

REGULAR MEETING AGENDA

September 23, 2020

Immediately following the Work Session



CITY OF HERMITAGE

BOARD OF COMMISSIONERS

William J. Moder, III, President

Duane J. Piccirilli, Vice-President

Louis E. Squatrito, Member

William G. McConnell, Jr., Member

Michael T. Muha, Member

PLEASE SHUT OFF ALL CELL PHONES

1) PLEDGE OF ALLEGIANCE

2) GENERAL

a. Roll Call

b. Consideration of approval of the minutes of the August 26, 2020 Regular Meeting.

c. Consideration of monthly administrative reports.

3) SPECIAL RECOGNITIONS

4) CITIZEN'S FORUM

The Board of Commissioners welcomes constructive comments and input from the public. Residents wishing to comment shall first raise their hand, be acknowledged by the Board President, then approach the podium. They will preface any comments with their name and address. Comments will be addressed to the Board only and not to any individual Board member or other member of the audience. Those commenting should make every effort to avoid being repetitive.

- 1. Formally open the meeting to comments from the audience*
- 2. Then close citizens' forum and move on to Finance*

5) FINANCE

a. Consideration of the monthly reports of the Treasurer.

b. Consideration of additions and exonerations to taxes.

6) **PLANNING AND ZONING**

a. **Consideration of Subdivision:**

- **Final Lot 1 William F. & Jody Renee Arbanas Consolidation Plan (Foxwood Drive)**
- **Final Consolidation Plan for David B. & Jennifer Miklos Lot 1 (Christy Road)**

7) **COMMUNITY DEVELOPMENT**

- a. **RESOLUTION NO. 14-2020** adopting an updated Minority and Women Business Enterprise Plan consistent with CDBG regulations.
- b. **Consideration of a motion adopting the updated Section 504 Handicapped Accessibility Plan, Residential Anti-Displacement & Relocation Plan and Section 3 Action Plan consistent with CDBG regulations.**
- c. **RESOLUTION NO. 15-2020** adopting a Fair Housing Resolution consistent with CDBG regulations.
- d. **RESOLUTION NO. 16-2020** authorizing the submission of an application for a Multimodal Transportation Fund grant from the Pennsylvania Department of Transportation.

8) **PUBLIC IMPROVEMENTS**

9) **PUBLIC SAFETY**

- a. **INTRODUCTION** of an ordinance establishing a 25 mile per hour speed limit zone on Ellis Avenue and Meadowbrook Road.

10) **MISCELLANEOUS**

- a. **Consideration of a motion to set the date and time for Trick or Treat.**

11) **PUBLIC DISCUSSION OF TONIGHT'S AGENDA**

The Board of Commissioners welcomes constructive comments and input from the public. Residents wishing to comment shall first raise their hand, be acknowledged by the Board President, then approach the podium. They will preface any comments with their name and address. Comments will be addressed to the Board only and not to any individual Board member or other member of the audience. Those commenting should make every effort to avoid being repetitive.

12) **CLOSING COMMENTS BY BOARD OF COMMISSIONERS**

13) **ADJOURNMENT**

**MINUTES
CITY OF HERMITAGE - BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
AUGUST 26, 2020**

President William J. Moder called the meeting to order at 6:08 p.m. in the Commissioners' Meeting Room in the Hermitage Municipal Building located at 800 North Hermitage Road, Hermitage, PA.

Members in attendance were:

William J. Moder, III, President
Duane J. Piccirilli, Vice President
Louis E. Squatrito, Member
William G. McConnell, Jr., Member
Michael T. Muha, Member
Brett W. Stedman, Solicitor

Staff members in attendance were:

Gary Hinkson	Gary Gulla
Amy Gargiulo	

There were three (3) members of the public in attendance.

MINUTES

Mr. Squatrito made a motion to approve the minutes for the July 13 Special Meeting and the July 22, 2020 Regular Meeting. Second by Mr. Muha. Vote as follows: Mr. Piccirilli, yes; Mr. Moder, yes; Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes. Motion carried.

ADMINISTRATIVE REPORTS

Mr. Muha made a motion to approve the administrative reports. Second by Mr. Piccirilli. Vote as follows: Mr. Piccirilli, yes; Mr. Moder, yes; Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes. Motion carried.

CITIZEN'S FORUM

Mr. Moder opened the Citizen's Forum. There being no comments, Mr. Moder closed the Citizen's Forum.

FINANCE

- a. **Consideration of the monthly reports of the Treasurer.** Mr. Piccirilli made a motion to approve the Treasurer's Report. Second by Mr. Moder. Vote as follows: Mr. Piccirilli, yes; Mr. Moder, yes; Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes. Motion carried.
- b. **Consideration of additions and exonerations to taxes.** Mr. Squatrito made a motion to accept the additions and exonerations to taxes. Second by Mr. Piccirilli. Vote as follows: Mr. Piccirilli, yes; Mr. Moder, yes; Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes. Motion carried.

PLANNING AND ZONING

- a. **Final Lots 1A & 1B Daniel Jr. & Heather Casey Subdivision (Frogtown Road).** Mr. Squatrito made a motion to approve the plan with three conditions. Second by Mr. McConnell. Vote as follows: Mr. Moder, yes; Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes; Mr. Piccirilli, yes. Motion carried.

COMMUNITY DEVELOPMENT

- a. **Consideration of a motion to award a construction contract for the Hermitage Town Center Pedestrian Improvements Project.** Mr. Piccirilli made a motion to approve awarding the contract to J & T Paving, Inc., Greenville, PA in the amount of \$171,580, which includes the base bid and Alternates 1 & 2, to rehabilitate trails on North Hermitage Road and in Rodney White Olympic Park. Second by Mr. Squatrito. Vote as follows: Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes; Mr. Piccirilli, yes; Mr. Moder, yes. Motion carried.

PUBLIC SAFETY

- a. **PUBLIC HEARING of an ordinance establishing a 25 mile per hour speed limit zone on Anderwood Drive, Briarwood Road, Deerfield Drive, Lakeview Drive, Northwoods Drive and Tanglewood Drive.** Mr. Moder read the summary and opened the public hearing. There were no comments from the public. Mr. Moder closed the public hearing.
- b. **FINAL VOTE of an ordinance establishing a 25 mile per hour speed limit zone on Anderwood Drive, Briarwood Road, Deerfield Drive, Lakeview Drive, Northwoods Drive and Tanglewood Drive.** Mr. Moder made a motion to accept Ordinance No. 5-2020 setting the speed limit on Anderwood, Briarwood, Deerfield, Lakeview, Northwoods and Tanglewood Drives at 25 MPH. Second by Mr. Muha. Vote as follows: Mr. McConnell, yes; Mr. Muha, yes; Mr. Piccirilli, yes; Mr. Moder, yes; Mr. Squatrito, yes. Motion carried.

PUBLIC DISCUSSION OF AGENDA

There was no public discussion.

CLOSING COMMENTS BY BOARD OF COMMISSIONERS

There were no closing comments made by the Board of Commissioners.

ADJOURNMENT

Mr. Muha motioned to adjourn the meeting. Second by Mr. Piccirilli. The meeting adjourned at 6:16 p.m.

Respectfully submitted,

Gary P. Hinkson
August 27, 2020

**BUILDING DEPARTMENT
MONTHLY REPORT**

AUGUST 2020

City of Hermitage Residential - Construction Permit Report August 2020

Permit Number	Permit Issue Date	Business/Occupant Name	Project Location	Description of Project	Proposed Use	Zoning District	Project Value	Permit Fee	Census Code
14,525	8/6/2020	Joseph & Ressie Mihalcin	5593 Virginia Road	Single family dwelling	Residential	R-1-100	\$220,000	\$604.50	101
14,529	8/12/2020	Robert & Sally Jazwinski	1850 Rockwell Avenue	Single family dwelling	Residential	R-1-75	\$756,800	\$924.50	101
2	Permits Issued	- New Homes					Project Value \$976,800	\$1,529.00	Permit Fees
14,524	8/4/2020	Derek & Aleah Songer	3820 Tamara Trail	Addition	Residential	R-1-100	\$111,500	\$204.50	434
14,526	8/11/2020	Philip & Annette Dougherty	2994 Hann Hill Road	Roof over existing porch	Residential	R-1-100	\$5,000	\$154.50	434
2	Permits Issued	- Additions & Alterations					Project Value \$116,500	\$359.00	Permit Fees
4	Permits Issued				Residential		\$1,093,300	\$1,888.00	

Census Code:
 101 - Residential - New Home
 434 - Residential - Additions & Alterations
 328 - Residential / Commercial - Accessory Buildings
 438 - Residential - Garage, new, additions, alterations
 437 - Commercial - Additions & Alterations

City of Hermitage Commercial - Construction Permit Report August 2020

Permit Number	Permit Issue Date	Business/Occupant Name	Project Location	Description of Project	Proposed Use	Zoning District	Project Value	Permit Fee	Census Code
14,406	8/26/2020	Holy Trinity Lutheran Church	3325 Morefield Road	Stair chair installation	Commercial	R-1-100	\$14,400	\$236.50	437
14,441	8/5/2020	PA Players	1910 East State Street	Change of use; interior alterations	Commercial	CC-1	\$0	\$220.50	437
14,463	8/11/2020	Spectrum	562 South Hermitage Road	Interior alterations	Commercial		\$350,000	\$1,162.27	437
3	Permits Issued					Project Value	\$364,400	\$1,619.27	Permit Fees
3	Permits Issued				Commercial		\$364,400	\$1,619.27	
7	Total - All Permits Issued - August 2020						\$1,457,700	\$3,507.27	
					Totals -		Project Value	Permit Fees	

Census Code:
 101 - Residential - New Home
 434 - Residential - Additions & Alterations
 328 - Residential / Commercial - Accessory Buildings
 438 - Residential - Garage, new, additions, alterations
 437 - Commercial - Additions & Alterations

2020 PERMITS (By PERMIT TYPE)

	RESIDENTIAL PERMITS		COMMERCIAL & SIGN PERMITS		TOTAL	
	#	VALUE	#	VALUE	#	VALUE
JANUARY	6	626,000	6	434,725	12	1,060,725
FEBRUARY	0	0	4	1,257,500	4	1,257,500
MARCH	6	177,964	10	41,015	16	218,979
APRIL	1	30,000	0	0	1	30,000
MAY	8	1,204,500	10	2,013,100	18	3,217,600
JUNE	20	158,757	13	1,558,583	33	1,717,610
JULY	15	245,800	2	142,500	17	388,300
AUGUST	4	1,093,300	3	364,400	7	1,457,700
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
TOTAL	60	3536321	48	5811823	108	9,348,414

RESIDENTIAL PERMITS include all Residential structures and their accessory uses
COMMERCIAL PERMITS include all Commercial structures and their accessory uses

COMPARISON OF 2019 & 2020 PERMITS (TOTALS)

MONTH	2019 PERMITS		2020 PERMITS		DIFFERENCE	
	#	\$ VALUE	#	\$ VALUE	#	\$ VALUE
JANUARY	9	1,346,350	12	1,060,725	+3	-285,625
FEBRUARY	4	1,437,290	4	1,257,500	0	-179,790
MARCH	23	2,038,935	16	218,979	-7	-1,819,956
APRIL	15	740,999	1	30,000	-14	-710,999
MAY	14	719,983	18	3,217,600	+4	+2,497,614
JUNE	16	1,601,992	33	1,717,610	+17	+115,618
JULY	34	3,961,600	17	388,300	-17	-3,573,300
AUGUST	24	2,433,355	7	1,457,700	-17	-975,655
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
TOTAL	139	14,280,505	108	9,348,414	-21	-4,932,090

Comparison of 2019 & 2020 Building Permit values, number of permits issued, and increase/decrease of value

*Hermitage Fire Department
Report of Operations
For August 2020*

*Submitted September 10, 2020
John Flynn, Fire Marshal*

Hermitage Volunteer Fire Department

Hermitage, PA

This report was generated on 9/10/2020 9:28:41 AM



Response Percentage for Custom Question for Personnel for Incident Type for Date Range

Custom Question(s): All Custom Questions | Personnel: | Incident Type(s): All Incident Types | Start Date: 08/01/2020 | End Date: 08/31/2020

ANSWERS	# INCIDENTS	% of Total
USER-DEFINED FIELD: How Was Call Received (Required)		
911 Dispatch	45	90%
Cell Phone Call	2	4%
Incident Found By HFD	2	4%
Walk-in	1	2%

USER-DEFINED FIELD: Type of Alarm (Required)		
Automatic Alarm	10	20%
Automatic Fire Alarm	6	12%
Automatic Mutual Aid Standby	4	8%
Automatic Mutual Aid Structure Fire	1	2%
Automatic Mutual Aid-MVA	1	2%
Brush Fire	2	4%
Burning Complaint	3	6%
Carbon Monoxide Incident	1	2%
Explosion Sound	1	2%
Fire	1	2%
Flooding	1	2%
Fuel Leak	1	2%
Gas Well Leak	1	2%
Low Hanging Wires	1	2%
Motor Vehicle Accident	2	4%
Motor Vehicle Accident With Entrapment	1	2%
Motor Vehicle Accident With Injuries	1	2%
Motor Vehicle Fire	1	2%

Report is grouped by Questions, Users then Answers. Answers data is broken into Percentages of Users who answered Questions. Questions will only show on the report if they are in the Date Range and are Not Archived and Not Empty. Only Reviewed Incidents included.



ANSWERS	# INCIDENTS	% of Total
Mulch Fire	4	8%
Mutual Aid Standby	1	2%
Natural Gas Leak Inside	1	2%
Smell of Natural Gas inside	1	2%
Unconscious Patient	1	2%
Water Line Break	1	2%
Wire Down	1	2%
Wires Down	1	2%

USER-DEFINED FIELD: What District? (Required)		
Hermitage	40	80%
Jefferson Twp.	1	2%
Patagonia	1	2%
Sharon	5	10%
Shenango FD	1	2%
West Middlesex-Lack	1	2%
Wheatland	1	2%

USER-DEFINED FIELD: Is this incident an incentive call? (Required)		
No	11	22%
Yes	39	78%

Report is grouped by Questions, Users then Answers. Answers data is broken into Percentages of Users who answered Questions. Questions will only show on the report if they are in the Date Range and are Not Archived and Not Empty. Only Reviewed Incidents included.



Hermitage Volunteer Fire Department

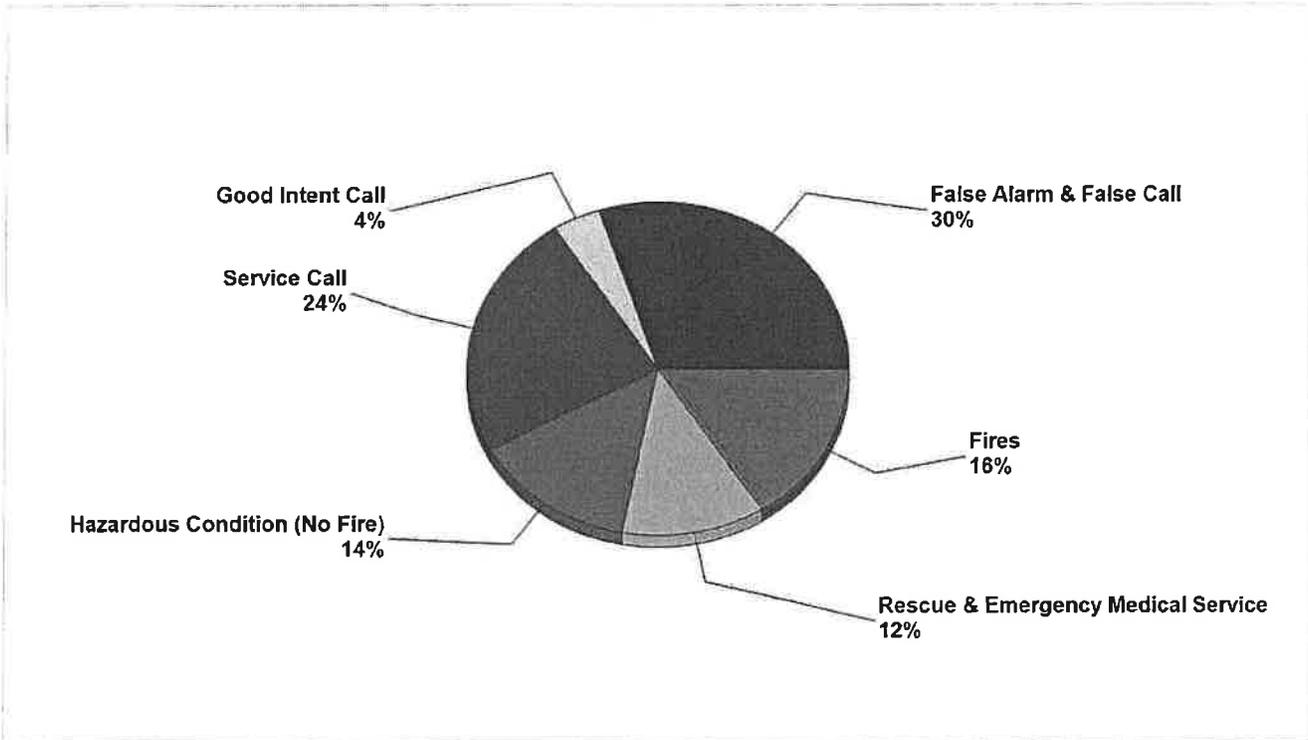
Hermitage, PA

This report was generated on 9/10/2020 9:30:41 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 08/01/2020 | End Date: 08/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	8	16%
Rescue & Emergency Medical Service	6	12%
Hazardous Condition (No Fire)	7	14%
Service Call	12	24%
Good Intent Call	2	4%
False Alarm & False Call	15	30%
TOTAL	50	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	2%
113 - Cooking fire, confined to container	1	2%
131 - Passenger vehicle fire	1	2%
140 - Natural vegetation fire, other	4	8%
142 - Brush or brush-and-grass mixture fire	1	2%
311 - Medical assist, assist EMS crew	1	2%
322 - Motor vehicle accident with injuries	4	8%
352 - Extrication of victim(s) from vehicle	1	2%
411 - Gasoline or other flammable liquid spill	1	2%
412 - Gas leak (natural gas or LPG)	2	4%
424 - Carbon monoxide incident	1	2%
440 - Electrical wiring/equipment problem, other	2	4%
444 - Power line down	1	2%
522 - Water or steam leak	3	6%
561 - Unauthorized burning	4	8%
571 - Cover assignment, standby, moveup	5	10%
600 - Good intent call, other	2	4%
730 - System malfunction, other	1	2%
733 - Smoke detector activation due to malfunction	3	6%
735 - Alarm system sounded due to malfunction	2	4%
740 - Unintentional transmission of alarm, other	3	6%
743 - Smoke detector activation, no fire - unintentional	1	2%
744 - Detector activation, no fire - unintentional	1	2%
745 - Alarm system activation, no fire - unintentional	4	8%
TOTAL INCIDENTS:	50	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Hermitage Volunteer Fire Department

Hermitage, PA

This report was generated on 9/10/2020 9:32:07 AM



Incident Statistics

Start Date: 08/01/2020 | End Date: 08/31/2020

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		6	
FIRE		44	
TOTAL		50	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
424 - Carbon monoxide incident		1	
TOTAL		1	
MUTUAL AID			
Aid Type		Total	
Aid Given		9	
Aid Received		1	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
4		8	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1	0:04:55	0:07:31	
AVERAGE FOR ALL CALLS			0:06:16
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1	0:00:49	0:01:54	
AVERAGE FOR ALL CALLS			0:01:33
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Hermitage Volunteer Fire Department		31:09	

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.



Hermitage Volunteer Fire Department

Hermitage, PA

This report was generated on 9/10/2020 10:00:13 AM



Average Response Time for Agency for Date Range

Start Date: 08/01/2020 | End Date: 08/31/2020

AGENCY	AVERAGE RESPONSE TIME MM:SS (Dispatch to Arrived)
Hermitage Volunteer Fire Department	6:03

Only REVIEWED incidents included



Hermitage Volunteer Fire Department

Hermitage, PA

This report was generated on 9/10/2020 9:33:29 AM



Response Percentage per Station per Personnel for Incident Types for Personnel

Personnel: All Personnel | Incident Type(s): All Incident Types | Start Date: 08/01/2020 | End Date: 08/31/2020

Personnel	Calls Attended	% of Calls for Selected Incident Types
Station: Station 1		
Bradac, Gregory R	8	16.0%
Chlpka, Jamie	3	6.0%
Chlpka, Matt	6	12.0%
Chlpka, Samuel M	7	14.0%
Clark, Lawrence Case	33	66.0%
Cowan, Walt	12	24.0%
Daniels Jr, John E	2	4.0%
Daniels, John A	2	4.0%
Ehrhart, Rich	3	6.0%
Erdesky, Steve	9	18.0%
Flynn, John R	25	50.0%
Fox, Bryon	8	16.0%
Fox, Dylan	5	10.0%
Hougelman, David B	1	2.0%
Jenkins, Matthew M	4	8.0%
Kress, Michael A	1	2.0%
McKnight, Charles	2	4.0%
Miller, Joseph P	2	4.0%
Myhra, Jason O	30	60.0%
Pass, Jon P	14	28.0%
Patton, Jackson R	5	10.0%
Prather, Adam	17	34.0%
Prather, Aurelia Cheney	1	2.0%
Reda , James M	32	64.0%
Reda, James C	14	28.0%
Redfoot, Tom	6	12.0%
Rodemoyer, Brian	2	4.0%
Rollinson, TC	3	6.0%
Rollinson, TJ	7	14.0%
Scheuermann, Keith A	10	20.0%
Sutton, David	13	26.0%
Szabo, Bob	23	46.0%
Vasconi, David F	7	14.0%
Zalewski, Lou	4	8.0%
Total Incidents for Station Station 1	50	

Total Incidents for all Stations 50

Displays the number and percentage of Incidents attended by each Personnel for each Station in the agency over the selected Date Range. Only Reviewed incidents are included.



Hermitage Volunteer Fire Department

Hermitage, PA

This report was generated on 9/10/2020 9:36:13 AM



Personnel Summary of Percentage per Incident and Training and Events for Date Range for Personnel for Shift

Personnel: All Personnel | Shifts: All Shifts | Start Date: 08/01/2020 | End Date: 08/31/2020

Personnel	Division	Incidents Attended	% of Incidents	Training Attended	% of Training	Events Attended	% of Events
		0	0.0	0	0.0	0	0.0
Ammer-Fenton, Carol	Administration	0	0.0	0	0.0	0	0.0
Armstrong, Ashley	Operations	0	0.0	0	0.0	0	0.0
Armstrong, Darryl	Operations	0	0.0	0	0.0	0	0.0
Bradac, Gregory R	Operations	8	16.0	0	0.0	0	0.0
Bradac, Patrick S.	Administration	0	0.0	0	0.0	0	0.0
Canon, Harry	Operations	0	0.0	1	33.3	0	0.0
Chlpka, Jamie	Operations	3	6.0	0	0.0	0	0.0
Chlpka, Matt	Operations	6	12.0	1	33.3	0	0.0
Chlpka, Samuel M	Operations	7	14.0	3	100.0	0	0.0
Clark, Lawrence Case	Operations	33	66.0	2	66.7	0	0.0
Cowan, Walt	Operations	12	24.0	2	66.7	0	0.0
Daniels Jr, John E	Maintenance	2	4.0	1	33.3	0	0.0
Daniels, John A	Operations	2	4.0	1	33.3	0	0.0
Ehrhart, Rich	Administration	3	6.0	0	0.0	0	0.0
Erdesky, Steve	Operations	9	18.0	2	66.7	0	0.0
Flynn, John R	Operations	25	50.0	2	66.7	1	100.0
Fox, Bryon	Operations	8	16.0	2	66.7	0	0.0
Fox, Dylan	Operations	5	10.0	1	33.3	0	0.0
Henry, Wade E.	Operations	0	0.0	0	0.0	0	0.0
Hermitage, Police Dept		0	0.0	0	0.0	0	0.0
Hougelman, David B	Operations	1	2.0	1	33.3	0	0.0
Hughes, Darlene	Fire Prevention	0	0.0	0	0.0	0	0.0
Jenkins, Matthew M	Operations	4	8.0	3	100.0	0	0.0
Koosh, Kathy	Administration	0	0.0	0	0.0	0	0.0
Kress, Michael A	Operations	1	2.0	0	0.0	0	0.0
Lancia, Michael J	Operations	0	0.0	0	0.0	0	0.0
McKinney, Ward	Operations	0	0.0	0	0.0	0	0.0
McKnight, Charles	Operations	2	4.0	3	100.0	0	0.0
Miller, Joseph P	Operations	2	4.0	0	0.0	0	0.0
Myhra, Jason O	Operations	30	60.0	3	100.0	0	0.0
Pass, Jon P	Operations	14	28.0	3	100.0	0	0.0
Patton, Jackson R	Operations	5	10.0	2	66.7	0	0.0
Prather, Adam	Operations	17	34.0	3	100.0	0	0.0
Prather, Aurelia Cheney	Operations	1	2.0	2	66.7	0	0.0
Reda, James M	Operations	32	64.0	3	100.0	1	100.0
Reda, James C	Operations	14	28.0	3	100.0	0	0.0
Redfoot, Tom	Operations	6	12.0	3	100.0	0	0.0
Risavi, Brian L	Operations	0	0.0	1	33.3	0	0.0

Displays the number of Reviewed Incidents (for the selected shift(s)), Locked Training sessions, and Locked Events attended by Personnel, and the percentage of the total number of each. Training 3 classes are included, and the total indicates the number of Class Categories, not Class Instances, over the Date Range.



Personnel	Division	Incidents Attended	% of Incidents	Training Attended	% of Training	Events Attended	% of Events
Rodemoyer, Brian	Operations	2	4.0	0	0.0	0	0.0
Rollinson, TC	Operations	3	6.0	1	33.3	0	0.0
Rollinson, TJ	Operations	7	14.0	1	33.3	0	0.0
Scheuermann, Keith A	Operations	10	20.0	3	100.0	0	0.0
Sutton, David	Operations	13	26.0	3	100.0	0	0.0
Szabo, Bob	Operations	23	46.0	3	100.0	0	0.0
Torrence, David	Administration	0	0.0	0	0.0	0	0.0
Unrue, Michael E	Operations	0	0.0	0	0.0	0	0.0
Vasconi, David F	Operations	7	14.0	3	100.0	0	0.0
Zalewski, Lou	Operations	4	8.0	2	66.7	0	0.0
Zeigler, Charlie	Administration	0	0.0	0	0.0	0	0.0

Displays the number of Reviewed Incidents (for the selected shift(s)), Locked Training sessions, and Locked Events attended by Personnel, and the percentage of the total number of each. Training 3 classes are included, and the total indicates the number of Class Categories, not Class Instances, over the Date Range.



Hermitage Volunteer Fire Department

Hermitage, PA

This report was generated on 9/10/2020 9:38:03 AM



Events per Category for Date Range (Landscape)

Start Date: 08/01/2020 | End Date: 08/31/2020

CATEGORY	DATE	EVENT TYPE	EVENT	LOCATION	HOURS	NARRATIVE
Administration	08/06/2020	Monthly Valley Siren Test	Monthly Siren Test	Shenango Valley	0.25	Monthly Weather Siren Test. All sirens in the City of Hermitage activated. Fairrell and Wheatland sirens activated as well.

Includes Locked / Authorized Events.



Hermitage Volunteer Fire Department

Hermitage, PA

This report was generated on 9/10/2020 9:39:54 AM



Daily Log Items per Activity Code for Date Range with Personnel

Activity Codes: Insp - Inspection | Start Date: 08/01/2020 | End Date: 08/31/2020

Insp - Inspection

START DATE	END DATE	DURATION (hh:mm)	STATION	APPARATUS	PERSONNEL	NOTES
08/03/2020 10:59:00	08/03/2020 11:22:00	0:23	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for 706 Karen Ln by Lawrence Case Clark.
08/04/2020 09:14:00	08/04/2020 09:14:00	0:00	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS 4006 by Lawrence Case Clark.
08/04/2020 11:16:00	08/04/2020 11:16:00	0:00	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for REVERE APARTMENTS - MJ WHITE by Lawrence Case Clark.
08/04/2020 13:50:00	08/04/2020 13:50:00	0:00	ST1 - Station 1		Clark, Lawrence Case Flynn, John R	An inspection was completed for CHIPOTLE MEXICAN GRILL by John R Flynn.
08/04/2020 14:15:00	08/04/2020 14:15:00	0:00	ST1 - Station 1		Flynn, John R	An inspection was completed for POPEYES by John R Flynn.
08/04/2020 14:31:00	08/04/2020 14:31:00	0:00	ST1 - Station 1		Clark, Lawrence Case Flynn, John R	An inspection was completed for MCDONALD'S by John R Flynn.
08/04/2020 15:29:00	08/04/2020 15:29:00	0:00	ST1 - Station 1		Clark, Lawrence Case Flynn, John R	An inspection was completed for SHEETZ STORE & CAR WASH by John R Flynn.
08/05/2020 10:01:00	08/05/2020 10:47:00	0:46	ST1 - Station 1	9302	Reda , James M	An inspection was completed for GRACE CHAPEL COMMUNITY CHURCH by James M Reda .
08/05/2020 11:00:00	08/05/2020 11:45:00	0:45	ST1 - Station 1	9302	Clark, Lawrence Case Flynn, John R Reda , James M	5200 Virginia Inspection of the Natural gas compressor filling station
08/05/2020 12:42:00	08/05/2020 13:09:00	0:27	ST1 - Station 1	9302	Reda , James M	An inspection was completed for CHILDREN CENTER OF MERCER COUNTY by James M Reda .
08/05/2020 13:11:00	08/05/2020 13:24:00	0:13	ST1 - Station 1	9302	Reda , James M	An inspection was completed for TENDER CARE by James M Reda .
08/07/2020 10:24:00	08/07/2020 10:24:00	0:00	ST1 - Station 1		Flynn, John R Reda , James M	An inspection was completed for SHENANGO VALLEY AGENCY FOR AGING by James M Reda .
08/07/2020 14:03:00	08/07/2020 14:03:00	0:00	ST1 - Station 1		Flynn, John R	An inspection was completed for FIVE GUYS by John R Flynn.
08/07/2020 14:31:00	08/07/2020 14:31:00	0:00	ST1 - Station 1		Flynn, John R	An inspection was completed for TACO BELL by John R Flynn.
08/07/2020 14:52:00	08/07/2020 14:52:00	0:00	ST1 - Station 1		Flynn, John R	An inspection was completed for HANDEL'S HOMEMADE ICE CREAM & YOGURT by John R Flynn.
08/11/2020 12:58:00	08/11/2020 13:02:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES WEST 2640-2650 by Lawrence Case Clark.
08/11/2020 13:05:00	08/11/2020 13:14:00	0:09	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES WEST 2640-2650 by Lawrence Case Clark.
08/11/2020 13:18:00	08/11/2020 13:23:00	0:05	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES WEST 2660-2666 by Lawrence Case Clark.
08/11/2020 13:24:00	08/11/2020 13:32:00	0:08	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES WEST 2660-2666 by Lawrence Case Clark.
08/11/2020 13:36:00	08/11/2020 13:45:00	0:09	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES WEST 2660-2666 by Lawrence Case Clark.

