

## MINUTES

### REGULAR MEETING OF HAMPTON TOWNSHIP COUNCIL

WEDNESDAY, OCTOBER 26, 2016

President Son called to order the Regular Meeting of Hampton Township Council at 7:30 pm in the Council Chambers of the Municipal Building located at 3101 McCully Road, Allison Park, Pennsylvania.

Those present: V. Son, President; R. Dunlap, C. Montgomery, S. Neugebauer, P. Russ, Members; J. Speakman, Controller; V. Tucceri, Legal Counsel; W.C. Lochner, Municipal Manager.

#### APPROVAL OF MINUTES

Mr. Montgomery moved for the approval of the minutes for the Regular Meeting held September 28, 2016, the Special Meeting held October 12, 2016 and the Agenda Meeting held October 12, 2016. Mr. Russ seconded the motion and a roll call vote was unanimously in favor.

#### CITIZEN AGENDA MATTERS

Al Werling of Talley Cavey Road asked for more information regarding the earthwork that is occurring at the corner of Route 8 and Duncan Avenue. Mr. Son reported that this is the final work for the current phase of the Lower Allison Park Flood Mitigation Project. He noted that the contractor must be completed with this work by December 1, 2016. This phase will include the installation of the dry basin and the addition of a gazebo and walking track.

#### RECOGNITION OF TOWNSHIP DCS EMPLOYEES KELLEN WHEELER AND GREGORY CHERNOSKY

Mr. Son recognized Mr. Wheeler and Mr. Chernosky for their quick action to help save a resident of Hampton from serious injury or death. Mr. Son provided a summary of the incident, explaining that the resident, Mr. Erhardt, was mowing his lawn when his tractor flipped over, trapping him underneath. His wife was unable to free him so she stopped Mr. Wheeler and Mr. Chernosky as they were driving by. They immediately followed her and helped to lift the tractor off of the resident. Mr. Erhardt thanked Mr. Wheeler and Mr. Chernosky for their help. Mr. Son also thanked them on behalf of the members of Council and the Controller.

#### AUTHORIZATION TO ADVERTISE A PUBLIC HEARING DATE IN ACCORDANCE WITH THE 2017 TOWNSHIP BUDGET

Mr. Son stated that the suggested Public Hearing date is Wednesday, December 7, 2016. He noted that this is simply an authorization to advertise.

**MINUTES**  
**REGULAR MEETING**

**HAMPTON TOWNSHIP COUNCIL**  
**WEDNESDAY OCTOBER 26, 2016**

**Mr. Montgomery moved for the authorization to advertise a Public Hearing in accordance with the 2017 Township Budget with a suggested Public Hearing date of December 7, 2016. Mr. Russ seconded the motion and a roll call vote was unanimously in favor.**

Following the vote, a short discussion was held regarding the possible dates for the Budget workshop.

**ADOPTION OF A JOINDER RESOLUTION REGARDING THE MIDWESTERN INTERMEDIATE UNIT VI PURCHASING PROGRAM**

Mr. Lochner requested that this item be tabled for the time being.

**Mr. Russ moved to table the adoption of a joinder resolution regarding the Midwestern Intermediate Unit VI Purchasing Program. Mr. Montgomery seconded the motion and a roll call vote was unanimously in favor.**

**NORTH HILLS COUNCIL OF GOVERNMENTS MONTHLY REPORT**

Mr. Montgomery provided a summary of the recent discussions that were held regarding the contract negotiations for the cable companies. He asserted that the Township should not have to pay legal fees to obtain money that is owed to it. He also questioned whether the cable companies have lived up to their obligations under the previous contract.

**WATER AUTHORITY MONTHLY REPORT**

A copy of the Water Authority monthly report was included as a part of Council's agenda packet.

**ENGINEER'S MONTHLY REPORT - GATEWAY**

A copy of the engineer's monthly report from Gateway was included as a part of Council's agenda packet.

**LEGAL COUNSEL MONTHLY REPORT**

A copy of the legal counsel monthly report was included as a part Council's agenda packet.

**CONTROLLER'S/MANAGER'S MONTHLY REPORT**

Mr. Speakman had nothing significant to report. Mr. Son noted that it is currently anticipated that there will be no new tax increases in 2017.

**MINUTES**  
**REGULAR MEETING**

**HAMPTON TOWNSHIP COUNCIL**  
**WEDNESDAY OCTOBER 26, 2016**

Mr. Lochner stated that the Police Department is considering making an amendment to their contract, which he would like members of Council to review. Mr. Son briefly summarized the proposed amendment.

**PUBLIC SAFETY MONTHLY REPORT**

A copy of the Public Safety monthly was included as a part of Council's agenda packet.

Mr. Son remarked that the audit report for the North Hampton Volunteer Fire Department states that they have insufficient bond coverage. He questioned if this matter has been resolved. Mr. Lochner replied yes and stated that he received a letter from the North Hampton VFD to that effect, which includes a copy of the bond that is in place. He gave a brief summary of how this situation came to be and noted that it has been resolved as a result of the audit report. Mr. Son requested that Mr. Lochner verify that a copy of the bond has been forwarded to the auditor.

