

COMMITTEE MEETING AGENDA
MAY 2, 2016
6:30 P.M

OTHER

1. 2016 Paving Program
2. Civil Service
3. Police Motorcycle Purchase
4. Tax Amnesty – Business Privilege
5. 2016-17 Planning Goals

Executive Session to follow

ROSS TOWNSHIP BOARD OF COMMISSIONERS

TENTATIVE AGENDA

May 2, 2016

7:30 P.M.

**CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL
INVOCATION**

PUBLIC COMMENT ON AGENDA ITEMS (5 minute limit)

ADDRESSING THE BOARD: Thomas G. Lawlor, Esq., re: Presenting the eligible candidates for the position of police officer

PETITIONS AND COMPLAINTS –

**AWARDING OF BIDS - 1) 2016 Parks and Ball Field Lawn Maintenance
2) Washing of Township Vehicles**

RESOLUTIONS TO BE ADOPTED

ORDINANCES TO BE ENACTED

Resolution No. 2370 - Amending Ordinance Number 2342 to change the expiration date of terms for Traffic Advisory Board members.

CONSENT AGENDA

- 1. Approval of Minutes – April 4, 2016**
- 2. Payment of Bills and Financial Reports**

PLANNING COMMISSION –

PLANNING/ZONING REDEVELOPMENT COMMITTEE REPORT

SOLICITOR'S REPORT

RECREATION COMMITTEE REPORT

ADMINISTRATION/LEGISLATIVE COMMITTEE REPORT

1. Board motion to ratify the Settlement Agreement and Release between Safway Services, LLC and Ross Township regarding payment for scaffolding for the Public Works Building..

PUBLIC WORKS COMMITTEE REPORT

1. Board motion to award El Grande Industries, Inc., low bidder, the Base Bid and all the Alternates (Option 6) the 2016 Road Paving Program, for a total amount of \$1,092,486.50.

PUBLIC SAFETY/POLICE COMMITTEE REPORT

1. Board motion to direct Civil Service to begin the Lieutenant hiring process.
2. Board motion to purchase 2016 BMW R1200 RT-P Police Motorcycle at a cost not to exceed \$25,460.00.

PUBLIC SAFETY/FIRE/FIRE POLICE/EMS COMMITTEE REPORT

MANAGER'S REPORT

COMMISSIONERS COMMENTS

Richard Avon
Patrick Mullin
Jack Betkowski
Daniel DeMarco
Grace Stanko
David J. Mikec
Lana Mazur
Stephen L. Korbel
Jeremy Shaffer

CITIZEN COMMENTS *(5 minute limit)*

ADJOURNMENT

**2016-2017 PLANNING GOALS
ROSS TOWNSHIP**

Community Development/Building	Final Score	Percent Complete	Expected Completion Date	Comments
1 Zoning Ordinance (signs, sidewalks, etc.)	22			
2 Streetscape Plan for Major Arteries	16			
3 Economic Development Corporation	9			
4 GIS/Zoning Mapping	9			
5 Improve Dept. Procedures	0			
6 Dye Testing Procedure	0			
Parks and Recreation				
Park Specific				
1 Implementation of Rec Comp Plan	20			
2 Sangree Water Park	17			
3 Field Improvements	11			
4 Increase Funding for Parks	8			
5 Trail System Implementation	6			
6 Evergreen Trails	4			
7 Denny Park Master Plan	3			
8 Ice/Deck Risk Feasibility	1			
9 Park-centric Programming	0			
Police Department				
1 Review/Revise Policy and Regs	0			
2 Upgrade Camera System at Twp Bldg	0			
3 Critical Incident Training	0			
4 Precious Metals Ordinance	0			
5 Internet Purchase Safety Zone	0			
6 Server Command Unit	0			
7 Emergency Notification System	0			

**2016-2017 PLANNING GOALS
ROSS TOWNSHIP**

Public Works				
1	Update Paserware Ratings	17		
2	IT Goals -- bar coding, fleet mgt.	14		
3	Upgrade Work Order System	12		
4	Revising Street Opening Process	10		
5	MS4 Permit Compliance	2		
6	Dye Testing Procedure	1		
Administration/Finance				
1	Improve Communications w/ Residents	24		
2	Improve Budget Process	13		
3	5 Year Capital Improvement Plan	9		
4	Sustain. Coord.-- Platinum Cert.	5		
5	IT Upgrades -- Paperless Office	5		
6	Setting up Workers Comp Panel	0		

ORDINANCE NO: 2370

ROSS TOWNSHIP

ALLEGHENY COUNTY, PENNSYLVANIA

AN ORDINANCE OF ROSS TOWNSHIP, ALLEGHENY COUNTY, PENNSYLVANIA AMENDING ORDINANCE NUMBER 2342 TO CHANGE THE EXPIRATION DATE OF TERMS FOR ADVISORY BOARD MEMBERS.

WHEREAS, the Ross Township Board of Commissioners has enacted Ordinance 2342 which amended the Ross Township Code of Ordinances at Chapter 1, Administration and Government, by adding a Part 10: BOARDS, which established Advisory Boards within the Township.

