

MINUTES

STONYCREEK TOWNSHIP  
REGULAR MEETING

BOARD OF COMMISSIONERS  
April 14, 2020

President Berkebile called the meeting of the Stonycreek Township Board of Commissioners to order at 6:00 PM.

**Roll Call**

Roll call indicated the following board members to be in attendance along with the other township personnel listed below.

Board of Commissioners

David Berkebile, President  
Douglas Sedlemeyer, Vice President  
Paul D. Simmons  
Thomas Callihan  
Ronald Hesel

Township Personnel

Jennifer D. Wagner, Township Administrator  
Sergeant David Pollino, Officer in Charge  
Greg Heinlein, Road Foreman

Absent: Andrew Davis Gleason, Solicitor, Jeffrey Najjar, Township Engineer

**Approval of the Minutes:**

President Berekebile called for a motion made by Commissioner Sedlemeyer second Commissioner Callihan to approve the March 10, 2020 Regular Minutes of the Board. Motion passed by unanimous voice vote 5-0.

**Road Report**

Greg Heinlein, Road Foreman addressed several matters with the submission of the April 2020 Road Report

- There is a storm water runoff issue in the area of Charles Street. An older pipe installed many years ago was cleaned out, however it will require reconstruction in the future
- There is a line of trees on the township property near a house on Price Street at the rear of the highway yard. One tree fell across the driveway during the storm on April 8, 2020. The property owner is concerned about the remaining trees that are leaning. Mr. Heinlein requested the boards input on how to proceed on the matter.
- In 2019, permission given to have Hildebrand GIS to provide a GIS layer and “App” for the purpose of recording the street signs, catch basins and paving of roads. Mr. Heinlein would like to start this in the month of April or May.

Mr. Heinlein spoke on the matter related to the 2006 truck, stating that it will be out of service after June, due to the rotted frame. A general discussion held on the matter concluding with President Berkebile calling for a motion, made by Commissioner Simmons, second Commissioner Callihan to allow

Mr. Heinlein, Road Foreman to proceed with finding a truck, utilizing the budgeted amount in the asset replacement fund for the purchase after which Commissioner Sedlemeyer will assess and authorize a phone vote for final approval if prior to the May 12, 2020 meeting. ROLL CALL: COMMISSIONER CALLIHAN, SEDLEMEYER, SIMMONS, BERKEBILE and HELSEL. YES. 5 NO 0 MOTION CARRIED

Mr. Heinlein, Road Foreman spoke on the matter related to the replacement of the Salt Bin following the storm on April 9, 2020, which resulted in a total loss of the structure. A general discussion was held on the matter concluding with Mr. Heinlein stating that he will obtain a cost from several contractors for the reconstruction.

Mr. Heinlein, Road Foreman stated that the site visit with the PennDOT representative for the purpose of the 2020-paving season has been postponed until the end of May due to the COVID19 shutdown.

A discussion was held on the matter related to the storm runoff in the area of Mr. Gerald Basko of 89 Schrader. Commissioner Simmons had a site visit with Mr. Jeffrey Najjar, Township Engineer to determine the best way to solve the matter. A general discussion was held on the matter relating to the two options available.

A discussion held on the matter related to street sweeping and related equipment that can be utilized concluding with the board instructing Mr. Heinlein to get prices on the various options.

**Police Report:**

The Police Department handled 115 complaints during the month of March 2020 24 were criminal.

**CRIMINAL COMPLAINTS**

01 Assault	01 Burglary	01 Theft
02 Theft from Motor Vehicle	02 Fraud	02 Criminal Mischief
01 Sex Offense	02 Harassment	05 Domestic
07 Disturbance/Fight		

**Cleared by arrest: 0**

**Complaints by Area: February 2020**  
**COMPLAINTS HANDLED 131**  
 Description Total

**Complaints by Area**

- 1. Stonycreek Township 79**
  - A. Oakland 39
  - B. Luxor Gardens 17
  - C. Belmont 10
  - D. Riverside 8
  - E. Upper Moxham 2
  - F. Route 56 Bypass 2
  - G. Solomon Area 1
  - H. Conemaugh Twp 0
- 2. Daisytown Borough 9**
- 3. Lorain Borough 20**

**4. Outside**

**7**

(Includes complaints for court appearances, follow ups to criminal investigations, assists to other agencies.