Displays all Daily Log Items with personnel list for DATE RANGE and ACTIVITY CODE, grouped by Activity Code



08/11/2020 13:48:00	08/11/2020 13:53:00	0:05	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES WEST 2660-2666 by Lawrence Case Clark.
08/11/2020 13:56:00	08/11/2020 14:02:00	0:06	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES WEST 2681-2687 by Lawrence Case Clark.
08/11/2020 14:03:00	08/11/2020 14:08:00	0:05	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES WEST 2681-2687 by Lawrence Case Clark..
08/11/2020 14:09:00	08/11/2020 14:15:00	0:06	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES WEST 2681-2687 by Lawrence Case Clark.
08/12/2020 09:20:00	08/12/2020 09:26:00	0:06	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/12/2020 09:27:00	08/12/2020 09:33:00	0:06	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/12/2020 09:36:00	08/12/2020 09:41:00	0:05	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/12/2020 09:44:00	08/12/2020 09:46:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/12/2020 09:50:00	08/12/2020 09:54:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/12/2020 09:56:00	08/12/2020 10:01:00	0:05	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/12/2020 10:09:00	08/12/2020 10:11:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/12/2020 10:16:00	08/12/2020 10:19:00	0:03	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/12/2020 10:23:00	08/12/2020 10:32:00	0:09	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/12/2020 10:34:00	08/12/2020 10:36:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/12/2020 10:40:00	08/12/2020 10:45:00	0:05	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/12/2020 10:51:00	08/12/2020 10:55:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/17/2020 09:40:00	08/17/2020 11:09:00	1:29	ST1 - Station 1	9302	Clark, Lawrence Case Reda , James M	An inspection was completed for KENNEDY CATHOLIC HIGH SCHOOL by James M Reda .
08/17/2020 13:03:00	08/17/2020 13:28:00	0:25	ST1 - Station 1	9302	Reda , James M	An inspection was completed for THE SYCAMORE CENTER by Reda , James M
08/17/2020 13:51:00	08/17/2020 14:41:00	0:50	ST1 - Station 1	9302	Reda , James M	An inspection was completed for KID ZONE by James M Reda .
08/18/2020 09:30:00	08/18/2020 10:00:00	0:30	ST1 - Station 1	9302	Clark, Lawrence Case Reda , James M	Reda and Clark went to the new Dollar General for a preinspection at the request of the store contractor
08/18/2020 12:40:00	08/18/2020 12:45:00	0:05	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 12:46:00	08/18/2020 12:49:00	0:03	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 12:50:00	08/18/2020 12:54:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 12:56:00	08/18/2020 12:59:00	0:03	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 13:00:00	08/18/2020 13:03:00	0:03	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 13:04:00	08/18/2020 13:10:00	0:06	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.

Displays all Daily Log Items with personnel list for DATE RANGE and ACTIVITY CODE, grouped by Activity Code



08/18/2020 13:10:00	08/18/2020 13:14:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 13:16:00	08/18/2020 13:27:00	0:11	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 13:31:00	08/18/2020 13:33:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 13:35:00	08/18/2020 13:40:00	0:05	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 13:41:00	08/18/2020 13:44:00	0:03	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 13:52:00	08/18/2020 13:54:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 13:57:00	08/18/2020 14:01:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 14:02:00	08/18/2020 14:05:00	0:03	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 14:11:00	08/18/2020 14:13:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 14:15:00	08/18/2020 14:16:00	0:01	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 14:19:00	08/18/2020 14:21:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 525 by Lawrence Case Clark.
08/18/2020 15:01:00	08/18/2020 15:12:00	0:11	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for 425 West Park Street by Lawrence Case Clark.
08/19/2020 09:18:00	08/19/2020 09:28:00	0:10	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/19/2020 09:31:00	08/19/2020 09:33:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/19/2020 09:31:00	08/19/2020 09:33:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/19/2020 09:35:00	08/19/2020 09:40:00	0:05	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/19/2020 09:44:00	08/19/2020 09:48:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/19/2020 09:51:00	08/19/2020 10:04:00	0:13	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/19/2020 10:06:00	08/19/2020 10:09:00	0:03	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/19/2020 10:26:00	08/19/2020 10:30:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/19/2020 10:34:00	08/19/2020 10:40:00	0:06	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/19/2020 10:44:00	08/19/2020 10:48:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/19/2020 10:52:00	08/19/2020 10:56:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/19/2020 11:00:00	08/19/2020 11:03:00	0:03	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Lawrence Case Clark.
08/21/2020 11:00:00	08/21/2020 12:00:00	1:00	ST1 - Station 1	9302	Clark, Lawrence Case Reda , James M	Dollar General Final, Inspection
08/21/2020 13:00:00	08/21/2020 13:45:00	0:45	ST1 - Station 1	9302	Clark, Lawrence Case Reda , James M	Pre, walk through inspection of new medical complex Rt 18, With Penn and Vince, Department of Health

Displays all Daily Log Items with personnel list for DATE RANGE and ACTIVITY CODE, grouped by Activity Code



08/25/2020 12:41:00	08/25/2020 12:49:00	0:08	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 12:52:00	08/25/2020 12:56:00	0:04	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 12:59:00	08/25/2020 13:01:00	0:02	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:02:00	08/25/2020 13:05:00	0:03	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:07:00	08/25/2020 13:08:00	0:01	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:10:00	08/25/2020 13:13:00	0:03	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:14:00	08/25/2020 13:16:00	0:02	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:20:00	08/25/2020 13:21:00	0:01	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:23:00	08/25/2020 13:25:00	0:02	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:26:00	08/25/2020 13:29:00	0:03	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:30:00	08/25/2020 13:33:00	0:03	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:35:00	08/25/2020 13:38:00	0:03	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:40:00	08/25/2020 13:42:00	0:02	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:44:00	08/25/2020 13:46:00	0:02	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:50:00	08/25/2020 13:52:00	0:02	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:53:00	08/25/2020 13:55:00	0:02	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/25/2020 13:57:00	08/25/2020 14:00:00	0:03	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for BANCON APARTMENTS BUILDING 565 by Lawrence Case Clark.
08/26/2020 09:21:00	08/26/2020 09:24:00	0:03	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 09:30:00	08/26/2020 09:33:00	0:03	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 09:37:00	08/26/2020 09:41:00	0:04	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 09:48:00	08/26/2020 09:54:00	0:06	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 09:57:00	08/26/2020 10:00:00	0:03	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 10:06:00	08/26/2020 10:13:00	0:07	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 10:17:00	08/26/2020 10:22:00	0:05	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 10:27:00	08/26/2020 10:29:00	0:02	ST1 - Station 1	Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case

Displays all Daily Log Items with personnel list for DATE RANGE and ACTIVITY CODE, grouped by Activity Code



08/26/2020 10:38:00	08/26/2020 10:41:00	0:03	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 10:45:00	08/26/2020 10:48:00	0:03	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 10:56:00	08/26/2020 10:57:00	0:01	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 10:59:00	08/26/2020 11:02:00	0:03	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 11:26:00	08/26/2020 11:28:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 11:32:00	08/26/2020 11:36:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 11:40:00	08/26/2020 11:42:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 11:49:00	08/26/2020 11:52:00	0:03	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/26/2020 11:57:00	08/26/2020 11:59:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for HERMITAGE HILLS by Clark, Lawrence Case
08/27/2020 10:26:00	08/27/2020 10:27:00	0:01	ST1 - Station 1	9302	Reda , James M	An inspection was completed for The tanning spot by Reda , James M
08/27/2020 10:48:00	08/27/2020 10:58:00	0:10	ST1 - Station 1	9302	Reda , James M	An inspection was completed for ASPEN DENTAL by Reda , James M
08/27/2020 11:01:00	08/27/2020 11:15:00	0:14	ST1 - Station 1	9302	Reda , James M	An inspection was completed for GNC by Reda , James M
08/27/2020 12:37:00	08/27/2020 12:45:00	0:08	ST1 - Station 1	9302	Reda , James M	An inspection was completed for Rent A Center by Reda , James M
08/27/2020 12:48:00	08/27/2020 12:53:00	0:05	ST1 - Station 1	9302	Reda , James M	An inspection was completed for CPR cell phone repair by Reda , James M
08/27/2020 14:03:00	08/27/2020 14:13:00	0:10	ST1 - Station 1	9302	Reda , James M	An inspection was completed for SHOE SHOW by Reda , James M
08/31/2020 09:55:00	08/31/2020 10:18:00	0:23	ST1 - Station 1	9302	Reda , James M	An inspection was completed for DREAMS IN ACTION by Reda , James M
08/31/2020 10:30:00	08/31/2020 10:42:00	0:12	ST1 - Station 1	9302	Reda , James M	An inspection was completed for SHENANGO VALLEY SHUTTLE SERVICE by Reda , James M
08/31/2020 11:11:00	08/31/2020 11:16:00	0:05	ST1 - Station 1	9302	Reda , James M	An inspection was completed for CRICKET by Reda , James M
08/31/2020 11:19:00	08/31/2020 12:07:00	0:48	ST1 - Station 1	9302	Reda , James M	An inspection was completed for GIANT EAGLE by Reda , James M

Total Items: 116

Grand Total Items: 116

Displays all Daily Log Items with personnel list for DATE RANGE and ACTIVITY CODE, grouped by Activity Code



MONTHLY ACTIVITY FOR THE NON-OWNER OCCUPIED PROGRAM

AUGUST 2020 INSPECTIONS:

- 91 residential inspections were completed

VIOLATIONS FOUND:

- Open Blanks inside of the breaker box; Potential for electrocution
- Damaged vent pipes leading to gas appliances; Potential for CO poisoning
- Hole in the wall in utility closet; potential to accelerate fire spread
- Missing relief valve piping on hot water tank; Potential for burns and property damage if the valve activates
- Non-functioning bathroom vent fan; Potential to facilitate mold growth
- Non-functioning smoke and CO detectors (bad batteries/out of date sensors)

COMPLAINT:

- No complaints regarding non-owner occupied properties.

TRAINING:

- No training related to the program was completed in the month of August.

GENERAL:

- A few tenants have contacted the Fire Marshal's office with COVID-19 related concerns. Their inspections have been rescheduled to a later date out of respect for their concerns.



AUGUST 2020

MONTHLY REPORT

HERMITAGE INSPECTION

HEALTH DEPARTMENT

CODE ENFORCEMENT

Submitted by:

Russell V. Penn Jr.

City Inspector

TO: Hermitage Board of Commissioners
FROM: Russell V. Penn, Jr., City Inspector
DATE: 09/10/2020
SUBJECT August Monthly Report 2020

There are active 130 construction permits with the following inspections (83) completed for the month June.

10	Set-back Inspections
10	Footer Inspections
06	Foundation Inspections
03	Underground Plumbing
14	Electrical Inspections
04	Mechanical Inspections
05	Rough Plumbing Inspections
06	Framing Inspections
04	Energy Conservation Inspections
04	Wall Board Inspections
01	Accessibility Inspections
01	Swimming Pools/Fences & Barriers
02	Sign Inspections
01	Demolition Inspections
01	Fire Protection
11	Final Inspections
00	Health Inspections



HERMITAGE

PARKS

&

RECREATION

AUGUST , 2020



2020 Newsletter Dates

Mail Date

October 2nd

Deadline for Material

September 11th

2020 Key Program Dates

Hermitage Fall Baseball League Sundays September 13 thru October 25
(10 teams registered) (Hermitage Little League COVID-19 Safety Protocols attached)

Hermitage Holiday Light Parade Saturday November 21 (CANCELLED)

ONGOING PROGRAMS



Dates: Fridays

Time: 3:00 – 6:00 pm

Location: Hermitage National Guard Armory

Respectfully submitted,

**Edward W. Chess
Parks and Recreation Director**



HERMITAGE LITTLE LEAGUE BASEBALL

PRIDE. PASSION. COMMITMENT

2020 SEASON SAFETY PROTOCOLS SPECIFICALLY RELATED TO COVID-19 (CORONAVIRUS)

These protocols describe most of what our league is going to implement and do this season to try to ensure everyone's safety as we begin league activities in the coming weeks. As you know, moving to the "Green Phase" of Governor Wolf's phased reopening plan does not mean that things are completely opened up as normal and everyone can be carefree. Instead, we all need to continue to monitor the guidance provided by authorities like:

- World Health Organization (WHO): <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/>
- Centers for Disease Control and Prevention (CDC): <https://www.cdc.gov/coronavirus/2019-ncov/>
- PA Department of Health: <https://www.health.pa.gov/Pages/default.aspx#>

As enthusiastic as we are to get started, safety must remain paramount, and while we will do everything we can on our end, much of the responsibility ultimately falls to the parents. Monitor your child(ren) and any other spectators joining you daily, and if they show any potential symptoms, keep them home. That, alone, will be a huge help in preventing the spread of the virus.

Hermitage Little League encourages every player, coach, and spectator to remember to....

- 1. Wash hands often, and use hand sanitizer frequently**
- 2. Maintain social distancing when possible.**
- 3. Cover mouth and nose when around others and social distancing is not possible**
- 4. Avoid touching eyes nose and mouth**
- 5. Cover coughs and sneezes**
- 6. Self-monitor symptoms and temperature, and do not attend if feeling sick or temperature is elevated**

Practice

- Practices should be limited to the managers/coaches and players only.
- Coaches and players must adhere to physical six-foot distancing to the best of their ability except when the ball is in play.
- All managers/coaches, players (at the discretion of the parents), volunteers, etc., should wear cloth face coverings when in close contact areas and in places where recommended social distancing is challenging or not feasible, such as in dugouts or bench areas.
- All individuals should measure their body temperature to ensure that no fever is present prior to participating or attending each/any Little League activity. Anyone with symptoms of fever, cough, or worsening respiratory symptoms, or any known exposure to a person with COVID-19 should not attend any Little League activity until cleared by a medical professional.
- Any individual, including players, at risk for severe illness or with serious underlying medical or respiratory conditions should only attend Little League activities with permission from a medical professional.
- Anyone experiencing symptoms must stay home and report their condition to the manager/coach.
- No team water coolers or shared drinking stations permitted.
- Sunflower seeds, gum, etc., will not be allowed in dugouts or on the playing field.
- All players and coaches must refrain from spitting at all times, including in dugout areas and on the playing field.

- Whenever possible, equipment and personal items must have proper separation and should not be shared. If equipment must be shared, proper sanitization should be administered between users.
- For each practice session, it is recommended that coaches divide players into groups and establish rotating shifts as much as possible to aid in proper social distancing.
- It is strongly recommended that players travel to the venue with a member(s) of their immediate household when possible. Sharing rides is highly discouraged unless absolutely necessary.
- Social gatherings outside the field are highly discouraged.
- Coaches should keep group speeches to a minimum and brief. Weather permitting, group/team speeches should be held on the field so players and coaches can be safely spaced.
- Players, Coaches, Volunteers, and families should vacate the field/facility as soon as is reasonably possible after the conclusion of practice to allow for proper sanitization of the facility and to aid in greater social distancing.
- A fifteen-minute window should be scheduled between each practice to allow for proper sanitization of facility and equipment.
- No players or coaches scheduled to play or practice next may step foot on the field until sanitization is complete unless they are the ones performing the sanitizing protocols.
- Players/families/spectators are instructed not to show up to fields more than 15 minutes before practice time. If there is a game or practice prior to your event, families and spectators are encouraged to stay in their vehicles or at recommended social distances until the start of their game or practice to prevent the unnecessary overcrowding of spectator spaces and walkways.

Games

- For each game only the required team managers/coaches (preapproved by division VP) should be on the field or in player areas.
- No handshakes/personal contact celebrations. Players and coaches should take measures to prevent all but the essential contact necessary to play the game. This should include refraining from handshakes, high fives, fist/elbow bumps, chest bumps, group celebrations, etc. Little League International suggests lining up outside the dugout and tipping caps to the opposing team as a sign of good sportsmanship after a game.
- Athletes, managers/coaches, and umpires should bring their own personal drinks to all team activities. Drinks should be labeled with the person's name. Individuals should take their own drink containers home each night for cleaning and sanitization or use single-use bottles. There should be no use of shared or team beverages.
- Teams should not share any snacks or food. Players should bring individual, pre-packaged food, if needed.
- Sunflower seeds, gum, etc., will not be allowed in dugouts or on the playing field.
- All managers/coaches, volunteers, umpires, etc., should wear PPE such as cloth face coverings whenever applicable and possible.
- Players (at the discretion of the parents) and managers/coaches should wear a cloth face covering while in the dugout.
- Players, especially at younger divisions, are not required to wear a cloth face covering while on the field during game play. If physically able to do so, players will be permitted to wear a cloth face covering on the field during game play based on a directive from a medical provider or the individual determination of the player/parent/guardian.
- All managers, coaches, players, and umpires are expected to self check their temperature prior to arriving to the game. An elevated temperature would disqualify the individual from participation for that entire day. All individuals should measure their body temperature to ensure that no fever is present prior to participating or attending each Little League activity.
- Anyone with symptoms of fever, cough, or worsening respiratory symptoms, or any known exposure to a person with COVID-19 should not attend any Little League activity until cleared by a medical professional.
- Any individual, including players, at risk for severe illness or with serious underlying medical or respiratory condition should only attend Little League activities with permission from a medical professional.

- Anyone experiencing symptoms must stay home and report their condition to the manager/coach.
- Managers/coaches are encouraged to assign players individual spots inside and outside the dugout to encourage social distancing. Players are to stay in their assigned spots when on the bench or while waiting their turn to bat or enter field of play.
- No personal player bat bags/equipment bags should be allowed in the dugout. Player equipment should be spaced accordingly outside the dugout to prevent direct contact.
- In the event of rain or lightning delay, players must take shelter in their parent or guardian's vehicle.
- It is recommended that players have their own individual batter's helmet, glove, bat, and catcher's equipment. Measures should be enacted to avoid, or minimize, equipment sharing when feasible. Some critical equipment may not be able to be obtained by every individual. *If you are unable to afford to pay to purchase and of the listed equipment, please contact the league discreetly through our facebook messenger, and we will make accommodations.*
- When it is necessary to share critical or limited equipment, all surfaces of each piece of shared equipment must be cleaned first and then disinfected with an EPA-approved disinfectant against COVID-19 and allowed sufficient time to dry before used by a new player.
- Increased attention should be paid to detailed cleaning of all equipment directly contacting the head and face (e.g. catcher's masks, helmets).
- Player's equipment (e.g. bags, helmets, bats, gloves, etc.) should be cleaned and disinfected after each game/practice by a parent/guardian/caretaker, where applicable. Individuals disinfecting equipment are encouraged to use gloves while using disinfectants and follow the manufacturer's directions for use.
- All disinfectants should be stored properly, in a safe area, out of reach of children.
- Any/all shared field preparation equipment is to be sprayed or wiped with cleaner and disinfectant before and after each use.
- Baseballs should be rotated through on a regular basis to limit contact. Home team when on defense shall use the Home team's baseballs. Away team when on defense shall use the Away's team baseballs. Umpires should limit their contact with the ball and catchers should retrieve foul balls and passed balls when possible.
- Foul balls landing outside the field of play should be retrieved by participating players, coaches, and umpires. No spectators should retrieve the ball.
- It is strongly recommended that players travel to the venue with a member(s) of their immediate household when possible. Sharing rides is highly discouraged unless absolutely necessary.
- Coaches should keep group speeches to a minimum and brief. Weather permitting, group/team speeches should be held on the field so players and coaches can be safely spaced.
- Players, Coaches, Volunteers, and families should vacate the field/facility as soon as is reasonably possible after the conclusion of a game to allow for proper sanitization of the facility and to aid in greater social distancing.
- Scoreboard controller and microphone must be wiped off after every game. Only one volunteer (or more than one if volunteers live in the same household) in the press box.
- Concession stand operation/hours will be very limited, and only pre-packaged food and drinks will be sold.
- Social distancing is required for the entire complex, and the wearing of face covering is highly recommended when social distancing cannot be accomplished.
- A fifteen-minute window should be scheduled between each game to allow for proper sanitization of facility and equipment. No players or coaches scheduled to play next may step foot on the field until sanitization is complete unless they are performing the sanitization protocols.
- Players/families/spectators are instructed not to show up to fields more than 60 minutes before their scheduled game time. If there is a game or practice prior to your event, families and spectators are encouraged to stay in their vehicles or at recommended social distances until the start of their game play to prevent overcrowding of spectator spaces and walkways.

- Facility Frequently touched surfaces shall be cleaned AND disinfected daily and in between all facility uses, including practices and games. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, facility equipment, dugouts, toilets, faucets, and sinks.

Spectators

- Spectators must maintain social distancing when possible.
- Spectators shall have NO access to the field, batting cages or player areas.
- Spectators shall cover mouth and nose when around others and social distancing is not possible.
- Cover all coughs and sneezes.
- Self-Monitoring: anyone experiencing symptoms must stay home!
- All individuals should measure their body temperature to ensure that no fever is present prior to participating or attending each Little League activity. Anyone with symptoms of fever, cough, or worsening respiratory symptoms, or any known exposure to a person with COVID-19 should not attend any Little League activity until cleared by a medical professional
- Any individual, including players, at risk for severe illness or with serious underlying medical or respiratory condition should only attend Little League activities with permission from a medical professional.
- Players/families/spectators should bring their own portable chairs. Bleachers and picnic tables will not be available for use for spectators.
- Players/families/spectators are instructed not to show up to fields more than 60 minutes before game/practice time. If there is a game or practice prior to your event, families and spectators are encouraged to stay in their vehicles or at recommended social distances until the start of their game play to prevent overcrowding of spectator spaces and walkways.
- Families should vacate the field/facility as soon as is reasonably possible after the conclusion of practice/games.

Hermitage Little League reserves the right to remove or amend these protocols/rules at any time, for any reason. Additionally, Division-specific provisions may be imposed, and will be communicated through the division VP and team managers if so.

CITY OF HERMITAGE
PLANNING AND DEVELOPMENT DEPARTMENT

AUGUST MONTHLY ACTIVITY REPORT
SEPTEMBER 23, 2020 : BOARD OF COMMISSIONERS MEETING

Core Values



VIBRANT CENTER



HEALTHY CITY



THRIVING NEIGHBORHOODS



PROSPEROUS ECONOMY



COMPLETE CORRIDORS

Hermitage
2030

Comprehensive Plan

CITY OF HERMITAGE, MERCER COUNTY, PA

TABLE OF CONTENTS

	<u>Page</u>
1. Items for Consideration by the City of Hermitage Board of Commissioners.....	1
2. Current Project and Programs Report	1
3. Current CDBG Project Report	4
4. Hermitage Planning Commission	5
5. Hermitage Community and Economic Development Commission (HCEDC).....	6
6. Shenango Valley Enterprise Zone Corporation (SVEZC).....	6
7. Penn-Northwest Development Corporation	6
8. Hermitage Community Affairs.....	7
9. City of Hermitage Newsletter and Parks & Recreation Update	7
10. Other Planning and Development Reports and Information	7

1. Items for Consideration by the City of Hermitage Board of Commissioners

- Consideration of the Final Lot 1 William F. & Jody Renee Arbanas Consolidation Plan
- Consideration of the Final Consolidation Plan for David B. & Jennifer Miklos Lot 1

2. Current Project and Programs Report

Neighborhood Investment Program (NIP) - The City's Neighborhood Investment Program (NIP) was strategically implemented in 2008 based on a pilot program undertaken from 1998-2007 in Census Tract 315 utilizing Community Development Block Grant funding. The City officials embraced the strategy recognizing that one of the core functions of local government is to provide and maintain a functionally sound infrastructure system and desired to develop a strategic, targeted program to invest in our community to protect the integrity of our neighborhoods. The objective of the Neighborhood Investment Program is to systematically upgrade the City infrastructure, an area at a time in our older, established neighborhoods before deterioration begins by identifying the program areas, taking a comprehensive assessment of existing conditions including input from property owners and residents, determining needs and developing a work plan, funding sources and a timeline. The anticipated program outcomes are to develop public/private partnerships where property owners and utilities work with the City on area improvements, such as upgrading and improving public facilities, and the residents continue to maintain or improve their properties maximizing property values and a high quality of life in our neighborhoods. (Please see map of neighborhoods after page 1)

PILOT TARGET AREA "Block 1" (1998-2007)

The NIP Pilot Program was targeted in the southern portion of census tract 315 utilizing Community Development Block Grant funding. The geographic program area included the area bounded by Orangeville Road (north), North Water Avenue (east), City of Sharon (south) and North Stateline Road (west). Major infrastructure improvements were undertaken on the following streets: W. Park, Grove, Superior, Emmitt, Ashland, Ethel, Adelaide, Hazel, Riverview, Waverly, Crawford, Marshall, and Sheridan Streets.

TARGET AREA "Block 2" (2008-2012)

The neighborhood targeted for improvements included the area bounded by Highland Road (north), N. Buhl Farm Drive (east), State Street (south) and Boyd Drive (west). Major infrastructure improvements were undertaken on the following streets: Lyle, Cohasset, Richmond, Woodside, and Theota Drives, N. Crescent, Todd and N. Oakdale Avenues, and Westerman Street. In addition, improvements were made to the Baker Run stormwater facilities including the expansion of the Towne Plaza detention basin, the installation of the Theota Drive detention basin and the replacement of the State Street culvert.

TARGET AREA "Block 3" (2009-2011)

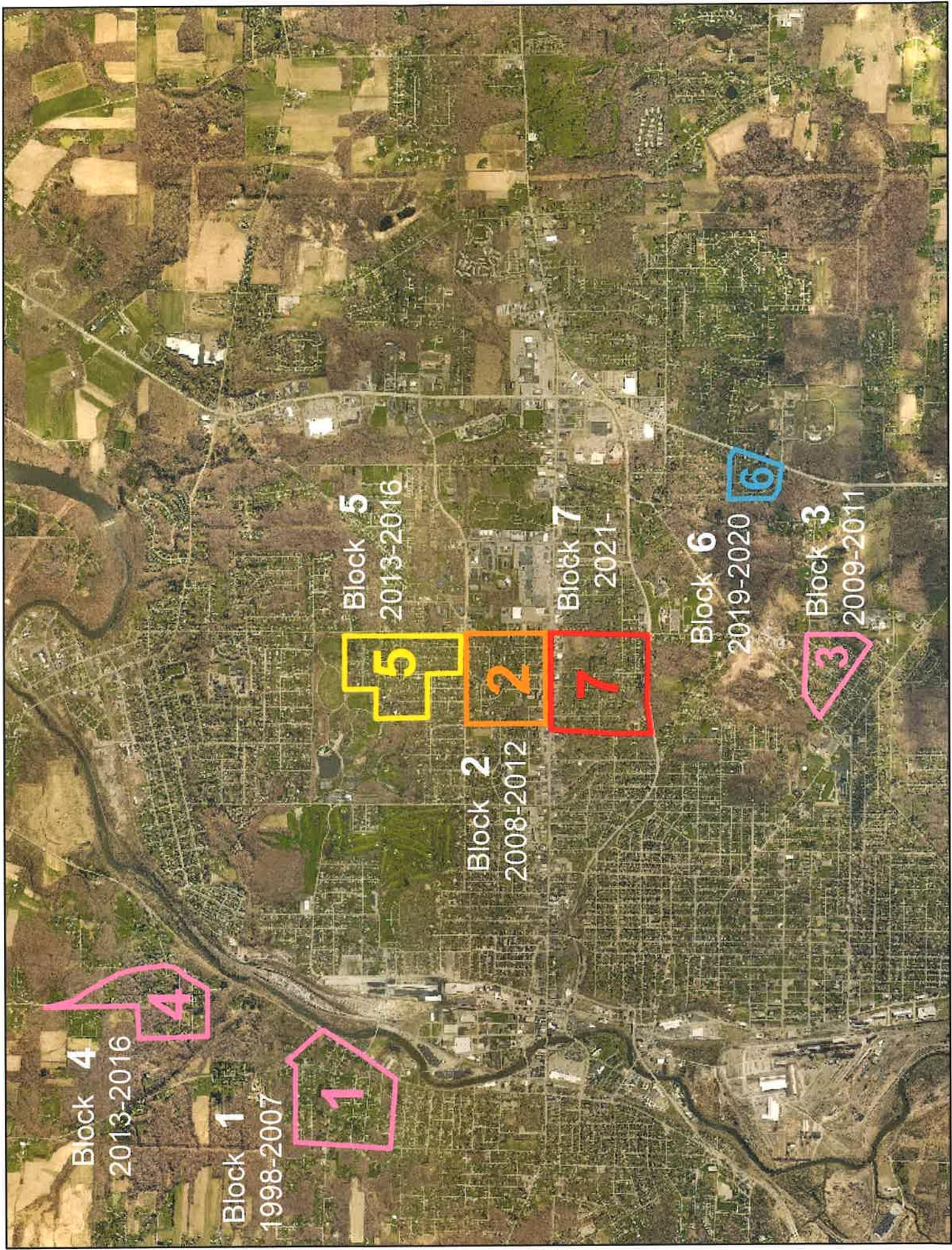
The neighborhood targeted for improvements included: Rombold Road (north), Maple Drive (east), City of Farrell (south) and Mercer Avenue (west). Major infrastructure improvements were undertaken on the following streets: Rombold Road and Haywood, Mary, Paul, Madison, Delaware, Carolyn, and Stafford Streets.