WHEREAS, in order to promote the health, safety and welfare of the residents of Ross Township, the Township Board of Commissioners have deemed it necessary to amend Ordinance 2342 to change the expiration date of the terms for the Advisory Boards.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COMMISSIONERS OF ROSS TOWNSHIP, ALLEGHENY COUNTY, PENNSYLVANIA AND IT HEREBY ORDAINED AND ENACTED BY AND WITH THE SAME THAT:

SECTION 1:

The aforementioned Title/Summary and Whereas clauses are incorporated herein by reference, the same as if set forth fully at length.

SECTION 2:

Section 1 of Ordinance 2342, §1-1001.4 Terms of Membership, is hereby amended to state that the terms for all board members shall expire on December 31st.

SECTION 3:

Any ordinance or part thereof in conflict herewith, is hereby repealed to the extent of said conflict.



TO: Board of Commissioners
FROM: Douglas Sample, Manager
DATE: April 29, 2016
RE: 2016 Paving Program Award

ROSS TOWNSHIP

Ross Township
Municipal Building
1000 Ross Municipal Drive
Pittsburgh, PA 15237-2725
Phone: (412) 931-7055
Fax: (412) 931-7062
www.ross.pa.us

OFFICERS

PRESIDENT

Jeremy Shaffer

VICE PRESIDENT

David J. Mikec, Sr.

TAX COLLECTOR

Gerald R. O'Brien
Phone: (412) 931-8362

PROPERTY TAX COLLECTED BY

Jordan Tax Service
Phone: (724) 731-2331

SOLICITOR

Bonnie Brimmeier, Esq.

MANAGER

Douglas Sample

TOWNSHIP ENGINEER

The Gateway Engineers, Inc.
Richard D. Minsterman, P.E.

COMMISSIONERS

Daniel L. DeMarco, Esq.
Stephen L. Korbel, Esq.
Rick Avon
Lana A. Mazur
Grace E. Stanko
David J. Mikec, Sr.
Pat Mullin
Jack Betkowski
Jeremy Shaffer

At our last meeting we were discussing the pros and cons of ID-2 mixes and Superpave. In studies that have evaluated the two products, they have found that Superpave performs equal to or better than the ID-2 mixes on medium to heavy volume roads. The primary benefit was resistance to rutting and temperature cracking. However, when compared to low volume roads, the ID-2 mix performed better. The roads we are paving are all considered low volume roads. Currently, Richland and Ohio Township are using the ID-2 mixes for their road programs. Shaler will be using ID-2 for this year's paving program. I've attached pictures comparing ID-2 to Superpave. The ID-2 pictures were taken on Brighton Drive in Ohio Township. The Superpave pictures were taken on 6th Avenue in Ross Township. Both streets were paved within 6 months of each other. As you can see the cracking is more significant on the road paved with Superpave. We can further discuss this at Monday's meeting.



Brighton Dr
Ohio Twp

Brighton Ave
Ohio Twp

Brighton Dr
Ohio Twp

6th Ave
Russ Trip

DEER
XING



6th Ave
Ross Twp



6th Ave
Ress Temp

6 m Air
Ross Turp



DRAFT

Ross Township Commissioners Meeting
1000 Ross Municipal Drive
Pittsburgh, PA 15237
April 4, 2016
7:30 p.m.

COMMISSIONERS PRESENT: Jeremy Shaffer, Daniel L. DeMarco, Grace Stanko, David J. Mikec, Lana Mazur, Stephen Korbel, Richard Avon, Patrick Mullin and Jack Betkowski

SOLICITOR: Bonnie Brimmeier, Esq.

TOWNSHIP MANAGER: Douglas Sample

RECORDING SECRETARY: Noreen A. Re

Pledge of Allegiance/Invocation

PUBLIC COMMENT ON AGENDA ITEMS - None

PRESENTATION OF PLAQUE:

Eagle Scout Jeremiah Mancino

Commissioner Stanko presented a plaque to Jeremiah Mancino of Troop 368 for attaining the highest rank in Scouting. He is the 63rd Eagle Scout from Troop 368. Jeremiah's Eagle Scout project consisted of landscaping renovation at Highland Presbyterian Church as well as helping with some drainage issues along the driveway.

PETITIONS AND COMPLAINTS – None

AWARDING OF BID:

Public Works Uniforms and Other Rentals

Mr. Sample stated this matter will be moved to the next meeting in April.

RESOLUTIONS TO BE ADOPTED - None

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RECREATION COMMITTEE REPORT:

Board motion to approve Pashek & Associates to prepare the Sangree Park Feasibility Study.

Motion to approve made by Commissioner Mazur and seconded by Commissioner Korbel.

Motion passes unanimously

Commissioner Mazur requested Ms. Peet address the Board regarding the camera at Denny Park. Ms. Peet described in detail the camera situation at Denny Park. Having cameras in the park would allow Public Safety to effectively monitor Denny Park from the police station. Commissioner Mikec commented that the camera in Maple Park, which operates on a tape system and was donated on a trial basis, has helped to curb vandalism in the park. Ms. Peet commented further that having the cameras tends to be a deterrent.

Commissioner Mazur also commented that articles for the magazine need to be submitted by April 15th. She also indicated they are working on the Fishing Tournament, Community Day and the parade. There will be a dunk tank fundraiser again this year.

ADMINISTRATION/LEGISLATIVE COMMITTEE REPORT:

Board motion to appoint Lisa Herbert and Kathleen Buck to a four-year term on the Traffic Advisory Board.

