

MINUTES

AGENDA MEETING OF HAMPTON TOWNSHIP COUNCIL

WEDNESDAY, NOVEMBER 9, 2016

President Son called to order the Agenda 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, Members; J. Speakman, Controller; V. Tucceri, Legal Counsel; W.C. Lochner, Municipal Manager.

Mr. Son congratulated President-elect Trump on his victory in the 2016 presidential election.

DISCUSSION REGARDING THE PRESENTATION OF THE PROPOSED 2017 TOWNSHIP BUDGET

Mr. Lochner stated that members of Council have been forwarded a copy of the proposed 2017 Budget. A short discussion was held regarding the date and time of the 2017 Budget workshop. Mr. Son stated that the proposed Budget contains no tax increases for 2017.

DISCUSSION REGARDING THE ADVERTISEMENT OF THE FOLLOWING 2017 BUDGET RELATED ORDINANCES: 1. TAX MILLAGE, 2. TOWNSHIP BUDGET, 3. CAPITAL IMPROVEMENT PROGRAM BUDGET

Mr. Son remarked that this item is simply a request for the authorization to advertise these ordinances.

DISCUSSION REGARDING THE 2017 CAPITAL IMPROVEMENT PROGRAM BUDGET

Mr. Son commented that the information regarding this item was forwarded to Council with the proposed 2017 Budget presentation.

DISCUSSION REGARDING THE AUTHORIZATION TO OBTAIN RFP'S FOR THE 2017 TAX AND REVENUE ANTICIPATION NOTE

Mr. Son stated that this item is standard operating procedure for the Township. Mr. Lochner noted that the Township will be reducing the value of the Tax and Revenue Anticipation Note this year from 2.25 million to 2 million dollars due to an improved financial position.

DISCUSSION REGARDING A GENERAL-CAPITAL IMPROVEMENT FUND TRANSFER

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Mr. Lochner explained that, when the Township established a separate Capital Improvements tax last year, the ability to transfer money from the General Fund to the Capital Improvement Fund was eliminated. He stated that, although all of the projects that were implemented this year were within the Budget, the Township did not collect enough revenue to cover these costs and the account is now over extended. He asked that Council authorize the transfer of revenue from the General Fund to cover this gap. He noted that the transfer has been included in the proposed 2017 Budget. Mr. Son remarked that Council approved all of the associated spending items, however, the revenues were simply not allocated properly. Mr. Son stated that, even with this transfer, the General Fund will still have a balance of about \$900,000 that will be carried over into next year. Several remarks were exchanged regarding general fiscal policies as well as the procedure for drawing down on the Tax and Revenue Anticipation Note.

DISCUSSION REGARDING A JOINDER AGREEMENT REGARDING THE MIDWESTERN INTERMEDIATE UNIT IV PURCHASING PROGRAM

Mr. Son stated that this item will give the Township access to better pricing on materials, which the Township is under obligation to purchase.

DISCUSSION REGARDING A POLICE CONTRACT ADDENDUM REQUEST

Mr. Son reported that this item will be tabled to allow time for the solicitor to review and discuss the language of this addendum with the Police Department. Mr. Son provided a brief summary of the content in the proposed amendment.

DISCUSSION REGARDING THE CERTIFICATION OF THE NEW PART-TIME POLICE OFFICER ELIGIBILITY LIST

Chief Vulakovich commented that the list has been completed and forwarded to Council. Mr. Dunlap and Chief Vulakovich discussed the number of applicants that completed the testing. Mr. Lochner noted that the quality of the applicants on the list, especially in the top five positions, is very high.

DISCUSSION REGARDING THE PROPOSED HIRING OF THREE NEW PART-TIME POLICE OFFICERS

Mr. Son asked when the new part-time officers would start. Chief Vulakovich replied that the projected start date is December 26, 2016. Chief Vulakovich discussed the outstanding hiring requirements that must be completed before the new part-time officers can begin working. He requested that, if the new list is certified, Council move forward with offering positions to the top three candidates on the list, one of whom is a veteran.