TARGET AREA "Block 4" (2013-2014)

The neighborhood targeted for improvements included the area in the northern section of CT 315 in the Patagonia area. Major infrastructure improvements were undertaken on the following streets: Champlain, Herr, Kossuth, and Cambria Streets and Westinghouse Blvd.

TARGET AREA "Block 5" (2013-2018)

The neighborhood targeted for improvements included the area bounded by Buhl Park on the north and west, Buhl Farm Drive on the east, Highland Road on the south and the City of Sharon on the west. Major infrastructure improvements were undertaken on the following streets:



Block 4
2013-2016

Block 1
1998-2007

Block 5
2013-2016

Block 2
2008-2012

Block 7
2021-

Block 6
2019-2020

Block 3
2009-2011

7

5

2

6

3

Parkview Blvd., Fairfield, Woodlawn, Lillian, Richmond, Cohasset, Lyle, Bartholomew and Rettig Drives.

TARGET AREA "Block 6" (2018-2021)

The neighborhood targeted for Phase 1 improvements included: Carroll Lane, Michael Lane and Armand Avenue. Aqua PA relocated all water lines. Project was awarded to Lindy Paving on March 27. Lindy Paving completed Phase 1 of the project in late August 2019.

The neighborhood targeted for Phase 2 improvements includes: Michael Lane and Armand Avenue. Phase 2 has been designed and was advertised in January. Bids were opened March 3. Bids were rejected at the June 24, 2020 Board of Commissioners meeting due to the financial constraints from the COVID-19 pandemic.

2020 – Capital Stormwater Projects

- Pine Hollow Boulevard (between Knapp Ave. & S.V. Freeway) – 200' of new storm pipe and new catch basins are to be installed. **This project has been delayed due to the COVID-19 pandemic.**

2020 – Street Construction Projects

- 2020 Capital Paving Program – Ellis Avenue and Meadowbrook Road are expected to be paved in 2020.
- South Darby Road Stormwater & Paving Project – S. Darby Rd. (from Miller Rd. to Virginia Rd.) is to have a new stormwater system installed and road is to be paved. **CT Consultants has completed design work. The project has been delayed due to the COVID-19 pandemic.**

Stull Farm, 4568 Sample Road, Hermitage: Mission statement for the Stull Farm – “To honor the legacy of Sylvia and Don Stull and their family, by creating a center for community health, education, agriculture and recreation dedicated to the principles of environmental sustainability.”

The original Stull house has been demolished, but the foundation footprint and some pieces from the home have been preserved and will be re-purposed to create a memorial flower garden honoring the gift and contributions of the Stull and Carr family.

Ligo Architects' design team has completed building plans and site plans and the NPDES Permit has been issued.

The City staff secured a grant from the Commonwealth of Pennsylvania Department of Environmental Protection in the amount of \$13,125 to be used for planting of trees and installation of fencing along Sample Road. The trees have been planted and fencing has been installed. The project architect is working with HMA engineer RETTEW, Inc. to explore energy alternatives for the project. City staff and Parks & Recreation Board are exploring sources of funding (grants, etc.) for development of the property.

Memorial Garden Project: The Memorial Garden wall construction and landscape planting bed installation is complete. We are seeking new Eagle Scout candidates in order to complete the project.

Thornton Avenue / Forker Boulevard Bikeway & Reconstruction Project: The City received a \$538,181 grant from the Mercer County MPO in February. The project includes repaving Thornton Ave. from the City line to Forker Blvd., adding bike lanes and redesigning the intersection to eliminate the “Y” and change to a traditional “T” intersection, and constructing a bike path along Forker Blvd. to connect into Buhl Park. The City is responsible for up front design cost. The City contracted with WR&A Engineering, and it is anticipated that the project will be constructed tentatively in spring/summer 2020. **PennDOT advertised and opened bids on October 24, 2019 through its ECMS system. Kirila Contractors was the low bidder at \$408,000. The start of construction is tentatively scheduled for September 1, 2020.**

East State Street / Keel Ridge Road Intersection Improvements Project: The City received a Green Light GO grant from the PA Department of Transportation in the amount of \$204,000 to fund part of a project to upgrade the traffic signal equipment at the intersection of East State Street and Keel Ridge Road. Work will include new mast arms, controller box, signal heads, etc. Engineering began in the spring of 2019 and it is anticipated that the project will be constructed in the spring of 2020. The City has contracted with CT Consultants to complete design and engineering. **Plans are complete and the project was bid in January. M&B Services, Clarion, PA was the low bidder at \$257,820. Construction began in the summer and is progressing. New mast arms have been installed and signal heads will be installed and tested with project completion scheduled for November 2020.**

Hermitage Athletic Complex Youth Sports Maintenance & Storage Facility: The City of Hermitage has received a \$150,000 grant from the Pennsylvania Commonwealth Finance Authority - Greenways, Trails & Recreation Program. The grant will help pay for construction of a youth sports and maintenance facility at the Hermitage Athletic Complex. The facility will house maintenance equipment for the City and be available for storage of youth sports teams' equipment that utilize the complex throughout the year. Design and engineering is complete. Bids were opened on September 19, 2019 and awarded by the Board on September 25, 2019 to GEM Building Contractors, New Castle, PA for \$184,508. **The project is complete.**

South Hermitage Road (Route 18) Sidewalks Project: The City received a \$345,541 PennDOT Multimodal Transportation Fund grant for a project to construct sidewalks and pedestrian connections along the east side of Route 18 from LindenPointe to Morefield Road, and along the frontage of the Burger King property to make connections with existing sidewalks. **The project will tentatively start design in the fall of 2020.**

Hermitage Town Center Recreational Trail Improvements: The City received a \$150,000 grant from the PA Commonwealth Finance Authority (CFA) Greenways, Trails & Recreation Program for a project to reconstruct the trail along the east side of Route 18 from Indian Run Road to just north of the City Building, and make connections from the Town Center area to municipal and school facilities. **Bids were opened August 24th and a contract has been awarded to J&T Paving, Greenville, PA for \$171,540. Construction will begin in September and be completed by the end of the year.**

Community Hope Investment Partnership, Inc. (CHIP) LindenPointe Spec Building Project: CHIP constructed a spec building project with the assistance of City staff and through financial assistance provided by a RACP grant. RACP funds were applied to the construction of the 12,000 square foot spec building and related site improvements. The facility is located in the LindenPointe Planned Technical Park, adjacent to the eCenter and the Training and Workforce Development Center. The project was completed in partnership with SVEZC and PNDC. CHIP requested competitive bids for the project in accordance with the RACP requirements and awarded the project to Thomas Construction, Grove City, PA on September 26, 2016 in the amount of \$2,027,493. The project was completed in 2017.

The spec building is being actively promoted by the CHIP marketing committee along with assistance from PNDC, City staff and Howard Hanna Real Estate Services.

Comprehensive Plan: The City selected Mackin Engineering as the Comprehensive Plan consultant. In September 2017, a Steering Committee of citizens was formed to assist the staff and consultant in the formulation of the plan. The Steering Committee included members of the Hermitage Planning Commission, the Hermitage Municipal Authority, the HCEDC, Parks & Recreation Commission, LindenPointe Development Corporation, Shenango Valley Chamber of Commerce, Hermitage School District and the MCRPC, as well as residents and businesspeople at large.

The Comp Plan Steering Committee endorsed the draft Plan in January 2019, followed by endorsement and recommendation for adoption by the HPC & HCEDC in February 2019. The adoption process began in March 2019 and included a 45-day comment period, during which time no comments were received.

A Public Hearing on the Comprehensive Plan was held in June 2019, and the Plan was adopted by resolution of the Board of Commissioners on June 26, 2019. Next steps will include an Implementation Plan and comprehensive update of the Hermitage Zoning Ordinance and Map.

Zoning Ordinance Update: Work has been underway for several months by the City staff and Mackin Engineering to draft zoning ordinance language and a zoning map update consistent with the goals and vision of the Hermitage 2030 Comprehensive Plan. The zoning ordinance update will also be an opportunity to improve, clarify and simplify the zoning ordinance requirements, and to make the ordinance easy to understand and user-friendly for businesses, developers and residents alike.

Report #1 on the zoning ordinance update project was submitted to the Board of Commissioners on July 12, 2019 and contained the proposed schedule and related general information regarding the project. Report #1 was presented to the Hermitage Planning Commission at their meeting on August 5, 2019.

Report #2 was forwarded to the Board of Commissioners and discussed at a Special Work Session on August 29, 2019. It was also discussed by the Hermitage Planning Commission at their meeting on September 9, 2019. Input and feedback from the Board of Commissioners and Planning Commission will be sought and incorporated throughout the process. There will also be opportunities for input from the HCEDC and the public.

Report #3 was forwarded to the Board of Commissioners at their regular meeting on December 16, 2019. The City Staff, City Solicitor and Mackin Engineering continue to work on the language and content of the ordinance.

Report #4 was forwarded to the Board of Commissioners and Planning Commission on May 4.

James Gulla was hired as a summer intern through a grant from PA Municipal Assistance Program. James performed in-depth research on sign regulations and worked with the City staff, solicitor and consultant to craft the sign portion of the Zoning Ordinance draft, which has been forwarded to the Board of Commissioners and the Hermitage Planning Commission. James also completed draft language for wireless communication facilities before returning to Penn State.

The draft ordinance will be completed by the end of summer 2020 and can then be considered for the formal adoption process.

3. Current CDBG Project Report

CDBG – Federal Program Summary: U.S. Department of Housing and Urban Development Community Development Block Grant (CDBG) program through Pennsylvania Department of Community and Economic Development (DCED). “Fundability” - demonstrated benefit to LMI and targeted census tracts. Focus of three-year Community Development Program - public improvements and housing rehabilitation.

Program Year	Contract No.	Grant Period	Amount	Status/ Exp. To Date
2016	C000065045	3/30/17 – 3/29/22	\$133,060	\$133,060
2017	C000069227	3/16/18 – 3/15/22	\$269,615	\$157,353
2018	C000070917	3/21/19 – 3/20/23	\$296,249	\$35,549
2019	C000073351	2/3/20 – 2/2/24	\$438,402	\$11,744

CDBG Projects

The eCenter@LindenPointe and the Training & Workforce Development Center @ LindenPointe Automated Electronic Doors - The City plans to install automated electronic door openers at the main entrance of each of the facilities to aid in access for elderly and disabled individuals. Project bids were opened November 13th. **Construction was completed in February 2020.**

ARC of Mercer County, Inc. Pre-Vocational Facility Improvements – The City plans to assist the ARC of Mercer County, Inc. to remove architectural barriers at their Pre-Vocational Facility by utilizing \$130,000 of FY 2018 CDBG funds to contract ADA accessible entrance ramps at several locations throughout the facility and install a new awning. The project is set to be designed and constructed in 2020. ARC of Mercer County, Inc. awarded a contract to Milcam Construction in April. **Construction is underway and should be completed by September.**

CDBG Street Improvements – The City intends to utilize CDBG funds to do street and roadway improvements to Ellis Avenue and surrounding streets in a qualified census block group. Engineering began in 2020 with construction tentatively scheduled for fall 2020.

CDBG/HOME Housing Rehabilitation Report – City of Hermitage

Homes currently undergoing rehabilitation.....6

There are approximately **twenty-five (25)** applicants on the Hermitage waiting list.

Housing Rehabilitation Cooperative Agreement – Lawrence County Community Action Partnership:
The Lawrence County Community Action Partnership (LCCAP) has received funding to assist municipalities in Northwest Pennsylvania with lead hazard reduction. The funding is intended to provide safe environments for children most affected by lead based paint hazards. The City intends to partner with the LCCAP to receive additional funding to expedite households with young children on our waiting list. This partnership allows the City's existing housing rehabilitation funds to go further. The LCCAP will provide up to approximately \$12,500 per household with the City providing matching CDBG funds. The City is working with LCCAP to identify additional, qualified households in the City for the program.

The City of Hermitage and the Borough of Wheatland were awarded a \$500,000 HOME grant through the PA Department of Community & Economic Development in August 2013. The City will receive 60% of the grant funds, while the Borough will receive 40% of the grant funds. The purpose of the grant is to enhance the existing and highly successful City of Hermitage housing rehabilitation program. These programs will provide 100% deferred loans to a minimum of twenty-five to thirty very-low and low-to-moderate income homeowners to bring their single-family homes up to minimum housing rehabilitation standards. It is hoped that this will encourage further private investment in these and other homes in the community. **Eighteen (18) homes were completed or were under contract in Hermitage in 2014 / 2015 using HOME funds. The grant funds are 100% expended. The City submitted another HOME application in March 2016 for additional HOME funds and has been awarded \$700,000 for housing rehabilitation projects in Hermitage and Wheatland.**

4. Hermitage Planning Commission

The Hermitage Planning Commission consists of 9 members, appointed by the Hermitage Board of Commissioners, who fulfill the advisory duties and obligations prescribed by the Pennsylvania Municipalities Planning Code and the Hermitage Code of Ordinances. The Planning Commission is responsible to make recommendations to the Hermitage Board of Commissioners regarding the creation and adoption of the Comprehensive Plan, creation and amendment of municipal zoning,

subdivision and land development ordinances, action on individual subdivision and land development plans, and any other matters related to the physical development of the municipality.

Members: Charles Rogers-Chairperson, Woody Steele-Vice-Chairperson, Bonnie Benton, Matthew Liburdi, Amy McKinney, Thomas Rollinson, Chester Scholl, Jr., Raymond Slovesko, James Tamber

Hermitage Planning Commission 2020 Meeting Schedule:
(All meetings held at 8:30 a.m.)

September 14, 2020 (minutes attached)

October 5, 2020

November 2, 2020

December 7, 2020

5. Hermitage Community and Economic Development Commission (HCEDC)

The HCEDC acts in an advisory capacity to the Hermitage Board of Commissioners and the Office of Community and Economic Development (OCED) and in general, reviews, evaluates and, when appropriate, makes recommendations regarding economic development issues and those specific projects and developments that have a significant impact on economic development and the quality of life in Hermitage.

Members: Rex Knisley-Chairperson, George Kraynak-Vice-Chairperson, Robert A. Cucitrone, Meghann Flynn, Meg Grober, Anthony Pagliaroli, Angela Palumbo

HCEDC 2020 Meeting Schedule:
(All meetings held at 12:00 PM noon – locations noted below)

**October 8, 2020 – Training & Workforce Development Center @ LindenPointe,
3050 Prosperity Place, Hermitage**

6. Shenango Valley Enterprise Zone Corporation (SVEZC)

City Appointed Members: Jeremy Coxe, Daniel Gracenin, Gary Gulla, William J. Moder, III

The SVEZC is a Pennsylvania, non-profit corporation organized for the purpose of providing financial assistance to businesses. The SVEZC's membership is comprised of representatives of the Cities of Sharon, Farrell and Hermitage and the Boroughs of Wheatland, Sharpsville and Greenville. The SVEZC's loan program has been established to stimulate the expansion of business and industry within the designated enterprise zone areas of Mercer County for the purpose of creating or retaining jobs. Loans to businesses must serve a public purpose. They must primarily promote the health, safety, or welfare of the public at large, and provide overall benefit to the citizens of the community. Eligible Applicants are all new and existing businesses and industries located in the Enterprise Development Area as designated by the Commonwealth of Pennsylvania as the Shenango Valley Enterprise Zone, which consists of portions of the Cities of Sharon and Hermitage, portions of the Boroughs of Wheatland, Sharpsville, West Middlesex, and Greenville, all of the City of Farrell, and certain portions of the Townships of Pymatuning, South Pymatuning, Hempfield, Shenango and Delaware.

SVEZC 2020 Meeting Schedule:
(Meetings held as needed on the 3rd Wednesday of the month at 8:30 a.m. at Mercer County Regional Council of Governments).

7. Penn-Northwest Development Corporation

Penn-Northwest Development Corporation (PNDC) is the Lead Economic Development Agency for Mercer County. PNDC provides assistance, training, advice, and guidance to agencies and organizations that make up Mercer County and works to help complete priority projects important to the local communities. PNDC fosters and supports the Commonwealth's PREP initiative

(Partnerships for Regional Economic Performance), which is to encourage regional coordination of economic development efforts.

The PNDC Program of Work is the compilation of activities to focus Mercer County resources on specific project groups with defined goals and measures.

- New Industry Recruitment
- Local Business Calling Program (B.A.T—Business Action Team)
- Local Entrepreneurship and Workforce Development
- Marketing and Membership
- Business Administration

The City of Hermitage is a member of PNDC. Gary Gulla is a member of the PNDC sites committee and Jeremy Coxe is actively engaged with the PNDC staff on marketing and business resource initiatives.

8. Community Events

The City of Hermitage supports the following seasonal, family-oriented, community events:

Hermitage Arts Festival	Canceled due to COVID-19 pandemic
Buhl Day	Canceled due to COVID-19 pandemic
Holiday Light Parade	Canceled due to COVID-19 pandemic

9. City of Hermitage Newsletter and Parks & Recreation Update

The City schedules the publication of the newsletter on a quarterly basis. The purpose of the newsletter is twofold; first to announce the seasonal Parks & Recreation programs (“Parks & Recreation” Edition), and secondly to provide City residents and businesses, as well as various regional community and economic development partners, with an update on community programs, projects and services (“City Update” Edition). The two editions are often published jointly.

The schedule of upcoming newsletters is as follows:

<u>Issue</u>	<u>Scheduled Date of Publication</u>	<u>Material Deadline</u>
Fall	October 2, 2020	September 11, 2020

Past issues of the newsletter can be found @ www.hermitage.net

10. Other Planning and Development Reports and Information

<u>Report</u>	<u>Status</u>
HCEDC Minutes	none
Hermitage Planning Commission Minutes	attached
Shenango Valley Enterprise Zone Corporation Minutes	none
Revolving Loan Fund Financial Report	attached
Paid Invoice Report	attached
Web Site Statistics Report	attached
Approved Subdivision and Land Development Plans	attached
Prior Years Project Summary	attached

City of Hermitage
Planning & Development Department
Revolving Loan Fund Repayment Report
Ending August 31, 2020

LOCAL RLF

Company	Beginning Balance	Principal	Interest	Balance
Hermitage Apothecary, Inc.	\$ 83,267.59	\$ 1,444.95	\$ -	\$ 81,822.64
Fundus Praedium, LLC	\$ 96,035.40	\$ -	\$ -	\$ 96,035.40
Community Hope Investment	\$ 162,438.00	\$ -	\$ -	\$ 162,438.00
T.T. Properties (Toss'd)	\$ 135,265.98	\$ -	\$ -	\$ 135,265.98
Go Pita Go Hermitage, LLC	\$ 59,158.39	\$ -	\$ -	\$ 59,158.39
Smoky Martins BBQ Hermitage	\$ 45,000.00	\$ 734.44	\$ 434.00	\$ 44,265.56
Total Revenue	\$ 581,165.36	\$ 2,179.39	\$ 434.00	\$ 578,985.97

LANDSCAPE AND FAÇADE

Art & Frame Gallery	\$ 1,559.36	\$ -	\$ -	\$ 1,559.36
Total Revenue	\$ 1,559.36	\$ -	\$ -	\$ 1,559.36
Grand Total	\$ 582,724.72	\$ 2,179.39	\$ 434.00	\$ 580,545.33

**City of Hermitage
 Planning Development Department
 Revolving Loan Fund Financial Report
 August 2020**

Beginning Balance	\$	192,821.66
<u>Add</u> Program Income	\$	2,613.39
Sub-Total	\$	195,435.05
<u>Less</u> Program Administration	\$	(340.68)
Current Balance Available	\$	195,094.37
Projected Revenue Activity		
Month End thru Calendar Year End	\$	10,453.56
Projected Calendar Year End		
Balance Available	\$	205,547.93
CHIP accumulated accrued interest:		
City	\$15,946.32	
SVEZC	\$26,691.96	
PNDC	\$26,691.96	

**City of Hermitage
 Planning & Development Department
 Landscape and Facade Improvement Program Financial Report
 August 2020**



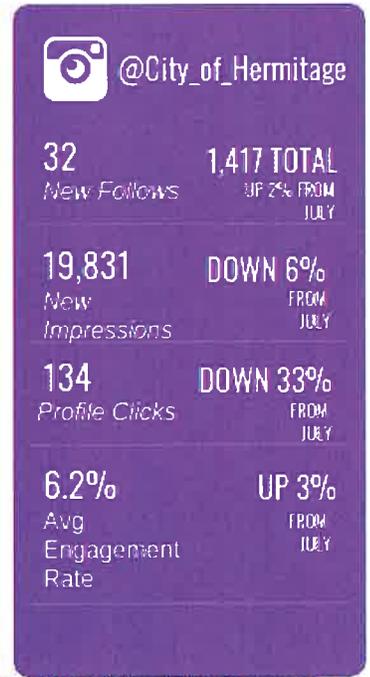
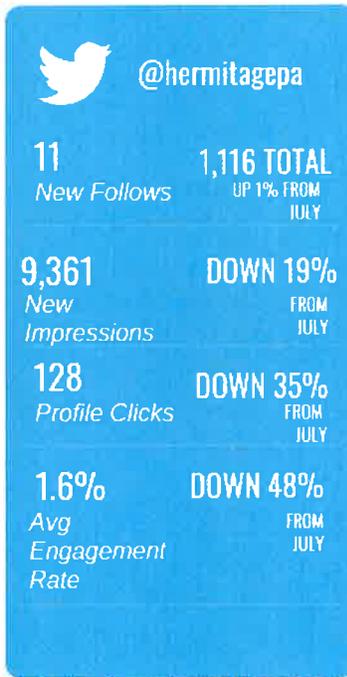
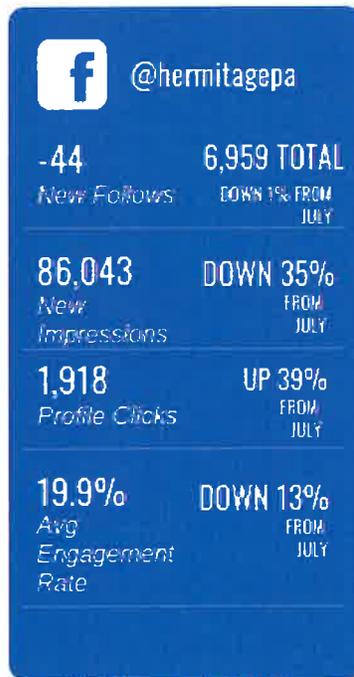
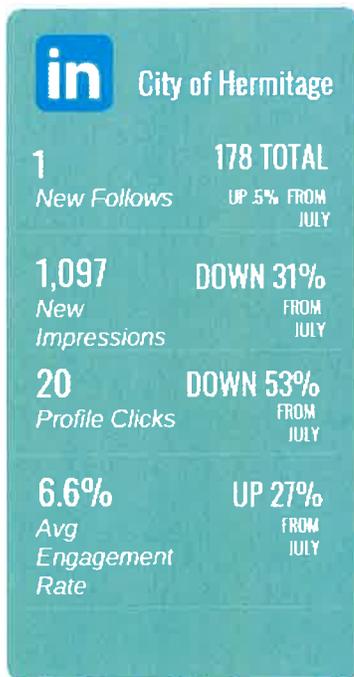
Beginning Balance	\$	135,987.84
<u>Add</u> Program Income	\$	-
Sub-Total	\$	135,987.84
<u>Less</u> Program Administration	\$	-
Current Balance Available	\$	135,987.84
Projected Revenue Activity		
Month End thru Calendar Year End	\$	492.00
Projected Calendar Year End		
Balance Available	\$	136,479.84

**City of Hermitage
 Planning & Development
 Paid Invoice Report for
 Grants Projects, Revolving Funds, Capital and Special Project Funds
 August 2020**

VENDOR	DESCRIPTION	AMOUNT
City of Hermitage Sewer	eCenter/Sewer	\$ 282.41
City of Hermitage Sewer	T & W/Sewer	\$ 125.58
CT Consultants	2019 CDBG Street Improvements/Ellis Ave.	\$ 4,770.00
Modern Office Products	Binder Dividers	\$ 31.22
National Fuel Gas Distribution Corp	eCenter/Gas	\$ 35.12
National Fuel Gas Distribution Corp	T & W/Gas	\$ 26.21
Penn Northwest Development Corp	2020-2021 Membership Contribution	\$ 825.00
Pennsylvania Power Company	T & W/Electric	\$ 571.51
Pennsylvania Power Company	eCenter/Electric	\$ 1,882.34
Time Warner Cable Northeast	eCenter/Internet/\$636/T&W/Internet/\$159	\$ 795.00
Verizon	eCenter/Telephone	\$ 118.28
City of Hermitage	July '20 Salaries & Fringes	\$ 4,280.17
City of Hermitage	Commonwealth of PA - Police Grant	\$ 2,015.73
Cross IT Services & Solutions, LLC	IT Technician	\$ 135.00
Grants Management Systems	July Warranty	\$ 250.00
H.S. Cleaning	eCenter/Cleaning	\$ 360.00
H.S. Cleaning	T & W/Cleaning	\$ 330.00
Protech Security Systems	T & W/Security	\$ 66.00
Sharon Herald Co	Legal Notices 7/30/20	\$ 569.78
Time Warner Cable Northeast	T & W/Telephone	\$ 146.16
Aqua Pennsylvania, Inc.	T & W/Water	\$ 102.33
Aqua Pennsylvania, Inc.	eCenter/Fire Service	\$ 208.92
Aqua Pennsylvania, Inc.	eCenter/Water	\$ 169.75
Mackin Engineering Company	Comprehensive Plan & Zoning Update	\$ 2,566.73
Verizon	T & W/Telephone	\$ 115.91
August Distributions		\$ <u>20,779.15</u>

SOCIAL MEDIA REPORT

AUGUST 2020 PERFORMANCE (28 DAY CYCLE)



Definition of Engagement Rate: An engagement rate is a metric that measures the level of engagement that a piece of created content is receiving from an audience. It shows how much people interact with the content. Factors that influence engagement include users' comments, shares, likes, and more. **Definition of an Impression:** the number of times a post was displayed to your audience.

PLANNING & DEVELOPMENT DEPARTMENT

Subdivision & Land Development Plans In Progress – Status Report – 9/8/2020

SUBDIVISIONS:

Final Lot 1 William F. & Jody Renee Arbanas Consolidation Plan

William F. & Jody Renee Arbanas – Owners

Knott Surveying, LLC - Surveyor

(Plan to combine two lots owned by Arbanas to create Lot 1 containing 1.056 acres on Foxwood Drive)

8/13/20 – Plan submitted – in review process

Scheduled for consideration by Hermitage Planning Commission on 9/14/2020

Final Lots 1A & 1B Daniel Jr. & Heather Casey Subdivision

Daniel Jr. & Heather Casey – Owners

Knott Surveying, LLC – Surveyor

(Plan to create Lot 1A containing 6.187 acres and Lot 1B containing 17.283 acres on Frogtown Road)

6/17/19 – Plan submitted – in review process

8/5/19 – Plan approved with conditions by Hermitage Planning Commission

8/21/19 – Plan approved with conditions by Hermitage Board of Commissioners

2/26/20 – Plan re-approved with conditions by Hermitage Board of Commissioners

8/26/20 – Plan re-approved with conditions by Hermitage Board of Commissioners

9/8/20 Owner & engineer need to complete outstanding conditions – approval expires 2/26/2021

Final Plat John C. & Pamela L. Lenz Subdivision Lots 1 & 2

John C. & Pamela L. Lenz – Owners

R.P. Bittler, P.L.S. – Surveyor

(Plan to create Lot 1 containing .92 acre and Lot 2 containing 2.38 acre on N. Keel Ridge Road)

9/3/20 – Plan submitted – in review process

To be scheduled for consideration by Hermitage Planning Commission

Final Consolidation Plan for David B. & Jennifer Miklos Lot 1

David B. & Jennifer M. Miklos – Owners

Advanced Land Measurement, Inc. – Surveyor

(Plan to combine two lots owned by Miklos to create Lot 1 containing 2.45 acres on Christy Road)

8/5/20 – Plan submitted – in review process

Scheduled for consideration by Hermitage Planning Commission on 9/14/2020

LAND DEVELOPMENT PLANS:

Planning & Development Department
Prior Years Project Summary

2019

Capital Stormwater Projects

Daniel Drive – replacement of storm pipe completed.

Capital Paving Program

No projects

Street Construction Projects

Freedland Road – storm pipe installation, inlet replacement, curbing, paving completed.

City Targeted Neighborhood Investment Program “Block 6” Phase 1

Carroll Lane, Michael Lane, Armand Avenue completed.

Hermitage Athletic Complex Phase 3 Expansion Project – The City received a \$175,000 grant from PA Greenways, Trails & Recreation Program to construct two multi-purpose fields and trails. Total project cost of \$260,150. Project is complete.

CDBG Projects (FY 2017)

Buhl Park Performing Arts Center Restroom Improvements – project to assist Buhl Park in removal of architectural barriers at restroom facilities to aid in access for elderly and disabled individuals completed.

2018

Capital Stormwater Projects

Avalon Drive and Applewood Lane – installation of stormwater inlets completed.

Easton Road – installation of pipe in drainage channel completed.

Capital Paving Program

Bonny Lane, Knapp Avenue, Baker Avenue (325') completed.