Motion to approve made by Commissioner Stanko and seconded by Commissioner Mazur.

Commissioner Betkowski inquired if the openings were appropriately posted. Mr. Sample said they were. Commissioner Betkowski also requested that these appointments line up with the others made at the beginning of the year. Since the Traffic Advisory Board was not created at the beginning of the year, the term expires in March of 2020. Discussion ensued regarding changing the appointment to expire at the end of the year rather than March. Commissioner Korbel stated he thought they would just serve the



Motion passes unanimously

Request Board approval for Merit Electrical Group Change Order No. 1. Total not to exceed \$66,083.20.

Motion to approve made by Commissioner Mikec and seconded by Commissioner Mazur.

Motion passes unanimously

Commissioner Mikec reminded everyone there are three full-time laborer positions and up to nine part-time summer positions available at the Public Works Department. He advised anyone interested to check the website for details.

Commissioner Shaffer commented on the progress of the Public Works Building and the capacity of the salt dome.

PUBLIC SAFETY/POLICE COMMITTEE REPORT:

Commissioner Avon stated the Ross Police Department will be hosting a safety program on personal safety on Saturday, April 9th, at 11:00 a.m.

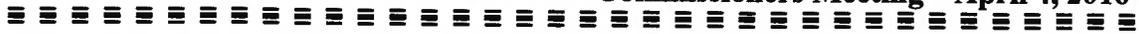
PUBLIC SAFETY/FIRE/FIRE POLICE/EMS COMMITTEE REPORT - None

MANAGER'S REPORT:

Mr. Sample stated the township had its MS-4 compliance inspection last Tuesday for the stormwater discharge to the streams. He indicated the examination went well and that there were no violations or deficiencies. Mr. Sample also stated that next Monday at 6:30 p.m. will be the goal-setting agenda meeting. Dinner will be served.

COMMISSIONERS' COMMENTS:

Commissioner Mikec mentioned the Pennsylvania State Association of Township Commissioners will have their educational



recycling, which Mr. Sample confirmed. He also confirmed that the \$66,000 was for the new Public Works Building. Mr. Zawoysky also congratulated Commissioner Shaffer on the birth of his daughter.

Motion to adjourn made by Commissioner Korbelt and seconded by Commissioner Mazur.

Motion passes unanimously

**MEETING ADJOURNED TO EXECUTIVE SESSION AT 8:15 P.M.
NO ACTION TO BE TAKEN**

**Douglas Sample
Manager/Secretary**

**By: _____
Jeremy Shaffer, President
Ross Township Board of
Commissioners**

Minutes transcribed by *Noreen A. Re, Court Reporter*

Memorandum

To: **Ross Township Commissioners**
CC: Doug Sample and Daniel Berty
From: Mary Hilke
Date: April 29, 2016
RE: General Fund Vendor Payments for May 2, 2016

The Finance Department is asking for approval for payment for the following checks.

1. Checks are being issued from the FNB Payroll Account in the amount of **\$177,213.22**. These payments are for the payroll of April 22, 2016:

Employee Checks: # 2321 to # 2328
Direct Deposit Transfers: # 36414 to # 36522

2. Checks are being issued from the FNB Payroll Account, for payroll related deductions, in the amount of **\$145,049.52**. These payments are for the payroll of April 22, 2016:

Vendor Checks: # 2329 to # 2336 for \$15,981.90
Wire Transfers: # 697 to # 701 for \$90,272.19
1st Qtr Payroll Taxes Wire: # 702 for \$1,108.48
1st Qtr Payroll Taxes Checks: # 2337 to # 2338 for \$37,686.95

3. Checks are being issued from the FNB Checking Accounts, in payment for outstanding invoices, to our vendors in the amount of **\$750,359.67**.

Vendor Checks (General): # 3147 to # 3215 for \$160,310.49
Vendor Checks (Sewer): # 3073 to # 3077 for \$512,239.85
Vendor Checks (Cap. Camp.): # 4067 to # 4068 for \$39,509.33
Vendor Check (Escrow): # 5008 for \$300.00
PrePay Check (General): # 3146 for \$38,000.00
Voided Check (General): # 3073

To: ROSS TOWNSHIP COMMISSIONERS

From: Dan Berty, Director of Finance

Date: April 29, 2016

Subject: **MAY 2016 CHECK RUN**

Attached is the Check Run detail listing to be approved at the May 2, 2016 meeting. The following is a brief description of the top four vendors payments listed in the General, Sewer, Escrow and Capital Improvement Fund preliminary check register. These vendor payments comprise 87.86% of the total check register.

