

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

**January 7, 2021
7:00 PM
CAUCUS MEETING**

The January 7, 2021 Caucus Meeting was called to order by Chairman Rutter at 7:00 PM. Due to the COVID-19 Pandemic Emergency, a hybrid meeting was held both virtually and at the Municipal Building with a limited number of participants.

ROLL CALL:

Officials Present:

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

Also, Present:

Charles Means, Township Solicitor
Drew Null, Township Engineer
Jeanne Creese, Township Manager
Debra Thomas, Township Clerk

SCHEDULED GUESTS: None

OLD/NEW BUSINESS:

Solicitor and Engineer's Report on 16" Waterline Project:

Solicitor Means discussed the 16" Neville Road Waterline Project and Motion 1 and 2. The Waterline is constructed and installed in an area of Temporary Easement through property owned by the Back Channel LLC. The line was installed under a Temporary Right of Entry Easement granted by the owner. The owner has not granted the permanent easement required for future repair access. The permanent easement can be obtained from the landowner via settlement agreement or condemnation. While negotiations continue, Mr. Means recommends preparing for the taking through filing a declaration of condemnation. The property will need to have a value assigned in case there is any decrease in the value to the property because of the easement and as a basis to compensate the property owner. Motion 1 authorizes an appraiser and a valuation report. Integra Realty Resources is familiar with these types of easements. Motion 2 is a Resolution to authorize condemnation. This will be filed promptly to initiate a legal proceeding in court. Every effort to settle will be made and most agreements reach a settlement. If not, the court will decide the value that is owed in compensation to the property owner.

Township Engineer Drew Null provided an update on the project. The temporary easement allowed the contractor to install this portion of the line in four days and avoid utility conflicts with gas and communication lines.

The remainder of the project took approximately six weeks and installation is now completed. The new line has passed the pressure test. Water quality samples are being completed and the Township filed with the DEP for an operation's permit.

Solicitor Means stated there is still work that will need completed to restore the easement area. Due to weather this work is delayed until spring. Filing the condemnation does not impact the restoration.

Motion 1: Motion by Mr. Brown to authorize Integra Reality Resources to prepare a valuation report for Back Channel LLS Tax Parcels 158-M-95 and 158-G-25, 2600 Neville Road per the proposal dated January 4, 2021.

Second: Mr. Kerr

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

Motion 5/5

Motion 2: Motion by Mr. Leon to approve Neville Township Resolution 01-07-2021-01, A RESOLUTION AUTHORIZING THE CONDEMNATION, THROUGH THE USE OF EMINENT DOMAIN, FOR ACQUISITION OF A PERMANENT WATER LINE EASEMENT NOT TO EXCEED 15 FEET WIDE ON AND THROUGH CERTAIN PROPERTY NOW OR FORMERLY OWNED BY BACK CHANNEL, LLC.

Second: Mrs. Phillips

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

Motion: 5/5

Planning Commission/Development Applications:

The Planning Commission met on December 17, 2020 and recommended approval for the Calgon Carbon West Assembly and Equipment Storage Building. They also recommended waivers for sidewalks, street trees and parking requirements. Approval was conditional on Calgon submitting additional items for review regarding the requested waivers. Revised plans arrived today for review prior to next week's meeting.

There are no new applications and no January Planning Commission Meeting.

Zoning Hearing Board Applications: No new applications.

Manager/Financial Reports:

- December 2020 Financial and Payroll Reports were provided to the Board. The actual numbers on these reports will reflect 2020 year-end.

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- The 2019 Audit has been completed. Reports have been filed with the DCED and PennVest.
- Holiday Event Fund and Military Banner Fund for 2020 are not part of the Township's automated accounting system. Ledgers for these funds are enclosed for the Board's review.
- Final draft of the 2021 Fee Resolution will be included in the Regular Meeting packet.

Ordinance Codification: Manager Creese and Solicitor Means have completed the Legal Analysis and Editorial Comments and this was submitted to General Code on December 29, 2020. The next step is the Final Draft for Board review and adoption.

Veteran's Banner Program: No further response from Duquesne Light on the application to install the banners. The Company that prints the banners announced a price increase for 2021 and new applications to reflect this pricing have been posted on the website and are available at the Township.

Motions Scheduled for Regular Meeting:

1. Tax Collector Compensation Ordinance. Per Board direction this will increase the elected tax collector's compensation effective with the 2022 term. Must be adopted prior to February election filing deadline.
2. 2021 Fee Resolution.
3. Motion-2020 Real Estate Tax Collector Exoneration.
4. Motions-Calgon Carbon Equipment and Assembly Plant Storage Building-Land Development and Waivers for Sidewalks, Street Tree Landscaping and Parking Requirements.
5. Motion-CWM Backup Operators Contract.

Events/Reminders: None

ANY OTHER BUSINESS: None

Public Comments: Chairman Rutter stated the public was advised via advertisement that public comments could be submitted via email or phone. Manager Creese advised the Board that no public comments or questions were received.

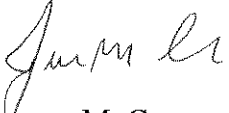
Request to Adjourn:

Motion by Dave Kerr to adjourn the meeting at 7:19pm.

Second: Mr. Leon

All in Favor.

Respectfully Submitted By:

A handwritten signature in cursive script, appearing to read "Jeanne M. Creese".

Jeanne M. Creese
Township Manager