Street Construction Projects

Valley View Road – culvert replacement and paving completed.

City Targeted Neighborhood Investment Program “Block 5” Phase V

Lyle Drive (between Highland Road and Parkview Blvd.) completed.

CDBG Projects (FY 2015/2016)

Community Counseling Center of Mercer County – project to assist in conversion of space into a room for Psychiatric Rehabilitation Program at Hermitage facility completed.

ARC of Mercer County – project to install awning above handicap accessible ramp at Hermitage facility completed.

2017

Capital Stormwater Project

Stabilization of Baker Run at Jonathan Place completed.

Capital Paving Program

Patricia Avenue, Theresa Avenue, Victoria Drive and Silver Ridge Court completed.

Clarksville Road Repaving Project – The City received \$643,000 in federal highway STU funding from the Mercer County MPO. Total project cost of \$688,000. Project is complete.

City Targeted Neighborhood Investment Program “Block 5” Phase IV
Cohasset Drive (between Highland Road and Parkview Blvd.) completed.

Trail & Pedestrian Facilities Plan

The City completed a trails and pedestrian facilities and network plan throughout the City to identify needs for additional trails and pedestrian connections. The plan was presented and accepted at the January Board of Commissioners meeting.

2016

Capital Stormwater Project

Culvert replacement on Robertson Road at Schwartz Lane completed with project cost of \$250,100.

Capital Paving Program

Monterey Lane, Biscayne Drive and Hasenflu Drive completed with a project cost of \$223,351.

Hermitage Little League Complex American Field Renovations – The City partnered with Hermitage Little League to rehabilitate a baseball field directly adjacent to the City of Hermitage Athletic Complex. PA DCNR grant funds of \$80,000 were utilized along with local funds of \$80,000 for a total project cost of \$160,000. Work included new field materials, drainage, dugouts, backstop and fencing.

City Targeted Neighborhood Investment Program “Block 5” Phase III

Richmond Drive, Lillian Drive, Fairfield Drive, Woodlawn Drive (all between Parkview Blvd. and Hermitage/Sharon line) completed with a project cost of \$345,518.

2015

Trout Island Road Culvert Re-line Project – Project installed a liner to an existing, failing culvert under Trout Island Road. Project was completed at a cost of \$96,935.

Marylane Drive Stormwater Drainage Project – Project to clean and stabilize an existing stormwater drainage channel. Project was completed at a cost of \$8,000.

Baker Run Stream Rehabilitation Project – Project to stabilize bank.

Capital Paving Program – Pleasant Drive, Gail Drive. Project consisted of milling, base repair, binder and wearing course, and new street signs. Project was completed at a cost of \$350,000.

LindenPointe / Route 18 Traffic Signal and Access Improvements Project

The City received a PA DCED Multi-Modal Transportation Fund (MTF) grant in the amount of \$250,000, matched by local funds, to improve access and install a new traffic signal and related pedestrian facilities at the intersection of State Route 18 / Innovation Way / Carroll Lane.

City Targeted Neighborhood Investment Program “Block 5” Phase II

Cohasset Drive, Lyle Drive, Richmond Drive (all between Bartholomew & Parkview) and Parkview Boulevard (between Buhl Farm & Woodlawn) completed with a project cost of \$510,946.

Route 18 Traffic Signal Retiming Project

The City received a grant through the Mercer County Metropolitan Planning Organization (MPO) to assist in studying and retiming the traffic signals on Route 18 from Morefield Road to Lamor Road, on East State Street from the SV Freeway to Dutch Lane, and on the SV Freeway at the Kohl's/Lowes developments.

Hermitage Athletic Complex Batting Cage Project

With assistance from a grant through the Pirates Charities organization, the Hermitage Girls Softball Association, the Union Carpenters and other local businesses and organizations, the City coordinated the construction of a batting cage practice facility at the Hermitage Athletic Complex.

2014

City Targeted Neighborhood Investment Program "Block 4" Phase II

Kossuth and Cambria Streets completed with a project cost of \$140,000.

Capital Paving Program

Candy Lane, Festor Drive and Clearview Drive completed with a project cost of \$293,000.

Butterfly Lane Phase II Stormwater Improvement Project Part 2

Construction of a stormwater retention facility and new stormwater piping along Butterfly Lane, \$146,000 construction cost.

Festor Drive Stormwater Improvement Project

Construction of stormwater pipe between Pleasant Drive and Festor Drive, and pipe along Festor Drive, \$110,000 construction cost.

Municipal Building Parking Lot Reconstruction

New pavement, stormwater drainage and line striping in rear of City Building parking lot, \$130,000 construction cost.

Joy Cone Redevelopment Assistance Capital Program (RACP) Access Project

A \$1.2M RACP grant was secured to complete site work, reconstruction of the Joy Cone manufacturing plant entrance, construction of facilities to improve employee access, visitor access, pedestrian facilities and related amenities.

Hermitage Athletic Complex Phase II Project

The completed work included the installation of softball field lights, a tot-lot playground, a handicap accessible viewing area and enhancement of the trail network. The construction cost was \$277,000 and was funded, in part, with a \$100,000 DCNR grant.

Hermitage Athletic Complex Parking Lot Expansion

The completed work included the construction of a 91-space parking lot, sidewalk improvements and a handicap accessible view area. The construction cost was \$366,000.

Trout Island Trail Transportation Enhancement (TE) Project

The City was a project sponsor, in cooperation with the Mercer County Trails Association (MCTA) to extend the trail system 3,100 feet. The project was funded through a \$69,000 PennDOT grant.

2013

City Targeted Neighborhood Investment Program “Block 4” Phase I

Champlain, Herr, Westinghouse, Locke (between Champlain & Herr) completed with a project cost of \$254,000.

Capital Paving Program

The annual capital paving targeted two (2) areas: Central Business District – Glimcher, FNB and Kilgore streets and Fairway Greens Development – Basil, Marylane, Lisa and Susan streets and was completed with a cost of \$350,000.

Indian Run Pedestrian Bridge



The construction of a pedestrian bridge in the central business district, adjacent to North Hermitage Road (S.R. 0018) providing a safe route across the Indian Run Stream, a tributary to Pine Hollow Run. Completed at a project cost of \$240,000 with the construction funded by a grant through the MPO/PENN DOT.

Indian Run Stream Restoration Project



The restoration of the Indian Run Stream – Phase IV from Sunset Boulevard to Butterfly Lane with a project cost of \$200,000. The project included redefining the natural stream channel, rebuilding banks and flood plains and the development of strategically placed pools and ripples to prevent flooding and protect the adjoining properties and structures.

Butterfly Lane Stormwater Improvement Project Phase II – Part I

The improvement of a failing stormwater system in the Butterfly Lane area with a project cost of \$40,000.

Tax Increment Financing (TIF) Retail Development Project

Pursuant to the Commonwealth of Pennsylvania Tax Increment Financing Act the City, the Hermitage School District, Mercer County (local taxing authorities) and the MCIDA partnered with Levey & Company and developed a Local TIP Plan. The project was the retail development of approximately 13 acres and the TIF Plan included relevant project facts and a public-private partnership approach to finance substantial improvements to the state owned roadway system, stormwater management facilities and the elimination of preexisting eligible blight conditions. In 2013, within the TIF district the project included the construction of Kohl's and the start of construction of a Buffalo Wild Wings. Adjacent to the TIF district a new Pizza Hut (reconstruction) was completed, the remodeling of Applebee's, the redevelopment of a portion of the former Hills Plaza with a Planet Fitness and the redevelopment of the NE corner of Route 18 and Morefield Road with the start of construction of the Speedway.

2012

City Targeted Neighborhood Investment Program "Block 2"

Lyle, Cohasset, Richmond and Woodside Drives, North Oakdale Avenue and Westerman Street stormwater and roadway improvement project – completed in 2012.

Morefield Road / Christy Road / Longview Road – Major Reconstruction Project

The City has contracted with LSSE, Inc. for engineering and design. Bids were opened May 16th and awarded May 23rd to Diorio Paving, Girard, OH - \$639,347. Construction began on Monday, July 9, 2012 and is complete.

N. Darby Stormwater Improvements

2012 Street Department construction (\$42,000).

Cohasset / Rockwell Stormwater Improvements

2012 Street Department construction (\$9,000).

CDBG Buhl Park Shelter #3 Restroom Removal of Architectural Barriers Project

Buhl Park was awarded \$42,242 in City of Hermitage FY2011 CDBG funds to upgrade and remove architectural barriers at the restroom facility at Shelter #3. Bids were opened on September 12th. The contract was awarded in October. Work is complete.

SRHS Information Technology Center @ LindenPointe

The City of Hermitage partnered with SRHS and secured a \$1M state grant to develop a 5,200 square foot information technology facility. The facility is an integral component of the system's multi-year IT strategic plan.

Hermitage Business Association Welcome Sign Project



The HBA and City of Hermitage partnered to rehabilitate and give a fresh look to the welcome sign. The new sign was installed in July 2012.

Website(s) Redesign

- City of Hermitage website, www.hermitage.net – The City contracted with Clover Creative, Sharon, PA to complete website redesign – New site was launched in August 2012 with enhanced features and navigation. The City also launched a Facebook page as a part of the new site design.
- LindenPointe Innovative Business Campus website, www.lindenpointe.com – The City contracted with Clover Creative, Sharon, PA to complete a website redesign. The new site launched the first week of December 2012.

2011

Community Counseling Center (CDBG) Accessibility Project

FY2009 CDBG funds. The City of Hermitage provided funds toward the public improvements to the Community Counseling Center of Mercer County building. Improvements included installation of electronic automatic handicapped accessible door operators at two entrances of the facility improving access to clients who are wheelchair bound or unable to open doors easily for themselves. The project was bid by Community Counseling Center and awarded to Glass Erector, Inc., Reynoldsville, PA for \$11,620.

CDBG Targeted Neighborhood Investment Project (Census Tract 031100-BG-2) “Block 3”

2011 - Rombold Rd Stormwater Improvement Project –Madison Street to Bobby Run. Completed June 2011 - \$175,000 David Construction.

CDBG Targeted Neighborhood Investment Project (Census Tract 031100-BG-2) “Block 3”

2011 – Rombold Road and connecting street paving project – Haywood, Mary, Paul, Madison, Delaware, Carolyn, Stafford and Rombold. Completed January 2012 - \$325,000 Youngblood Paving.

eCenter@LindenPointe Technology Incubator Project

The eCenter@LindenPointe facility was completed in December 2011. The project was the construction of a 16,500 square foot technology-based incubator funded, in part, with a \$4.2M U.S. Department of Commerce Economic Development Administration (EDA) grant and a \$1.25M Commonwealth of Pennsylvania Redevelopment Assistance Capital Program (RACP) grant. The facility was designed to meet the U.S. Green Building Council (USGBC) Leadership in Energy and Environmental Design (LEED) certification. The eCenter@LindenPointe is committed to promoting innovation and entrepreneurship in the Oh-Penn Interstate Region by providing a supportive environment, including infrastructure, education, training, mentorship and a network of service providers. Specifically, the eCenter@LindenPointe will provide assistance to the development, management and promotion of “STEM” (Science, Technology, Engineering and Mathematics) related ventures.

East State Street/Maple Drive/Dutch Lane Intersection Improvement Project

2010-2011 – The City received a grant through the PA Department of Transportation and the Mercer County MPO for approximately \$425,000 to do an intersection improvement project at East State Street/Maple Drive/Dutch Lane. Work included adding a left turn lane to Maple Drive, traffic signalization, new pedestrian facilities and other general intersection improvements. All project costs are 80% federal/20% local. Project was completed in early 2011.

Hunter’s Woods Stormwater Detention Facility Improvement Project

The project included construction of a stormwater detention basin on 1.3 acres of land the City purchased in 2010, adjacent to the Hunter’s Woods residential development, and just east of Northstar Power Sports and the Hermitage Vet. The purpose of the project is to improve stormwater flow and alleviate flooding issues to properties along Route 18, downgrade of the new detention basin. The project also includes relocation of some existing sanitary sewer lines in the immediate vicinity and other related stormwater line improvements. David Construction,

Hermitage, PA was awarded a construction contract on December 2, 2010 in the amount of \$228,103.00. The project was completed in September 2011.

HCEDC Promotional DVD Update Project

2011 Digital marketing project – The HCEDC and City staff, with assistance from Rongaus Creative Group, completed an update to the City’s promotion DVD that was released in August 2011. The project is funded through the Department of Community & Economic Development Community Revitalization Assistance Program. Available on YouTube at <http://www.youtube.com/watch?v=s3XDn9aA17o>

FY 2010 MCAR Project

The City allocated \$5,000.00 of FY 2010 CDBG funds to MCAR, Inc. for improvements to its Pre-Vocation Facility (exterior doorway and related improvements). Three quotes were received to complete the project. Omega Door Co., Youngstown, OH was the lowest quote with a price of \$3,890. Project is complete and paid.

North Buhl Farm Drive Pedestrian Improvement Project

The City received a \$500,000 grant from the Pennsylvania DCED Elm Street Program to make improvements to the North Buhl Farm Drive Corridor. Work included construction of a sidewalk on the west side of North Buhl Farm Drive from East State Street to Highland Road and pedestrian improvements to the intersection at Theota Drive. Work also included sidewalks and pedestrian related improvements to the intersection of Hazen Road and North Buhl Farm Drive. The City contracted with LSSE, Inc., Coraopolis, PA to perform engineering, design and inspection services. Combine Construction, Sharon, PA was awarded a construction contract for approximately \$500,000 in November of 2010 and work was completed in July 2011.

2010

2010 Lamor Road Improvement Project

\$700,000 Construction Project - Federal stimulus money - completed in July 2010. Project added center turning lane and pedestrian improvements to Lamor Road between State Route 18 and Joy Cone Co.

CDBG Targeted Neighborhood Investment Project (Census Tract 031100-BG-2) “Block 3”
2010 – Rombold Rd. Stormwater Improvement Project – Mercer Avenue to Madison Street. Completed August 2010 - \$104,000 United Civil Contractors.

City Targeted Neighborhood Investment Project “Block 2” (2008-2012)

Theota Drive, North Crescent Avenue and Todd Avenue stormwater and roadway improvement project – completed in 2010.

Hermitage Athletic Field Project Phase I

The City of Hermitage recognized from two Comprehensive Recreation, Parks and Open Space studies (1996 & 2004) and from public input at various meetings that the number, condition and status of athletic play fields in the City were in need of expansion, improvement and study and subsequently designated \$1,500,000 from the 2005 Bond Issue for the acquisition of land and construction of athletic play fields. The Board of Commissioners of the City of Hermitage appointed a Recreation Facilities Advisory Committee (RFAC) to study and assess the needs of the community, present and future, as they relate to athletic play fields for both practice and games and to determine those needs in number, size and location.

The RFAC unanimously recommended the acquisition of a site on South Darby Road for the construction of a facility to include several athletic fields for softball, soccer and youth football as well as related improvements such as roadways, parking areas, playgrounds, concession and restroom facilities and trails. A master site plan for the property was completed in 2008 and the

City developed plans and specifications to construct Phase I starting in the spring of 2009. Future phases will be built later based on availability of funding.

The proposed City of Hermitage Athletic Complex will help to satisfy the immediate need for additional sports facilities. The City's initial program for the Complex was for two girls' softball fields and multi-use fields with one being suitable for competitive games. The program of uses was further expanded to include the necessary support uses for the athletic fields as well as passive and active uses attractive to a variety of age groups. The additional program elements include a concession stand and restrooms, informal gathering and picnic areas, play areas adjacent to the fields, walkways and trails and sufficient parking to accommodate consecutive events during the playing season.

Bids were awarded in May 2009, construction was completed on two new softball fields, flat field, parking area, trails and concession stand in September 2010 and the facility was formally dedicated in June 2011. \$2.25M total project cost.

Indian Run Stream Restoration Project – Phase III

Rehabilitate and restore 1,800' of stream from Route 18 to just behind the Hermitage Elementary School complex. Project was completed in November 2010 by Enviro-Air, Inc. for approximately \$170,000. Project was funded in part by a PA DEP Growing Greener Grant.

LindenPointe Training & Workforce Development Center Project

The LindenPointe Training & Workforce Development Center was completed in January 2010. The project was the construction of a 5,200 square foot facility funded, in part, with an \$800,000 U.S. Department of Commerce Economic Development Administration (EDA) grant. The LindenPointe Training & Workforce Development Center offers a specialized training environment and is an economic development initiative driven by a regional economic development, workforce and STEM industry partnership. The facility is available, upon request, for use by employers, educational organizations, training providers and other entities for the purpose of meeting training and workforce development needs.

Timber Lane / Silver Ridge Trail Project

Constructed a trail connecting two residential streets in the City of Hermitage, Timber Lane and Silver Ridge Court. Total project cost was \$20,000 with part of the construction paid for in part by a grant from the Commonwealth of PA. Land donated by Mr. Dan Leali.

2009

City Targeted Neighborhood Investment Project “Block 2” 2009

Lyle Drive and Cohasset Drive stormwater and roadway improvement project – completed in 2009.

2008

City Targeted Neighborhood Investment Project Phase I 2008

In 2008 the City had a \$1.1M investment plan designed to improve the roadways and stormwater infrastructure on Theota Drive and Todd Avenue, a stormwater retention basin at the west end of Theota, a Baker Run culvert replacement project at State Street and a Penn DOT funded transportation enhancement project on Highland Road.

The Baker Run State Street Culvert Replacement Project was completed. The Theota Drive / Todd Avenue / North Crescent Avenue Storm Water Facilities and Roadway Improvements Project was awarded to Utility Contracting, Inc. The contract work is complete.

Hermitage Town Center Project

The concepts contained in the Town Center Master Plan will guide and inform the design of public and private development and redevelopment in the study area and serve as inspiration for future projects and initiatives. The Route 18 North Corridor Study completed in 2001 recommended the development of a Town Center Master Plan for the area around the intersection of East State Street and Route 18 (Hermitage Road). Funding was obtained from PennDOT (through the MPO/MCRPC) to develop a Town Center Master Plan. A Steering Committee of City business people, citizens and government officials participated in the master plan process. The Hermitage Planning Commission and Hermitage Community & Economic Development Commission recommended that the Master Plan be accepted by the City. The Hermitage Board of Commissioners accepted the study with addendum on March 26, 2008.

Highland Road Bikeway and Sidewalk Improvements Project

The City of Hermitage, in cooperation with the Cities of Sharon and Farrell, the Boroughs of Sharpsville and Wheatland and the Mercer County Regional Council of Governments, received federal grant funding from the Pennsylvania Department of Transportation to complete the Shenango Valley Bikeway Project. Total project cost was approximately \$510,000 with about 2/3 of that cost allocated towards the Hermitage Highland Road section of the project. The project was completed in July 2009.

2007

Indian Run Stream Restoration Project – Phase II

Rehabilitate and restore Indian Run between the Shenango Valley Freeway and Sunset Boulevard. Project was funded in part by a PA DEP Growing Greener Grant.

2005

LindenPointe Innovative Business Campus Site Acquisition and Readiness Project

LindenPointe is a 115 acre Planned Technical Park (PTP) zoned business campus. The park project was implemented through a collaborative, public-private effort between the Commonwealth of Pennsylvania, KAKE Development, Inc., the City of Hermitage and the Penn Northwest Development Corporation to create a new vitality for economic development in the region. The Commonwealth of Pennsylvania invested \$2.5 million in LindenPointe assisting the local partners with site acquisition and infrastructure development to bring to the market a high-end, shovel-ready, mixed-use planned technical park. The LindenPointe project is a model \$6 million public-private economic development initiative. The Commonwealth funding assistance was provided through the Redevelopment Assistance Capital Program which is a Commonwealth grant program administered by the Office of the Budget for the acquisition and construction of economic, cultural, or civic improvement projects (for additional site information please see www.lindenpointe.com)

HERMITAGE PLANNING COMMISSION

MINUTES

Monday
September 14, 2020
Regular Meeting
8:30 a.m.

MEMBERS PRESENT:

Chuck Rogers – Chairman
Bonnie Benton
Matt Liburdi
Amy McKinney
Barney Scholl

OTHERS PRESENT:

Marcia Hirschmann
Cindy Pagliaroli
Taylor Johns
Gary Gulla
Jeremy Coxe
Nathan Zampogna

MEMBERS ABSENT:

Woody Steele – Secretary
T.J. Rollinson
Ray Slovesko
Jim Tamber

Mr. Rogers called the meeting to order at 8:30 a.m. in the Commissioners' meeting room at the Hermitage Municipal Building.

APPROVAL OF MINUTES:

Mr. Rogers asked for approval of the minutes of the July 13, 2020 meeting. Mr. Liburdi made a motion to approve the July 13th minutes. Mr. Scholl seconded the motion. The motion carried unanimously. The minutes were approved as distributed.

SUBDIVISION PLANS:

Final Lot 1 William F. & Jody Renee Arbanas Consolidation Plan (Foxwood Drive)

Mrs. Hirschmann explained that the purpose of this plan is to combine two existing lots owned by Arbanas to create Lot 1 containing 1.056 acres. The lot contains an existing house and shed. She said that there are no outstanding conditions and mylars have been submitted.

Mr. Liburdi asked if it was permissible for a shed to be as close to a property line as is shown on the plan drawing. Mrs. Hirschmann responded that the shed should be adhering to setback regulations and possibly it was constructed without a permit, which would be an enforcement issue.

Mr. Rogers asked for additional questions or comments. There were none. Mrs. Benton made a motion to approve the Final Lot 1 William F. & Jody Renee Arbanas Consolidation Plan. Mr. Liburdi seconded the motion. The motion to approve carried unanimously.

Final Consolidation Plan for David B. & Jennifer Miklos Lot 1 (Christy Road)

Mrs. Hirschmann explained that the purpose of this plan is to combine two lots owned by Miklos to create Lot 1 containing 2.4735 acres. She said that there is an existing house, garage and shed on the land that was former Lot 9B, former Lot 36 is currently a vacant, non-building lot, and Lot 35 that is between Miklos' two lots is owned by National Fuel Gas and houses a small distribution station. Mrs. Hirschmann stated that since the 50-foot right-of-way that contains the driveway is privately owned by Miklos, and both lots connect to the right-of-way, the lots are thereby connected to each other upon consolidation and become one large building lot. In that way, the owner can construct a garage on the portion of the lot that was formerly a non-building lot. She said that there are no outstanding conditions and mylars have been submitted.

Mr. Rogers asked if National Fuel Gas retains access rights to their lot. Mrs. Hirschmann said that there is an easement of access that ensures that the gas company has the right to use the driveway to access Lot 35.

Mr. Liburdi asked if the City has previously consolidated lots that are not contiguous. Mrs. Hirschmann responded that upon consolidation, the lots will be contiguous because they will be connected by the private right-of-way owned by Miklos.

Mr. Rogers asked for additional questions or comments. There were none. Mrs. McKinney made a motion to approve the Final Consolidation Plan for David B. & Jennifer Miklos Lot 1. Mrs. Benton seconded the motion. The motion to approve carried unanimously.

OTHER BUSINESS:

Zoning Ordinance project – Mrs. Hirschmann said that the Draft Zoning Ordinance is 95% complete and the City is planning to present it to the Planning Commission at their October 5th meeting, with a formal recommendation to be made by the Planning Commission at their November 2nd meeting if the ordinance is introduced by the Board of Commissioners on October 21st.

Mrs. Hirschmann told the Planning Commission that Kristina Thomas has been hired as the new Assistant Planning Director to replace Jeremy Coxe who will become the Planning Director upon Mrs. Hirschmann's upcoming retirement.

The meeting adjourned at 8:43 a.m.

Respectfully submitted,
Cindy Pagliaroli

Date prepared – September 14, 2020

Date approved – pending



**Hermitage Police Department
800 North Hermitage Road
Hermitage, Pennsylvania 16148**

**MONTHLY REPORT
AUGUST 2020**

Submitted by:

A handwritten signature in black ink, appearing to read "Eric Jewell", written over a horizontal line.

Eric Jewell
Chief of Police

September 08, 2020

Attachment: Monthly Report



HERMITAGE POLICE DEPARTMENT MONTHLY REPORT

August 2020

Reporting Area

There were 950 calls during the month of August 2020, an average of 30.6 calls per day (exhibit 1). During July 2020, there was an average of 28.3 calls per day.

Number of Calls Received

A 9-1-1 grid map of the various zones throughout the city and the number of calls received in each zone (exhibit 2 & exhibit 2a).

Report of Accidents by Intersection

Report of accidents by intersection showing the total number of accidents as 35 and the number of vehicles involved being 63 with 11 persons injured and 0 killed (exhibit 3).

Reported Offenses

A summary of reported offenses (exhibit 4) by classifications was reported to the Pennsylvania Uniform Crime Reporting System for the month of August 2020. There were a total of 52 known offenses, 52 actual offenses, 36 offenses cleared, and 1 offense cleared juvenile. Information is gathered through the ALERT system. The state system is down with technical problems. The attached report is an alternate to the state format.

Criminal Investigation Division

Detectives handled 18 cases for the month of August 2020;

Unfounded	0	Cleared Exceptionally	2	Cleared by Arrest	2	Not Cleared	14
Other Investigations	6						
Search Warrants Executed	3						
Total Persons Arrested	4		(count includes 0 juveniles)				
Police Intel Reports	2	PD Intel Messages	9				
Assist Patrol	2	Assist other Pd/Agency	2				
Crime Prevention/Education	0	Megan's Law Notification	0			Total Crime Cases:	18

Prior Cases:

Unfounded 0 Cleared Exceptionally 2 Cleared by Arrest 1

Reporting Area/Patrol Activities – Borough of Clark

The Police Department answered 16 calls for service as per the grid in the Borough of Clark during the month of August (exhibit 5). Exhibit 6 shows a detailed log of Clark patrol time.

Reporting Area/Patrol Activities – Wheatland

The Police Department answered 29 calls for service in Wheatland during the month of August (exhibit 7). Exhibit 8 shows a detailed log of Wheatland calls.

Reporting Area/Patrol Activities – Other

Reports taken at the Hermitage Police Department totaled 39. Hermitage Police also assisted the following Police Departments: Farrell 2, Jefferson 1, Pymatuning 2, Shenango Twp. 1, and Sharon 7.

Enforcement by Patrol

In August the total traffic enforcements breakdown consists of: 155 traffic citations, 15 non-traffic citations, and 161 warnings issued.

PD INTEL Monthly Report for August 2020

The Hermitage Police Department Criminal Investigation Unit disseminated 8 PD INTEL bulletins from the Hermitage police department, 1 from other area agencies, and 0 from loss prevention.

Department Hourly Breakdown

The following is the hourly breakdown for officers as recorded for August 2020:

	Officers Hours
Vacation	688
Holiday	104
Floating Holiday	8
Sick	8
Comp Time	92.5
Personal	112
Bereavement	0
Injury Leave	0
Military Leave	0
Workers Comp	0
Regular OT	266.5
Court OT	23.5
Call Out	0
DAM OT	48
Drug Task Force OT	46
DUI OT	54
DRE OT	0
FOP OT	0
Training Time	4
Aggressive Driving OT	70.5
COVID-19 OT	0

Fines & Fees Collected

Month	Monies Received for Accident/ Inc./ Alarms/Right-To-Know/ Mech. Devices (\$ Collected by HPD Office)	Fines Received by District Magistrates Office	Fines Received by Mercer County Court	Restitution Received	PA State Police Fines Received	Totals
August 2019	\$ 832.25	\$ 6,946.63	\$ 2,556.54	\$ 2,463.01	\$ 0	\$ 12,798.43
August 2020	\$ 587.25	\$ 7,969.46	\$ 3,272.34	\$ 2,528.42	\$ 4,150.07	\$ 18,507.54

K-9 Officer Report

The K-9 officer handled 3 assists to other jurisdictions, 3 Call outs, 0 Felony arrests, 0 Misdemeanor arrest, 0 Area Searches, 2 Building searches, 0 Tracks, 0 Apprehensions, 5 narcotics searches, 708.74 grams Narcotics seized, 0 seized currency, 1 Article search, responded to 2 traffic stops, 0 seized drug paraphernalia. There were 0 Community service, 0 CIRT Assists, 0 Search Warrants and attended 129 training hours. (See exhibit 9)

Inspection Summary Report

See exhibit 10

Training: Attachment A

Transient Business Licenses Issued August:

There were 3 Transient Business Licenses issued in August.

Community Affairs

There was nothing scheduled for the month of August.