**Vehicle Accidents:**

**March 2020: 3**

**Citations/Parking Tickets**

<b>Citations</b>	
Traffic Citations	<b>5</b>
Non Traffic Citations	0
<b>Parking Tickets</b>	<b>1</b>

**Financial Report**

**March 2020**

Accident Reports	\$60.00
<b>Total</b>	<b>\$60.00</b>

<b>Unit</b>	<b>Description</b>	<b>End Mileage</b>	<b>Miles</b>	<b>Fuel</b>	<b>Pac Pride</b>
860	2017 Ford Interceptor	37944	962	90.8	18.2
861	2017 Ford Interceptor	38454	1126	84.40	17.4
862	2013 Ford Taurus	101559	0	0	0
863	2007 Ford Expedition	61155	0	0	0
===	TOTALS	=====	2088	175.20	35.6
===	DAILY AVERAGES	=====	67.36	5.66	0

**Sergeant Pollino** provided the following information on how COVID19 has impacted the police department.

- A.** As everyone is aware, as of March 17<sup>th</sup>, 2020, following the “Stay at Home Order” and the examples, suggestions and recommendations set forth by Local, State and Federal Government and Law Enforcement Agencies, access to the Stonycreek Township Municipal Building was limited to employees and appointment based access only by the Township. Although there is limited access to the Municipal Building, the Municipal Office is staffed during normal business hours and maybe reached at #814-266-3111 if assistance is needed or access to the building requested. In addition, the Stonycreek Township Police Department is also limited to employees and by appointment-based access only. Although access to the Police Department is limited, your police department will remained staffed and available to handle emergency calls for service 24 hours a day and 7 days a week. With that said, we have suggested and strongly urge our Officers limit their contact with the public to an “as needed basis” and any and all complaints or issues that can be resolved by

phone or other means, should be handled in that manner. Officers are instructed and encouraged to reduce their contact with the public to an “as needed basis” and any Officer initiated interactions, such as traffic stops, mere encounters, etc., be avoided unless absolutely necessary. These recommendations were made in an effort to keep our Officers healthy and able to respond to a call for assistance that would require immediate response or on scene investigations. Please do not misunderstand, all calls for service will be handled but we are simply suggesting limiting face-to-face interactions as much as possible to avoid unnecessary exposures to our Police Officers and the Public to COVID-19. Our Officers are available at any time and can be reached via the township phones or 911

- B.** All parks and playgrounds have been closed until further notice. In addition to parks and playgrounds being closed in the Township, both Lorain Borough, Daisytown and most other municipalities have done the same. Even though our parks and playgrounds are closed, both the walking and hiking trails to include the Mayer Walking Trail, Highland Park Hiking and Biking Trails and Lorain Borough Hiking Trails remain open.
- C.** Largely in part from assistance from the Township Administrator and Commissioner Helsel, Emergency Management Coordinator combined with a few items that we had on hand, our office and cruisers are supplied with hand sanitizer, disinfectant wipes, latex gloves, and N95 or surgical masks. Additional donations of Department of Defense Pandemic Flu Kits have also been placed in our patrol vehicles as well as disinfectant for work stations, and patrol cars
- D.** In an effort to reduce cross contamination, our Officers were permitted to take a patrol car home if they are short shifted, meaning if they are coming back to work the very next shift after being relieved, and the car they are using is not needed. Usually we are working (3) 12 hour shifts and once we denominate our cruiser initially; it will not need to be denominated again unless work duties require us to do so. In addition, they are also permitted to pick up or drop off when coming to or leaving from work. Being transported to and from work in a police cruiser, significantly reduces the exposure or cross contamination to our family and personal vehicle.
- E.** Cambria County cannot place Juvenile Offenders as NO facilities are housing them and only in instances of “very serious crimes” can Juvenile Probation be contacted to seek guidance.
- F.** Cambria County Central Booking is CLOSED and unless in instances in “very serious crimes”, all criminal charges are urged to be filed by summons. In instances of mandatory arraignment or “very serious crimes”, we are to contact the appropriate magistrate during normal business hours or the on call magistrate if after hours for arraignment arrangements.

