

NEVILLE TOWNSHIP
5050 GRAND AVENUE
NEVILLE ISLAND, PA 15225

MARCH 5, 2020
7:00 PM
CAUCUS MEETING

CALL TO ORDER:

The March 5, 2020 Caucus Meeting was called to order by Chairman Rutter at 7:02 PM.

ROLL CALL:

Officials Present:

Present: Mr. Brown, Mr. Kerr, Mr. Leon, Mrs. Phillips and Mr. Rutter.

Also, Present:

Jeanne Creese, Township Manager
Drew Null, Emily Palmer, Township Engineers

GUESTS:

Mary Ann Monski – 7600 Grand Avenue: Ms. Monski asked if she would need a building permit for a new awning and to repair steps and a retaining wall. Manager Creese directed Ms. Monski to discuss her project with the Building Inspector. She was also reminded a PA One Call is required.

Ms. Monski asked if she would need permission to put slats in a fence owned by the Township that abuts her backyard to prevent leaves. The Board replied if she purchased the material, she could request the Township install.

Ms. Monski asked if there was a deadline to apply for the Military Banner Program. Manger Creese advised there is no deadline.

OLD/NEW BUSINESS

Presentation: Draft Update to Water Rules and Regulations: Emily Palmer reviewed the Township Engineer’s Memo “Sewer and Water Systems Rules and Regulations” dated March 5, 2020. The Board and staffed discussed he project goals and the material in the Memo.

Military Banner Program: Manager Creese updated the Board they had received a copy of the application form and announcement / program guidelines for the newly created Military Banner Program. The information was posted to the Township website on March 2, 2020. Public Works

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is currently preparing an inventory of pole numbers and addresses for the Duquesne Light permit applications. An account has been established with vendor and the design process is underway. Banners cannot be completed for Memorial Day but should be ready for July 4th and Veteran's Day. Public Works will hang the banners using a bucket truck and the Fire Department volunteers to provide assistance. The goal is to hang as many banners as possible at once to reduce cost and perform the task safely.

Summer Employment: Manager Creese requested permission to post the summer positions on the Township website and at the Municipal Building. She also requested re-hiring a prior employee with a CDL to resume street sweeping on April 1st. A 2nd Public Works employee will be testing for his CDL this month and will train as a back-up operator.

Planning Commission/Development Applications: The Planning Commission did not meet on February 27, 2020, as there were no new applications.

Zoning Hearing Board Applications: None

Manager/Financial Reports: February 2020 Finance and Payroll Reports were provided to the Board.

Action Items: The pension plan administrative vendor has changed names and has requested a Resolution to document the name change and update Township officials authorized to administer the pension plan.

Event Reminders:

Spring ALOM Training, April 2-5, 2020.

Earth Day Clean-up is April 25, 2020.

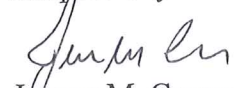
Request to Adjourn:

Motion by Chairman Rutter to adjourn the meeting at 8:18 pm.

Second: Mr. Leon

Motion 5/5

Respectfully Submitted By:



Jeanne M. Creese
Township Manager