Calls for Service - by Keyword



HERMITAGE

Incidents Reported Between 08/01/2020 and 08/31/2020

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
ACCIDENT M					
3100	MOTOR VEHICLE ACCIDENTS	15			
6004	TRAFFIC ACC. INVOLVING PROPERTY DAMAGE	1			
6006	TRAFFIC ACCIDENT INVOLVING INJURY	8			
6008	ACCIDENT INVOLVING NONINJURY	9			
6010	TRAFFIC ACCIDENT - OTHER ACC. INVEST.	1			
		<u>34</u>			
ADMIN					
9000	ADMINISTRATIVE TASKS	5			
9002	ADMINISTRATIVE DUTIES	1			
		<u>6</u>			
ALARM					
3810	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	43			
ALL ORDINA					
2830	TWP ORD-ALL OTHER	2			
ALL OTHER					
2600	ALL OTHER CRIMES CODE VIOLATIONS	3			
ANIMAL					
3805	SERVICE CALL-ANIMAL	13			
5506	ANIMAL COMPLAINTS - STRAY ANIMALS	1			
5510	ANIMAL COMPLAINTS - OTHER	3			
		<u>17</u>			
ASSAULT					
0800	ASSAULTS - SIMPLE ASSAULT	5	1		
ASSIST AGY					
3830	SERVICE CALL-ASSIST OTHER AGENCY	3			
ASSIST FIR					
7502	ASSIST OTHER AGENCIES - FIRE DEPT.	14			
ASSIST MOT					
3820	SERVICE CALL-ASSIST MOTORIST/DISABLE VEH	11			
ASSIST OTH					
7014	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	59			
7506	ASSISTING OTHER AGENCIES - ALL OTHERS	33			
		<u>92</u>			
ASSIST POL					
7504	ASSIST OTHER AGENCIES - OTHER POLICE	13			
BURGLARY					
0511	BURGLARY-FORCED ENTRY-RESIDENCE-NIGHT	1			



Calls for Service - by Keyword

HERMITAGE

Incidents Reported Between 08/01/2020 and 08/31/2020

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
BURGLARY					
0521	BURGLARY-NO FORCE-RESIDENCE-NIGHT	<u>1</u>			
		2			
CONTRIB DE					
2618	ALL OTHERS-CONTRIB DELINQUENT MINORS	1			
CRIM MISCH					
1410	CRIMINAL MISCHIEF TO AUTOMOBILES	1	1		
1440	CRIMINAL MISCHIEF - ALL OTHER	<u>1</u>			
		2			
CURFEW					
2811	CURFEW LAW (JUVENILE) - MALE	1			
DISORDERLY					
2400	DISORDERLY CONDUCT	3			
DOMESTIC					
3600	DISTURBANCES-DOMESTIC	20	1		
DRUG					
1831	NARCOTICS-POSSESSION-MORPHINE, HEROIN, ETC	0	1		
1832	NARCOTICS-POSSESSION-MARIJUANA, ETC.	7	1		
1834	NARCOTICS-POSSESSION-OTHER DANGEROUS	2			
1891	DRUG EQUIPMENT VIOLATIONS	<u>0</u>		1	
		9			
DRUG INFO					
7011	POLICE INFO-DRUGS, DRUG ACTIVITY	1			
DUI					
2112	DRIVE UNDER INFLUENCE-ALCOHOL-IMPAIRED	4			
2122	DRIVE UNDER INFLUENCE - DRUGS-IMPAIRED	<u>2</u>			
		6			
FIGHT					
3620	DISTURBANCES-OTHER (FIGHTS, DISPUTES, ETC)	7			
FIRE					
3840	FIRES (INCLUDING ALARMS-FOUNDED/UNFOUND)	5			
FOUND ARTI					
5004	LOST & FOUND - FOUND ARTICLES	3			
FRAUD					
1100	FRAUD	6			
HARASSMENT					
2450	HARASSMENT	0	1		

Calls for Service - by Keyword**HERMITAGE**

Incidents Reported Between 08/01/2020 and 08/31/2020

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
INFORMATIO					
7010	PUBLIC SERVICES-NOTIFICATIONS(POL.INFO.)	45			
LOCKOUT					
3860	SERVICE CALL-LOCKOUTS (VEHICLE/BLDG)	1			
LOST ARTIC					
5008	LOST & FOUND - LOST ARTICLES	2			
MEDICAL					
7008	PUBLIC SERVICES - MEDICAL ASSISTANCE	41			
MENTAL					
3400	MENTAL HEALTH	8			
OPEN DOOR					
3880	OPEN DOORS/WINDOWS - DISCOVERED	1			
OTHER					
4028	NON-CRIMINAL-OTHER INVESTIGATIONS	8			
PRESENT					
3832	SERVICE CALL-COMM SVC (PRESENTATION)	1			
PROPERTY					
2910	LOST/MISSING PROPERTY	4			
PUBL DRUNK					
2300	PUBLIC DRUNKENNESS	3	1		
RECOV PROP					
3000	FOUND/RECOVERED PROPERTY	1			
RIGHT TO K					
9003	ADMINISTRATIVE DUTIES (RIGHT TO KNOW)	5			
RUNAWAY					
2911	RUNAWAY-INCORRIGIBLE -MALE (JUVENILE)	1			
2912	RUNAWAY-INCORRIGIBLE-FEMALE (JUVENILE)	1			
		<u>2</u>			
SEXUAL					
1700	SEX OFFENSES (EXCEPT RAPE & PROSTITUTION)	1			
SOLICITING					

Calls for Service - by Keyword



HERMITAGE

Incidents Reported Between 08/01/2020 and 08/31/2020

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
SOLICITING					
2800	TWP ORD-SOLICITING	1			
SUSPICIOUS					
3500	SUSPICIOUS PERSONS,AUTOS,CIRCUMSTANCES	41			
SVC CALL					
3800	SERVICE CALL-MISCELLANEOUS	90			
THEFT					
0613	THEFT-\$200 & OVER-RETAIL THEFT	5			
0614	THEFT-\$200 & OVER-FROM AUTO (EXCPT 0615)	5			
0616	THEFT-\$200 & OVER-BICYCLES	1			
0619	THEFT-\$200 & OVER-ALL OTHER	5			
0623	THEFT-\$50 TO \$200-RETAIL THEFT	7			
0627	THEFT-\$50 TO \$200-FROM BUILDINGS	1			
0629	THEFT-\$50 TO \$200-ALL OTHER	1			
0633	THEFT-UNDER \$50-RETAIL THEFT	5			
0634	THEFT-UNDER \$50-FROM AUTO (EXCEPT 0635)	1			
0639	THEFT-UNDER \$50-ALL OTHER	7			
		38			
THEFT MV					
0715	M.V.THEFT-AUTO-NEW & USED CAR LOTS	1			
TRAF CIT					
CITT	TRAFFIC CITATION	155			
TRAFFIC					
2710	TRAFFIC OFFENSES (COURT CASES NOT DUI)	2			
3900	TRAFFIC & PARKING PROBLEMS	21			
4010	TRAFFIC OFFENSES	6			
6314	TRAFFIC ENFORCEMENT - MCSAP (LEVEL 1)	4			
6315	TRAFFIC ENFORCEMENT - MCSAP (LEVEL 2)	9			
6316	TRAFFIC ENFORCEMENT - MCSAP (LEVEL 3)	7			
6614	TRAFFIC RELATED - OTHER TRAFFIC	13			
		62			
TRESPASS					
2660	TRESPASSING OF REAL PROPERTY	1			
WARNING					
CITW	WARNING	161			
WARRANT					
3700	WARRANTS-LOCAL-SERVICE	8			
3710	WARRANTS-OUTSIDE AGENCY-SERVICE	6			
		14			

September 02, 2020

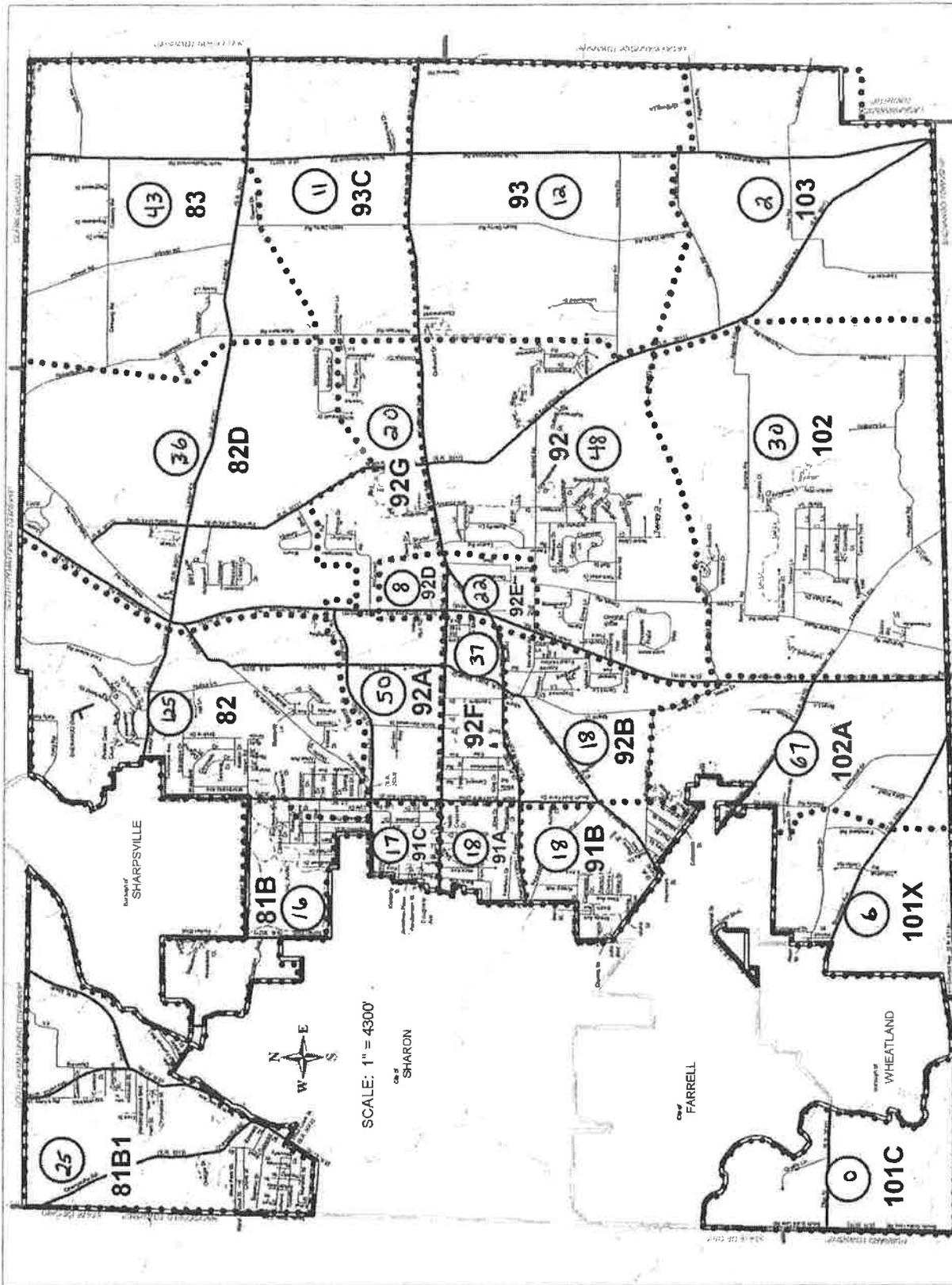
Calls for Service - by Keyword



HERMITAGE

Incidents Reported Between 08/01/2020 and 08/31/2020

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
XXXX	*Restricted	8			
		Total Calls	950		



HERMITAGE STREET MAP
CITY OF HERMITAGE
 800 North Hermitage Road, Hermitage, PA 16148
 Allegheny County, Pennsylvania

16 Clark Borough **28** Wheatland Borough

NUMBER OF CALLS RECEIVED IN VARIOUS ZONES

9-1-1 GRID MAP

**CALLS BY GRID
2020**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
GRID													
101C	0	0	1	1	2	1	4	0					9
101X	3	9	3	3	6	3	4	6					37
102	32	30	28	19	28	27	26	30					220
102A	42	56	42	42	72	51	57	67					429
103	3	6	5	2	8	7	10	2					43
81B	8	6	12	8	15	16	24	16					105
81B1	43	31	31	53	50	31	34	25					298
82	69	60	50	54	93	105	121	125					677
82D	38	36	34	21	26	45	36	36					272
83	6	6	7	8	31	58	50	43					209
91A	24	22	12	17	19	28	30	18					170
91B	19	16	15	10	25	18	16	18					137
91C	16	14	18	11	19	19	11	17					125
92	41	38	32	30	26	43	36	48					294
92A	68	51	59	36	45	64	50	50					423
92B	32	14	21	12	16	22	30	18					165
92D	13	12	6	6	11	14	8	8					78
92E	10	18	28	12	17	16	21	22					144
92F	53	37	30	32	36	41	55	37					321
92G	22	10	12	8	14	20	17	20					123
93	8	14	8	9	13	13	15	12					92
93C	2	11	7	8	11	7	5	11					62
BROOKFIELD	0	0	0	0	0	0	0	0					0
CLARK	7	12	7	10	12	17	12	16					93
E LACK	0	0	0	0	0	0	0	0					0
ERIE CO	0	0	0	0	0	0	0	0					0
FARRELL	8	6	5	4	2	4	2	2					33
GREENVILLE	0	0	0	1	0	0	1	0					2
GROVE CITY	0	0	0	0	0	0	0	0					0
HADLEY	0	0	0	0	0	0	0	0					0
HEMPFIELD	0	0	0	0	0	0	0	0					0
HPD	40	50	36	27	27	41	44	39					304
JAMESTOWN	0	0	0	0		0	0	0					0
JEFF TWP	0	0	0	0	0	2	1	1					4
LACK	1	0	0	0	0	0	0	0					1
MEADVILLE	0	0	0	0	0	0	0	0					0
MERCER	0	0	0	0	0	0	2	0					2
NEW CASTLE	0	0	0	0	0	0	0	0					0
OHIO	0	0	0	0	0	0	0	0					0
PITTSBURGH	0	0	0	0	0	0	0	0					0
PULASKI	0	0	0	0	0	0	0	0					0
PYMA	0	0	0	0	0	0	0	2					2
S PY	0	2	0	1	0	2	0	0					5
SHEN TWP	0	1	1	0	2	1	1	1					7
SHARPSVILLE	0	1	0	0	0	2	2	0					5
SHARON	3	3	2	3	1	2	1	7					22
WHEATLAND	17	18	22	14	23	20	25	28					167
W MIDD	1	1	0	0	0	0	1	0					3
MONTHLY TOTAL:	629	591	534	462	650	740	752	725	0	0	0	0	5083

September 02, 2020

Accidents by Intersection

Accidents on % at or near %
Between 08/01/2020 and 08/31/2020



Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
BURGER KING PARKING LOT /									
20200803M5369	BURGER KING PARKING LOT/ na/ na	No	8/3/2020	8/3/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	
CHRISTY RD / BASIL DR									
20200815M5739	CHRISTY RD/ BASIL DR/ na	Yes	8/15/2020	8/15/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
CIRCLE K PARKING LOT /									
20200824M6056	CIRCLE K PARKING LOT/ na/ na	No	8/24/2020	8/24/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	
CLARKSVILLE / HOFIUS									
20200830M6261	CLARKSVILLE/ HOFIUS/ HOFIUS LN	No	8/30/2020	8/30/2020	1	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
CLINTON ST / COUNCIL AVE									
20200829M6234	CLINTON ST/ COUNCIL AVE/ na	Yes	8/29/2020	8/28/2020	1	0	0	Dark (Street Lights)/ RAINING/ WET	Stop Sign
E STATE ST /									
20200825M6082	E STATE ST/ na/ S BUHL FARM DR	No	8/25/2020	8/25/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls



September 02, 2020

Accidents by Intersection

Accidents on % at or near %

Between 08/01/2020 and 08/31/2020



Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
20200826M6113	E STATE ST/ na/ CHURCHWOOD DR	No	8/26/2020	8/26/2020	1		0	Dark (No Lights)/ NO ADVERSE CONDITION/ DRY	No Controls
Total Accidents @ E STATE ST / - 2									
E STATE ST / DUTCH LN									
20200820M5903	E STATE ST/ DUTCH LN/ na	Yes	8/20/2020	8/20/2020	2		2	Daylight/ NO ADVERSE CONDITION/ DRY	Traffic Signal
E STATE/0062 /									
20200825M6079	E STATE/0062/ na/ KEEL RIDGE RD	No	8/25/2020	8/25/2020	1		0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
EAT N PARK PARKING LOT /									
20200808M5524	EAT N PARK PARKING LOT/ na/ na	No	8/8/2020	8/8/2020	2		0	Daylight/ NO ADVERSE CONDITION/ DRY	
FRESENIUS MEDICAL CARE PARKING LOT /									
20200831M6299	FRESENIUS MEDICAL CARE PARKING LOT/ na/ na	No	8/31/2020	8/31/2020	2		0	Daylight/ NO ADVERSE CONDITION/ DRY	
GIANT EAGLE TRAFFICWAY /									
20200818M5837	GIANT EAGLE TRAFFICWAY/ na/ na	Yes	8/18/2020	8/18/2020	2		1	Daylight/ NO ADVERSE CONDITION/ DRY	



Accidents by Intersection

Accidents on % at or near %
Between 08/01/2020 and 08/31/2020



Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
20200827M6165	HIGHLAND RD/ na/ N KERRWOOD DR	No	8/27/2020	8/27/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
INNOVATION WAY / INNOVATION WAY									
20200831M6307	INNOVATION WAY/ INNOVATION WAY/ na	Yes	8/31/2020	8/31/2020	2	1	1	Daylight/ NO ADVERSE CONDITION/ DRY	Stop Sign
LAMOR RD /									
20200803M5370	LAMOR RD/ na/ N HERMITAGE RD	Yes	8/3/2020	8/3/2020	2	1	1	Daylight/ NO ADVERSE CONDITION/ DRY	Stop Sign
20200831M6288	LAMOR RD/ na/ N KEEL RIDGE RD	Yes	8/31/2020	8/31/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
Total Accidents @ LAMOR RD / - 2									
LAMOR RD / N KEEL RIDGE RD									
20200821M5970	LAMOR RD/ N KEEL RIDGE RD/ na	No	8/21/2020	8/21/2020	2	0	0	Dark (Street Lights)/ NO ADVERSE CONDITION/ DRY	No Controls
LAMOR RD / VALLEY VIEW RD									
20200803M5383	LAMOR RD/ VALLEY VIEW RD/ na	Yes	8/3/2020	8/3/2020	2	0	0	Daylight/ RAINING/ WET	No Controls
MERCER AVE /									

Accidents by Intersection

Accidents on % at or near %
Between 08/01/2020 and 08/31/2020



Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
20200810M5577	MERCER AVE/ na/ ANITA DR	Yes	8/10/2020	8/10/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
N BUHL FARM DR /									
20200808M5515	N BUHL FARM DR/ na/ E STATE ST	No	8/8/2020	8/8/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
N HERMITAGE RD /									
20200801M5332	N HERMITAGE RD/ na/ QUAKER CIR	Yes	8/1/2020	8/1/2020	2	0	2	Daylight/ RAINING/ WET	No Controls
20200806M5455	N HERMITAGE RD/ na/ DUTCH LN	No	8/6/2020	8/6/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
20200807M5495	N HERMITAGE RD/ na/ DUTCH LN	No	8/7/2020	8/7/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
Total Accidents @ N HERMITAGE RD / - 3									
N HERMITAGE RD / MCCONNELL RD									
20200809M5544	N HERMITAGE RD/ MCCONNELL RD/ na	Yes	8/9/2020	8/9/2020	2	0	1	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
OHIO ST /									
20200824M6026	OHIO ST/ na/ CHURCH ST	Yes	8/24/2020	8/24/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls



September 02, 2020

Accidents by Intersection

Accidents on % at or near %

Between 08/01/2020 and 08/31/2020



Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
QUALITY INN PARKING LOT /									
20200822M5986	QUALITY INN PARKING LOT/ na/ na	No	8/22/2020	8/22/2020	2		0	Daylight/ NO ADVERSE CONDITION/ DRY	
RITAS PARKING LOT /									
20200810M5555	RITAS PARKING LOT/ na/ na	No	8/9/2020	8/9/2020	2		0	Dark (Street Lights)/ NO ADVERSE CONDITION/ DRY	
S HERMITAGE RD /									
20200801M5318	S HERMITAGE RD/ na/ INNOVATION WAY	No	8/1/2020	8/1/2020	1		0	Dark (No Lights)/ NO ADVERSE CONDITION/ DRY	No Controls
20200805M5422	S HERMITAGE RD/ na/ LONGVIEW RD	No	8/5/2020	8/5/2020	1		0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
20200820M5909	S HERMITAGE RD/ na/ GLIMCHER BLVD	No	8/20/2020	8/20/2020	2		0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
Total Accidents @ S HERMITAGE RD / - 3									
S HERMITAGE RD / LONGVIEW RD									
20200831M6285	S HERMITAGE RD/ LONGVIEW RD/ na	Yes	8/31/2020	8/31/2020	2		1	Daylight/ NO ADVERSE CONDITION/ DRY	Traffic Signal
S V FREEWAY / S BUHL FARM DR									
20200803M5372	S V FREEWAY/ S BUHL FARM DR/ na	Yes	8/3/2020	8/3/2020	2		2	Daylight/ NO ADVERSE CONDITION/ DRY	Traffic Signal



September 02, 2020

Accidents by Intersection

Accidents on % at or near %
Between 08/01/2020 and 08/31/2020

Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
TACO BELL PARKING LOT (S HERMITAGE) /									
20200824M6031	TACO BELL PARKING LOT (S HERMITAGE)/ na/ na	No	8/24/2020	8/24/2020	2		0	NA/ NA/ NA	
WALMART PARKING LOT /									
20200824M6067	WALMART PARKING LOT/ na/ na	No	8/24/2020	8/24/2020	2		0	Daylight/ NO ADVERSE CONDITION/ DRY	
WINNER RD / LAMOR RD									
20200831M6272	WINNER RD/ LAMOR RD/ na	Yes	8/31/2020	8/31/2020	1		0	Dark (Street Lights)/ NO ADVERSE CONDITION/ DRY	Stop Sign

Reportable	15
Non-reportable	20
Unknown	0
TOTAL Accidents	35

63 0 11



Juris No. 43303
 NCIC Code PA0430400

**RETURN A MONTHLY COUNT OF OFFENSES
 KNOWN TO POLICE**

1 CLASSIFICATION OF OFFENSES PART I OFFENSES	2 OFFENSES REPORTED	3 UNFOUND COMPLAINTS	4 ACTUAL OFFENSES	(a) TOTAL CLEARED	(b) JUVENILE CLEARED
1. HOMICIDE A. MURDER B. MANSLAUGHTER					
2. RAPE TOTAL					
A. RAPE B. ATTEMPTED RAPE					
3. ROBBERY TOTAL					
A. FIREARM B. KNIFE OR CUTTING INST. C. OTHER DANGEROUS WEAPON D. STRONG ARM (HANDS, ETC)					
4. ASSAULT TOTAL	9		9	11	
A. FIREARM B. KNIFE OR CUTTING INST. C. OTHER DANGEROUS WEAPON D. AGGRAVATED (HANDS, ETC) E. SIMPLE (HANDS, ETC)	9		9	11	
5. BURGLARY TOTAL	2		2	1	
A. FORCIBLE ENTRY B. UNLAWFUL ENTRY C. ATTEMPTED FORCIBLE	1 1		1 1	1	
6. LARCENY THEFT TOTAL	40		40	24 *	1
A. AUTOS B. TRUCKS AND BUSES C. OTHER VEHICLES	1		1		
9. ARSON TOTAL					
TOTAL PART I OFFENSES	52		52	36	1

* EXCEPTIONAL CLEARANCES INCLUDED

@ INCLUDES OFFENSE(S) REPORTED IN PREVIOUS MONTHS

NUMBER OF POLICE OFFICERS KILLED		ASSAULTED
FELON	NEGLIG	

HERMITAGE POLICE DEPARTMENT

(724)983-6780

Department Reporting

MERCER, PA 16148

County

Report for the month of August, 2020

Date of Report: September 2, 2020

Prepared by _____

Juris No. 43303
 NCIC Code PA0430400

**RETURN A MONTHLY COUNT OF OFFENSES
 KNOWN TO POLICE**

1 CLASSIFICATION OF OFFENSES PART II OFFENSES		2 OFFENSES REPORTED	3 UNFOUND COMPLAINTS	4 ACTUAL OFFENSES	(a) TOTAL CLEARED	(b) JUVENILE CLEARED
100. FORGERY & COUNTERFEIT.						
110. FRAUD		8		8	2 *	
120. EMBEZZLEMENT						
130. STOLEN PROP-REC,POSSES						
140. VANDALISM		2		2	2 *@	
150. WEAPONS-CARRYING, POSSES						
160. PROSTITUTION, COMM VICE						
170. SEX OFFENSES (EX 02,160)		1	1			
180. DRUG ABUSE VIOL TOTAL		9		9	9 *	1
SALE	A. OPIUM-COCAINE B. MARIJUANA C. SYNTHETIC D. OTHER					
POSSESSION	A. OPIUM-COCAINE	7		7	7 *	1
	B. MARIJUANA C. SYNTHETIC D. OTHER	2		2	2	
190. GAMBLING TOTAL						
A. BOOK MAKING B. NUMBERS, ETC. C. OTHER						
200.OFF AGAINST FAMILY & CHILD.						
210. DRIVING UNDER INFLUENCE		8		8	8	
220. LIQUOR LAWS						
230. DRUNKENNESS		4		4	4	
240. DISORDERLY CONDUCT		3		3	3	
250. VAGRANCY						
260. ALL OTHER OFFENSES		5		5	3 *	
TOTAL PART II OFFENSES TOTAL		40	1	39	31	1

**HERMITAGE POLICE DEPARTMENT
Summary of Clark Calls & Patrol Hours
for
August 2020**

The Hermitage Police Department answered sixteen (16) calls for service and conducted forty-one and one half (41.5) hours of Patrol in the Borough of Clark during the month of August. A list of those calls and hours are attached.

CITY OF HERMITAGE POLICE DEPARTMENT

BOROUGH OF CLARK CALL LOG FOR AUGUST 2020

<u>NO:</u>	<u>CALL DESCRIPTION:</u>	<u>DATE/TIME:</u>	<u>LOCATION:</u>	<u>REPORT NO:</u>
1	SERVICE CALL-ASSIST OTHER AGENCY	8/1/2020 23:08	GOLDEN RUN	20-4411
2	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	8/3/2020 4:59	VALLEY VIEW	20-4434
3	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	8/5/2020 8:42	WINNER	20-4486
4	TRAFFIC RELATED - OTHER TRAFFIC	8/7/2020 23:40	HERMITAGE	20-4545
5	ASSISTING OTHER AGENCIES - ALL OTHERS	8/11/2020 17:42	LAKE	20-4638
6	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	8/13/2020 11:38	LAKE	20-4666
7	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	8/15/2020 23:16	VALLEY VIEW	20-4731
8	WORTHLESS CHECKS	8/18/2020 12:34	VALLEY VIEW	20-4786
9	DEATHS - UNATTENDED	8/18/2020 12:18	WINNER	20-4788
10	ASSAULTS - SIMPLE ASSAULT	8/22/2020 21:31	WINNER	20-4894
11	SERVICE CALL-ASSIST MOTORIST/DISABLE VEH	8/23/2020 16:40	HERMITAGE	20-4909
12	PUBLIC SERVICES - MEDICAL ASSISTANCE	8/23/2020 22:25	LAKE	20-4915
13	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	8/27/2020 7:30	MILTON	20-4995
14	DRIVE UNDER INFLUENCE - DRUGS-IMPAIRED	8/29/2020 19:49	NESHANNOCK	20-5059
15	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	8/31/2020 9:03	NESHANNOCK	20-5090
16	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	8/31/2020 14:21	NESHANNOCK	20-5105

HERMITAGE POLICE DEPARTMENT
CLARK PATROL TIME LOG
2020 / August
(40 Hours / Month)

Date	Hours
1-Aug	1
2-Aug	1.5
3-Aug	1.5
4-Aug	1
5-Aug	1.5
6-Aug	1
7-Aug	1.5
8-Aug	1.5
9-Aug	1.5
10-Aug	1
11-Aug	1.5
12-Aug	1
13-Aug	1.5
14-Aug	1.5
15-Aug	1.5
16-Aug	1.5
17-Aug	1
18-Aug	1.5
19-Aug	1.5
20-Aug	1.5
21-Aug	1
22-Aug	1
23-Aug	1.5
24-Aug	1
25-Aug	1.5
26-Aug	1.5
27-Aug	1.5
28-Aug	1
29-Aug	1.5
30-Aug	1.5
31-Aug	1.5
Total:	41.5

**HERMITAGE POLICE DEPARTMENT
Summary of Wheatland Calls
for
August 2020**

The Hermitage Police Department answered twenty-nine (29) calls for service in the Borough of Wheatland during the month of August. A list of those calls is attached.