<u>NAME / DESCRIPTION</u>	<u>FUND</u>	<u>AMOUNT</u>
ALCOSAN QUARTERLY SEWER TREATMENT CHARGES	SEWER	\$ 487,047.92
PNC EQUIPMENT FINANCE ANNUAL FINANCE PAYMENT FOR 2013 VEHICLE LEASES	OPERATING	\$ 100,316.16
SAFWAY SERVICES, LLC LAWSUIT SETTLEMENT PAYMENT	SEWAGE	\$ 38,000.00
DUQUESNE LIGHT COMPANY PUBLIC WORKS BUILDING PROJECT - NON BUDGETED COST	CAPITAL	\$ 33,914.33

Listed below are total monthly payments for May 2016 to the Township Engineer, the Township Attorney, and any other Vendor with a reimburseable expense during the period, less the reimbursements by developers, grants, or bond proceeds:

Gateway Engineers and Surveyors	\$ -
Less: Expense Reimbursements	\$ -
Total Costs	\$ -
Brimmeier & Associate, Township Attorney	\$ -
Less: Expense Reimbursements	\$ -
Total Costs	\$ -
Duquesne Light Company	\$ 33,914.33
Less: Bond Reimbursements	\$ -
Total Capital Fund Costs	\$ 33,914.33

Please feel free to contact me with any questions. Sincerely,



Dan Berty, Director of Finance



TOWNSHIP OF ROSS

General Fund

**Vendor Payments to be Approved
for payment on May 2, 2016.**

**Checks 3147 through 3215
In the amount of \$160,310.49**

FY 2016

Ross Township

CHECK REGISTER FOR 5/2/2016 TO 5/2/2016 & CHECK NUMBERS 0 TO 2147483647
 CASH ACCT 01-100-010400

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>		<u>CHECK AMT</u>
3147	05/02/2016	1 A & A CONCRETE PRODUCTS INC		404.00
	01-436-250001	CULVERTS	404.00	
3148	05/02/2016	5 A & H EQUIPMENT COMP		639.99
	01-437-251000	VEHICLE PARTS	407.63	
	01-437-251000	VEHICLE PARTS	232.36	
3149	05/02/2016	103492 ALL-CLEAN BUILDING SERVICES		3,386.00
	01-409-450000	CONTRACTED SERVICES	3,386.00	
3150	05/02/2016	100150 BARN		484.00
	01-454-371000	LANDSCAPING	116.00	
	01-401-145000	SUSTAINABILITY/INTERN	368.00	
3151	05/02/2016	119427 BATTERY GIANT PITTSBURGH		174.90
	01-437-251000	VEHICLE PARTS	59.95	
	01-437-251000	VEHICLE PARTS	114.95	
3152	05/02/2016	103487 BETZLER, DEBORAH ANN		611.00
	01-400-145000	SECRETARIAL SERVICE	350.00	
	01-414-145001	SECRETARIAL SERVICE/ZHB	261.00	
3153	05/02/2016	120287 BIGGART, PAMELA		16.00
	01-368-368309	AEROBICS	16.00	
3154	05/02/2016	120278 BLACK, TRACIE		80.00
	01-453-146000	INSTRUCTORS	80.00	
3155	05/02/2016	100198 BURKS LAWN AND SAW INC		1,139.20
	01-437-251000	VEHICLE PARTS	578.72	
	01-437-374000	REPAIR/MAINTENANCE/EQUIPMENT	113.16	
	01-437-251000	VEHICLE PARTS	38.75	
	01-437-251000	VEHICLE PARTS	274.81	
	01-437-251000	VEHICLE PARTS	133.76	
3156	05/02/2016	2685 COMCAST		195.03
	01-407-325000	INTERNET SERVICES	84.85	
	01-430-451000	MAINTENANCE CONTRACTS	4.23	
	01-410-530002	CONTRIBUTION/FIRE POLICE UTIL	105.95	
3157	05/02/2016	103563 COMCAST TELEPHONES		493.48
	01-409-321000	TELEPHONE	493.48	
3158	05/02/2016	1919 COMDOC INC.		87.13
	01-430-451000	MAINTENANCE CONTRACTS	87.13	
3159	05/02/2016	1931 CONSOLIDATED COMMUNICATIONS		170.41
	01-410-321000	TELEPHONE	82.92	
	01-410-530002	CONTRIBUTION/FIRE POLICE UTIL	35.02	
	01-430-321000	TELEPHONE	35.11	
	01-454-321000	TELEPHONE	17.36	
3160	05/02/2016	120288 COSTA, JENNIFER		90.00
	01-369-369504	RENTAL-CLASSROOMS	90.00	