**Sergeant Pollino** provided the board with an update on 515 Riverside Ave: stating to the board that after receiving complaints and voiced frustrations over the condition of the property, photographs of the property were obtained and actions on high grass will be taken for ordinance violations as soon as applicable

**Sergeant Pollino** provided the board with an update on 108 Hillson St: stating that the issue has not been resolved, and will be followed up as soon as reasonably possible

**Sergeant Pollino** informed the board of a complaint received on 715 Michigan Avenue: stating a complaint received about junk vehicles and deplorable property conditions. The property owner was contacted and advised that the junk vehicles would need to be removed as well as the property maintenance issues addressed in order to avoid any action. Sergeant Pollino stated he will follow up on the matter in the coming weeks

President Berkebile called for a motion, made by Commissioner Helsel, second Commissioner Simmons to sell the 2007 Ford Expedition to East Taylor Township for Three thousand dollars zero cents \$3000.00. ROLL CALL: COMMISSIONER CALLIHAN, SEDLEMEYER, SIMMONS, BERKEBILE and HELSEL. YES. 5 NO 0 MOTION CARRIED

President Berkebile called for a motion, made by Commissioner Callihan, second Commissioner Helsel to enter into The Animal Control Contract for the 2020 year with the Humane Society of Cambria County for ROLL CALL: COMMISSIONER CALLIHAN, SEDLEMEYER, SIMMONS, BERKEBILE and HELSEL. YES. 5 NO 0 MOTION CARRIED

**Sergeant Pollino** brought to the board's attention the request by a resident for a stop sign at the end of the 1800 block of Ruby Street. A brief discussion was held on the matter

President Berkebile inquired about the ordinance that pertains to dog barking. A brief discussion was held on the matter

#### **Executive Session:**

President Berkebile called for an executive session at 6:47  
President Berkebile closed the executive session at 7:01 p.m.

#### **Correspondence:**

- Correspondence from the Borough of Lorain on the shared use of the wastewater interceptor along Green Valley Street, stating that based upon the contractor's bid prices the estimated cost is \$150,000.00.
- Correspondence from The Eads Group on their response to the COVID19
- Correspondence from Advanced Disposal on the Covid19 Operations Planning
- Correspondence from Representative Rigby thanking the township for the continued service during the unprecedented times. Representative Rigby also stated in the correspondence the guidelines for conducting meetings during the state wide emergency declaration

- Correspondence from Johnstown Redevelopment Authority on the matter related to discontinuing flow monitoring on or about April 6, 2020. Beginning in September of 2021 to May 1, 2022, final monitoring will be conducted to determine flow rates.
- A copy of a memorandum from the Township Administrator to Cpl Ardary for the purpose of record keeping on the firearms and ammunition sold.

**Covid19**

President Berkebile called for a motion, made by Commissioner Helsel, second Commissioner Sedlemeyer to adopt and ratify the following declarations, memorandums, closures and Resolutions due to the COVID19 Pandemic

Declaration of Disaster Emergency  
Cambria County

Whereas, on or about March 17, 2020 a disaster has caused or threatens to cause injury, damage, and suffering to the persons and property of Cambria County: and

Whereas, the disaster has endangered the health, safety and welfare of substantial number of persons residing in Cambria County and threatens to create problems greater in scope than problems Cambria County may be able to resolve  
(Not full text of the declaration)

A memorandum from David Berkebile, President Commissioner providing guidance regarding Coronavirus concerns

An authorization letter from Commissioner Sedlemeyer, Vice President and Commissioner Helsel, Emergency Management Coordinator to ensure first responders, emergency responders, law enforcement and municipal support staff are authorized to travel to and from the Stonycreek Township Municipal Building, Oakland Volunteer Fire Department, & Riverside Volunteer Fire Department from March 24, 2020 to May 28, 2020 during the Stay at Home Order

