

## EAST CHINA CHARTER TOWNSHIP

### OFFICIAL PROCEEDINGS

FEBRUARY 21, 2023

**CALL TO ORDER** – Supervisor Westrick called the meeting to order at 7:30 p.m., with Clerk Mattei, Treasurer Hart, and Trustees Babel, Knotts, and Reichle. Trustee Blackstock absent. Township Manager Cindy Paparelli, and Deputy Clerk Patricia Biebuyck, also present.

#### PLEDGE OF ALLEGIANCE

**APPROVE AGENDA** – Trustee Reichle, supported by Trustee Babel, moved to approve the Agenda with the addition of C7 – DPW Training . Carried.

**APPROVE MINUTES** – Trustee Reichle, supported by Trustee Knotts, moved to approve the Minutes of February 6, 2023 as presented. Carried.

**PUBLIC COMMENT** - None.

**CONSENT AGENDA** – Clerk Mattei, supported by Trustee Reichle, moved to accept the Consent Agenda as follows: January 2023 Financial Reports, Planning Minutes December 2022, Historical Minutes January 2023, Park Minutes January 2023, Building Department Report January 2023, Water Department & DPW Training Request. Carried.

**DISBURSEMENTS** – Treasurer Hart, supported by Trustee Babel, moved to approve Invoices \$125,574.20 Payroll \$33,167.85, Accounts Payable \$78,426.93, EFT's \$11,860.17, E-check \$302.30, Tax Account \$3,892,846.64. Roll call vote: Yea: Hart, Knotts, Reichle, Babel, Mattei, Westrick. Carried.

#### OLD BUSINESS

##### OB 1 – Appointment of Legal Counsel

Supervisor Westrick, supported by Clerk Mattei, moved to appoint Fletcher, Fealko, Shoudy & Francis, P.C., as the Township Legal Counsel. Carried.

##### OB 2 – SAD Process for River Road Water Main

Supervisor Westrick, supported by Trustee Knotts, moved to begin the Special Assessment District process as provided under Act 188 of 1954 for the required water line installation and authorize the Township Manager to work with legal counsel to prepare the necessary documents. Carried.

#### NEW BUSINESS

##### NB 1 – Bike Path Bid Opening

Supervisor Westrick opened the bids for the Bike Path and Cemetery paving projects.

- Boddy Construction \$164,712 Bike Path; \$26,668 Cemetery

- James P. Contracting \$139,768 Bike Path; \$21,646.20 Cemetery
- Hess Asphalt Paving \$173,758.35 Bike Path; \$45,176 Cemetery

#### **NB 2 – Bottle Filler Replacing Drinking Fountain**

Supervisor Westrick, supported by Trustee Reichle, moved to approve the purchase and installation of a water bottle filler station to replace the broken drinking fountain at the Township Hall. Funds #101-265-970.00. Roll call vote: Yea: Westrick, Reichle, Knotts, Babel, Mattei, Hart. Carried.

#### **NB 3 – DPW Office Trailer Update**

Supervisor Westrick stated that the DPW decided that the new trailer rental agreement be terminated. The condition of the unit is not satisfactory.

#### **NB 4 – Township Hall Interior Finishing Update**

Supervisor Westrick stated that we are having multiple contractors review and offer quotes for the removal of all of the wallpaper and repainting of all areas within the Township Hall.

#### **NB 5 – Snow Machine Designation**

Clerk Mattei, supported by Treasurer Hart, moved to designate the Snow Machine as a Park Asset/Equipment Property. Carried.

#### **NB 6 – JCB Backhoe Repair & Maintenance Quote from AIS**

Supervisor Westrick, supported by Trustee Reichle, moved to approve the proposal from AIS in the amount of \$7,153.39 to repair the JCB 214 Backhoe as requested by DPW Supervisor Szyska. Fund: 642-441-775 \$2,741.39, Fund 642-442-930 \$3,900. Roll call vote: Yea: Westrick, Reichle, Knotts, Babel, Hart, Mattei. Carried.

#### **NB 7 – Fund Transfer CWSRF/DWSRF Interest Payment**

Supervisor Westrick, supported by Trustee Reichle, moved to approve to transfer \$71,258 from 360-000-001.01 to Fund 350: 2022 CWSRF Capital Improvement Bond, and transfer \$142,348 from 355-000-001.01 to Fund 352: DWSRF Capital Improvement Bond. Roll call vote: Yea: Babel, Reichle, Knotts, Mattei, Hart, Westrick. Carried.

#### **NB 8 – Master Plan Update**

Supervisor Westrick has asked Trustee Blackstock, Trustee Reichle, and Trustee Babel to be part of the Master Plan Update Committee.

#### **NB 9 – Bryson Lane Congressional Spending Application**

Trustee Knotts, supported by Trustee Reichle, moved to approve Project Control Engineering in the amount of \$2,100 for Engineering assistance/cost estimate and application preparation to

Congressional Representatives for the Bryson Lane sewer extension. Fund 101-265-821.00. Roll call vote: Yea: Knotts, Reichle, Hart, Babel, Mattei, Westrick. Carried.

**NB 10 – Belle River Pump Station Rehab Congressional Spending Application**

Trustee Knotts, supported by Trustee Reichle, moved to approve Project Control Engineering in the amount of \$1,600 for Engineering assistance/cost estimate and application preparation to Congressional Representatives for the Belle River Pump Station Rehab project. Fund 101-265-821.00. Roll call vote: Yea: Knotts, Reichle, Hart, Westrick, Babel, Mattei. Carried.

**NB 11 – ASTI Section 106 Historical Review for TAP Grant-PH&D Railroad Bike Path Bridge**

Supervisor Westrick, supported by Trustee Reichle, moved to approve the proposal from ASTI Environmental in the amount of \$5,000 for a Section 106 Historical Review & Designation of the PH&D Railroad Bridge in East China Park. Fund 496-265-936.02. Roll call vote: Yea: Westrick, Reichle, Mattei, Babel, Hart, Knotts. Carried.

**NB 12 – Spare By-Pass Pump Purchase**

Supervisor Westrick, supported by Trustee Knotts, moved to table action regarding a By-Pass Pump requested by DPW Supervisor Szyska. Carried.

**MEMBER COMMENTS** – None.

**ADJOURN** – Trustee Reichle, supported by Supervisor Westrick, moved to adjourn at 8:09 p.m. Carried.

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Sandra Mattei, Clerk

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Verne Westrick, Supervisor