

NEVILLE TOWNSHIP  
5050 GRAND AVENUE  
NEVILLE ISLAND, PA 15225

July 9, 2020  
7:00 PM  
REGULAR MEETING

**CALL TO ORDER:**

The July 9, 2020 Regular Meeting was called to order by Vice-Chairman Leon at 7:00 PM. Due to the COVID-19 Pandemic Emergency the meeting was held virtually.

**PLEDGE OF ALLEGIANCE:**

Vice-Chairman Leon led the Pledge of Allegiance.

**ROLL CALL:**

**Officials Present:**

Present: Mr. Brown, Mr. Kerr, Mr. Leon and Mrs. Phillips.  
Chairman Rutter is absent due to vacation.

Also, Present:

Township Manager Jeanne Creese  
Township Solicitor Charles Means  
Township Engineers Ned Mitrovich and Drew Null  
Ohio Township Police Sergeant Adam Beck

**AUDIENCE COMMENT ON AGENDA ITEMS ONLY:** Manager Creese stated the public was informed via advertisement that comments or questions could be submitted via email or phone until 6:00 PM this evening. No public comment was received.

**SCHEDULED VISITORS:** None

**ENGINEER'S REPORT AND MS4 STORMWATER REPORT**

1) **MS4 Program:** Outfall screening and PCSM BMP (i.e. detention ponds, etc.) inspections were completed. Summary Memo was submitted to the Township (Attachment A). The Annual Progress Report is due on September 20, 2020. MS4 Board Training to be scheduled for August Regular Meeting. A stormwater complaint was filed with the Township. Property owner has been notified of the complaint. Complaint was resolved by the property owner and response received on June 15, 2020 (Attachment B).

2) **Developments / Planning Commission:**

- a) **Calgon Carbon:** Update to be requested for next month.
- b) **Gottlieb Warehouse:** Schedule update has been requested for this development (Attachment C).
- c) **Columbia Gas Parking Lot Improvements:** Additional update to be requested.
- d) **Lucknow-Highspire Terminal:** No change this month.
- e) **Goldie Subdivision:** Work is outstanding, property owner advised Public Works that they are waiting on materials.
- f) **Neville Chemical Company:** No change this month.
- g) **Tri-State Trailers Sales, Inc. Building Addition:** Field review to be scheduled.
- h) **Ashland Sewage Lift Station:** LSSE provided a generalized scope of work to DTE to solicit proposals.
- i) **Lindy Paving Proposed Office and Lab Building:** A status update was received via email on June 10, 2020, construction is complete. Field review to be scheduled.
- j) **Leo Metals (GSK Holdings LLC):** Property owner contacted the Township on June 12, 2020, they are proposing to submit revised calculations. Resubmission received on July 6, 2020.
- k) **Neville Motel:** Conditional use application was filed. Application was tabled at the June 25, 2020 Planning Commission Meeting. Zoning Hearing to be rescheduled following recommendation of the Planning Commission.
- l) **Neville Chemical Hydrogenation Process:** Multiple submissions were provided on June 12 and June 29, 2020. Submission is being reviewed for land development applicability.
- m) **Calgon Carbon West Plant Expansion:** Submission of a Land Development Application to be completed for this work. No change this month.
- n) **US Army Corps:** The Army Corps is proposing upgrades to their fire suppression system at their 3500 Grand Avenue site. Tentative improvements were reviewed via telephone call on July 2, 2020 with Army Corps, sketch plan indicating the proposed improvements has been requested.
- o) **Parking Terminal:** Conditional Use Application was filed for the former Kings parking lot (5800 Grand Avenue) as parking terminal. Application was tabled at the June 25, 2020 Planning Commission Meeting.