CHECK REGISTER FOR 5/2/2016 TO 5/2/2016 & CHECK NUMBERS 0 TO 2147483647
CASH ACCT 01-100-010400

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>	<u>CHECK AMT</u>
		01-454-374000 REPAIR/MAINTENANCE/EQUIPMENT	49.99
		01-454-374000 REPAIR/MAINTENANCE/EQUIPMENT	170.43
3175	05/02/2016	101842 H & L ELECTRIC	740.00
		01-430-370000 REPAIR/MAINTENANCE SERVICES	740.00
3176	05/02/2016	118581 HOVIS AUTO	38.31
		01-437-251000 VEHICLE PARTS	16.77
		01-437-251000 VEHICLE PARTS	21.54
3177	05/02/2016	121 LAUREL GARDENS TIRE	196.00
		01-437-251001 TIRES	36.00
		01-437-251001 TIRES	80.00
		01-437-251001 TIRES	80.00
3178	05/02/2016	164 LEONARDS SAW SHOP	594.95
		01-437-251000 VEHICLE PARTS	594.95
3179	05/02/2016	101890 LEXISNEXIS RISK&INFORMATION	75.25
		01-410-420000 DUES/SUBSCRIPTIONS/MEMBERSHIP	75.25
3180	05/02/2016	2555 LINDY PAVING INC	449.67
		01-431-252000 ASPHALT	449.67
3181	05/02/2016	120285 LINNER, CRAIG	41.19
		01-401-460000 MEETINGS AND CONFERENCES	41.19
3182	05/02/2016	119228 LOCAL GOVERNMENT ACADEMY	500.00
		01-401-460000 MEETINGS AND CONFERENCES	250.00
		01-402-460000 MEETINGS AND CONFERENCES	125.00
		01-453-460000 MEETINGS AND CONFERENCES	125.00
3183	05/02/2016	228 MERTZ PLUMBING HEATI	213.50
		01-454-310000 PROFESSIONAL SERVICES	213.50
3184	05/02/2016	102853 MODEL UNIFORMS	60.96
		01-430-450000 CONTRACTED SERVICES	60.96
3185	05/02/2016	120293 NAPWDA	550.00
		01-410-461000 TRAINING	550.00
3186	05/02/2016	118328 NATURAL SAND CO., INC.	1,158.50
		01-454-250000 REPAIR & MAINTENANCE SUPPLIES	1,158.50
3187	05/02/2016	120058 NORTH BOROS VETERINARY HOSPITAL	1,011.88
		01-250-250121 K9 DONATION ESCROW	1,011.88
3188	05/02/2016	48 NORTH HILLS AUTO SUPPLY INC	59.73
		01-437-251000 VEHICLE PARTS	10.14
		01-437-251000 VEHICLE PARTS	6.76
		01-437-251000 VEHICLE PARTS	38.97
		01-437-251000 VEHICLE PARTS	3.86
3189	05/02/2016	100219 NORTH HILLS LOCK & SAFE	219.90
		01-409-370000 REPAIR/MAINTENANCE SERVICES	219.90
3190	05/02/2016	103408 NORTH HILLS TRUCK & TRAILER	475.00

CHECK REGISTER FOR 5/2/2016 TO 5/2/2016 & CHECK NUMBERS 0 TO 2147483647
 CASH ACCT 01-100-010400

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>		<u>CHECK AMT</u>
		01-437-251000 VEHICLE PARTS	34.68	
3205	05/02/2016	100087 SPRINT		645.83
		01-410-321000 TELEPHONE	607.54	
		01-430-321002 CELLULAR PHONE	38.29	
3206	05/02/2016	103544 STAPLES ADVANTAGE		446.30
		01-401-210000 OFFICE SUPPLIES	42.81	
		01-410-210000 OFFICE SUPPLIES	31.25	
		01-401-210000 OFFICE SUPPLIES	131.29	
		01-410-210000 OFFICE SUPPLIES	151.96	
		01-413-240000 OPERATING SUPPLIES	88.99	
3207	05/02/2016	119499 THOMAS H. AYOUB III&ASSOCIATES		8,582.05
		01-410-317100 CIVIL SERVICE/GENERAL	8,582.05	
3208	05/02/2016	844 TIFCO INDUSTRIES		497.98
		01-437-251000 VEHICLE PARTS	497.98	
3209	05/02/2016	119462 T & M HARDWARE & RENTAL, INC.		86.39
		01-431-250000 REPAIR & MAINTENANCE SUPPLIES	71.15	
		01-454-250000 REPAIR & MAINTENANCE SUPPLIES	7.16	
		01-454-250000 REPAIR & MAINTENANCE SUPPLIES	8.08	
3210	05/02/2016	99882 TRAFFIC CONTROL		626.75
		01-433-450001 TRAFFIC SIGNAL MAINTENANCE	275.75	
		01-433-450001 TRAFFIC SIGNAL MAINTENANCE	351.00	
3211	05/02/2016	100109 TURBO TECHNOLOGIES INC		4,190.00
		01-437-250000 REPAIR & MAINTENANCE SUPPLIES	4,190.00	
3212	05/02/2016	325 UNIFIRST		122.75
		01-430-238000 UNIFORM RENTAL	122.75	
3213	05/02/2016	331 VECTOR SECURITY		147.90
		01-409-450000 CONTRACTED SERVICES	32.95	
		01-410-530002 CONTRIBUTION/FIRE POLICE UTIL	50.23	
		01-430-451000 MAINTENANCE CONTRACTS	64.72	
3214	05/02/2016	3162 VERIZON WIRELESS		591.67
		01-400-321000 TELEPHONE/INTERNET SVCS	240.06	
		01-401-321002 TELEPHONE/INTERNET	40.01	
		01-402-321002 TELEPHONE/INTERNET	40.01	
		01-410-321003 CELLULAR PHONE-SCHOOL GUARDS	31.53	
		01-413-321002 CELLULAR PHONE	40.01	
		01-430-321002 CELLULAR PHONE	160.04	
		01-451-321002 CELLULAR PHONE	40.01	
3215	05/02/2016	99907 WASTE MANAGEMENT		1,059.80
		01-430-250000 REPAIR & MAINTENANCE SUPPLIES	1,059.80	