**APPROVAL OF THE WINTER/SPRING HOURS OF OPERATION FOR THE COMMUNITY CENTER**

Mr. Son stated that this item is standard operating procedure for the Township and the hours will be the same as they have been in past years.

**Mr. Montgomery moved for the approval of the winter/spring hours of operation for the Community Center as per the memo from Mr. Zarenko dated October 3, 2016. Mr. Dunlap seconded the motion and a roll call vote was unanimously in favor.**

**AWARD OF BIDS WITH REGARD TO THE SHACOG FALL COMMODITIES BID PROGRAM**

Mr. Son stated that this item is also standard operating procedure for the Township. He explained that this will only establish pricing if the Township needs to purchase any of the commodities on the list.

**Mr. Montgomery moved for the award of bids with regard to the SHACOG Fall Commodities Bid Program as per the memo from Mr. Zarenko dated October 4, 2016. Mr. Dunlap seconded the motion and a roll call vote was unanimously in favor.**

**COMMUNITY SERVICES MONTHLY REPORT**

A copy of the Community Services monthly report was included as a part of Council's agenda packet.

AUTHORIZATION TO PURSUE THE ENGINEERING FACILITIES EVALUATION PLAN

Mr. Son explained that this item is needed to determine a 3-5 year plan for the Water Pollution Control Plant moving forward. Mr. Lochner informed Council that this is a step by step process and he described the timeline of the overall project. Mr. Russ questioned if the fee for this plan will be paid only by Hampton Township or if any other surrounding communities that impact the Township's sewer system could be asked to contribute. Mr. Lochner replied that the cost of the engineering facilities evaluation plan will be paid solely by Hampton Township, however, the cost of the ensuing Act 537 plan could be eligible for proportionate payments by relevant municipalities. Several more remarks were exchanged regarding the format for the billing of this study.

Mr. Dunlap moved to accept the proposal from KLH Engineers dated September 29, 2016 for the engineering facilities evaluation plan in an amount not to exceed \$30,000. Mr. Russ seconded the motion and a roll call vote was unanimously in favor.

AUTHORIZATION TO PURSUE PHASE 2 OF THE WPCP SCADA SYSTEM THROUGH THE CAPITAL IMPROVEMENTS PROGRAM

Mr. Degnan provided an explanation of the purpose and function of the SCADA system, noting that it provides communication between the various pieces of equipment throughout the WPCP. Mr. Son verified from Mr. Degnan that this system will be compatible with any upgrades that are made at the WPCP moving forward.

Mr. Russ moved for the authorization to pursue Phase 2 of the WPCP SCADA system through the Sewer Capital Fund in an amount not to exceed \$30,000. Mr. Dunlap seconded the motion and a roll call vote was unanimously in favor.

ENVIRONMENTAL SERVICES MONTHLY REPORT

A copy of the Environmental Services monthly report was included as a part of Council's agenda packet.

Mr. Degnan updated Council regarding the effects of a recent heavy rainfall on Township sanitary operations.

CONSIDERATION AND AUTHORIZATION TO ADVERTISE AN ORDINANCE REGARDING THE REQUEST FOR TAKEOVER OF THE WHISPERING CREEK DEVELOPMENT

Mr. Orban explained the review process for takeover requests of developments under the Municipalities Planning Code. He stated that the Township engineer is recommending acceptance

**MINUTES**  
**REGULAR MEETING**

**HAMPTON TOWNSHIP COUNCIL**  
**WEDNESDAY OCTOBER 26, 2016**

of this plan, which would be done via the enactment of an ordinance at the December Regular Meeting accepting the associated infrastructure. Mr. Son stated that several complaints were received from an adjacent property owner regarding a negative impact to his property, which he attributed to the Whispering Creek development. Mr. Son reported that the Township sent an engineer to Whispering Creek to evaluate those complaints. The engineer viewed the site and made several recommendations. The developer has also voluntarily agreed to perform some minor grading work to help a drainage issue being experienced by this property owner. Mr. Dave McMaster with Wickline Development, the attorney for the developer, was in attendance regarding this item. Mr. McMaster reported that he received photos from the resident, Mr. Frank Alchier, showing his complaints. As a result of these photos, Mr. McMaster reported the removal of silt fencing that had been left in one of the swales by a contractor. He stated that they also dug a small drainage channel to help with a wet area on Mr. Alchier's property. Mr. McMaster added that this drainage channel will be formally installed using equipment once they have a contractor on site to develop that lot. He noted that all of the issues he was aware of have been taken care of. Mr. Son stated that, once Council is ready to move forward, the costs associated with any outstanding issues will be set aside in escrow pending their completion to the Township's satisfaction, which Mr. McMaster agreed to. Mr. Orban remarked that part of the original approval was to replace an off-site stormwater control. He explained that there is a stormwater line to the east of the property that was to be replaced in partnership with the Township, but which was never completed. He noted that the funds for this would also need to be set aside in escrow.