3) **Street Opening Permits:**

- a) **117 Second Street (Columbia Gas):** Application was submitted on June 23, 2020, response issued June 26, 2020. Additional submission provided on June 29, 2020.
- b) **129 First Street (Columbia Gas):** Outstanding items remain. Status update was requested on June 26, 2020.
- 4) **Phase I Consent Order and Agreement (COA):** PaDEP issued a letter dated June 8, 2020 advising that they accept a letter to extend the Interim CAP to December 31, 2020. Township requested the Interim CAP extension, PaDEP approval was received on June 17, 2020 (Attachment D) for 15 taps through December 31, 2020.
- 5) **Neville Road 16-inch Waterline Replacement:** The Township was awarded \$350,000.00 for replacement of a portion of the 16-inch waterline located along Neville Road through the PA Small Water and Sewer Program. The Bid Documents have been prepared for replacement of 750 feet of waterline as the Base Bid option with two options for an additional 500 feet. Bids were opened on June 10, 2020, bid report attached (Attachment E). Award of the Base Bid, Add Alternate No. 1 and Add Alternate No. 2 in the amount of \$571,257.50 to Iron City Construction, Inc. is placed on tonight's Agenda.
- 6) **Salt Storage Building:** Work is complete. Change Order No. 1 (Final) was prepared for a decrease of \$2,825.00. Partial Payment Request No. 3 (Final) was received from Stefanik's Next Generation Contracting Co. for Contract No. 19-M03 (Site Preparation) in the amount of \$10,873.40 for consideration at tonight's meeting (Attachment F).
- 7) **Rules and Regulations:** Draft is complete and was forwarded to Solicitor for review / comment. Draft and summary review were completed at the March Workshop meeting. Comments provided by the Township and Solicitor were incorporated for final review. Standard details will be included with this update, details are being reviewed with Public Works.
- 8) **Water System Compliance:** LSSE is working with Public Works to complete the following plans as required by PaDEP and/or EPA.
  - a) **Emergency Response Plan:** Needs to be updated for next inspection. Plan is being updated for review with Public Works. Draft was reviewed with Public Works, plan is being finalized.
  - b) **O/M Plan:** Plan is being updated for review with Public Works. Standard Operating Procedures (SOPs) are being developed with Public Works. Once SOP developed, kickoff meeting to be held with Public Works and CWM to review schedule and standard operating procedures. SOPs drafted for review with Public Works.
  - c) **Uninterrupted System Service Plan:** PaDEP is requiring water systems to prepare and submit the USSP for emergency events. Plan will be due by August 17, 2020 for Neville Township. Plan has been drafted; final submission requires certification by the Township

that continuous supply can be maintained during the most likely emergency event. Letter was sent to West View Water Authority to request confirmation of available storage. West View response remains outstanding.

- d) **Risk and Resilience Assessment:** EPA requires each water system to conduct a risk and resilience assessment. The assessment will be due June 30, 2021. LSSE to coordinate with Public Works on preparation of the assessment. We are reviewing the requirements for plan preparation.
- e) **Lead and Copper Rule:** No change, updates to be provided when released by EPA.
- 9) **Automatic Flushing / Sample Stations:** We have reviewed the remaining RMU easement with the Solicitor. Sample station to be placed over existing Township line at this location, no additional easement needed. Bid Documents to be finalized.
- 10) **Mayflower Place Sanitary Sewer Repair:** An Opinion of Probable Cost was provided for this segment in amount of \$45,500.00. Completion of this work is a requirement of the Administrative Consent Order. Bid Documents to be prepared as authorized at the June 2020 meeting. Field surveys to be completed in next two weeks. Will review with Public Works.
- 11) **Rate Study:** LSSE is working with the Township of preparation of a rate study for sanitary sewers. Review with the Township Manager is ongoing. ALCOSAN is increasing rates again.
- 12) **Meter Inventory, Water System Leaks and Violations:** Public Works advised of several leaks and violations reported in the system. LSSE is working with Public Works to notify the property owners and resolve the matters:
  - a) **Neville Chemical Water Leak:** Leaking valve along Grand Avenue was replaced on November 9, 2019, work complete. An unmetered fire line remains outstanding. Neville Chemical advised on February 26, 2020 that mapping is underway. Connection details are being verified by Neville Chemical over the next couple months. Meeting to be scheduled once the mapping is complete. Mapping was submitted via email by Neville Chemical on May 12, 2020. Mapping to be reviewed with the Township and included with key mapping updates. Comments to be provided regarding metering, backflow, etc. following review with Public Works. A meeting was held with Neville Chemical on June 4, 2020 regarding flow testing requirements. Additional flow testing was conducted on June 30, 2020. Testing was observed in field with Public Works. Additional email inquiry was received from Neville Chemical on June 22, 2020 (Attachment G) regarding historic pressure readings observed during annual flow testing at the Neville Chemical site.
  - b) **3000 Grand Avenue (Mr. John):** Public Works reported multiple properties connected to a common water service line which include the following. 1. ACME Metals 2. Jeffrey A Nunes Laboratory 3. Jerry Trucking Service / Tri-Boro Trailer Building 4. Former Dart Trucking Site Additional submission received, under review.

- c) **Lucknow Highspire Terminals (LHT):** Update was requested on June 5, 2020. No response to date, additional request to be issued for next month.
- 13) **Nebraska Avenue Waterline Replacement:** Township received notification that County CD Funding (Year 46 Grant Cycle) in the amount of \$266,600.00 was awarded for the Nebraska Waterline Replacement project. The County has waived the standard 35% match requirement for this project. Field surveys to be scheduled.
- 14) **Cottage Park ADA Drinking Fountains:** Township received notification that County CD Funding (Year 46 Grant Cycle) in the amount of \$26,400.00 was awarded for the Cottage Park ADA Drinking Fountains project. Bid Documents to be prepared for this work.
- 15) **PA Small Water Sewer 2019 Grant Program:** No change. Waiting for CFA to take action.
- 16) **2020 Road Program:** Contract was awarded to Youngblood Paving, Inc. in the amount of \$66,611.50. This work includes H Street and Alley B. Pre-Construction Meeting was held on June 25, 2020. Contractor advised tentative schedule is to complete this work mid- to late July.
- 17) **Riverfront Park:** No change this month.
- 18) **Public Works Site/Memorial Park Improvements:** As the salt storage facility is complete, a plan / schedule to upgrade the paving and other site improvements should be considered.
- 19) **Water System Key Map:** We are working to update the key mapping with Public Works to include recent developments, service findings, etc.
- 20) **Roadway Maintenance Program:** An initial field review was conducted with Public Works on May 12, 2020. A memo was provided at the May meeting to summarize the general findings and categories for budget preparation. Budget information was provided at the June 2020 meeting.
- 21) **PennDOT Traffic Signal Update:** LSSE attended a virtual meeting on June 23, 2020 regarding ownership of traffic signal poles. Summary memo to be provided.

