

MINUTES
AGENDA MEETING
November 21, 2016

MARSHALL TOWNSHIP BOARD OF SUPERVISORS
525 PLEASANT HILL ROAD
WEXFORD, PA 15090

The following persons were present:

SUPERVISORS: Thomas Madigan, Chairman (Absent)
Philip Troy, Vice Chairman (Acting Chairman)
Jason Bragunier
Anthony (Jack) Candek
Bob Edwards

MANAGER: Neil D. McFadden

OTHERS: Ms. Lynn Beck, Finance Director

Mr. Troy called the meeting to order at 7:03 p.m.

1. Mr. McFadden introduced Lynn Beck, Finance Director, for the purpose of reviewing a revised financial reporting format. The suggested format employs a comparison to the budgeted line item, in terms of percentage. Mr. Troy suggested that a comparison on a monthly basis would be helpful. Mr. Edwards and Mr. Bragunier suggested that comparison to quarterly benchmarks would be useful. Expenditures will continue to be presented monthly for Board approval.

2. Financial and Administrative Support Agreement between MTVFD and Marshall Township. Motion to Approve Chairman's Signature. Consideration - Mr. McFadden reported that the Agreement had been reviewed and approved by the Volunteer Fire Company members with some amendment by the Company's legal advisors. The term, as approved, is three years initially with five-year rolling term thereafter. The Company feels strongly that the three year initial term is critical so that a 'full cycle' of the Agreement (including equipment replacement) can be experienced before the Agreement is extended.

Mr. Troy asked about the 'dispute resolution' section that had been added. Mr. McFadden relayed counsel's advice that the provision is typical but its language is broad and really unnecessary.

In the interest of expediency, the Board agreed to consider the Agreement in the form as adopted by the Fire Company.

Mr. Candek moved to adopt the Agreement as presented, seconded by Mr. Edwards; vote in favor was unanimous [4-0].

3. Pleasant Hill Estates; Bond Reduction Request No.2 - Mr. Gazdik's letter and schedule of bonded improvements was reviewed. Mr. Edwards moved to authorize the requested

reduction in the Letter of Credit per the Engineer's written recommendation, seconded by Mr. Bragunier; vote in favor was unanimous [4-0].

4. Venango Trails, Phase 4; Bond Reduction Request No. 2 - Mr. Gazdik's letter and schedule of bonded improvements was reviewed. Mr. Edwards moved to authorize the requested reduction to the Performance Bond per the Engineer's written recommendation, seconded by Mr. Bragunier; Mr. Edwards inquired about the condition in Mr. Gazdik's letter requiring "seeding and stabilization." He questioned whether seeding would be feasible at this time. As Mr. Gazdik was not present to respond, Mr. Edwards withdrew his motion, Mr. Bragunier withdrew his second. The matter was tabled to the December 12, 2016 meeting by a 4-0 vote.

5. Review and Approval of Proposed (December 12, 2016) Agenda - The attached Agenda was approved for a single December meeting on the 12th. Mr. Bragunier questioned the status of the effort to adopt a Recreation Impact Fee Ordinance. (Mr. McFadden is to provide an update). The availability of public water service to Knob Park was questioned. (Mr. McFadden is to provide an update).

6. Executive Session: Personnel Matter - The Board went into Executive Session to discuss one personnel matter. At the conclusion of the session, Mr. McFadden was directed to secure a quote from Mockenhaupt Benefits for a study to the Non-Uniformed Employee Pension Plan.

7. ADJOURN - Upon return to public session, and since there was no further business to come before the Board, at 8:20 p.m., the meeting adjourned. Mr. Troy moved to adjourn, seconded by Mr. Bragunier; vote in favor was unanimous [4-0].

Respectfully submitted,

Neil McFadden
Township Manager