CITY OF HERMITAGE POLICE DEPARTMENT

BOROUGH OF WHEATLAND CALL LOG FOR AUGUST 2020

<u>NO:</u>	<u>CALL DESCRIPTION:</u>	<u>DATE/TIME:</u>	<u>LOCATION:</u>	<u>REPORT NO.:</u>
1	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	8/1/2020 10:44	MERCER AVE	20-4400
2	DEATHS - UNATTENDED	8/1/2020 8:41	LAIRD ST	20-4397
3	PUBLIC SERVICES-NOTIFICATIONS(POL.INFO.)	8/4/2020 0:01	HAMILTON AVE	20-4458
4	TRAFFIC ENFORCEMENT - MCSAP (LEVEL 2)	8/4/2020 8:43	BROADWAY AVE	20-4462
5	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	8/4/2020 17:29	CANAL ST	20-4473
6	POLICE INFO-DRUGS, DRUG ACTIVITY	8/6/2020 13:31	COUNCIL AVE	20-4513
7	LOST/MISSING PROPERTY	8/7/2020 16:25	FLEETWOOD CT	20-4536
8	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	8/8/2020 15:05	COUNCIL AVE	20-4558
9	SUSPICIOUS PERSONS,AUTOS,CIRCUMSTANCES	8/9/2020 1:36	HAMILTON AVE	20-4573
10	SUSPICIOUS PERSONS,AUTOS,CIRCUMSTANCES	8/10/2020 0:00	HAMILTON AVE	20-4591
11	ASSISTING OTHER AGENCIES - ALL OTHERS	8/11/2020 14:54	BEECHWOOD AVE	20-4636
12	FRAUD	8/13/2020 16:47	COUNCIL AVE	20-4672
13	PUBLIC DRUNKENNESS	8/14/2020 23:21	LAIRD ST	20-4709
14	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	8/15/2020 3:23	MORTON ST	20-4715
15	TRAFFIC RELATED - OTHER TRAFFIC	8/16/2020 6:29	FLEETWOOD CT	20-4735
16	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	8/17/2020 8:41	GRANDVIEW DR	20-4756
17	TRAFFIC & PARKING PROBLEMS	8/18/2020 17:39	COUNCIL AVE	20-4797
18	THEFT-\$200 & OVER-FROM AUTO (EXCPT 0615)	8/21/2020 12:30	BEECHWOOD AVE	20-4860
19	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	8/21/2020 13:01	HAMILTON AVE	20-4861
20	ACCIDENT INVOLVING NONINJURY	8/24/2020 11:20	OHIO ST	20-4926
21	DRIVE UNDER INFLUENCE - DRUGS-IMPAIRED	8/24/2020 11:20	OHIO ST	20-4926A
22	TRAFFIC RELATED - OTHER TRAFFIC	8/24/2020 17:19	COUNCIL AVE	20-4937
23	POLICE INFO-DRUGS, DRUG ACTIVITY	8/25/2020 9:32	EMERSON AVE	20-4954
24	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	8/28/2020 10:15	HAMILTON AVE	20-5027
25	ACCIDENT INVOLVING NONINJURY	8/28/2020 22:45	CLINTON ST	20-5046
26	DISTURBANCES-DOMESTIC	8/29/2020 15:54	HAMILTON AVE	20-5056
27	DISTURBANCES-DOMESTIC	8/30/2020 1:15	LAIRD ST	20-5063
28	MENTAL HEALTH	8/30/2020 17:58	BEECHWOOD AVE	20-5074
29	THEFT-\$200 & OVER-ALL OTHER	8/31/2020 9:37	CHESTNUT ST	20-5091

K-9 REPORT
2020

CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
Complaints	0	0	0	0	0	0	0	0	0	0	0	0	0
Assist to other jurisdictions	0	0	0	1	0	1	1	0	0	0	0	0	3
Call outs	0	0	0	0	1	0	2	0	0	0	0	0	3
Felony arrests	0	0	0	0	0	0	0	0	0	0	0	0	0
Misdemeanor arrests	0	0	0	0	0	0	0	0	0	0	0	0	0
Area searches	0	0	0	0	0	0	0	0	0	0	0	0	0
Building searches	0	0	0	0	0	0	2	0	0	0	0	0	2
Tracks	0	0	0	0	0	0	0	0	0	0	0	0	0
Apprehensions	0	0	0	0	0	0	0	0	0	0	0	0	0
Bites	0	0	0	0	0	0	0	0	0	0	0	0	0
Narcotics searches	1	1	0	1	1	1	0	0	0	0	0	0	5
Narcotics weight (in grams)	0	0	0	708.74	0	0	0	0	0	0	0	0	708.74
Narcotics type	N/A	N/A	N/A	Marijuana	N/A	N/A	0	N/A	0	0	0	0	N/A
Moneyproofs	0	0	0	0	0	0	0	0	0	0	0	0	0
Seized currency	\$0.00	\$0.00	\$0.00	0	0	0	0	0	0	0	0	0	0
Seized vehicles	0	0	0	0	0	0	0	0	0	0	0	0	0
Article searches	0	0	0	0	0	0	1	0	0	0	0	0	1
Traffic stops	0	0	0	0	1	0	1	0	0	0	0	0	2
Training hours	16	16	8	16	16	24	17	16	16	16	16	16	129
Other	0	0	0	2	0	1	1	0	0	0	0	0	4
MONTHLY TOTAL:	1	1	0	4	3	3	8	0	0	0	0	0	20



INSPECTION SUMMARY REPORT

Inspector: OFC. J. KUDELKO
Badge #: M9951

Time Period: 08/01/2020 - 08/31/2020
Total Inspections: 21

Inspection Type Breakdown

Total HM Inspections:	0	Inspections Resulting in OOS:	8
# HM Bulk:	0	# Driver/Codriver OOS:	1
# HM Non-Bulk:	0	# Vehicle OOS:	8
# Both HM Bulk & Non-Bulk:	0	# & % of U.S. Motor Carriers:	21 / 100%
Total Single-Unit Trucks:	21	# & % of Mexican Motor Carriers:	0 / 0
Total Bus/MC Inspections:	0	# & % of Canadian Motor Carriers:	0 / 0

Please Note: The Number and Percentage of U.S., Mexican, and Canadian Carriers on the report is calculated using the State in the Carrier address used on the Inspection Report, which may not be the Country of Domicile.

Inspection Level Breakdown

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Level 4</u>	<u>Level 5</u>	<u>Level 6</u>	<u>Level 7</u>
Inspections	4	10	7	0	0	0	0
% of Total	19%	48%	33%	0	0	0	0
Total Minutes	448	442	212	0	0	0	0
Average Minutes	112	44	30	0	0	0	0

Inspection Analysis

Total Violations Cited:	98	% of OOS Drivers/Co-Drivers:	5%
Avg. Violations Per Inspection:	4.67	% of OOS Vehicles:	38%
Total Citations Issued:	33	Total OOS Violations:	16
Total CVSA Stickers Issued:	0	Total OOS Drivers/Co-Drivers:	1
Total Cargo Tanks Inspected:	0	Total OOS Vehicles:	10

Special Checks

Size And Weight Enforcement:	0	Traffic Enforcement:	5
Alcohol Substance Check:	0	Local Enforcement:	21
Drug Interdiction Search:	0	Drug Interdiction Arrests:	0
Post Crash:	0	PBBT Inspections:	0
PASA Inspections:	0	BEG Inspections:	0