Mr. Frank Alchier of Hampton Farms Drive described the issues that he believes still need to be fixed and stated that a silt fence and silt sock are laying in the swale and covered in silt. Mr. McMaster asserted that the silt fence and silt sock were removed from the swale after they received Mr. Alchier's photos. Mr. Alchier stated that water is not draining into the upper stormwater facility. Mr. McMaster replied that a worker has hand dug a drainage channel to help with the stormwater flow. He added that they will be bringing in a mini-excavator to formally install this channel to help with that issue. Mr. Orban reported that the engineer is not requiring that the vegetation be removed, explaining that the swale will be more stable with the vegetation and will still have flow. Mr. Montgomery expressed concern regarding the vegetation remaining in place and stated support for adding rip rap around a storm water grate. Mr. Son spoke on behalf of the residents living in the Whispering Creek plan who have the expectation that the Township will be performing services such as road maintenance and snow/ice control. He re-stated that the cost to remediate all of these issues will be set aside in escrow to ensure their completion following the takeover. Mr. Montgomery stated his belief that the Township should not take over a development until it is correct and maintainable. Mr. Orban commented that PVE Sheffler did review this plan and has approved the swale and grate to remain in their current condition. Mr. Son remarked that Council's vote is simply an authorization to advertise for a takeover ordinance and as such Council can continue consideration of this request. He asked that PVE Sheffler re-visit the site to look more closely at Mr. Montgomery's and Mr. Alchier's concerns. Ms. Neugebauer questioned who determines how much money will be set aside in escrow. Mr. Lochner replied that Township staff and engineers would make that determination. Several remarks were exchanged regarding the

**MINUTES**  
**REGULAR MEETING**

**HAMPTON TOWNSHIP COUNCIL**  
**WEDNESDAY OCTOBER 26, 2016**

comments on the engineering inspection report from PVE Sheffler. Mr. Dunlap and Mr. Tucceri discussed the format and language of the ordinance.

**Mr. Dunlap moved for the authorization to advertise an ordinance regarding the request for takeover of the Whispering Creek Development. Mr. Russ seconded the motion and a roll call vote was unanimously in favor.**

**CONSIDERATION AND AUTHORIZATION TO ADVERTISE AN ORDINANCE REGARDING THE REQUEST FOR TAKEOVER OF THE SINGLE FAMILY DWELLINGS PORTION OF THE STONEBRIDGE DEVELOPMENT**

Mr. Orban stated that there are several remaining items that need to be addressed, including the deposit of HOA funding, the establishment of a maintenance bond, final approval of the sanitary system, the completion of the road crack sealing, and the balancing of the escrow account. He explained that these items are fairly minor and are generally monetary in nature. Mr. Orban stated that, at this point, Township staff is recommending that Council accept the engineer's recommendation for takeover of the development.

**Mr. Dunlap moved for the authorization to advertise an ordinance regarding the request for takeover of the single family dwellings portion of the Stonebridge development. Mr. Russ seconded the motion and a roll call vote was unanimously in favor.**

**CONSIDERATION AND AUTHORIZATION TO ADVERTISE AN ORDINANCE REGARDING THE REQUEST FOR TAKEOVER OF THE MEADOWS AT HAMPTON DEVELOPMENT**

Mr. Son noted that the developer has granted an extension and requested that this item be tabled to the November Council meetings.

**Mr. Russ moved to table consideration and authorization to advertise an ordinance regarding the request for takeover of the Meadows at Hampton development. Mr. Dunlap seconded the motion and a roll call vote was unanimously in favor.**

**CONSIDERATION AND AUTHORIZATION TO ADVERTISE AN ORDINANCE REGARDING THE REQUEST FOR TAKEOVER OF THE VRABEL FIELDS DEVELOPMENT**

Mr. Orban summarized the development and stated that there are only very minor engineering items remaining. He recommended that Council accept the engineer's recommendation and authorize the advertisement of the takeover ordinance.

**MINUTES**  
**REGULAR MEETING**

**HAMPTON TOWNSHIP COUNCIL**  
**WEDNESDAY OCTOBER 26, 2016**

**Mr. Dunlap moved for the authorization to advertise an ordinance regarding the request for takeover of the Vrabel Fields development. Mr. Russ seconded the motion and a roll call vote was unanimously in favor.**

**REFERRALS**

**Mr. Russ moved for the referral of the Tolomeo Preliminary/Final Subdivision (16-18) and the Wright Simple Subdivision (16-19). Mr. Dunlap seconded the motion and a roll call vote was unanimously in favor.**

**ZONING AND PLANNING MONTHLY REPORT**

A copy of the Zoning and Planning monthly report was included as a part of Council's agenda packet.

Mr. Orban noted that he will be submitting an update to Council in November regarding the ongoing project to update the Township's Geographical Information System (GIS).

**OLD BUSINESS**

Mr. Lochner provided a brief update on the progress of the Lower Allison Park Flood Mitigation Project.

**NEW BUSINESS**

Nothing was brought before Council for discussion.

**There being no further items for discussion, Mr. Son adjourned the Regular Meeting at 8:24 pm.**

Susan A. Bernet,  
Clerk of Council

Victor D. Son,  
President of Council