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DISCUSSION REGARDING DCS PROGRAM FEE AMENDMENTS

Mr. Zarenko stated that this item was included in the 2017 Budget for the Department of Community Services. The programs include classes for adults, senior citizens and youth age groups. The increased revenue will go towards operating overhead. He noted that the average increase in cost is only 5%.

DISCUSSION REGARDING PROPOSED COMMUNITY CENTER RENTAL WEDDING PACKAGE RATES

Mr. Zarenko described the details of this package. He remarked that it can be also used for other types of rentals besides weddings as long as the rental is for 6 or 8 hours and includes the items listed in the package. Mr. Zarenko noted that this is a benefit to both the Township and the patron as it gives them more benefits for a lower price than renting each component individually. Mr. Speakman pointed out a typo in the memo for this item. Mr. Zarenko agreed to provide a revised memo for Council's next meeting.

DISCUSSION REGARDING THE PROPOSED COMMUNITY CENTER PERSONAL FITNESS TRAINER FEE

Mr. Zarenko stated that the Township currently does not charge a fee to personal trainers who use the Community Center Fitness Area for their business. He explained that the Township is proposing a \$500.00 fee per 12-month cycle for personal trainers who would like to use Township facilities. Mr. Dunlap asked how many personal trainers are currently using the Community Center. Mr. Zarenko replied that there are between 3 and 5 active trainers who are using the Fitness Area for their clientele. Mr. Zarenko stated that the Township will continue to verify that all personal trainers using Township facilities have active certification and licensing.

OTHER COMMUNITY SERVICES BUSINESS

Mr. Zarenko stated that the annual detention pond maintenance program will begin the week of November 22, 2016.

DISCUSSION REGARDING ENVIRONMENTAL SERVICES BUSINESS

Mr. Degnan reported that the Township recently received a letter from the EPA, which was sent to every wastewater treatment entity in the country, stating that they are performing a nationwide study on nutrient removal and are requesting everyone's participation. Mr. Degnan reported that the letter has been forwarded to the Township's sanitary engineering firm for advice on how to proceed. Mr. Son questioned if the Township can opt out of this program. Mr. Degnan replied that this will most likely not be possible as it will be a mandate on the Township's NPDES permit. He provided a summary of the science behind this study, explaining that nutrient fertilizers such as nitrogen and phosphorous are infiltrating streams and rivers and killing off the aquatic

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life. Mr. Dunlap asked if it is anticipated that the Township will be exceeding the limits on these nutrients. Mr. Degnan was not able to give an estimation on this as the limits have not yet been released. He explained the Township's current testing procedures for these nutrients.

SEAHORSE REVISED SITE PLAN (16-17)

The applicant is proposing to redevelop the existing Seahorse building and site for office and restaurant use at property located at 4906 Route 8 in an HC zoning district. Improvements will include the addition of two stories to the existing structure as well as other site improvements. The owner has an existing agreement with a contiguous property owner for off-site parking. Variance requests have been submitted to the Township's Zoning Hearing Board for setback, building height, and bufferyard dimension relief. **The applicant has granted an extension to the Township through December 3, 2016.**

Mr. Son stated that the applicant has granted an extension and requested that this item be tabled at the next Council meeting.

DISCUSSION REGARDING A PROPOSED ORDINANCE RELATED TO THE TAKEOVER OF THE WHISPERING CREEK DEVELOPMENT

Mr. Orban noted that there were numerous items discussed at the last meeting that needed to be resolved prior to the Township considering acceptance of this request. He reviewed those items and stated that the Township's stormwater engineer visited the site again and recommended additional changes to satisfy Council's, and the adjacent property owner's, concerns. Mr. Orban reported that the developer has completed those recommended changes. The Township engineer went back to the site and verified that the requested changes were installed. The engineer also stated that the stormwater system is functioning as designed and there are no off-site impacts occurring. Mr. Orban commented that there are several other requirements that have not yet been resolved, including the need for a maintenance bond, the stormwater fee, and payment for the escrow account that is currently has a negative balance. He stated that these, and any other unresolved items, need to be addressed prior to Township staff recommending approval of the takeover request. Mr. Dave McMaster, the attorney for the developer, was in attendance to address Council regarding this item. He asserted that all outstanding items will be resolved by the following Tuesday so that Council will be on track to vote on this item in November. Mr. Frank Alchier, of Hampton Farms Drive, was in attendance and addressed Council regarding his ongoing concerns as an adjacent property owner. He detailed his concerns, namely that there is silt in a swale that needs to be removed and the ground level near a stormwater grate is too low, which he asserted is preventing the water from flowing into it. He also remarked that he believes stormwater runoff from Whispering Creek created a wetland area on his property, which will be unable to be mowed in the summer time. Mr. Son stated that, because the Township's engineer has visited the site and approved the design and function of the stormwater system, Council cannot force the developer to make any additional changes since they have already been determined to be in compliance. Mr. Son encouraged the developer to work with Mr. Alchier on their own to try to