Hermitage Police Department Training for August 2020

- August 11: K-9 Officer Frampton attended bi-weekly K-9 training.
- August 18-19: Corporal Young and Officers Brown, Burnett and Guthrie attended mandatory monthly Mercer County CIRT training.
- August 24: Deputy Chief Ristvey completed a one (1) hour and 17 minute podcast entitled *Race Relations, The Church and Security*, hosted by CV Ministries.
- August 25: Deputy Chief Ristvey completed a one (1) hour and 45 minute webinar entitled *Storage Considerations for Forensic Evidence*, presented by the International Association of Property and Evidence (IAPE).
- K-9 Officer Frampton attended bi-weekly K-9 training.
- August 26: Deputy Chief Ristvey viewed a one (1) hour webinar entitled *Engage the Community by Leveraging License Plate Recognition*, presented by the FBI National Academy Associates.
- Chief Jewell, Detective Saylor, Detective Songer, Corporal Squatrito, Officer Morse and Officer Staples met with the Hickory High School Football Team at the request of the coaching staff. The meeting served as a positive encounter between officers and the diverse team. Leadership, decision making, respect, trust and safety were some of many topics and questions covered.

~~~~Street Department Monthly Report~~~~

August 2020

PIPE/DITCH/CATCH BASINS

Repaired crossover pipe on State Line near Crawford and installed pipe and three catch basins at 2515 Spencer.

MOWER

S. Keel Ridge, Frampton, Sample, Miller, Kilgore, S. Darby, Virginia, S. Neshannock, Wise, Frogtown, Dermond, State, Rodney White Park, Dutch, Clarksville, Revere, Charlotte, Ridgelawn, Rockwell, Lillian, Woodlawn, Trout Island, Kelly, S. Hermitage, Maple, Tiffany, Spangler, N. Water, Westinghouse, Carbon, St. Mary's, Cambria, Kossuth, and Herr.

SWEEPER

Center Islands on S. Hermitage and SV Freeway, Tamara, Lamor, Highland, N. & S. Kerwood, N. & S. Buhl Farm, Northwoods, Maple, Rombold, Carolyn, Mary, Longview, Ohio, State Line, and Sample.

MISCELLANEOUS

Paved on Tamara along curb; mowed, trimmed, dragged fields, and cleaned up brush at Hermitage Athletic Complex, little league fields, and City Garage; ditch and berm maintenance on Kelly; dug out walking path and paved new one in LindenPointe; loaded big stones at LindenPointe and moved to Hermitage Athletic Complex; removed tree blocking Baker Run crossover pipe at N. Buhl Farm; ditch and berm maintenance on Sample from Keel Ridge to 4877; paved on Northwoods, Tiffany, Kelly, and Wise; picked up old mattress and garbage on Rombold; repaired Stop sign on Trace at Rexford; cut branches on Emilie and Overlook; and road scratched section of Virginia.

Don Cannon, Street Dept. Superintendent
DC:kp

Wheatland Street Department Monthly Report

August 2020

CATCH BASIN

Cleaned catch basins throughout the Borough.

COLD PATCH

Cold patched throughout the Borough.

SWEEP

Emerson, Morton, Church, and Canal.

Don Cannon
Street Dept. Superintendent

DC:kp

**CITY OF HERMITAGE
WATER POLLUTION CONTROL PLANT REPORT
August 2020**

JOB PERFORMED

Routine maintenance, greasing, meter readings,
Station and hourly readings

LOCATION

W.P.C. Plant	Magargee Run
Alma Drive Station	Miller Road Station
Broadway Station	Ohio Street Station
Daniel Drive Station	Pine Hollow Station
Dutch Lane Station	Sample Road Station
Dutch Lane E.Q. Basin	SVDC Station
Golden Run Station	Wheatland Station
N. Hermitage Station	Wilson Road Station
Jerry Lane Station	Woodlawn Station

LATERAL INSPECTIONS

19 houses were inspected – 18 Passed 1 Failed
0 Lateral Replacements

STATIONS

- 2 New Pumps installed at Sample Road
- Rebuilt Surge Suppressor at Sample Road
- All Stations Seal Coated
- Daniel Drive, Sample Road and Dutch lane Seal coated by Anglin
- Replaced air relief valve in MH on Sample Road
- Removed bad comminutor at Pine Hollow
- Duke's Sanitary cleaned out Dutch Lane EQ basin and Flow Channel
- Pulled Pump 2 At Miller Road and Cleaned Debris out of impeller
- Installed new air relief valve at Jerry Lane
- Pulled pump 2 from Sample and cleaned and is ready for backup if needed

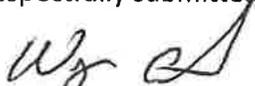
PLANT

- New Check valve in grit chambers
- Feed to Thermo new Lobes and wear plates installed
- Installed and repaired Polymer Pump
- Installed new 8" main Valve and trunk line for thermo recirculating heat exchanger
- New batteries installed in all Utility Power supply's
- 2 new bearings and housings on Press installed

OVERTIME

20.6 hours – Plant
4 hours Call out time - Stations
0 hours - Lab

Respectfully submitted,


Wayne Covert

W.P.C. Assistant Superintendent

MINUTES OF THE REGULAR MONTHLY MEETING OF THE HERMITAGE MUNICIPAL AUTHORITY

August 5, 2020

MEETING

The regular monthly meeting of the Hermitage Municipal Authority was called to order on Wednesday, August 5, 2020, beginning at 7:30 a.m., at the Hermitage Water Pollution Control Plant Administration Building.

Members of the Authority present during the meeting were Fred Heiges, Tom Kuster, Cameron Linton and Andy Dorko. Scott Evans and Greg Ceremuga were on conference call. Also present were Jason Wert (RETTEW), Attorney Brett Stedman, Tom Darby and Karly Semroc.

MINUTES

Minutes from the July 1, 2020 meeting were reviewed.

After discussion, upon motion made by Tom Kuster and seconded by Andy Dorko, these minutes were unanimously approved as presented.

VISITORS

NONE

REQUISITIONS AND GENERAL CHECKING ACCOUNT INVOICES

Ekker, Kuster, McCall & Epstein: After review, upon motion made by Tom Kuster and seconded by Andy Dorko, this invoice for general legal fees was unanimously approved for payment from the general checking account as submitted.

2020 Construction Fund 5-2020: After review, upon motion made by Tom Kuster and seconded by Cameron Linton, this requisition for payment to RETTEW was unanimously approved for payment.

ENGINEER'S REPORT

Jason Wert stated that 537 Project is almost finished, and they are Coding MH's. All of the Grinder Pumps arrived at the plant and are ready for homeowners.

SOLICITOR'S REPORT

None

OTHER BUSINESS

Thomas Construction- After review upon motion made by Tom Kuster and seconded by Cameron Linton motion to approve Thomas Construction for the Biogas Storage project was approved.

Violia Ecrusor: After Review upon motion made by Tom Kuster and Seconded by Cameron Linton motion to move forward with the agreement contingent upon \$447,753 agreement was unanimously approved.

537 Right of Way: After review upon motion made my Tom Kuster and seconded by Cameron Linton motion to approve easement in the amount to \$2,500 to Dollar General was approved.

ADJOURNMENT

There being no further business to come before the Authority, upon motion made and seconded, the regular meeting was adjourned at 8:15 a.m.

EXECUTIVE SESSION

There was no executive session.

TAX WARRANTS

We hereby certify the following to be the amounts of Additions and/or

Exonerations approved SEPTEMBER, by the Hermitage Commissioners to
 BERNADETTE HARRY, Hermitage Treasurer, taxes for the year 2020.

	ADDITIONS	EXONERATIONS
REAL ESTATE	\$0.00	\$3.12
PER CAPITA	0.00	2,700.00
TOTAL	0.00	2,703.12

 Secretary

 Board of Commissioners

RECAPITULATION OF ADJUSTED TAXES DUE AT FACE VALUE

	REAL ESTATE	PER CAPITA	TOTAL
Face Amount on Duplicate	1,337,842.69	208,260.00	1,546,102.69
Additions to Duplicate	\$0.00	0.00	0.00
Total Collectible (Lines 1 & 2)	1,337,842.69	208,260.00	1,546,102.69
Exonerations to Duplicate	\$3.12	2,700.00	2,703.12
Total Adjusted Face Amount Duplicate	1,337,839.57	205,560.00	1,543,399.57

SUBDIVISION REPORT
TO THE BOARD OF COMMISSIONERS
for consideration at the September 23, 2020 meeting

Final Lot 1 William F. & Jody Renee Arbanas Consolidation Plan

Foxwood Drive

Final Consolidation Plan for David B. & Jennifer Miklos Lot 1

Christy Road

SUBDIVISION REPORT

Plan Name: **Final Lot 1 William F. & Jody Renee Arbanas Consolidation Plan**

Owner(s) Name: **William F. & Jody Renee Arbanas
4471 Whippoorwill Drive
Hermitage, PA 16148**

Zoning District: **R-1-100 Single Family Residential**

Location: **Foxwood Drive**

Purpose: **The purpose of this plan is to combine two existing lots to create Lot 1 containing 1.056 acres. The lot contains an existing house and shed.**

Hermitage Planning Commission took the following action: **Approved**
on September 14, 2020

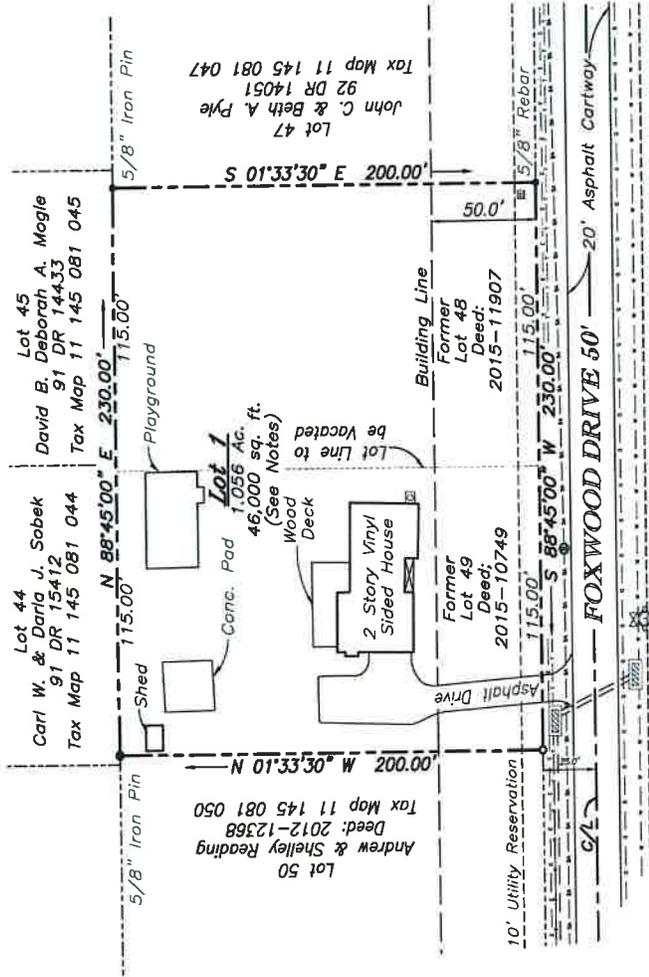
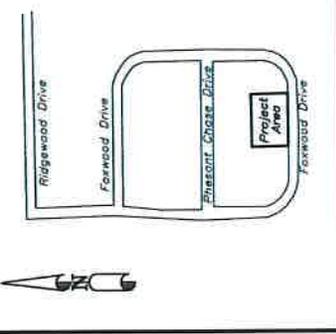
Mercer County Regional Planning Commission took the following action: **Reviewed**

Recommended action to be taken by the Board of Commissioners: **Approve**

Conditions: **None**

Deadline for Board Action: 12/13/2020

Vicinity Sketch



Notes:

1. Lot 1 shown hereon represents a consolidation of lots 48 and 49 of the Final Lay-out Plan-Phase II, Hunters Woods Subdivision recorded as 91 PL 122-4 into one contiguous parcel removing the previously existing lot line between the parcels
2. This property is subject to all conditions, restrictions, reservations, right of ways, easements, municipal building setbacks and other matters as may be contained in prior instruments of record.
3. The location of underground utilities shown on this plan reflects interpretations of utility company markings, above ground evidence, and available utility drawings. These locations are to be considered approximate only. The surveyor makes no guarantee, that the underground utilities shown are in the exact location indicated although he does certify that they are located as accurately as possible from the information provided. The exact location and depth of these utilities can only be determined with certainty by exploratory excavation. Any underground utilities and/or improvements that may exist and were not marked through Pennsylvania One Call System or evident by above ground inspection are not shown. Regardless of the utility information indicated on this drawing any contractor shall follow Pennsylvania One Call procedures before making any excavations.

Revised 08-19-20

Date	08-14-20
Scale	
Job No.	20069
Deed Ref.	
As Noted	

KNOTT SURVEYING, LLC
 637 Bedford Road
 West Middlesex, PA 16158
 Ph (724) 298-1312

**FINAL LOT 1
 WILLIAM F. & JODY
 RENEE ARBANAS
 CONSOLIDATION PLAN**

Owners' Address:
 William F. & Jody Renee Arbanas
 4471 Whipoorwill Dr.
 Harrisburg, PA 17146

SUBDIVISION REPORT

Plan Name: **Final Consolidation Plan for David B. & Jennifer Miklos Lot 1**

Owner(s) Name: **David B. & Jennifer M. Miklos
817 Christy Road
Hermitage, PA 16148**

Zoning District: **R-1-100 Single Family Residential**

Location: **Christy Road**

Purpose: **The purpose of this plan is to combine two lots owned by Miklos to create Lot 1 containing 2.45+/- acres. There is an existing house, garage and shed on the land that was former Lot 9B. The owner proposes to construct a garage on the land that was former Lot 36.**

Hermitage Planning Commission took the following action: **Approved
on September 14, 2020**

Mercer County Regional Planning Commission took the following action: **Reviewed**

Recommended action to be taken by the Board of Commissioners: **Approve**

Conditions: **None**

Deadline for Board Action: 12/13/2020

**CITY OF HERMITAGE
MERCER COUNTY, PENNSYLVANIA**

RESOLUTION NO. 14 - 2020

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF HERMITAGE, MERCER COUNTY, PENNSYLVANIA UPDATING THE MINORITY AND WOMEN BUSINESS ENTERPRISE PLAN.

WHEREAS, the City of Hermitage promotes the opportunity for full participation by minority and women’s business enterprises in all housing and community development programs receiving funds from the Pennsylvania Department of Community and Economic Development; and,

WHEREAS, the City of Hermitage desires to update the Minority and Women Business Enterprise Plan adopted September 25, 2019 as Resolution No. 15-2019.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF HERMITAGE, MERCER COUNTY PENNSYLVANIA, THAT THE CITY OF HERMITAGE APPROVES THE UPDATE OF THE MINORITY AND WOMEN BUSINESS ENTERPRISE PLAN.

RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF HERMITAGE, MERCER COUNTY, PENNSYLVANIA, THIS 23rd DAY OF SEPTEMBER, 2020.

ATTEST:

CITY OF HERMITAGE
BOARD OF COMMISSIONERS

Gary P. Hinkson
City Secretary

William J. Moder, III
President

Duane J. Piccirilli
Vice-President

Louis E. Squatrito

William G. McConnell, Jr.

Michael T. Muha

MINORITY AND WOMEN'S BUSINESS ENTERPRISE PLAN
CITY OF HERMITAGE, MERCER COUNTY, PENNSYLVANIA

I. POLICY STATEMENT

It is public policy of the CITY OF HERMITAGE to promote the opportunity for full participation by minority and women's business enterprises ("MBEs" and "WBEs") in all housing and community development programs receiving funds from the Pennsylvania Department of Community and Economic Development.

II. DEFINITIONS

For the purpose of these requirements, the following terms, as defined below, shall apply:

- A. Grantee - Municipality (CITY OF HERMITAGE) under contract with the Commonwealth for receipt of DCED funds.
- B. Administrating Agency - The agency responsible for administrating the grants for the Grantee.
- C. BIDDER RESPONSIVENESS - Actions taken by prime contract bidders to seek participation by MBE/WBE suppliers, manufacturers, and subcontractors. Responsiveness includes submission of Form DCED-CCD-286, MBE/WBE Contract/Solicitation and Commitment Statement; and, if needed, an explanation for failure to achieve minimum levels of participation, including demonstration that the bidder has not engaged in discriminatory practices.
- D. BIDDER RESPONSIBILITY - Non-discrimination in the selection of subcontractors, suppliers, and manufacturers. Non-discrimination is presumed if minimum levels of participation are achieved. Non-discrimination can also be demonstrated by submitting Form DCED-CCD-286 and supplemental evidence that failure to achieve minimum levels of participation was not motivated by consideration of race or gender; that MBEs/WBEs were not treated less favorably than others; and that solicitation and commitment decisions were not based upon policies which disparately affect MBEs/WBEs.
- E. Business Enterprise - Any legal entity which is organized in any form other than as a joint venture (e.g., sole proprietorship, partnership, corporation, etc.) to engage in lawful commercial transactions.
- F. Contractor/Subcontractor - One who participates through a contract, subcontract or lease agreement in any manner covered by the grantee's MBE/WBE Program.
- G. MANAGEMENT CONTROL - The minority or women owners should possess the power to direct or cause the direction of the management and policies of the firm and to make the day-to-day as well as major decisions on matters of management, policy and operations. The firm should not be subject to formal or informal restrictions which limit the customary discretion of the minority or women owners. There should be no restrictions through for example, by-law provisions, partnership agreements or charter requirements for cumulative voting rights or otherwise that prevent the minority or women owners, without the cooperation or vote of an owner who is not a minority or woman, from making a business decision of the firm. If the actual management of the firm is contracted out to or otherwise has been placed with individuals other than the minority or woman owner, those persons who have the ultimate power to hire and fire the managers will ordinarily be considered as controlling the

business.

H. Minority Business Enterprise (MBE) - A business concern that is:

1. a sole proprietorship owned and controlled by a minority; or
2. a partnership or joint venture controlled by minorities in which 51% of the beneficial ownership interest is held by minorities; or
3. a corporation or other entity controlled by minorities in which at least 51% of the voting interest and 51% of the beneficial ownership interest are held by minorities.

I. Minority Person - Persons who are citizens of the United States and who are Black Americans, Hispanic Americans, Native Americans, or Asian-Pacific Americans.

1. Black (African) Americans - persons having origins from any of the Black groups of Africa. The term includes persons having origins in any of the original peoples of the Cape Verde's Islands.
2. Hispanic Americans - Persons having their origins from one or more of the Spanish-speaking peoples of Mexico, Puerto Rico, Cuba, Central or South America or the Caribbean islands.
3. Native Americans - Persons having origins from one or more of the original peoples of North America and who are recognized as an Indian by a tribe or tribal organization.
4. Asian-Pacific Americans - Persons having origins from one or more of the original peoples of the Far East, Southeast Asia or the Pacific Islands, including China, Japan, Korea, Samoa, and the Philippine Islands.

J. OPERATIONAL CONTROL – The minority or women owners should demonstrate through the application sufficient experience, knowledge and expertise to operate that particular business. Additionally, if the owners of the firm who are not minorities or women are disproportionately responsible for the operation of the firm—to include possessing any required licensing for the firm—the firm will ordinarily be considered not being controlled by minorities or women and not qualifying as an MBE or WBE.

Securities, which constitute ownership or control, or both, of a corporation for business purposes of establishing it as an MBE or WBE should be held directly by minorities or women. No securities held in trust, or by a guardian for a minor should be considered as held by minority or women in determining the ownership or control of a corporation.

K. OWNERSHIP

- a. Bona fide minority and women group membership may be established on the basis of the individual's claim that he is a member of a minority group or is of the female gender and is and has been so regarded by that particular community. Verification of group membership may be accepted through submission of birth certificates, military records, passports or tribal cards.
- b. An eligible MBE or WBE defined in this section should be an independent business. The ownership and control by minorities or women should be real, substantial and continuing and should go beyond the pro forma ownership of the firm as reflected in its ownership documents. The minority and women owners should enjoy the customary incidents of ownership and should share in the risks and profits commensurate with their ownership interests as demonstrated both by an examination of the substance and form of arrangements. Recognition of the

business as a separate entity for tax or corporate purposes is not necessarily sufficient for recognition as an MBE or WBE. In determining whether a potential MBE or WBE is an independent business, all relevant factors must be considered, including the date the business was established, its resources, and the nature of the financial, lease arrangements, and other relationships the business enjoys.

- c. The contributions of capital or expertise by the minority or women owners to acquire their interests of the firm should be real and substantial. Examples of insufficient contributions include a promise to contribute capital, a note payable to the firm or its minorities or women, or the mere participation as an employee rather than as a manager.
- L. Women's Business Enterprise (WBE) - A business that is:
 1. A sole proprietorship, owned by a woman; or
 2. A partnership or joint venture controlled by women in which 51% of the beneficial ownership interest is held by women; or
 3. A corporation or other entity controlled by women in which at least 51% of the voting interest and 51% of the beneficial ownership interest are held by women.
- M. Women - United States citizens who are of the female gender.

III. PROCEDURES - INVITATIONS FOR BIDS (IFB) OR REQUESTS FOR PROPOSALS (RFP)

A. Advertisements - IFB Only

All invitations to bid will include the following information:

"The bidders/offerors must submit documentary evidence of minority and women business enterprises who have been contacted and to whom commitments have been made. Documentation of such solicitations and commitments shall be submitted concurrently with the bid."

B. Notification of MBE/WBE - IFB and RFP

The procedure for the CITY OF HERMITAGE to notify the minority/women business community of contract opportunities will be as follows:

1. Notice if Invitation for Bid or Request for Proposals - A request will be sent to the Department of Community and Economic Development for a listing of MBE/WBE firms that undertake the particular type of construction or service being advertised or requested. Once this listing is provided by DCED, the City will make this list available to prospective bidders as part of the Notice of Invitation for bids or proposals. It remains the responsibility of a prospective bidder to notify MBE/WBE firms and to attempt to meet the City's MBE/WBE participation goals. PA Department of General Services website MBE/WBE search www.dgsweb.state.pa.us/mbewbe/vendorsearch.aspx.
2. Other Notices - Notices are to be sent to the following organizations (as appropriate):
 - Local Minority Churches and Organizations
 - Appropriate Minority Business Technical Assistance Organizations and/or Schools
 - Appropriate Minority/Women Contractor Associations
 - Appropriate Minority/Women Trade Organizations

3. Plans and Specifications - Plans and Specifications or Invitations for Bids in all projects will be made available upon request to minority/women contractor associations and trade organizations.
4. List of Planholders - The names of bidders/offerors requesting bid documents will be made available upon request to minority/women businesses shown on the DCED-provided listing.
5. List of Minority/Women Businesses - Each bidder/offeror obtaining plans and specifications or requests for proposals for projects will be provided a list of minority/women businesses to be used in soliciting subcontract bids and for materials and services.

IV. **PARTICIPATION REQUIREMENTS FOR MINORITY/WOMEN BUSINESS ENTERPRISE (MBE/WBE) AND SOCIALLY/ECONOMICALLY RESTRICTED BUSINESSES (SERBS)**

A. Construction Contracts (IFBs)

The CITY OF HERMITAGE has established minimum levels of participation for minority and women business enterprises (MBE/WBE) for each project in each bid category to be used solely as a guide in determining bidder responsibility. The minimum participation level for MBEs is 5% and for WBEs 5%.

The following items will be placed in all bid documents:

1. Participation Level

- a. The CITY OF HERMITAGE has established minimum participation levels (MPLs) at 5% for minority business enterprises (MBE) and 5% for women business enterprises (WBE) for this project to be solely used as a threshold in determining bidder responsibility. A bidder will not be rejected as not responsible solely because it fails to reach the MPLs. To determine the participation level which has been reached, a bidder may divide the total dollar amount of the commitments by the total dollar amount of the bidder's bid.
- b. MBE/WBE subcontracts and manufacturers will be credited toward the minimum level at 100%. Stocking suppliers are credited at 100%. Non-stocking suppliers which are commonly and ordinarily the custom in the industry and a part of the industry's trade practices are credited at 100%; non-stocking suppliers which are not commonly and ordinarily the custom in the industry nor a part of the industry's trade practice are not credited.
- c. A firm which is both an MBE and WBE will only receive credit toward MPLs as either an MBE or WBE, but not both. Bidders must indicate on Form DCED-CCD-286, MBE/WBE Contract/Solicitation and Commitment Statement whether the firm is being listed as either an MBE or a WBE.
- d. An MBE/WBE firm who is the prime bidder on a project will receive no MPL credit for its own work effort for services provided. MBE/WBE bidding as prime proposer must solicit other certified MBEs/WBEs participation material and/or supplies.
- e. MBE/WBE subcontractors must perform at least seventy-five percent (75%) of the cost of the subcontract, not including the cost of materials, with their own employees.

2. Responsiveness

- a. **Bidders must complete and submit Form DCED-CCD-286 with the bid. Failure to submit this form with the bid will result in the bid being rejected as non-responsive.**

- b. A bidder should only solicit MBE/WBE subcontractors, vendors, manufacturers, or suppliers whose services, material, or suppliers are within the scope of work and which the bidder reasonably believes it will choose to subcontract with or purchase from.
- c. Bidders failing to meet the minimum levels of participation must submit concurrently with the bid, an explanation of why the MPLs have not been met. This explanation must demonstrate that the bidder has not engaged in discriminatory practices in solicitation and utilization of MWBEO-certified MBEs/WBEs to perform as subcontractors or suppliers of goods and services related to the performance of the contract. The evidence submitted by the bidder must demonstrate the following:
 - (1) Indicate whether MBEs/WBEs were solicited for each type of work the bidder expects to subcontract for and for all materials which the bidder expects to procure and, if not, the reason(s) why no such solicitation was made,
 - (2) Indicate the reason why an MBE/WBE has not been committed to for a type of subcontract work or materials in any area where a quote was received from a MBE/WBE, and:
 - (3) In any case where no quotations are received nor commitments made to MBE or WBE firms, indicate on Form DCED-CCD-286 that no quotes were received, and if there is another reason for no commitments being made, the reason for the lack of commitments.
- d. If the bidder fails to submit evidence the bid submission shall be considered non-responsive and the bid rejected.
- e. Information related to the above may be submitted on Form DCED-CCD-286 or on additional paper.

3. Responsibility

- a. The submittals of each bidder are subject to review to determine whether the bidder has discriminated in the selection of manufacturers, subcontractors and suppliers. If a bidder has met the MPLs for MBE/WBE participation, the bidder will be presumed not to have discriminated in their selections. Where the MPLs are not met, the CITY OF HERMITAGE will determine whether discrimination has occurred. If, after investigation including a review of Form DCED-CCD-286, it is found that discrimination has occurred, the reviewed bidder shall thereby be deemed to be not responsible and the bid will be rejected.
- b. Documentation submitted by the bidder should meet the following standard for review:
 - (1) The bidder whose actions resulted in a limited or no commitment to MBEs/ WBEs was not motivated by consideration of race or gender;
 - (2) MBEs/WBEs were not treated less favorably than other businesses in the contract solicitation and commitment process.
 - (3) Solicitation and commitment decisions were not based upon policies which disparately affect MBEs/WBEs.
- c. Commitments to MBE and WBE firms made at the time of bidding must be maintained throughout the term of the contract unless a change in commitment to these firms is pre-approved by the CITY OF HERMITAGE or the administering agency performing the evaluation of the invitation for Bid.

4. Access to Information

The CITY OF HERMITAGE may obtain documents and information from any bidder, contractor, subcontractor, supplier, or manufacturer that may be required in order to ascertain bidder or contractor responsibility. Failure to provide requested information may result in the contractor being declared not responsible.

5. MBE/WBE Certification

- a. Bidders will not be given credit for MBEs/WBEs which are not certified by the state Minority and Women Business Enterprise Office (MWBEO).
- b. Under the State Act of December 21, 1984, No. 230, P.L. 210, 18 P.A.C.S.A. 4107.2 a person commits a felony of the third degree if, in the course of business, he/she engages in deception relating to MBE/WBE certification.

V. PROFESSIONAL/PERSONAL SERVICES - REQUESTS FOR PROPOSALS (RFP)

The CITY OF HERMITAGE will assign a weight for socially/economically restricted business participation for each RFP. This weight will be included as one of the criteria for selection for each RFP.

The following items will be placed in all requests for proposals:

A. General Information for Proposers

The CITY OF HERMITAGE strongly encourages the submission of proposals by MBE/WBEs.

To achieve the objective of enhancing MBE/WBE participation, the CITY OF HERMITAGE has established MBE/WBE utilization as a selection criteria in the evaluation process.

The CITY OF HERMITAGE will evaluate the aforementioned criteria and will assign a point value to be considered within the overall RFP total point tabulation.

Proposals submitted by individuals claiming MBE/WBE status, or proposals submitted by individuals reflecting joint venture and subcontracting opportunities with MBE/WBEs, must submit documentation verifying their claim.

B. Information Required from Contractors

MBE/WBE Information

MBE/WBEs are encouraged to participate as prime proposers.

Proposers not considered MBE/WBEs must describe, in narrative form, their company's approach to enhance MBE/WBE utilization on a professional level in the implementation of this proposal.

The following options will be considered as part of the final criteria for selection:

- Priority Rank 1.** Proposals submitted by MBE/WBEs.
- Priority Rank 2.** Proposals submitted from a joint venture with a Commonwealth approved MBE/WBE as a joint venture partner.

Priority Rank 3. Proposals submitted with subcontracting commitments to MBE/WBEs.

Each proposal will be rated for its approach to enhancing the utilization of MBE/WBEs. The optional approach used will be evaluated with option number 1 receiving the greatest value and the succeeding options receiving a value accordance with the above listed priority ranking.

Contractor proposals shall include the MBE/WBE value in the Cost and Price Analysis section of the proposal. The applicable items shown in the Cost and Price Analysis section should also be used to prepare and detail the proposed MBE/WBE Commitment value including, if applicable, fiscal year breakdown. The selected contractor's MBE/WBE Commitment amount will be included as a contractual obligation when a contract is entered in.

C. Criteria for Selection

MBE/WBE participation

Emphasis here is placed on:

1. Proposals submitted by MBE/WBEs.
2. Commitments by proposers not considered to be MBE/WBEs which significantly utilize approved MBE/WBEs in joint ventures.
3. Commitments by proposers not considered by the MBE/WBEs which aggressively pursue the utilization of approved MBE/WBEs in subcontracting opportunities.

VI. PROCEDURES - CONTRACTOR COMPLIANCE PROCESS

A. Contract Provisions

The following provisions will be included in construction contracts and/or in professional service contracts:

1. Construction Contracts
 - a. The prime contractor must provide the CITY OF HERMITAGE with a report of MBE/WBE subcontracting activity on a quarterly or per project basis, whichever is sooner. The report shall reflect the names of and the total dollar amount paid to all MBE/WBE Subcontractors (including suppliers) utilized under this contract.
 - b. MBE/WBE subcontractors must provide the CITY OF HERMITAGE with a report reflecting the prime contractors who have purchased their services and/or supplies on a quarterly basis. The report shall reflect the name of the prime contractor and the total dollar amount invoiced and total dollar amount received for payment.
2. Professional Service Contracts
 - a. Commitment to Enhance MBE/WBEs
 - (1) **Joint Venture.** If the joint venture relationship is dissolved, the majority owner of the contract with a commitment to an MBE/WBE, must maintain this commitment for the duration of the contract. If another MBE/WBE joint venture cannot be formed, the

majority owner must continue this commitment by entering into contractual agreement(s) with other MBE/WBEs to perform on this contract. The majority owner must submit all changes to the CITY OF HERMITAGE for approval.

- (2) **Subcontracting.** If the Subcontracting commitment made to the Subcontractor for the specified amount is terminated, then the firm that is awarding a contract with a specified dollar amount commitment to an MBE/WBE, must maintain this commitment for the duration of the contract. The firm awarding contract must continue this commitment by entering into contractual agreements with other MBE/WBEs to perform in this contract. The majority owner must submit all changes to the CITY OF HERMITAGE for approval.
- (3) The prime proposer must provide the CITY OF HERMITAGE with a report of MBE/WBE activity on a quarterly or per project basis, whichever is sooner. The report shall reflect the names of and the total dollar amount paid to all MBE/WBEs utilized under this contract.
- (4) MBE/WBE subcontractors must provide the CITY OF HERMITAGE with a report reflecting the prime contractors who have purchased their services and/or supplies on a quarterly basis or per project basis, whichever is sooner. The report shall reflect the name of the prime contractor and the total dollar amount invoiced and total dollar amount received for payment.

B. Grantee Compliance Procedures

1. The prime contractor will be informed by the CITY OF HERMITAGE of their quarterly or per project reporting requirements. In addition, all MBE/WBE subcontractors are to be informed of their reporting requirements.
2. The CITY OF HERMITAGE will review all reports received from the prime contractor and all contractors to determine if the commitments made by the prime contractor in his/her bid are being met. If reports are submitted on a per project basis, this review is to be done prior to final payment being made to the contractor and/or subcontractor.

C. Records and Reports

The contractor will keep such records as are necessary to determine compliance with its minority and women business enterprise commitments. These records must be in sufficient detail to indicate the number of minority and women businesses, the contract work performed, and the percentage of minority and women businesses performing work. Additionally, the contractor is required to maintain an open file for a specified period, during which time the contract compliance person may make periodic reviews of records pertaining to relevant contracts.

This plan adopted by the City of Hermitage Board of Commissioners, **September 23, 2020**, at the regular scheduled Board Meeting.

Section 504 Plan Self-Evaluation and Transition Plan of the City of Hermitage

September 2020

Section 504 of the Rehabilitation Act of 1973 provides that no qualified person with handicaps shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal assistance. Section 794 24 C.F.R. Part 8

Qualified Individual

A qualified individual with disabilities is anyone who meets all eligibility requirements of the program or activity.

Discrimination

- To avoid discriminating against individuals with disabilities, the City of Hermitage will provide:
- Program accessibility - No one may be denied access solely by reason of disability;
- Program benefits - Benefits may not be denied solely because of disability;
- Most integrated setting appropriate - Judgment should be based on individual need;
- No support to discrimination - Provide no assistance or support to entities that discriminate;
- Opportunity to serve on boards - Board membership must be open to all qualified persons;
- Equal Rights and privileges - Disabled individuals may not be denied equal treatment;
- Physically accessible sites - Programs, activities, and workplaces must be physically accessible;
- Administrative accommodation - Alternatives or modifications should be made as needed.

Elements of the Plan

Self-Evaluation

The City of Hermitage will consult with interested citizens about plans to study the accessibility of its facilities, programs and/or activities. The City of Hermitage will involve those who have disabilities, relatives of persons with disabilities, and advocacy groups representing the disabled. This involvement helps to ensure that the self-evaluation is

conducted from the viewpoint of persons with disabilities, and therefore, more accurately reflects their needs.

The City of Hermitage self-evaluation consists of its facilities, administrative practices, and employment practices, as well as the annual projects and activities funded through federal grants. In the event that the municipality uses facilities of other municipalities or organizations to conduct the programs and activities funded with federal funds, those facilities, administrative practices and employment practices are also subject to self-evaluation.

See Self Evaluation

Modification of Policies and Practices

When it is found that policies and practices impact negatively upon the disabled, the City of Hermitage will modify the appropriate policy or practice so that the problem is eliminated.

Transition Plan

In the event that City of Hermitage facilities, programs and/or activities cannot be made accessible by making administrative changes, structural changes will be necessary. A transition plan outlining those changes will be developed. The plan should identify the steps required to complete the structural modifications. Interested citizens, especially disabled citizens, should be recruited to help develop the plan.

- 1) Identify the physical obstacles that limit the program's accessibility to person with disabilities;
- 2) Describe in detail the method to be used in making the facilities in question accessible;
- 3) Set forth the schedule of tasks, identifying actions to be taken within the first year;
- 4) Identify the official responsible for implementing the plan (the Section 504 Officer mentioned below); and
- 5) Identify those who assisted the recipient in preparing the transition plan.

See Transition Plan

Longevity of Plan

I. City - Self-evaluation and transition plans, if necessary, once completed and brought into compliance for the City of Hermitage, will remain in effect until such a time as location or new process changes and another self-evaluation is necessary.

Documentation must be kept in the Master (CDBG/HOME/ESG/CDBG-DR) file of the Municipality.

II. Projects/Activities – Self-evaluation and transition plans, if necessary are required yearly for every new project of the municipality.

Documentation must be kept in the (CDBG/HOME/ESG/CDBG-DR) Program file.

[For Grantees with 15 or more Employees (full or part-time) the following must be in place]

Designation of Section 504 Officer

The City of Hermitage designated a person to oversee the City of Hermitage compliance efforts. The Section 504 Officer has a thorough working knowledge of federal accessibility requirements since they are responsible for ensuring the City's compliance and for initiating continued compliance efforts.

The Section 504 Officer named below will take the lead in evaluating the municipality's facilities, programs and practices, and in drafting the transition plan if one is needed. All the accompanying administrative details (securing assistance from interested disabled citizens, publishing notices of nondiscrimination, etc.) should be monitored or carried out by this compliance officer. Keeping the municipality on target with the transition plan schedule is also part of her responsibility.

Grievance Procedure

The grievance procedure provides for timely resolution of discrimination complaints which are lodged against the City of Hermitage and which pertain to the accessibility of its policies and practices.

See Grievance Procedure

Discrimination Complaints

Any person who believes that he or she has been discriminated against or any representative of such a person may file a confidential complaint with:

Local Section 504 Officer

Assistant Director, Planning & Development Department
City of Hermitage
800 N Hermitage Road
Hermitage, PA 16148
(724) 981-0800
(724) 981-2008 (fax)
www.hermitage.net

Or

U.S. Department of Housing and Urban Development

FHEO/Regional III Office Mid-Atlantic Office

100 Penn Square East, 12th Floor

Philadelphia, PA 19107

(215) 861-7643

Fax: (215) 656-3449

TTY: (800) 927-9275

www.hud.gov

Or

U.S. Department of Housing and Urban Development

PITTSBURGH FHEO FIELD OFFICE

Moorhead Federal Building

1000 Liberty Avenue

Pittsburgh, PA 15222

(412) 644-5449 or (412) 644-6353

Fax: (412) 644-6516

www.hud.gov

The written complaint will be filed within 180 days of the alleged discriminatory act unless good cause can be shown for the delay. The complaint will show the name and address of the offending party, along with the details of the events leading to the charge of discrimination.

Notice of Nondiscrimination

The City of Hermitage will make initial and continuing efforts to notify their participants, beneficiaries, applicants, and employees that it does not discriminate on the basis of disability in its federally funded programs, services, activities, and practices. The Section 504 Officer will be available for questions and comments. Initial and ongoing notification of nondiscrimination will be published using media that can be expected to reach vision and hearing-impaired individuals, which may include radio announcements and large-print flyers and newspaper notices. Also notifications will be published in multi-languages to reach persons of the community with Limited-English proficiency.

Sub recipient Remedial and Affirmative Action

All sub-recipients of federal grant funds through the City of Hermitage are required to adhere to the regulations of Section 504 in their provision of services or projects. Should the City of Hermitage determine that disabled individuals have been discriminated against by a sub-recipient of funding, appropriate remedial and affirmative action will be required

to the extent that the City of Hermitage deems necessary. The City of Hermitage will also determine what action should be taken in order to remedy prior discrimination.

Review of Non-Housing Activities

A person with disabilities who is otherwise qualified to participate in a City of Hermitage program and activity or use publicly owned facilities of the municipality should not be denied the benefits of or excluded from participation in those programs or activities simply because the buildings or structures which house them are inaccessible. Facilities, programs and activities will be designed so that persons with disabilities can generally participate in all the activities that are federally funded.

Review of Housing Activities

Housing Units. Generally, new multifamily housing projects should be designed and built to be readily accessible to and usable by disabled individuals, according to Section 8.22 (a) of the final Rule. Further, the Section states that at least 5% of the total dwelling units, or at least one unit in a multifamily housing project (whichever is greater) shall be made accessible to individuals who have impaired mobility. Another 2% - or at least one unit - will be made accessible or adaptable for those who have hearing and vision impairments. In this case, accessibility means that the unit is on an accessible route and is either already accessible or adaptable.

When substantial alterations are made to an existing housing project with at least fifteen units and the cost is at least 75% of the facility's replacement cost, and then at least 5% - or at least one - of the units will be located on an accessible or adaptable route and will be made accessible or adaptable. Another 2% - or at least one - unit will be made accessible or adaptable to persons who have hearing or vision impairments. When other alterations are made to existing housing units, the recipient should, to the maximum extent feasible, make the units readily accessible. This is also the case when common areas are altered and when a single space in a dwelling unit is altered. The recipient should continue to create accessible units as units are rehabilitated until at least 5% of the units in the project have been made accessible or adaptable.

In determining whether facilities meet federal accessibility requirements, the City of Hermitage will refer to the Uniform Federal Accessibility Standards (UFAS) for details such as acceptable door widths, lavatory heights, and ramp dimensions.

In the event that the City of Hermitage is able to make programmatic changes that enhance the accessibility of its housing program to disabled applicants or residents, those changes should be identified and implemented. However, when the only remedy is to make structural changes, the recipient will prepare a transition plan itemizing the changes. Input from interested citizens, especially disabled residents, will be included, and the other transition plan requirements listed above apply in this case.

See Transitional Plan

Other Housing Related Programs

Homeowner Rehabilitation Program

The City of Hermitage participates in a Homeowner Rehabilitation Program and gives priority to the selection of projects that will result in dwelling units being made readily accessible to persons with disabilities. State and private funding sources are sought to combine with federal funds to address accessibility aspects of home rehabilitation work.

Homeownership Programs

Any housing units newly constructed or rehabilitated using federal assistance will be made accessible upon the request of a prospective buyer. Any required alterations will adhere to the UFAS standards, and the cost of the changes becomes the buyer's responsibility. The cost may be added to the mortgage amount, except that the added cost will not raise either the sales price or the mortgage amount beyond established limits.

Historic Properties

Generally, historic properties will be made accessible when they are altered with federal dollars, unless accessibility would substantially impair the "significant historic features" of the property or result in undue financial and administrative burdens.

SECTION 504 OF THE REHABILITATION ACT OF 1973, AS AMENDED SELF EVALUATION

GENERAL REQUIREMENTS

The City of Hermitage self-evaluation will be completed prior to the municipality's use of federal funds either initially and/or at the start of a project or activity. In preparation of the self-evaluation, the City of Hermitage must consult with individuals with disabilities or organizations representing them.

Keep on file for the City of Hermitage Self Evaluation, as long as CDBG/HOM recipient, in Master file:

- a. A list of interested persons consulted;
- b. A description of area examined and any problems identified; and
- c. A description of modifications made and remedial steps taken.

Project/Activity Self Evaluation until released by DCED, in Program file:

- a. A list of interested persons consulted;
- b. A description of area examined and any problems identified; and
- c. A description of modifications made and remedial steps taken.

Adopt and implement a grievance procedure for timely resolution of discrimination complaints.

Make initial and continuing efforts to notify applicants, tenants, and employees that the City of Hermitage does not discriminate on the basis of disability.

ELEMENTS

- Evaluation of current facilities, policies and practices relative to the Section 504 regulations.
- Evaluation of projects and/or activities to be funded with federal funds.
- Modifications of any facilities, policies and practices that do not meet the Section 504 requirements.
- Corrective action to remedy any discrimination found.

AREAS TO BE EVALUATED

- Buildings or facilities for physical accessibility, program outreach and communication
- Eligibility and admission criteria and practice
- Distribution and occupancy policy and practice
- Percentage of accessible units
- Employment (including pre-employment)
- Complaint processing procedures

REASONABLE ACCOMMODATION