Notification of the closure of the playgrounds located at Freida Avenue, Coldren Street, Eugene Street, Michigan Avenue during the COVID19 Pandemic

Resolution 2020-2

A RESOLUTION OF STONYCREEK TOWNSHIP, COUNTY OF CAMBRIA, COMMONWEALTH OF PENNSYLVANIA, TEMPORARILY SUSPENDING CERTAIN SERVICES DUE TO THE COVID19 PANDEMIC

Whereas, the Township of Stonycreek, Cambria County, Board of Commissioners has made the decision to temporarily suspend many of the Township services at the close of business Friday March 20, 2020.

Whereas, at this time, it is impossible to determine how long this will be in effect. This decision was made for the safety of our employees and to limit the spread of this serious virus to other members of our public. While away from work, it is strongly urged to follow social distancing as well as all of the other recommendations that have and continue to be released by our state and federal agencies, as well as health professionals.

Whereas, all pay and benefits will be un-interrupted during this time. A time sheet will still be required to be submitted to receive pay

Whereas, some departments will be working a staggered schedule while others will be on call as needed.

Whereas, all employees are to remain available for work and may be asked to report with little notice. If a Stonycreek Township employee anticipates a situation where they would not be available, please notify one of the department supervisors in advance. Stonycreek Township employees will be required to use a vacation or sick day for that time.

ENACTED 20<sup>th</sup> day of March 2020, 2020 AND RESOLVED THIS 14<sup>th</sup> day of April 2020

STONYCREEK TOWNSHIP  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
Vice President, Board of Commissioners

\_\_\_\_\_  
Emergency Management Coordinator

ATTEST:

\_\_\_\_\_  
Township Administrator

Resolution 2020-3  
STONYCREEK TOWNSHIP  
CAMBRIA COUNTY, PENNSYLVANIA  
RESOLUTION 2020-3

A RESOLUTION OF STONYCREEK TOWNSHIP, COUNTY OF CAMBRIA, COMMONWEALTH OF PENNSYLVANIA, ISSUING A DECLARATION OF A DISASTER EMERGENCY DUE TO THE COVID19 PANDEMIC

WHEREAS, on or about March 30, 2020 a (disaster) has caused or threatens to cause, injury, damage, and

Suffering to the persons and property of the Township of Stonycreek, Cambria County; and

WHEREAS; the (disaster) has endangered the health, safety and welfare of a substantial number of persons residing in the Township of Stonycreek, Cambria County, and threatens to create problems greater in scope than problems The Township of Stonycreek, Cambria County may be able to resolve; and

WHEREAS; emergency management measures are required to reduce the severity of this disaster and to protect the health, safety and welfare of affected residents in the Township of Stonycreek, Cambria County;

NOW THEREFORE; we, the undersigned Commissioners of the Township of Stonycreek, Cambria County pursuant to the provisions of Section 7501 of the Pennsylvania

emergency Management Services Code, (35 PA C.S., Section 7501), as amended, do hereby declare the existence of a disaster emergency in the Township of Stonycreek, Cambria County.

FUTHER, I, David Berkebile, President Commissioner hereby direct the Township of Stonycreek, Cambria County Emergency Management Coordinator to coordinate the activities of the emergency response, to take all appropriate action needed to alleviate the effects of the disaster, to aid in the restoration of essential public services, and to take any other emergency response action deemed necessary to respond to this emergency.

STILL Further, I, David Berkebile, President Commissioner authorize of the Township of Stonycreek, Cambria County to as necessary to meet the current exigencies of this emergency namely; by the employment of temporary workers, by the rental of equipment, by the purchase of supplies and materials, and by entering into such contracts and agreements for the performance of public work as may be required to meet the emergency, all without regard to those time-consuming procedure and formalities normally prescribed by law, mandatory constitutional requirements excepted.

