

**NEVILLE TOWNSHIP
5050 GRAND AVENUE
NEVILLE ISLAND, PA 15225**

**August 1, 2019
7:00 PM
CAUCUS MEETING**

CALL TO ORDER:

The August 1, 2019 Caucus Meeting was called to order by Chairman Leon at 7:03 PM.

ROLL CALL:

Present: Mr. Whitaker, Mr. Rutter and Mr. Leon.

Mr. Brown arrived at 7:09 PM.

Mr. Mundell was absent.

Also, Present:

Jeanne Creese, Township Manager

GUESTS:

NONE

OLD/NEW BUSINESS:

Planning Commission / Development Applications: The Planning Commission met on July 25, 2019 and reviewed an application from Tri-State Trailers Sales to remove temporary office trailers and construct an addition to their existing building. Plan was tabled until August meeting.

River Salvage met with staff for a pre-application meeting for a proposed project to construct a maintenance shed. Neville Chemical is replacing a tank and staff is reviewing which permits will be required.

Zoning Hearing Board Applications: No new applications. Manager Creese reminded the Board the Planning Commission still needs an alternate member.

Manager / Financial Reports: Financial reports were provided the Board. Mark Turnley has initiated work on the 2018 audit.

Ordinance Codification Project: General Code has submitted the first work product, the Organization Analysis. Mr. Means and Manager Creese will prepare the response due by September 6, 2019.

Revised Quotes – Meeting Room Sound System Improvements: All quotes have been received. Manager Creese suggested this project be included in the 2020 budget.

Draft – Landlord Licensing Ordinance: Solicitor Means provided the Board with a Draft Ordinance dated June 18, 2019. Further action is awaiting Board comments.

2019 Holiday Event Planning: Manager Creese advised the Board planning needs to begin for the December 14, 2019 event. She explained that the number of children attending has almost doubled. The event is popular and social media has also distributed the announcement to surrounding communities. Business donations have not increased to account for the extra children's gift bags.

The Board discussed and limited the gift bags to children, grandchildren and legal guardians or residents. An age limit of 12 and under was added.

ACTION ITEMS:

Motion 1: 2019-2020 Rock Salt Award

Motion by Mr. Whitaker to approve the Article of Agreement with Cargill, Inc. for Rock Salt for the 2019-2020 winter season per the SHACOG bid opened on July 23, 2019.

Second by: Mr. Brown

Roll Call: Mr. Brown - Yes, Mr. Whitaker - Yes, Mr. Rutter - Yes and Mr. Leon Yes.

Motion carried: 4/4

MOTIONS / SCHEDULED FOR REGULAR MEETING:

1. Bid Opening – Salt Storage Facility
2. Motion – Walnut Street Drainage Improvements Pay Request No. 2
3. Schedule Motion – Tri-State Trailer Sales – SALDO and Waivers has been removed from next week's agenda, as the Planning Commission tabled this item.

EVENTS / REMINDERS:

NONE

OTHER BUSINESS:

Mr. Whitaker stated that a street opening on 1st Street was not repaired. Bill Leon stated there is also a street opening on Gibson Lane.

Mr. Leon reminded the Board to review the Draft Landlord Licensing Ordinance and to provide comments.

REQUEST TO ADJOURN:

Motion by Mr. Whitaker to adjourn the meeting at 7:17 PM.

Second: Mr. Rutter

Motion: 4/4

Prepared by Lois Pusateri
Preparation date: August 8, 2019
Review date: August 9, 2019

Respectfully Submitted By:



Leanne M. Creese
Township Manager