TOWNSHIP OF ROSS

General Fund

Vendor Payments to be Ratified

Check 3146

In the amount of \$38,000.00

FY 2016

Ross Township
CHECK REGISTER FOR 4/20/2016 TO 4/20/2016 & CHECK NUMBERS 0 TO 2147483647
CASH ACCT 01-100-010400

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>		<u>CHECK AMT</u>
3146	04/20/2016	118231 SAFWAY SERVICES, LLC		38,000.00
	01-409-370000	REPAIR/MAINTENANCE SERVICES	38,000.00	
		TOTAL NUMBER OF CHECKS:	1	38,000.00
		TOTAL NUMBER OF EPAYMENTS:	0	0.00
				<u>38,000.00</u>

TOWNSHIP OF ROSS

Sewer Account

**Vendor Payments to be Approved
for payment on May 2, 2016.**

**Checks 3073 to 3077
In the amount of \$512,239.85**

FY 2016

Ross Township
CHECK REGISTER FOR 5/2/2016 TO 5/2/2016 & CHECK NUMBERS 0 TO 2147483647
CASH ACCT 08-100-010400

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>		<u>CHECK AMT</u>
3073	05/02/2016	1467 ALCOSAN		2,653.37
	08-429-364000	ALCOSAN	2,653.37	
3074	05/02/2016	2 ALCOSAN		487,047.92
	08-429-364000	ALCOSAN	487,047.92	
3075	05/02/2016	91 JORDAN TAX SERVICE I		5,833.33
	08-402-316000	COMMISSION/JORDAN TAX	5,833.33	
3076	05/02/2016	120286 MICHAEL KERR CONSULTING		975.00
	08-429-250000	REPAIR & MAINTENANCE SUPPLIES	975.00	
3077	05/02/2016	102691 ROSS/MTSA LROC JOINT FUND		15,730.23
	08-429-364002	LOWRIES RUN SEWER AUTHORITY	15,730.23	
		TOTAL NUMBER OF CHECKS:	5	512,239.85
		TOTAL NUMBER OF EPAYMENTS:	0	0.00
				<u>512,239.85</u>

TOWNSHIP OF ROSS

Capital Improvement

**Vendor Payments to be Approved
for payment on May 2, 2016.**

**Checks 4067 to 4068
In the amount of \$39,509.33**

FY 2016

Ross Township

CHECK REGISTER FOR 5/2/2016 TO 5/2/2016 & CHECK NUMBERS 0 TO 2147483647
CASH ACCT 19-100-000000

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>		<u>CHECK AMT</u>
4067	05/02/2016	118477 DUQUESNE LIGHT COMPANY		33,914.33
	19-439-730000	PUBLIC WORKS BUILDING PROJECT	33,914.33	
4068	05/02/2016	103188 GORDICO, INC		5,595.00
	19-454-370000	PARKS IMPROVEMENT PROJECTS	5,595.00	
		TOTAL NUMBER OF CHECKS:	2	39,509.33
		TOTAL NUMBER OF EPAYMENTS:	0	0.00
				<u>39,509.33</u>

TOWNSHIP OF ROSS

Escrow Payments

**Vendor Payments to be Approved
for payment on May 2, 2016.**

Check 5008

In the Amount of \$300.00

FY 2016

Ross Township

CHECK REGISTER FOR 5/2/2016 TO 5/2/2016 & CHECK NUMBERS 0 TO 2147483647
CASH ACCT 05-100-010003

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>		<u>CHECK AMT</u>
5008	05/02/2016	120283 DIAMOND WIRE SPRING, INC.		300.00
	05-250-250209	ESCROW ACCT - VOEGELE CO (G-63)	300.00	
		TOTAL NUMBER OF CHECKS:	1	300.00
		TOTAL NUMBER OF EPAYMENTS:	0	0.00
				<u>300.00</u>