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achieve a mutually agreeable solution for both parties. Mr. McMaster re-stated their intention to perform additional grading work to the swale bordering Mr. Alchier's property once the Building Permit for Lot 19 has been issued. He expressed his hope that this would help assuage Mr. Alchier's concerns.

DISCUSSION REGARDING A PROPOSED ORDINANCE RELATED TO THE TAKEOVER OF THE SINGLE-FAMILY DWELLINGS PORTION OF THE STONEBRIDGE DEVELOPMENT

No discussion was held regarding this item. It is currently on schedule to be voted on by Council in two weeks.

DISCUSSION REGARDING A PROPOSED ORDINANCE RELATED TO THE TAKEOVER OF THE VRABEL FIELDS DEVELOPMENT

Mr. Orban reported that everything is in order and Township staff will be recommending approval of this item at Council's Regular Meeting.

DISCUSSION REGARDING THE REQUEST FOR TAKEOVER OF THE MCCASLIN RIDGE DEVELOPMENT

Mr. Son remarked that the developer for McCaslin Ridge has granted an extension for this request through June of 2017 and has requested to be tabled by Council. Mr. Orban reported that this extension is being discussed with the solicitor's office and the Township may want to proceed with the takeover before next June. Mr. Tucceri explained that the Township is conducting a review of all outstanding developments that have passed the two-year timeframe following approval. He noted that they are consulting with Township engineers to determine if there is sufficient bonding in place for the Township to proceed with takeovers and complete any complete any necessary work itself.

DISCUSSION REGARDING THE REQUEST FOR TAKEOVER OF THE MEADOWS AT HAMPTON DEVELOPMENT

Mr. Orban remarked that the developer has granted an extension through December of 2016 and requested to be tabled by Council for the month of November. He added that this takeover request is only for the roads in the development and will not incorporate the stormwater system at this time.

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DISCUSSION REGARDING THE REQUEST FOR PARTIAL RELEASE OF FUNDS FROM THE IMPROVEMENTS SECURITY ASSOCIATED WITH THE HAMPTON PLACE FINAL CONSERVATION SUBDIVISION

Mr. Orban provided a description of the development and stated that they are requesting the partial release of funds due to the completion of part of the infrastructure. He reported that the Township engineer has reviewed this request and is recommending approval.

DISCUSSION REGARDING THE REQUEST FOR PARTIAL RELEASE OF FUNDS FROM THE IMPROVEMENTS SECURITY ASSOCIATED WITH THE GUARDIAN STORAGE REVISED SITE PLAN

Mr. Orban commented that, as with the previous item, the developer for Guardian Storage has completed a portion of the infrastructure and, as such, is requesting a partial release of funds from the improvements security. The Township engineer has reviewed this request and is recommending approval.

DISCUSSION REGARDING A GIS PHASE 2 PROJECT UPDATE

Mr. Orban requested authorization to proceed with Phase 2 of the project to update the Townships Geographical Information System (GIS). He explained that Phase 1 has been completed over the past two years and Phase 2 will cover customization to the Township's specific needs. Mr. Lochner noted that Phase 2 is included in the Township Budget for this project.

OTHER BUSINESS

Nothing was brought before Council for discussion.

There being no further items for discussion, Mr. Son adjourned the Agenda Meeting at 7:58 pm.

Susan A. Bernet,
Clerk of Council

Victor D. Son,
President of Council