review at that same meeting. She said that the audits for 2008 and 2009 are completely finished except for the 2009 GASB portion.
9. Regular Meeting Agenda—Ms. Creese advised the Board that on next week's regular meeting agenda there will be a police commendation for an incident in Crescent Township and payment application #8 for Moon Park.

Township Solicitor:

1. Ordinance Codification—Mr. Santicola said that he has continued to review the codification and believes he has completed everything except the zoning issue. That is the last portion that he has to review. He has communicated that to Mr. Rotz. Ms. Creese said that on March 11 the staff met with Ken Rotz. Staff gave him all of our final comments by email and Mr. Rotz came in to provide answers to all of the comments. She will send the Board a summary packet that includes all of those comments as well as some of the comments and correspondence that went on earlier in the year. The reason for that is that the Board will be receiving a revised final draft electronically. It will show the version as it is set to be adopted and illustrate the changes. Ms. Creese asked if the Board wishes to review that as a document or wants to have Mr. Rotz come to a meeting to answer any questions. The staff will obviously look at the final draft to make sure that all the comments have been corrected and there are no final errors. The Board does not have to give an answer now; they can wait until after they receive the document. Any new ordinance that the Board is considering for adoption in the near future, such as the cat ordinance, can be advertised and adopted separately or the Board can instruct Mr. Santicola to include it into the final copy. Including it saves advertising cost. The Board should have the final draft by mid-April. After review the Board will need to decide if they are ready to adopt or need a meeting with Mr. Rotz.
2. Moon First/Wal-Mart—Mr. Santicola said that attended a meeting with all the experts regarding the revised traffic study. The meeting accomplished what he needed to know. Mr. McGurk said that Trans has submitted their revised letter. Mr. Eicher said that we still have not seen anything from PennDOT who was supposed to respond within two weeks. Mr. McGurk said that they did not copy the Township on their last letter. He did not see it until after the fact. They are supposed to copy us. They did copy our traffic engineer. Trans Associates does have a new representative which may have caused the confusion.
3. Cats as Nuisance Ordinance—Mr. Santicola said that the Board has had this proposed ordinance before them for consideration. Ms. Creese asked if the Board wanted staff to advertise it now or include it in the codification. The Chief does not see anything in the ordinance that is going to change the way he responds to the situation. So there is nothing pressing for the adoption of the ordinance. Mr. Santicola said that he would send a copy of the final text to Ken Rotz. The Board directed that it be adopted with the codification.
4. Forest Glen/McIntosh Drive emergency access—Mr. Santicola said that he has done nothing new since his last review. Mr. McGurk said that Forest Glen sent a letter with a

survey to the Township to which he wrote an opinion that was reviewed by Mr. Fedeles. It was mailed to Forest Glen on March 8. He feels that Forest Glen misinterpreted the easement on the survey. We have not heard anything in response. Staff cannot verify from the survey they provided that the boulders are on the easement or Forest Glen's property.

Township Engineer:

1. Autumn Wood Detention Pond/Landslide—Mr. Petroccia said that this has become a significant issue again. The DEP and Allegheny County Conservation District were out on March 12. He went out to look at the site last week and the slide has moved significantly toward Flaugherty Run. A new face of the slide has opened up. He detailed what happened to cause the additional sliding to occur. That additional slide does not reach down to Flaugherty Run but extends into the woods knocking over trees. It continues to move. Last Thursday there was another meeting of the appropriate agencies on site. The situation is significantly worse than it was last summer when a meeting was held with the DEP where they were told that it was a serious situation that should not be allowed to extend over the winter. He thinks that there will be significant pressure put on the developer this year to make corrections. Mr. Petroccia said that from his perspective we need to push to get the water permanently routed around the area of the slope that is failing into the basin so it can dry out and the slide can be remediated. He will continue to push Kimball and the developer to work as quickly as they can but they will still have to apply for permits. He does not think that the wetland is going to go away. The DEP will likely bring enforcement action and correction schedule.
2. Township Facilities/Building Assessment Study—Mr. Petroccia said that the study is ongoing. There were 10-12 sites on their list. There are two major ones remaining, the municipal building and Public Safety Building, which will be done next Thursday. By the first week in May the Township will have a draft report for review. There was a list of things that they were looking at. He will not provide cost estimates, but will provide a prioritized list of those things that need to be done. The list will prioritize each facility and then a prioritized list of things within that facility. A scope of work was provided to the Board.
3. 2010 Road Program—Mr. Petroccia said that the contracts are all signed and were sent back to the contractor. He will be contacting the contractor for a schedule. The asphalt plants have not opened yet but are expected to shortly. Mr. Petroccia said that he really would like to get the Hemlock Drive sidewalk finished. USA Concrete was working on that last December but did not finish. That work can be done in colder weather than asphalt.
4. Emergency Generator for the Public Safety Building—Mr. Petroccia said that we got three quotes which he reviewed. The Cummins generator was the least expensive at \$27,000. None of the three quotes met all of the specifications. It is his recommendation that we go back to Cummins and request that they add in the battery engine block heater and a circuit breaker in the generator that is full capacity. We think that would be the preferred alternative. That information was submitted to Chief Belgie. For several thousand dollars more, the Township will have a really good generator.

5. Cherrington Center Roof Replacement—Mr. Petroccia said that he has the Cherrington roof replacement specifications and design document. They still need to be put together and he will complete that and get it to the Township within the next two weeks. A discussion ensued on the roof replacement and work to be done.
6. Sidewalks Update—Mr. Petroccia said that regarding the Safe Routes to School he got a call from PennDOT. They are scheduled to come out on April 14 for their scope and field view. They have sent him their paperwork. Once that is complete anything that comes up will be minor changes and they will be ready to bid it out. We have given them the design and they do their own specifications. This is a PennDOT project and is bid out as such. That makes it a little more expensive. Mr. Eicher asked for clarification of details of this grant. Mr. McGurk said that the school district got the grant and the Township became the administrator of it. We have \$70,000 to spend. The project is going to cost more than that. We have to figure out the difference in terms of what we will be spending. Mr. Petroccia said that there is a cap on what they are willing to spend. Mr. Eicher said that, as he understands it, the first priority is to take the sidewalk from Brooks Elementary School along Hassam Road to Chaucer Court. We believe that we will have some money left over after that sidewalk is installed. The next priority would be to try to get a sidewalk from McCormick School to the entrance to Hunter's Run. Mr. McGurk said that we know that \$70,000 won't pay for both connections. At this point, Baker has done a design that was submitted to PennDOT for bidding. Mr. Eicher asked if this work would be done this summer. Mr. McGurk said that it would. When we had the initial orientation meeting with PennDOT, there was a reimbursement agreement that they were talking about. Mr. Petroccia said that they take two or three percent of the \$70,000 for their administrative fees. Mr. McGurk said that there is a draft tri-party agreement between the contractor, the Township and PennDOT. It is something that the Township will have to execute before the construction begins. All construction would take place within the State right-of-way. Ms. Creese said that obviously this was not a normal winter. But there was a two-week period of time where students who normally walk to school could not do so because of the amount of snow. There were areas where we couldn't make people shovel their sidewalks because were plowing the snow onto the sidewalks since there was nowhere else to put it.

There being no further business before the Board, the meeting adjourned at 9:15 p.m.

Respectfully submitted,

Janet L. Sieracki
Assistant Municipal Secretary