TOWNSHIP OF ROSS

Payroll Fund

**Payroll & Payroll Liabilities to be
Ratified for the period of April 4,
2016 through April 17, 2016**

**Checks 2321 through 2338
Direct Deposits 36414 to 36522,
And Wire Transfers 697 to 702
in the amount of \$322,262.74**

TOWNSHIP OF ROSS

Procurement Cards

For the Month of

March 2016

In the Amount of \$8,837.04

FNB CREDIT CARD ACTIVITY BY DEPARTMENT

Admin	ADOBE	3/11/2016	01-407-455000	15.89 ds
9371 #1	APMM	3/22/2016	01-400-460000	50.00 ds
	APMM	3/22/2016	01-401-460000	50.00 ds
	APMM	3/22/2016	01-430-460000	50.00 ds
				165.89
9389 #2	Convention Ctr Garage	3/9/2016	01-401-460000	10.00 ds
	The Tavern Restaurant	3/17/2016	01-401-460000	204.60 ds
	Penn Stater Conf Ctr	3/17/2016	01-430-460000	13.61 ds
	Penn Stater Conf Ctr	3/18/2016	01-401-460000	399.77 ds
	Penn Stater Conf Ctr	3/18/2016	01-402-460000	377.58 ds
	Penn Stater Conf Ctr	3/18/2016	01-410-460000	377.58 ds
	Penn Stater Conf Ctr	3/18/2016	01-430-460000	251.72 ds
	Dipietros Restaurante	3/24/2016	01-401-460000	44.89 ds
	Paypal APMM	3/28/2016	01-401-460000	335.00 ds
				2014.75
7144 #3	Amazon	3/21/2016	01-430-210000	14.29 mf
				14.29
Public Works				
7151	Sears	2/29/2016	01-430-260000	167.99 mf
	Harbor Freight Tools	3/1/2016	01-437-250000	589.98 mf
	Stor a way	3/3/2016	01-430-450000	108.00 ds
	Harbor Freight Tools	3/3/2016	01-430-260000	779.98 mf
	Best Buy	3/4/2016	01-437-260000	244.97 mf
	National Stormwater	3/9/2016	01-430-460000	824.00 mf
	Harbor Freight Tools	3/11/2016	01-430-236001	302.45 mf
	Hickok Inc	3/22/2016	01-430-210000	105.93 mf
				3123.30
Recreation				
9405 #1	Pat Catans	3/9/2016	01-451-247001	45.88 ep
	Dollartree	3/9/2016	01-451-247001	7.49 ep
	Dollartree	3/10/2016	01-451-247001	16.05 ep
	Big Lots	3/10/2016	01-451-210000	73.83 ep
	Italian Village Pizza	3/11/2016	01-451-210100	347.58 ep
	Sam Club	3/29/2016	01-451-240000	160.68 ep
				651.51
9413 #2	Amazon	3/2/2016	01-451-247001	63.00 ep
	Amazon	3/2/2016	01-451-210100	118.96 ep
	7 Springs Lodging	3/13/2016	01-453-400000	428.00 ep
	7 Springs Lodging	3/13/2016	01-453-460000	428.00 ep
	Sunoco	3/16/2016	01-451-231000	40.00 ep
	PA Criminal Record ck	3/23/2016	01-401-310000	32.00 ep
				1109.96

Police	HTTP SPECTERGEAR	3/1/2016	01-410-261000	115.84	jl
7169	North American Police	3/11/2016	01-410-420000	45.00	jl
	North American Police	3/11/2016	01-410-420000	70.00	jl
	California U of PA	3/10/2016	01-410-461000	295.00	jl
	North American Police	2/12/2016	01-410-420000	70.00	jl
	WWW Newegg.com	3/14/2016	01-410-451002	239.98	jl
	Brickhouse Electron	3/14/2016	01-410-200012	332.09	jl
	Brueggers	3/21/2016	01-410-460000	85.55	jl
	Go Daddy	3/30/2016	01-410-451002	848.88	jl
	Go Daddy	3/31/2016	01-410-451002	404.97	jl
	Go Daddy	3/31/2016	01-410-451002	-749.97	jl
			total	1757.34	
	01-100-010400	credit	GRAND TOTAL	8,837.04	
		4/26/2016			

Project Name: Ross Township Various Projects

Prepared By: Richard D. Minsterman, P.E. , Project Manager

Summary of Recent Activity from March 13, 2016 through April 9, 2016 – Invoices dated April 14, 2016.

- **C-34100-2016 (Road Program Design) – Bryan W. Flaugh, P.E. - Project Manager**
 - Bid documents and specifications were finalized.
 - Communicated with potential bidders.

- **C-34150-0001 – Cemetery Lane Trail Due Diligence Study – Project Manager: Jennifer J. Slagle, P.E.**
 - Discussed scope of work to review potential trail location.
 - Reviewed potential environmental concerns.
 - Reviewed parking requirements and site limitations.
 - Prepared cost estimate and map of proposed trail.
 - Prepared summary of findings and presented information to Township.

- **C-34500-2016 (Miscellaneous Engineering Services) – Richard D. Minsterman, P.E. - Project Manager**
 - Project management and coordination of general engineering issues
 - Herge Park DCNR closeout letter
 - Provide summer intern resumes and candidates
 - Discussions with PW re underground storage tank gas vapor venting
 - Prepare and submit monthly Engineer's Report, Project Status Report, and Plan Developments to the Board
 - Miscellaneous communications with Manager and staff

- **C-34500-T016 (General Traffic Engineering Services) – Michael J. Haberman, P.E., PTOE - Project Manager**
 - Reviewed Traffic Advisory Board (TAB) agenda and meeting minutes.
 - Attended April TAB meeting.
 - Reviewed traffic and speed data for Sycamore Drive and consulted with the Police Department on potential traffic calming measures.

- **C-34501-2015 (MS4 Program) – Jennifer J. Slagle, P.E. - Project Manager**
 - Prepared data and attended DEP audit of the Township's MS4 compliance efforts.
 - Prepared public outreach materials.
 - Coordinated with North Hills School District for outreach program.

- **C-34505-1600 (2016 Administrative Consent Order General Work) – Philip R. Strunk, P.E. - Project Manager**
 - Set up for and performed O&M Plan Audit with DPW staff
 - Updated O&M Plan per Audit results
 - Updated Remote/Stream Sewer mapping for DPW use
 - Created Capacity Allotment sewer fee based on Perrysville Apartment development to help fund future interceptor upgrades

- **C-34505-1603 (2016 Administrative Consent Order CCTV Work) – Philip R. Strunk, P.E. - Project Manager**
 - Prepared NOA, Agreement and NTP for contract documents
 - Prepared for and conducted pre-construction meeting with Contractor