This Declaration shall take effect immediately and continue until further declaration of the President Commissioner

ENACTED 30<sup>th</sup> day of March 2020 AND RESOLVED THIS 14<sup>th</sup> day of April 2020

\_\_\_\_\_  
President, Board of Commissioners

\_\_\_\_\_  
Vice President Commissioner

ATTEST:

\_\_\_\_\_  
Township Administrator

Resolution 2020-3 Amended on April 9, 2020  
STONYCREEK TOWNSHIP  
CAMBRIA COUNTY, PENNSYLVANIA  
RESOLUTION 2020-3

A RESOLUTION OF STONYCREEK TOWNSHIP, COUNTY OF CAMBRIA, COMMONWEALTH OF PENNSYLVANIA, ISSUING A DECLARATION OF A DISASTER EMERGENCY DUE TO THE COVID19 PANDEMIC

(Not full text of the declaration)



Amended to add:

**This Declaration shall take effect immediately and shall remain in effect until otherwise rescinded in writing and by a vote of this organization**

ENACTED the 9<sup>th</sup> day of April 2020 AND RESOLVED THIS 14<sup>th</sup> day of April 2020

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President, Board of Commissioners

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Vice President Commissioner

ATTEST:

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Township Administrator

**New Business**

Correspondence from Harold J. Berkebile, President Borough of Lorain notifying the township that Mayor Michael Hammers and Councilman Michael Kuharcik are working to revitalize the hiking trails in Lorain Borough. The brief discussion was held on the matter: The board noted that 80 acres situated within the township, are deeded to Lorain Borough and recognized Lorain Boroughs desire to provide residents of the area with access to hiking trails. The board also noted that prior to the approval for the installation of a trailhead at the Coldren Street Playground, necessary permits will be required and the responsibility of Lorain Borough.

**Committee Reports:**

Commissioner Simmons finalized the matters related to the storm water runoff located near 89 Schrader Avenue, stating that he would speak with Mr. Basko outlining the desire of the board to be cautious with expenses during the current economic situation. Commissioner Simmons spoke on the matter related to the split/fallen tree located in the drainage ditch at the rear of 1984 Eugene Street, which is owned by Joe Oliver. Commissioner Simmons stated the cost associated with cutting the tree by Tree Experts was \$650.00. A brief discussion was held concluding with the determination that Solicitor Gleason should send a letter informing the homeowner the remaining trees are his responsibility to maintain and trim to avoid issues during a windstorm.

Commissioner Sedlemeyer spoke on the matter related to the temporary suspension of the sewer surcharge for non-compliance of the sewer certification program. Commissioner Sedlemeyer also noted that the late fees for the 2020 Garbage, Sanitary Sewer Maintenance and Storm Water fees would be temporarily suspended. Commissioner Sedlemeyer held a brief discussion on the matters related to solving the building repairs and how to proceed in the coming years.

**Accounts Payable**

President Berkebile asked the board's wishes on the bills as presented.

The General Fund bills paid between the meetings of March 11, 2020 through April 13, 2020 for \$ 73,529.74, The General Fund Accounts Payable bill list dated April 14, 2020 \$45,799.05. The Sanitary Sewer Fund Accounts Payable list dated April 14, 2020 \$ 8,785.73. The Motor License Fund Accounts Payable list dated April 14 2020 \$1,573.00

President Berkebile called for a motion made by Commissioner Callihan, second Commissioner Sedlemeyer, to approve the bills as presented ROLL CALL: COMMISSIONER CALLIHAN, SEDLEMEYER, SIMMONS, BERKEBILE and HELSEL. YES. 5 NO 0 MOTION CARRIED

#### Treasurers Report

President Berkebile called for a motion, made by Commissioner Helsel second Commissioner Sedlemeyer to approve the Treasurers report for the month of March 2020 Roll call vote results were as follows: Commissioners, HELSEL, and SEDLEMEYER. SIMMONS BERKEBILE and CALLIHAN – The motion to approve the Treasurers report was approved 5-0

President Berkebile called for a motion made by Commissioner Callihan second Commissioner Simmons to adjourn the meeting until May 12, 2018, at 6:00 P.M in the William M. Knipple Meeting Room.

Respectfully Submitted

Jennifer D. Wagner  
Township Administrator