

Neville Township  
5050 Grand Avenue  
Neville Island, PA 15225

Regular Meeting Agenda  
March 14, 2024  
7:00 PM

**CALL TO ORDER**

The regular meeting calls to order by the Chairman at \_\_\_\_\_ pm.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Officials Present:

Mr. Belsterling \_\_\_\_\_, Mr. Brown\_\_\_\_\_, Mr. Kerr \_\_\_\_\_, Mr. Stewart \_\_\_\_\_, and Mr. Rutter \_\_\_\_\_.

Also, Present:

Township Solicitor Emily Mueller  
Township Engineers Drew Null and Cody Colarusso  
Police Chief Joseph Hanny  
Township Manager Jeanne Creese (remote due to training)  
Township Clerk Debra Thomas

*Prior Executive Session Announcement: None*

**GUESTS**

**AUDIENCE COMMENT ON AGENDA ITEMS ONLY**

**ENGINEER’S REPORT and MS4 STORMWATER REPORT**

**SOLICITOR’S REPORT**

**COMMISSIONERS’ REPORTS**

- **Vice-Chairman Dave Kerr – Public Works - Water and Sewer**
- **Commissioner Jim Brown – Public Works - Streets and Highways**
- **Commissioner Will Belsterling - Parks and Recreation**
- **Commissioner Mark Stewart – Public Safety (Police, Fire, EMA)**
- **Chairman Rick Rutter – Finance, Administration and Buildings**

**BILLS**

**Motion 1: Call for a motion to accept the bills due and payable as of March 14, 2024.**

*Motion by:* \_\_\_\_\_ *Second by:* \_\_\_\_\_.

Roll Call:

Mr. Belsterling \_\_\_\_\_, Mr. Brown\_\_\_\_\_, Mr. Kerr \_\_\_\_\_, Mr. Stewart \_\_\_\_\_, and Mr. Rutter \_\_\_\_\_.

**TREASURER’S REPORT**

**Motion 2: Call for a motion to accept the Treasurer’s Report for the month of February 2024.**

*Motion by:* \_\_\_\_\_ *Second by:* \_\_\_\_\_.

Roll Call:

Mr. Belsterling \_\_\_\_\_, Mr. Brown\_\_\_\_\_, Mr. Kerr \_\_\_\_\_, Mr. Stewart \_\_\_\_\_, and Mr. Rutter \_\_\_\_\_.

**MEETING MINUTES**

**Motion 3: Call for a motion to approve the minutes from the February 1, 2024, Caucus Meeting and the February 8, 2024, Regular Meeting.**

*Motion by:* \_\_\_\_\_ *Second by:* \_\_\_\_\_.

Roll Call:

Mr. Belsterling \_\_\_\_\_, Mr. Brown\_\_\_\_\_, Mr. Kerr \_\_\_\_\_, Mr. Stewart \_\_\_\_\_, and Mr. Rutter \_\_\_\_\_.

**ORDINANCES**

**RESOLUTIONS**

**ACTION ITEMS**

**Motion 4– 2024 Roadway Improvement Project – Bid Authorization:**

**Call for a motion to authorize the Township Engineer to prepare and the Township Manager to advertise for bids for 2024 Roadway Improvement Project.**

*Motion by:* \_\_\_\_\_ *Second by:* \_\_\_\_\_.

Roll Call:

Mr. Belsterling \_\_\_\_\_, Mr. Brown\_\_\_\_\_, Mr. Kerr \_\_\_\_\_, Mr. Stewart \_\_\_\_\_, and Mr. Rutter \_\_\_\_\_.

**Motion 5– Source Meter Pit Improvement Project – Bid Re-Authorization:**

**Call for a motion to re-authorize the Township Engineer to prepare and the Township Manager to advertise for bids for WWA Source Water Meter Pit Improvement Project (Contract No. 23-W2).**

*Motion by:* \_\_\_\_\_ *Second by:* \_\_\_\_\_.

Roll Call:

Mr. Belsterling \_\_\_\_\_, Mr. Brown\_\_\_\_\_, Mr. Kerr \_\_\_\_\_, Mr. Stewart \_\_\_\_\_, and Mr. Rutter \_\_\_\_\_.

**Motion 6– LSSE Conflict Waiver:**

**Call for a motion to waive any conflict of interest in LSSE performing design work for The Lindy Group, per the scope defined in the letter dated March XX, 2024.**

*Motion by:* \_\_\_\_\_ *Second by:* \_\_\_\_\_.

Roll Call:

Mr. Belsterling \_\_\_\_\_, Mr. Brown\_\_\_\_\_, Mr. Kerr \_\_\_\_\_, Mr. Stewart \_\_\_\_\_, and Mr. Rutter \_\_\_\_\_.

**Motion 7– Developer’s Agreement and Stormwater O&M Agreement - Sheetz:**

**Call for a motion to approve the Developer’s Agreement for Site Improvements and the Stormwater Operations and Maintenance Agreement between the Township and Sheetz, Inc. for the Sheetz Convenience Store at 5800 Grand Avenue.**

*Motion by:* \_\_\_\_\_ *Second by:* \_\_\_\_\_.

Roll Call:

Mr. Belsterling \_\_\_\_\_, Mr. Brown\_\_\_\_\_, Mr. Kerr \_\_\_\_\_, Mr. Stewart \_\_\_\_\_, and Mr. Rutter \_\_\_\_\_.

**Motion 8– Bond Reduction Request No. 1 – Neville Island Warehouse:**

**Call for a motion to approve Bond Reduction Request No. 1, reducing the bond from \$1,550,136.50 to \$114,930.75, for the Neville Island Warehouse (Elmhurst) Project located on Gulf Road.**

*Motion by:* \_\_\_\_\_ *Second by:* \_\_\_\_\_.

Roll Call:

Mr. Belsterling \_\_\_\_\_, Mr. Brown\_\_\_\_\_, Mr. Kerr \_\_\_\_\_, Mr. Stewart \_\_\_\_\_, and Mr. Rutter \_\_\_\_\_.

**ANNOUNCEMENTS**

1. Save the Date – Neville Green 2024 Earth Day Litter Clean-Up – Saturday, April 20, 2024, 9:00 am to Noon.
2. Residents are reminded that the Township’s Annual Street Sweeping Program will resume on Wednesday, April 3, 2024, and continue every Wednesday through November 27, 2024.

**AUDIENCE COMMENTS**

**ADJOURN/ Executive Session (if needed):**

**Call for a motion to adjourn the meeting (or to adjourn to an executive session) at \_\_\_\_\_ PM.**

*Motion made by:* \_\_\_\_\_ *Second by:* \_\_\_\_\_.

*Vote:* \_\_/\_\_\_\_.

*Motion by:* \_\_\_\_\_ *Second by:* \_\_\_\_\_.

Roll Call:

Mr. Belsterling \_\_\_\_\_, Mr. Brown\_\_\_\_\_, Mr. Kerr \_\_\_\_\_, Mr. Stewart \_\_\_\_\_, and Mr. Rutter \_\_\_\_\_.