- **C-34505-1605 (2016 Administrative Consent Order Sanitary Sewer Repair Work) – Philip R. Strunk, P.E. - Project Manager**
 - Completed contract documents for bidding
 - Performed final QA/QC of contract documents
 - Prepared for and held pre-bid meeting
 - Attended bid opening
 - Created bid tabulation and issued recommendation letter

- **C-34505-1608 (2016 Administrative Consent Order Mapping Work) – Philip R. Strunk, P.E. - Project Manager**
 - Updated Township over sewer map for DPW staff
 - ALCOSAN regionalization mapping transfer coordination

- **C-34505-1610 Flow Isolation - A-68 Sewershed – Richard D. Minsterman, P.E. - Project Manager**
 - Project management and engineering for the flow isolation portion of the source reduction study required by DEP and to evaluate areas conducive to cost effective source flow (I&I) reduction to lower the capital improvement project cost outlined in the feasibility study report for Jack's Run and Spruce Run sewersheds
 - Develop geodatabase for size evaluation of both flow isolation sub sheds and prepare equipment and process to do the pre-inspection work for both sewersheds and coordinate field work with PW staff

- **C-34510-0004 (DPW Complex Construction Administration and Site Civil Inspections) – Alberto C. Jarquin, P.E., CPESC - Project Manager**
 - Attended two Bi-Weekly construction meetings at project site
 - Continued coordination with West View regarding water line service
 - Continued coordination with McLean and CJL regarding gas line service
 - Field inspection of storm installation (**Storm installation is taking much longer than was anticipated, we budgeted 120 hrs of inspection time and to date we have spent over 250 hrs of storm inspection time, a small section of storm line installation is left as well as construction of the stormwater pond.**)

- **C-34510-0006 (DPW Site Geotech Inspections) – Joseph P. Fagan, P.E. - Project Manager**
 - Continued to inspect backfilling in utility trenches and floor slab subgrade preparations.
 - Monitored the construction of the east fill embankment; not completed at end of period.
 - Project coordination with inspectors regarding current and upcoming work.

- **C-34518-0003 (Evergreen Park Dock) – Kevin M. Nadalin, E.I.T. - Project Manager**
 - Completed bid plans for new dock
 - Conducted mandatory pre-bid meeting on-site
 - Answered RFI's and questions during bidding
 - Attended bid opening
 - Compiled bid tabulation and recommendation

- **C-34518-0004 (Evergreen Park Phase II Improvements) – Philip R. Strunk, P.E. - Project Manager**
 - Designed rain garden and finalized overall design

- **C-34523 (McKnight Road Corridor Due Diligence Study) – Philip R. Strunk, P.E. - Project Manager**
 - Kickoff meeting to review project and determine course of action and deliverables.



ROSS TOWNSHIP

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OFFICERS

PRESIDENT

Jeremy Shaffer

VICE PRESIDENT

David J. Mikec, Sr.

TAX COLLECTOR

Gerald R. O'Brien
Phone: 412-931-8362

PROPERTY TAX COLLECTED BY

Jordan Tax Service
Phone: 724-731-2331

SOLICITOR

Bonnie Brimmeier, Esq.

MANAGER

Douglas Sample

TOWNSHIP ENGINEER

The Gateway Engineers, Inc.
Richard D. Minsterman, P.E.

COMMISSIONERS

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Grace E. Stanko

David J. Mikec, Sr.

Patrick Mullin

Jack Betkowski

Jeremy Shaffer

OFFICIAL **ROSS TOWNSHIP** **NOTICE**

TAKE NOTICE that the Board of Commissioners of the Township of Ross, Allegheny County, Pennsylvania, at a public meeting to be held on Monday, the 2nd day of May 2016, at 7:30 P.M., Prevailing Local Time, at the Ross Township Municipal Building, 1000 Ross Municipal Drive, will conduct a public hearing to consider the enactment of the following proposed ordinance.

Ordinance No. 2370– Amending the Ross Township Code of Ordinances at Chapter 1, Administration and Government, by changing the Traffic Advisory Board members terms to end on December 31st of each year

The complete text of said proposed Ordinance may be examined in the office of the Township Secretary daily during regular business hours.

All persons interested in said proposed Ordinance are invited to be present at the above time and place and you will have an opportunity to be heard.

TOWNSHIP MANAGER

Post Gazette: Please publish Saturday, April 23, 2016

MEMORANDUM

TO: BOARD OF COMMISSIONERS
FROM: DOUGLAS SAMPLE
SUBJ: MEETINGS SCHEDULED IN COMMISSIONERS MEETING ROOM
DATE: APRIL 29, 2016

COMBINED MEETINGS

MONDAY	MAY 2, 2016	- 6:30 P.M. -	General Committee Meeting
“	“	- 7:30 P.M. -	Regular Meeting of the Board
WEDNESDAY	MAY 11, 2016	- 7:00 P.M. -	Zoning Hearing Board Meeting

COMBINED MEETINGS

MONDAY	MAY 16, 2016	- 6:30 P.M. -	General Committee Meeting
“	“	- 7:30 P.M. -	Regular Meeting of the Board
WEDNESDAY	MAY 18, 2016	- 7:00 P.M. -	Fire Chiefs Meeting
WEDNESDAY	MAY 25, 2016	- 6:30 P.M. -	Walk and Bike Committee
THURSDAY	MAY 26, 2016	- 7:00 P.M. -	Planning Commission Meeting