Definition: an adjustment in a federally assisted or conducted program or activity in order to accommodate the known physical or mental limitations of an otherwise qualified individual with a disability.

- a. Must be provided unless it:
 - 1. Imposes an undue financial or administrative burden, as determined by the municipality and reviewed and approved by DCED, or
 - 2. It alters the fundamental nature of the program.
- b. Must be equally effective.
- c. Should not be of a personal nature.
- d. Should be provided and applied on a case-by-case basis.

**ADOPTED BY THE BOARD OF COMMISSIONERS OF THE CITY OF HERMITAGE,
MERCER COUNTY, PENNSYLVANIA, THIS 23rd DAY OF SEPTEMBER 2020.**

ATTEST:

CITY OF HERMITAGE
BOARD OF COMMISSIONERS

Gary P. Hinkson
City Secretary

William J. Moder, III
President

**CITY OF HERMITAGE, PENNSYLVANIA
RESIDENTIAL ANTI-DISPLACEMENT AND
RELOCATION ASSISTANCE PLAN FOR CDBG PROGRAM**

September 2020

Under Section 104 (d) of the Housing and Community Development Act of 1974, as amended, each grantee is required to adopt, make public and certify that it is following a plan providing:

- One for one replacement of units; and
- Relocation assistance.

The plan must also describe the steps that will be taken to minimize displacement of persons from their homes as a result of any assisted activity.

The CITY OF HERMITAGE will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR Part 570.488 (c) (1). All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in demolition or conversion, the CITY OF HERMITAGE will make public and submit to DCED the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low/moderate-income dwelling unit as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of initial occupancy; and

7. Information demonstrating that any proposed replacement of housing units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the localities or the State's approved Comprehensive Housing Affordability Strategy (CHAS). All occupied and vacant occupiable low and moderate income dwelling units that are demolished or converted to a use other than low and moderate income dwelling units must be replaced by governmental agencies or private developers. Replacement units may include public housing, or existing housing receiving Section 8 assistance. The replacement units must be:

1. Provided within three (3) years of the start of demolition or conversion;
2. Located within the grantee's jurisdiction and to the extent feasible and consistent with other statutory priorities, be located within the same neighborhood;
3. Of sufficient number and size to house at least the same number of occupants that could have been housed in the units demolished or converted;
4. Provided in standard condition; and
5. Designed to remain low/mod for at least ten (10) years from the date of initial occupancy.

Before obligating or expending funds that will result in the demolition or conversion of low/mod income units, the grantee must make public and submit the following information to DCED:

1. A description of the proposed activity;
2. The location on a map, and the number of units by size (number of bedrooms), that will be demolished or converted;
3. A time schedule for the start and completion of demolition or conversion;
4. The location on a map, and the number of units by size (number of bedrooms), that will be provided as replacement units;
5. The source of funding and a time schedule for the provision of replacement units;
6. The basis for concluding that each replacement unit will remain low/mod for at least (10) years from the date of initial occupancy; and

7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g. a 2-bedroom unit with two 1-bedroom units) is consistent with the housing needs of low- and moderate-income households.

Each low/moderate-income household that is displaced by demolition or conversion must be provided with relocation assistance. The household may elect to receive Uniform Relocation Act assistance or the following:

1. Advisory services at the level described in 49 CFR Part 24, subpart C. Grantees shall advise tenants of their rights under the Fair Housing Act and of replacement housing opportunities in such a manner that, to the extent feasible, they will have a choice between relocating within their neighborhoods and other neighborhoods consistent with the grantees responsibility to affirmatively further fair housing;

2. Payment for moving expenses at the levels described in 49 CFR Part 24 subpart D;

3. The reasonable and necessary cost of any security deposit required to rent the replacement dwelling unit, and for credit checks required to rent or purchase the replacement dwelling unit;

4. Interim living costs - the grantee shall reimburse a person for actual reasonable out-of-pocket costs incurred in connection with temporary relocation, including moving expenses and increased housing costs, if:

(a) The person must relocate temporarily because continued occupancy of the dwelling unit constitutes a substantial danger to the health or safety of the person or the public; or

(b) The person is displaced from a low/moderate-income dwelling unit, none of the available replacement dwelling units qualifies as a low/moderate-income dwelling unit, and a suitable low/moderate-income dwelling is scheduled to become available; and

One of the following forms of replacement housing assistance:

(a) Each person must be offered rental assistance equal to 60 times the amount necessary to reduce the monthly rent and estimated average monthly cost if utilities for a replacement dwelling to the "Total Tenant Payment" as determined by 24 CFR Part 813.107. Under 813.107 the tenant must pay the highest of:

(1) 30 percent of the family's monthly adjusted income (adjustment factors include the number of people in the family, medical expenses and child care expenses);

(2) 10 percent of the family's monthly gross income; or

(3) If the family is receiving a payment for welfare assistance from a public agency and a part of the payment, adjusted in accordance with the family's actual housing costs, is

specifically designated by the agency to meet the family's housing costs, the portion of the payment that is so designated.

All or a portion of this assistance may be offered through a certificate or housing voucher for rental assistance.

(b) If the person purchases an interest in a housing cooperative or mutual housing association and occupies a decent, safe, and sanitary dwelling in the cooperative or association, the person may elect to receive a lump sum payment. This lump sum payment shall be equal to the capitalized value of 60 monthly installments of the amount that is obtained by subtracting the "Total Tenant Payment," as determined under 24 CFR Part 813.107, from the monthly rent and estimated average monthly cost of utilities at a comparable replacement dwelling unit. To compute the capitalized value, the installments shall be discounted at the rate of interest paid on passbook savings deposit by a federally-insured bank or savings and loan institution conducting business within the grantee's jurisdiction. To the extent necessary to minimize hardships to the household, the grantee shall, subject to appropriate safeguards, issue a payment in advance of the purchase of the interest in the housing co-operative or mutual housing association.

(c) Displaced low/moderate-income tenants shall be advised of their right to elect relocation assistance pursuant to the Uniform Relocation regulations appearing at 49 CFR Part 24 as an alternative to the relocation assistance described above.

Definitions. For the purposes of this section:

- "Comparable replacement dwelling unit" means a dwelling unit that:

(a) Meets the criteria of 49 CFR Part 24.2(d) (1) through (6); and

(b) Is available at a monthly cost for rent plus estimated average monthly utility costs that does not exceed the "Total Tenant Payment" as determined under 24 CFR Part 813.107 after taking into account any rental assistance the household would receive.

- "Displaced person" means any low/moderate-income family or individual that moves from real property, or moves his or her personal property from real property, permanently and involuntarily, as a direct result of the conversion of a low/moderate-income dwelling unit or demolition in connection with an activity assisted under this part.
- "Low/moderate-income dwelling unit" means a dwelling unit with a market rent (including utility costs) that does not exceed the applicable Fair Market Rent (FMR) for existing housing established under 24 CFR Part 888, except that the definition does not include a unit that is owned and occupied by the same person before and after the assisted rehabilitation.

- “Standard Condition” means a dwelling unit that meets all local housing codes; or if there are no local codes, meets all housing quality standards of the Section 8 Existing Housing Programs.
- “Substandard condition suitable for rehabilitation” means a dwelling unit that will have a fair market value, after rehabilitation, greater than the cost of rehabilitation to make the unit standard.
- “Vacant occupiable dwelling unit” means a vacant dwelling unit that is in a standard condition; or a vacant dwelling unit that is in a substandard condition, but it is suitable for rehabilitation; or a dwelling unit in any condition that has been occupied (except by a squatter) at any time within the period beginning one year before the date of execution of the agreement by the grantee covering the rehabilitation or demolition.

**ADOPTED BY THE BOARD OF COMMISSIONERS OF THE CITY OF HERMITAGE,
MERCER COUNTY, PENNSYLVANIA, THIS 23rd DAY OF SEPTEMBER, 2020.**

ATTEST:

CITY OF HERMITAGE
BOARD OF COMMISSIONERS

Gary P. Hinkson
City Secretary

William J. Moder, III
President

City of Hermitage, Pennsylvania Community Development Block Grant Program

SECTION 3 ACTION PLAN

September 2020

Policy Statement

It is the public policy of the City of Hermitage to promote the opportunity for full participation by low-and very low-income persons, and to business concerns which provide economic opportunities to low-and very low-income persons, in its Community Development Block Grant (CDBG) HOME, Programs.

The City of Hermitage has developed a Section 3 Action Plan to identify the goals, objectives, and actions that will be implemented to ensure compliance with the requirements of Section 3. The City of Hermitage's intent to develop this plan to include input from various municipal departments, as well as DCED. When it is applicable, input from other agencies and companies will be included in this plan.

Section 3 Numerical Goals

The City of Hermitage must comply with the following Commonwealth of Pennsylvania Section 3 numerical goals as mandated by 24 CFR 135.30);

Employment & Training

It is the City of Hermitage's policy to utilize, to the best of the City's ability and availability, residents and other Section 3 eligible persons and businesses in contracts partially or wholly funded with monies from the Department of Housing and Urban Development (HUD). The City of Hermitage has established employment and training goals that contractors and subcontractors should meet in order to comply with Section 3 requirements.

Our **Employment** numerical goal is thirty percent (30%) of the aggregate number of new hires in any fiscal year.

Our **Contracting** goals:

We may demonstrate compliance with this requirement by committing to award to Section 3 businesses at least:

- Ten percent (10%) of the total dollar amount of all Section 3 covered contracts in connection with housing rehabilitation, housing construction and other public construction.
- Ten percent (10%) of the total project cost of Section 3 covered projects in any fiscal year in connection with housing rehabilitation, housing construction and other public construction.

It is the responsibility of contractors, vendors and suppliers to implement progressive efforts to attain Section 3 compliance. Any contractor who does not meet the Section 3 numerical goals must demonstrate why meeting the goals was not feasible. All contractors submitting bids or proposals to the CDBG program are required to certify that they comply with the requirements of Section 3.

The Section 3 Contract Clause specifies the requirements for contractors hired for Section 3 covered projects. The Section 3 Clause must be included in all Section 3 Covered contracts. The Section 3 Contract Clause is on file with the City and made available when applicable.

Section 3 Program Participant Certification Procedure

The Section 3 Compliance Officer, City of Hermitage, Assistant Director, Planning and Development Department, will certify Section 3 program participants who reside within the borders of the City of Hermitage and who are seeking preference in training and employment by completing and attaching adequate proof of Section 3 eligibility, as required.

- All persons living in the community who meet the Section 3 eligibility guidelines can, by appointment, visit the Section 3 Compliance Officer to complete a job readiness assessment.
- Once this assessment, is complete, the Section 3 Compliance Officer will determine if the individual meets the eligibility requirements and is job ready.
- If the individual is deemed eligible for Section 3 participation and deemed not ready for employment, a referral will be made to other agencies that are better equipped to address the individual's needs, i.e., substance abuse providers, etc.
- The Section 3 job readiness component is a part of the City of Hermitage's commitment to provide economic opportunities and training to residents/eligible participants to become gainfully employed.

Assisting Contractors to Achieve Section 3 Hiring and Contracting Goals

The City of Hermitage will assist contractors with little or no experience in achieving Section 3 hiring and contracting goals by:

- Requiring the contractor to present a list, to the Section 3 Compliance Officer, of the number of subcontracting and/or employment opportunities expected to be generated from the initial contract.
- Section 3 Compliance Officer will provide the contractor with a list of interested and qualified Section 3 residents for construction projects.
- Section 3 Compliance Officer will provide contractor with a list of Section 3 business concerns interested and qualified for construction projects.
- Section 3 Compliance Officer will inform contractor of known issues that might affect Section 3 residents from performing job related duties.
- Section 3 Compliance Officer will review the new hire clause with contractors and subcontractors to ensure that the requirement is understood. It is not intended for contractors and subcontractors to terminate existing employee, but to make every effort feasible to employ Section 3 program participants before any other person, when hiring additional employees needed to complete proposed work to be performed with HUD (federal) funds.

Preference for Contracting with Section 3 Business Concerns

In compliance with Section 3 regulations, the City of Hermitage will require contractors and subcontractors (including professional service contractors) to direct their efforts towards contracts to Section 3 business concerns.

- Contractors and subcontractors are expected to extend to the greatest extent feasible efforts to achieve the numerical goals established by the City.
- Contracts must document that qualified Section 3 Business Concerns have been sought to fulfill subcontracts utilizing certification for business concerns seeking Section 3 preference in contracting and demonstration of capability.
- Contractors must submit Section 3 Contractor Solicitation and Commitment Statements with their bids.

Evidence of Section 3 Certification

Any business seeking Section 3 preference in the awarding of contracts or purchase agreements with the City of Hermitage shall complete the form "Certification for Business Concerns Seeking Section 3 Preference in Contracting and Demonstration of Capability," which can be obtained from the Section 3 Compliance Officer. The business seeking Section 3 preference must be able to provide adequate documentation as evidence of eligibility for preference under the Section 3 Program.

Certifications for Section 3 preference for business concerns must be submitted to the Section 3 Compliance Officer prior to the submission of bids for approval. If the Section 3 Compliance Officer previously approved the business concern to be Section 3 certified, then the prior certification can be submitted along with the bid.

Efforts to Award Contract Opportunities to Section 3 Business Concerns

The City of Hermitage uses the following methods to notify and contract with Section 3 business concerns when contracting opportunities exist.

- Advertise contracting opportunities via newspaper, mailing, internet, or posting notices that provide general information about the work to be contracted and where to obtain additional information.
- Provide written notice of contracting opportunities to all known Section 3 business concerns. The written notice will be provided in sufficient time to enable business concerns the opportunity to respond to the bid invitation.
- Coordinate pre-bid meetings at which the Section 3 business concerns would be informed of upcoming contracting opportunities in advance.
- Conduct workshops on the City contracting procedures to include bonding, insurance, and other pertinent requirements, in a timely manner in an effort to allow Section 3 business concerns the opportunity to take advantage of any upcoming opportunities.
- Contract the City of Hermitage, state Minority and Women's Business Enterprise (MBE/WBE) contractor associations, and community organizations to inform them of contracting opportunities and to request their assistance in identifying Section 3 businesses.
- Establish relationships with the Small Business Administration (SBA), Minority and Women's Business Enterprise MBE/WBE association, Community Development corporations, and other sources as necessary to identify programs for educating and mentoring residents with a desire to start their own business.
- Seek out referral sources in order to ensure job readiness for public housing residents through on-the-job-training (OJT) and mentoring to obtain necessary skills that will transfer into the external labor market.
- Develop relationships with area business development programs, to enable referral of residents interested in starting their own businesses to learn to prepare contracts, prepare taxes, obtain licenses, bonding, and insurance.

Section 3 Residents Recruitment, Training, and Employment Goals

The City of Hermitage will identify partner organizations which have the resources to provide training and employment opportunities to Section 3 program participants.

These agencies will routinely residents of their available career development trainings and employment opportunities. The City of Hermitage will advertise CDBG contract opportunities by posting job vacancies in common areas of all of the above agencies and neighborhood community organizations.

- A database will be developed of certified Section 3 businesses.
- A database will be developed of eligible qualified Section 3 Business concerns to contact with respect to the availability of contract opportunities.

- A provision for a specific number of Section 3 program participants to be trained or employed by the contractor (as goal) will be incorporated into the county's standard CDBG Section 3 language.

Employment of Section 3 Program Participants

The Section 3 Compliance Officer will hold a meeting with all residents prior to their being hired by a contractor.

The meeting will assess job readiness (i.e., childcare, transportation, work maturity, job retention skills). Only residents meeting the minimum qualifications of the contractor or subcontractor will be referred to the job site. Residents not deemed job ready would be referred elsewhere. It is imperative that the resident's basic needs are met prior to employment.

If a resident is referred to a contractor and does not perform satisfactorily due to poor work habits (i.e., tardiness, absenteeism, alcohol/drugs, abusive language, fighting, etc.), she/he will be allowed two additional opportunities to be referred to other contractors. If after that time the resident still does not perform satisfactorily, it will be mandatory that she/he attend and complete a job readiness class, alcohol/drug treatment center, or any other program that he or she may be required to attend. After successful completion the resident will be given the opportunity to be reinstated on the list of residents available for work.

Residents experience problems with contractors should first communicate the problem to the employer. If the problem cannot be solved between the employee and employer, the Section 3 Compliance Officer will meet with the parties involved to assist in trying to resolve the problem. Residents and employers (contractors or subcontractors) should document problems whenever they occur and record any and all efforts to correct them. The written documentation of the problem should be submitted to the Section 3 Officer.

In order to qualify for employment with contractors, residents must be certified as Section 3 covered residents, and be at least eighteen years of age.

Through the efforts of our aforementioned program partners, Section 3 residents not interested in construction employment opportunities will be assessed for other skills, (clerical, administrative, etc.) and will have the opportunity to receive help with interviewing techniques, mock interviews, resume preparation, application assistance, employment lead, and how to dress for success when conducting a job search.

Residents interested in pursuing General Equivalency Diploma (GED) and continued training education will be referred to the appropriate agency, by the Section 3 Compliance Officer.

Contractor's Requirements in Employing Section 3 Participants

Under the City of Hermitage CDBG Section 3 Program, contractors and subcontractors are required to:

- Provide employment opportunities to Section 3 residents.
- Document efforts that will be utilized to seek Section 3 participants.
- After the award of contracts, the contractor must, prior to beginning work, inform Section 3 participants of the following:
 - The location and scope of the work
 - Names of the Section 3 business concerns to be utilized,
 - Estimates of the number of employees to be utilized for contract,
 - Projected number of available positions, to include job descriptions and wage rates (construction wages consistent with Davis Bacon)
- Notify the Section 3 Compliance Officer of their interests regarding employment of Section 3 participants prior to hiring. The Section 3 Compliance Officer will ensure tha the participant is Section 3 eligible, by assessing the Section 3 database to \ensure job readiness. Additionally, the legal department will be contacted to ensure that the individuals are not involved in any legal proceedings against/ with the City.
- Submit a list of core employees (including administrative, clerical, planning and other positions pertinent to the construction trades) at the time of contract award.
- Document the performance of Section 3 participants (positive and negative) regarding punctuality, attendance, etc., and provide this information to the Section 3 Compliance Officer.
- Immediately notify the Section 3 Compliance Officer of any problems experienced due to the employment of Section 3 participants.
- Immediately notify the Section 3 Compliance Officer if a participant quits, walks off, or is terminated for any reason. The contractor must provide written documentation of all such incidents to support such decisions to the Section 3 Compliance Officer to determine if an investigation is warranted.

**ADOPTED BY THE BOARD OF COMMISSIONERS OF THE CITY OF HERMITAGE,
MERCER COUNTY, PENNSYLVANIA, THIS 23rd DAY OF SEPTEMBER 2020.**

ATTEST:

CITY OF HERMITAGE
BOARD OF COMMISSIONERS

Gary P. Hinkson
City Secretary

William J. Moder, III
President



FAIR HOUSING RESOLUTION

Resolution No. 15-2020

LET IT BE KNOWN TO ALL PERSONS of the CITY OF HERMITAGE that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, sex, national origin, religion, familial status(families with children), or handicap (disability) is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Act) and the Pennsylvania Human Relations Act adds the additional protected classes of age and ancestry. It is the policy of the CITY OF HERMITAGE to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, sex, national origin, religion, familial status, handicap (disability), age and ancestry. Therefore, CITY OF HERMITAGE does hereby pass the following resolution.

BE IT RESOLVED, that within available resources the CITY OF HERMITAGE will assist all persons who feel they have been discriminated against because of race, color, sex, national origin, religion, familial status, handicap (disability), age and ancestry to seek equity under federal and state laws by filing a complaint with the local Fair Housing Officer, Pennsylvania Human Relations Commission and the U.S. Department of Housing and Urban Development, whichever is chosen by the person filing the complaint.

BE IT FURTHER RESOLVED that the CITY OF HERMITAGE shall make publically known this Resolution and through this publicity shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Act, the Pennsylvania Human Relations Act, and any local laws or ordinances.

FURTHER ACTION will at a minimum include, but not to be limited to:

- (1) Publicizing the name and contact information of the local Fair Housing Officer, which will include the process to file a complaint if a person feels they have been discriminated against in housing in any manner and other applicable fair housing information through local media and community contracts; and
- (2) Conduct at least one fair housing activity annually to better inform the public of their rights under the Fair Housing Law and Pennsylvania Human Relations Act; and
- (3) Use the fair housing logo on all materials dealing with housing programs such as but not limited to:
 - a. Public advertisements for vacancy or discussing the program
 - b. Applications for assistance
 - c. Contracts
 - d. Municipal letters dealing with the federal programs

If you're a person with a disability and require a reasonable accommodation to be able to access any notification, please contact the business offices of the City of Hermitage, 800 N Hermitage Rd, Hermitage, PA 16148, (724) 981-0800, jcoxe@hermitage.net, www.hermitage.net.

If you're Limited English Proficient and require a document translation of any notification, please contact the business offices of the City of Hermitage, 800 N Hermitage Rd, Hermitage, PA 16148, (724) 981-0800, jcoxe@hermitage.net, www.hermitage.net.

Approved at the regularly scheduled meeting of the CITY OF HERMITAGE BOARD OF COMMISSIONERS held September 23rd, 2020.

Signature:

September 23, 2020

President, City of Hermitage Board of Commissioners

Date

(SEAL)

**CITY OF HERMITAGE
MERCER COUNTY, PENNSYLVANIA**

RESOLUTION 16 - 2020

Be it RESOLVED, that the CITY OF HERMITAGE, MERCER COUNTY, PA hereby request a Multimodal Transportation Fund grant of \$1,230,000 from the Commonwealth Financing Authority to be used for THE HERMITAGE TOWN CENTER PROJECT.

Be it FURTHER RESOLVED, that the Applicant does hereby designate WILLIAM J. MODER, III, PRESIDENT, CITY OF HERMITAGE BOARD OF COMMISSIONERS and GARY P. HINKSON, CITY MANAGER as the official(s) to execute all documents and agreements between THE CITY OF HERMITAGE and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, GARY P. HINKSON duly qualified Secretary of the CITY OF HERMITAGE, MERCER COUNTY, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the CITY OF HERMITAGE BOARD OF COMMISSIONERS at a regular meeting held SEPTEMBER 23, 2020 and said Resolution has been recorded in the Minutes of the CITY OF HERMITAGE and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the CITY OF HERMITAGE this 23RD day of SEPTEMBER, 2020.

ATTEST:

**CITY OF HERMITAGE
BOARD OF COMMISSIONERS**

Gary Hinkson, Secretary

By: _____
William J. Moder, President

CITY OF HERMITAGE
MERCER COUNTY, PENNSYLVANIA

ORDINANCE NO. ____ - 2020

**AN ORDINANCE OF THE CITY OF HERMITAGE, MERCER COUNTY,
PENNSYLVANIA, ESTABLISHING A 25 MILE PER HOUR SPEED LIMIT
ZONE ON ELLIS AVENUE AND MEADOWBROOK ROAD.**

WHEREAS, the Hermitage Police Department, after completing a speed study, has determined and recommended that a posted speed limit zone restricting the speed of motor vehicles to a maximum of twenty-five (25) miles per hour on Ellis Avenue and Meadowbrook Road is in the best interest of the health and safety of area residents and the general public.

NOW THEREFORE, BE IT ORDAINED AND ENACTED BY THE BOARD OF COMMISSIONERS OF THE CITY OF HERMITAGE, MERCER COUNTY, PENNSYLVANIA, AND HERMITAGE HEREBY ORDAINS AND ENACTS THROUGH THE AUTHORITY OF THE SAME AS FOLLOWS:

SECTION 1. Chapter 15, Part 2, Section 201, subsection 1 of the Hermitage Code of Ordinances, enacted September 23, 1998, is hereby amended by adding the following street name, location description and maximum speed limit.

<u>Street</u>	<u>Location</u>	<u>Maximum Speed Limit</u>
<u>Ellis Avenue</u>	<u>Entire Length</u>	<u>25 MPH</u>
<u>Meadowbrook Road</u>	<u>Entire Length</u>	<u>25 MPH</u>

SECTION 2. This ordinance will become effective at the expiration of seven (7) days after formal enactment.

HERMITAGE ORDAINS AND ENACTS AND IT IS HEREBY ORDAINED AND ENACTED FINALLY INTO LAW BY THE BOARD OF COMMISSIONERS OF THE CITY OF HERMITAGE, THIS ____ DAY OF _____, 2020.

ATTEST:

CITY OF HERMITAGE
BOARD OF COMMISSIONERS

Gary Hinkson, City Secretary

William J. Moder III, President



HERMITAGE POLICE DEPARTMENT

800 NORTH HERMITAGE ROAD, HERMITAGE, PENNSYLVANIA 16148
PH. 724-983-6780 * FAX 724-983-6786 * DISPATCH 724-662-6110

CHIEF
PAUL ERIC JEWELL

DEPUTY CHIEF-OPERATIONS
ADAM PICCIRILLO
724-983-6780

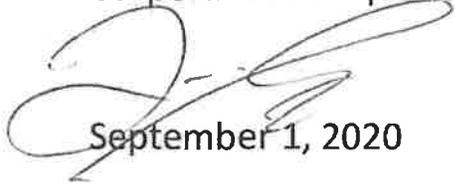
DEPUTY CHIEF-INVESTIGATION
JOEL RISTVEY
724-983-6782 EXTENSION 3

Ellis Ave Speed Study September 1, 2020

- ❖ Ellis Ave, in the City of Hermitage is a local two-lane asphalt roadway that has no centerlines or fog lines. There currently is no posted speed limit for Ellis Ave. Ellis Ave does have residences on both sides of the roadway and the roadway is rough due to recent utility work that resulted in digging up the roadway partially. I would classify this roadway as having extremely low traffic usage and the total length of the roadway is four tenth of a mile.
- ❖ Section 17 (iii) in the Appendix of PennDot Publication 212 outlines the steps to collect safe running-speed data. This allows me, as a police officer to collect said data.
 - The steps to collect the safe running-speed data are as follows:
 - Define the starting and stopping points of the study area.
 - Drive the defined length of the roadway at a reasonable and prudent speed, taking into account the roadway geometry, sight distance limitations, and intersections or driveways.
 - Record the speed of the vehicle at consistent data points along the roadway.
 - Repeat the data collection in each direction at a minimum of five times.

- Calculate the safe running speed by taking the average of all the recorded speeds for each direction.
- ❖ PennDot Publication 212.108(b) states that speed limits should be established within 5 miles per hour of the safe running speed determined by the data collection. The speed limit may be reduced up to 10 miles per hour below the safe running speed if one or more of the following three conditions are satisfied:
 - A major portion of the highway has insufficient stopping sight distance in traveling at the 85th percentile speed of the safe running speed.
 - The available corner sight distance on side roads is less than the necessary stopping sight distance values through vehicles.
 - The majority of crashes are related to excessive speed, and the crash rate during a minimum 12-month period is greater than the applicable rate in the most recent high-crash rate or high-crash severity rate table included in the appendix of Official Traffic Control Devices (212). Crashes related to excessive speed include those crashes with causation factors of driving too fast for conditions, turning without clearance, or failing to yield the right of way.
 - None of these conditions are met on Ellis Ave.
- ❖ There has been 0 accidents on Ellis Ave in the past five years.
- ❖ This officer collected speeds at approximately 50 yard intervals (due to short length of roadway) Ellis Ave on a total of ten runs (five in each direction of travel).
- ❖ The average speed was 20 miles per hour.
- ❖ Following the guidelines outlined in Publication of 212, the speed limit may be posted at 15 or 25 miles per hour.
- ❖ Taking into account sight distance, crash history, it being a residential roadway, I would suggest the roadway be posted at 25 miles per hour.

Corporal Louis Squatrito

A handwritten signature in black ink, appearing to read 'L. Squatrito', written over the printed name and date.

September 1, 2020



HERMITAGE POLICE DEPARTMENT

800 NORTH HERMITAGE ROAD, HERMITAGE, PENNSYLVANIA 16148
PH. 724-983-6780 * FAX 724-983-6786 * DISPATCH 724-662-6110

CHIEF
PAUL ERIC JEWELL

DEPUTY CHIEF-OPERATIONS
ADAM PICCIRILLO
724-983-6780

DEPUTY CHIEF-INVESTIGATION
JOEL RISTVEY
724-983-6782 EXTENSION 3

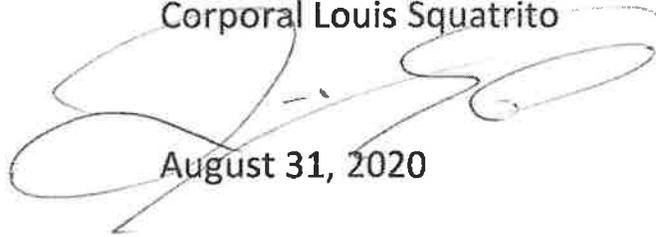
Meadowbrook Road Speed Study August 31, 2020

- ❖ Meadowbrook Road, in the City of Hermitage is a local two-lane asphalt roadway that has no centerlines or fog lines. There currently is no posted speed limit for Meadowbrook Road. Meadowbrook Road does have residences on both sides of the roadway and the roadway is rough due to recent utility work that resulted in digging up the roadway partially. I would classify this roadway as having extremely low traffic usage and the total length of the roadway is four tenth of a mile.
- ❖ Section 17 (iii) in the Appendix of PennDot Publication 212 outlines the steps to collect safe running-speed data. This allows me, as a police officer to collect said data.
 - The steps to collect the safe running-speed data are as follows:
 - Define the starting and stopping points of the study area.
 - Drive the defined length of the roadway at a reasonable and prudent speed, taking into account the roadway geometry, sight distance limitations, and intersections or driveways.
 - Record the speed of the vehicle at consistent data points along the roadway.

- Repeat the data collection in each direction at a minimum of five times.
 - Calculate the safe running speed by taking the average of all the recorded speeds for each direction.
- ❖ PennDot Publication 212.108(b) states that speed limits should be established within 5 miles per hour of the safe running speed determined by the data collection. The speed limit may be reduced up to 10 miles per hour below the safe running speed if one or more of the following three conditions are satisfied:
- A major portion of the highway has insufficient stopping sight distance in traveling at the 85th percentile speed of the safe running speed.
 - The available corner sight distance on side roads is less than the necessary stopping sight distance values through vehicles.
 - The majority of crashes are related to excessive speed, and the crash rate during a minimum 12-month period is greater than the applicable rate in the most recent high-crash rate or high-crash severity rate table included in the appendix of Official Traffic Control Devices (212). Crashes related to excessive speed include those crashes with causation factors of driving too fast for conditions, turning without clearance, or failing to yield the right of way.
 - None of these conditions are met on Meadowbrook Road.
- ❖ There has been 0 accidents on Meadowbrook Road in the past five years.
- ❖ This officer collected speeds at approximately 50 yard intervals (due to short length of roadway) on Meadowbrook Road on a total of ten runs (five in each direction of travel).
- ❖ The average speed was 20 miles per hour.

- ❖ Following the guidelines outlined in Publication of 212, the speed limit may be posted at 15 or 25 miles per hour.
- ❖ Taking into account sight distance, crash history, it being a residential roadway, I would suggest the roadway be posted at 25 miles per hour.

Corporal Louis Squatrito

A handwritten signature in black ink, appearing to read 'Louis Squatrito', is written over the typed name and date. The signature is fluid and cursive, with a large loop at the beginning and end.

August 31, 2020

ITEMS FOR DISCUSSION

9-1	Minutes	8/20/2020	Work Session
-----	---------	-----------	--------------

9-2	Minutes	8/26/2020	Work Session
-----	---------	-----------	--------------

MINUTES
CITY OF HERMITAGE – BOARD OF COMMISSIONERS
WORK SESSION MEETING
August 20, 2020

President Bill Moder called the meeting to order at 6:00 p.m. in the Commissioners' Meeting Room in the Hermitage Municipal Building located at 800 North Hermitage Road Hermitage, PA.

Members in attendance were: William J. Moder, III, President
Duane J. Piccirilli, Vice-President
Louis E. Squatrito, Jr., Member
William G. McConnell, Jr., Member
Michael T. Muha, Member

Brett W. Stedman, Solicitor

Staff members in attendance were: Gary Hinkson Gary Gulla
Eric Jewell Amy Gargiulo

There were two (2) members of the public in attendance.

PUBLIC COMMENTS

Mr. Moder opened the public comments.

James Reagle, 1280 North Darby Road, stated that he saw information regarding a grant for a project on South Darby Road and asked if residents would be receiving financial assistance with the sanitary sewer project. It was explained that a grant was obtained for the South Darby Stormwater Project, which is planned for South Darby Road between Virginia Road and Miller Road. The Municipal Authority project, planned for South Darby Road from East State Street south to an area around the Hermitage Athletic Complex, is a different project. Residents who qualify for that project could receive funds through the CDBG program. There are currently nineteen families who have applied to that program.

There being no further comments, Mr. Moder closed the public comments.

AGENDA REVIEW

The Hermitage Town Center Pedestrian Project is for the asphalt trail that runs north from the mall to an area past the Hermitage Municipal Building. This project will be funded through a grant from the Commonwealth Finance Authority.

An ordinance is on the August agenda regarding the posting of 25 MPH speed limits on Anderwood, Briarwood, Tanglewood, Deerfield, Northwoods and Lakeview Drive. Currently the City does not have speed limits established on those streets. The police department conducted a study and recommended a 25 mph speed limit. Mr. Squatrito asked what the criteria is for the speed limit and where signs would be posted. Mr. Hinkson replied that there are spacing requirements and signs are installed where the spacing falls. They do try to place them on lot lines, but there are intervals of where they are required to go in. The police department completes a study for each street and consideration is given to house density and geography as far as what the posted speed limit should be. Police Chief Jewell added that signs are posted where the speed changes and then every ½ mile.

Mr. McConnell commented that it seems the Commissioners are approving speed limits on streets quite often and asked if a number of streets could be done all at once. Mr. Hinkson replied that most City streets already have established speed limits, but some come to light every so often. A project could be done to see where we are missing posted limits in areas and the approve them all at once.

ANY OTHER BUSINESS

Due to concerns that had been voiced regarding small box discount stores in the City, Attorney Stedman completed some research and prepared a draft ordinance for discussion purposes. Mr. Hinkson indicated that he forwarded the information to the Commissioners and asked if they wish to proceed.

Mr. McConnell questioned why there is objection to the dollar stores and believes the policy aspect for why we don't want them around is important. He's looked in to how these stores are being used and is concerned that they need to be careful. He believes the market should drive them as far as supply and demand. He said that a lot of the public policy being used by Cleveland and cities in Texas is that these stores inhibit full service grocery stores from going in to these cities and questioned if the rationale for limiting the further proliferation of these stores is on the basis that they are harmful to full service grocery stores. He hasn't been presented with any evidence that that is the case in Hermitage. He believes D'Onofrio's has been operating successfully right across the street from a dollar store.

Mr. Squatrito stated that his view is if they are going to put one in "every two miles" he is all for the ordinance. He doesn't see the need for so many. Residents he has spoken with would rather have a better variety of restaurants. They don't want more of the same thing.

Mr. Muha indicated that he is in favor of the ordinance. We have a third (Dollar General) getting ready to open and a fourth recently approached the Zoning Hearing Board. He doesn't know how that would not affect full service grocery stores.

Mr. Stedman stated that the Planning Department identified that there are four such stores in the City at this time. All an ordinance can do is regulate future conduct. It would only be to regulate any future stores that would come into the City.

It was decided that the Commissioners would review the issue again at the August Regular Meeting.

Mr. Hinkson noted that he sent the Commissioners an updated report on the traffic calming program and gave them some options to consider. Options include the following: 1.) They can do nothing at this time; 2.) they could adopt a traffic calming program that would apply citywide; and 3.) they could delay adopting the program, but make Ridgewood Drive a pilot test area for speed humps. With Option #3, the City could install the speed humps and take a 12-month period to see how they perform with winter maintenance, observe the impact on speeding, etc. After a year the Board could then decide if they wanted to move forward with a city-wide program.

Mr. Hinkson believes a study on the crest, which the engineers call a "vertical curve", is needed on Ridgewood Drive. He has asked the City's consulting engineers to complete a study to see if it is feasible to reduce the crest. Surveying work is scheduled to be completed by the end of August with an engineering report prepared by mid-September. If it is reasonable, there would be impacts to the geography and stormwater system, transitions in to driveways, etc. and they would have to rebuild that part of road. The engineers need to determine locations where speed humps would be best suited and prepare a cost estimate. A ballpark figure given for one hump would be around \$4,000.

Mr. McConnell thought they should have the full engineering report so the Board can make an informed decision. He believes the crest creates a sightline issue. Even if cars are going the speed limit, a driver could not a child if they ran out on the road.

It was decided that the City could have a pilot project on Ridgewood Drive as part of the study before a city-wide policy is instituted. There are also some negatives with speed humps: signs in yards, pavement markings, etc. however, the pilot project can provide plenty of feedback. The speed humps are not like what is installed at Buhl Park. They are twelve feet long and gradually rise about three inches. Once the engineering study is completed, the City should notify everyone on Ridgewood Drive and in Hunter's Woods about what will happen next. If (the cost) to reduce the vertical curve is six figures we are going to have to determine how to pay for it.

Mr. Muha said that since an article was in the newspaper about the traffic calming issue he has had a number of people ask about their roads (King Drive and Highland Road) and if there is anything he could tell them. Mr. Hinkson replied that one of the criteria is traffic calming measures would have to be installed on a City street with a 25 mph speed limit or less that is in a densely residential area. Highland Road is not a City street.

ANY OTHER BUSINESS

Mr. McConnell asked how the State is coming along with grant money for our restaurants and businesses. Mr. Gulla replied that Jeremy Coxe is in contact with them every week. He received a 71-page federal registered notice that needs to be followed. They will get it done, but it is a long process. The CARES money has not been distributed. Hermitage is one of the few state entitlement cities that applied for money and did so in June.

Jim Reagle, 1280 North Darby Road, commented that with regard to speed bumps or curves, it is enforcement that slows people down. Once you start writing tickets, word gets out and that slows people down. He was told that with residential streets enforcement is difficult. The police are not permitted to use radar which would display their actual speed. This makes it almost impossible for them to issue citations.

Mr. Reagle also commented that the Commissioners should be cautious about stores like Dollar General. He believes the last thing they would want is for business to not be welcome in Hermitage. As a group, the City can't have an anti-business attitude. If they start trying to restrict business, it sets a bad precedence.

ITEMS FOR DISCUSSION

There were no other items for discussion.

Mr. Piccirilli moved to adjourn the meeting. Second by Mr. Squatrito. The meeting adjourned at 7:07 p.m.

Respectfully submitted,

Gary P. Hinkson
September 3, 2020

MINUTES
CITY OF HERMITAGE – BOARD OF COMMISSIONERS
WORK SESSION MEETING
August 26, 2020

President Bill Moder called the meeting to order at 6:00 p.m. in the Commissioners' Meeting Room in the Hermitage Municipal Building located at 800 North Hermitage Road, Hermitage, PA.

Members in attendance were: William J. Moder, III, President
Duane J. Piccirilli, Vice-President
Louis E. Squatrito, Jr., Member
William G. McConnell, Jr., Member
Michael T. Muha, Member

Brett W. Stedman, Solicitor

Staff members in attendance were: Gary Hinkson Gary Gulla
Amy Gargiulo

There were three (3) members of the public in attendance.

PUBLIC COMMENTS

Mr. Moder opened the public comments. There being no comments, Mr. Moder closed the public comments.

DISCUSSION OF SMALL BOX DISCOUNT STORES

Attorney Stedman had prepared material regarding the small box discount stores which was forwarded to the Commissioners prior to the meeting. No interest was expressed in moving forward with the issue for the September 2020 work session.

ITEMS FOR DISCUSSION

Mr. McConnell asked for clarification regarding which trails would be resurfaced as part of the Hermitage Town Center Pedestrian Improvements Project. Mr. Hinkson replied the staff is recommending that the contract be awarded for the base bid and Alternates 1 & 2. The base bid is for the section of trail along Route 18, Alternate 1 includes a section of trail from McConnell Road to behind the tennis courts and Alternate No. 2 includes the trail from McConnell Road near the baseball fields to the playground behind the Children's Center. They believe they will be able to resurface all trails for \$171,580.

ITEMS FOR DISCUSSION

Mr. Piccirilli asked what kind of zoning the "games of chance" businesses are permitted in. Mr. Hinkson replied that there are six in the City and they are in legitimate zoning districts. They are

permitted as long as they meet all the zoning and building requirements. The Chief of Police and District Attorney have also said that they are legal.

Mr. Muha motioned to adjourn the work session. Second by Mr. Piccirilli. The meeting adjourned at 6:08 p.m.

Respectfully submitted,

Gary P. Hinkson
August 27, 2020