

North Buffalo Township
April 20, 2022

The North Buffalo Township Board of Supervisors met at the Municipal Building at 7:00 p.m., April 20, 2022 with Supervisors Mike Valencic, Jennifer Matarrese and Calvin Crissman, Secretary Pam Bowser, Solicitor Scott Andreassi, Police Chief Jason Hufhand, and approximately 21 citizens in attendance.

Supervisor Mike Valencic called the meeting to order at 7:00 p.m. He led the Pledge of Allegiance and asked for a moment of silence to honor those in service of our country. He then announced that the meeting was being audio and video recorded.

Jennifer Matarrese made the motion to approve the minutes of the March 16, 2022 Supervisors' Meeting. Calvin Crissman seconded the motion. All voted in favor and the motion carried.

Calvin Crissman made the motion to approve the bills as presented on the Bill List with General Fund checks #27917 through #27958 in the amount of \$27,504.99, General Fund electronic debits in the amount of \$31,969.95 and State Fund checks #820 through #825 in the amount of \$7,043.18. Jennifer Matarrese seconded the motion. All voted in favor and the motion carried.

Calvin Crissman made the motion to approve the Treasurer's Report as presented, with Mike Valencic seconding the motion. All voted in favor and the motion carried.

Township Police Chief Jason Hufhand gave the monthly police report. He also reported to the board that the e-citation software will soon be obsolete when 3G shuts down. A new program compatible with 5G network costs \$3,195. The supervisors were in agreement to update to the new e-citation software as long as there is enough funds left in the budget for it. Chief Hufhand reported that the wi-fi hotspot battery needs replaced. He also told the board that the Enrad system can be evenly traded in for VASCAR at no cost. The supervisors were all in favor of trading it in. Chief Hufhand asked if the road crew could dig a burning pit for him to purge records. He then gave the monthly response report for West Hills.

Dave Orton from Ford Cliff Fire Department and Chris Beck from West Kittanning Fire Department each gave their monthly response reports.

Jennifer Matarrese then gave the monthly road master report. There was a call out for a tree down. The road crew replaced and added a stop sign at Ferne and Dogwood, patched and did road maintenance throughout the township, and cut brush on trees on several roads. Ruffaner Road was bermed, graded and stone was spread. They began prepping roads for the tar and chip project by berming and making road and pipe repairs. The joystick on the high lift was repaired under warranty. Clean up day was held on March 26, 2022.

The first item under unfinished business was the Belltop Drive agreement. The matter was tabled as the solicitor is not yet finished with the agreement.

Calvin Crissman made the motion to approve and advertise proposed Ordinance No. 22-3 regarding the Kittanning Suburban Joint Water Authority. Mike Valencic seconded the motion. Calvin Crissman and Mike Valencic voted in favor. Jennifer Matarrese was not in favor. The motion carried.

The next item on the agenda was the police agreement with East Franklin Township. This matter was tabled since it was discovered that there is a County agreement that would supersede small individual agreements between townships. The solicitor will obtain a copy of the County agreement and get it to the supervisors for their review before the next meeting.

The supervisors and solicitor continued the discussion on a pension plan for the police chief. Concerns were brought up about finding funds in the budget for a plan. Mike Valencic stated that he would suggest cutting roads from the tar and chip project because a police pension plan is more important than the roads and because the other township employees have a pension. Jennifer Matarrese said that the tar and chip project has already been budgeted for and has already been advertised and bid out. She stated that she is not willing to take any roads off of the project. Calvin Crissman said he is in favor of a police pension as long as there is money available to budget for one. Solicitor Scott Andreassi suggested that the supervisors start applying to pension plan administrators to get cost figures. The supervisors will look further into the matter.

The Supervisors then awarded the bids for Superpave top and base and road oils. The bids were opened and recorded earlier in the day at 11:00 a.m. One bid for Superpave top and base was received from Wiest Asphalt Products. Jennifer Matarrese made the motion to award the bid for Superpave top and base to Wiest Asphalt Products. Mike Valencic seconded the motion, all voted in favor, and the motion carried. Three bids were received for road oils as follows:

\$129,875 – Midland Asphalt Materials

\$156,750 – Russell Standard Corp.

\$122,525 – Suit-Kote Corp.

Jennifer Matarrese made the motion to award the bid for road oils to lowest bidder Suit-Kote Corp. Calvin Crissman seconded the motion, all voted in favor, and the motion carried.

The supervisors then awarded the seal project bid for Wyant, Sportsman, Boarts, Simcik, Cemetery and Bypass Roads. This bid was also opened and recorded earlier in the day at 11:00 a.m. The bid includes the end of Wyant Road located across the township line in East Franklin Township. This portion will be billed directly to East Franklin Township separate from North Buffalo Township's portion. Two bids were received as follows:

Midland Asphalt Materials, Inc. – Total bid of \$98,669.99 less East Franklin Township's portion of \$3,215.42 to equal a total bid for North Buffalo's portion of \$95,454.57

Russell Standard Corp. – Total bid of \$99,685.61 less East Franklin Township's portion of \$3,798.08 to equal a total bid for North Buffalo's portion of \$95,887.53

Jennifer Matarrese made the motion to award the bid for the 2022 tar and chip project to Midland Asphalt Materials, Inc. Calvin Crissman seconded the motion, all voted in favor, and the motion carried.

Mike Valencic reported that the township has a Solicitation Ordinance No. 18-5. The ordinance was passed in 2018 but the corresponding permit forms were never drafted nor was a fee amount ever set. Calvin Crissman made the motion to set the fee for a solicitation permit by resolution at \$100. Mike Valencic seconded the motion, all voted in favor, and the motion carried. A list of addresses of residents who choose to opt out according to the ordinance will be given to permit holders so they know they are not allowed to solicit at those homes. A resolution for setting the fee will be presented at the next meeting.

During public comment Paul Adams asked if the definition of the Road Master has been updated. Mike Valencic replied that the most recent revision was dated October 16, 2019. Rick Adams again asked what the latest update for the definition of the Road Master was. Mike Valencic again responded October 16, 2019. Rick Adams then asked the secretary what “admin” means on the timesheets. She replied “administration”. Jennifer Matarrese asked Rick Adams if she could answer any other questions for him since everything seems to be directed toward the road master. She asked him if he had a personal issue to discuss with her and if so, they could take it outside because it is not appropriate to discuss personal issues during a township public meeting. Rick Adams then asked Supervisor Calvin Crissman if he had been sworn in and on what date. Calvin Crissman answered that yes he had been sworn in but he had no idea what date it was. Solicitor Scott Andreassi said it would be on record at the Court House.

Jennifer Matarrese made the motion to adjourn the meeting at 7:58 p.m. Calvin Crissman seconded the motion, all voted in favor, and the motion carried.

Pamela L. Bowser
North Buffalo Township Secretary