**SOLICITOR'S REPORT:** The Solicitor provided a written report dated July 6, 2020.

**COMMISSIONER'S REPORT:**

**Commissioner Dave Kerr- Public Works - Water and Sewer:** Commissioner Kerr reported that the sewer lines were jetted, and plans are being made for the 16-inch water line replacement.

**Commissioner Bill Leon: Public Works- Streets and Highways:** Commissioner Leon reported the street sweeper is running and ticketing has resumed.

**Commissioner Tracy Phillips- Parks and Recreation:** Commissioner Phillips reported Maynerik Park was weeded and new mulch put down. Cottage Park was cleaned for a rental.

**Commissioner Jim Brown- Public Safety- (Police, Fire, EMA):** Commissioner Brown reported on June activity from the written report. 256 calls for the month of June. The Emergency Management Report includes COVID-19 information.

**Commissioner Rick Rutter- Finance, Administration and Buildings-** The Board was directed to the written report.

**BILLS:**

**Motion 1:** Motion by Mr. Kerr to accept the bills due and payable July 9, 2020.

**Second:** Mr. Brown

**Roll Call:** Mr. Brown-Yes, Mr. Kerr-Yes, Mr. Leon-Yes, Mrs. Phillips- Yes and Mr. Rutter-Absent

**Motion 4/4**

**TREASURER'S REPORT:**

**Motion 2:** Motion by Mrs. Phillips to accept the Treasurer's Report for the month of June 2019 as submitted.

**Second:** Mr. Brown

**ROLL CALL:** Mr. Brown-Yes, Mr. Kerr-Yes, Mr. Leon-Yes, Mrs. Phillips-Yes and Mr. Rutter-Absent

**Motion 4/4**

**MEETING MINUTES:**

**Motion 3:** Motion by Mr. Kerr to approve the minutes from the June 4, 2020 Caucus Meeting and the June 11, 2020 Regular Meeting.

**Second:** Mr. Brown

**ROLL CALL:** Mr. Brown-Yes, Mr. Kerr-Yes, Mr. Leon-Yes, Mrs. Phillips-Yes and Mr. Rutter-Absent

**Motion 4/4**

**ORDINANCES:** None

**RESOLUTIONS:** None.

**ACTION ITEMS:**

**Motion 4-Neville Road Waterline Replacement Bid Award;**

**Motion by Mr. Kerr to award contract No. 19-W1, Neville Road Waterline Replacement to Iron City Construction Inc. in the amount of \$411,257.50 for the base bid, \$80,000.00 for Add Alternate No. 1 and \$80,000.00 for Add Alternate No. 2 for a total of bid contract price of \$571,257.50.**

**Second-** Mr. Brown

**Roll Call-**Mr. Brown-Yes, Mr. Kerr-Yes, Mr. Leon-Yes, Mrs. Phillips-Yes and Mr. Rutter-Absent

**Motion:**4/4

**Motion 5- Salt Bin Site Preparation Payment No. 3:**

**Motion by Mr. Brown to authorize Payment No. 3 and Final to Stefanik's Next Generation Contracting Company Inc. in the amount of \$10,873.40 for Contract No. 19-M03 for the Salt Storage Bin Site Preparation.**

**Second:** Mr. Kerr

**Roll Call:** Mr. Brown-Yes, Mr. Kerr-Yes, Mr. Leon-Yes, Mrs. Phillips-Yes and Mr. Rutter-Absent

**Motion:** 4/4

**ANNOUNCEMENTS-** None

**AUDIENCE COMMENTS:**

The meeting was open to the public by phone only and per the public advertisement, public comments and questions were to be submitted to the Township to be read and included as part of the meeting. No comments were received as of 6:00 PM on the date of the meeting.

**ADJOURN:**

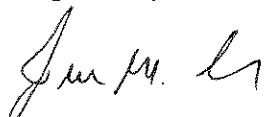
**Motion by Mr. Kerr to adjourn the meeting at 7:26 PM.**

**Second:** Mr. Brown

**All in favor.**

**Meeting adjourned at 7:26 PM.**

Respectfully Submitted By:



Jeanne M. Creese  
Township Manager