

REGULAR MEETING AGENDA

February 26, 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 January 22, 2020 Regular Meeting and the February 11, 2020 Special 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 Plans:**

- Final Lots 1 & 2 Susan Marie Boren Subdivision (Twitmeyer Avenue)
- Final Lots 1A & 1B Daniel Jr. & Heather Casey Subdivision (Frogtown Road)

7) **COMMUNITY DEVELOPMENT**

8) **PUBLIC IMPROVEMENTS**

9) **PUBLIC SAFETY**

- a. **Consideration of a motion to authorize the sale of the Police Department CPI/Live-scan equipment.**

10) **MISCELLANEOUS**

- a. **Consideration of a motion to award contracts for various materials and supplies under the Mercer County Regional Council of Governments Joint Purchasing Program.**
- b. **RESOLUTION NO. 4-2020 supporting the application of the Borough of Wheatland for a grant through the Pennsylvania Strategic Management Planning Program.**
- c. **RESOLUTION NO. 5-2020 authorizing the disposing of certain municipal records.**
- d. **Consideration of a motion to appoint members to the Civil Service Commission, the Community Library of the Shenango Valley Board and the Hermitage Parks and Recreation Board.**

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
JANUARY 22, 2020**

President William J. Moder called the meeting to order at 6:01 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 Marcia Hirschmann Eric Jewell
Gary Gulla Sherry Iversen John Flynn
Jeremy Coxe Don Cannon Neil Hosick
Wayne Covert Brian Mertz Don Kizak
Ed Chess Amy Gargiulo

There were sixteen (16) members of the public in attendance.

MINUTES

Mr. Squatrito made a motion to approve the minutes for the December 18, 2019 Regular Meeting and the January 6, 2020 Reorganization Special 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. Muha made a motion to approve the Treasurer's Report. Second by Mr. Piccirilli. 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. Piccirilli made a motion to accept the additions and exonerations to taxes. Second by Mr. Squatrito. Vote as follows: Mr. Piccirilli, yes; Mr. Moder, yes; Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes. Motion carried.
- c. **Consideration of a motion to authorize a temporary interfund transfer in the amount of \$350,000 from the General Fund to the Sewer Fund.** Mr. Moder made a motion to authorize the temporary transfer of \$350,000 from the General Fund to the Sewer Fund, which will be paid back by the end of the first quarter. Second by Mr. Piccirilli. Mr. McConnell asked if this is something done annually. Mr. Hinkson replied that it is done often. Vote as follows: Mr. Piccirilli, yes; Mr. Moder, yes; Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes. Motion carried.

PLANNING AND ZONING

a. **Consideration of Subdivisions:**

Jared A. Pepe & Danielle Cerroni-Pepe Subdivision – Lots 1 & 2 (North Buhl Farm Drive). Mr. Piccirilli read the summary and made a motion to approve the plan with four conditions. Second by Mr. Squatrito. Vote as follows: Mr. Moder, yes; Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes; Mr. Piccirilli, yes. Motion carried.

b. **Consideration of Land Development Plans:**

Dollar General – Hermitage Major Land Development Plan (North Buhl Farm Drive). Mr. Squatrito read the summary and motioned to approve the plan with six conditions. Second by Mr. McConnell. Mr. Piccirilli asked for an update on the status of the stormwater management issues. Ian Garfoli, CT Consultants replied that the developer resubmitted their plan for review. The majority of issues mentioned at the December meeting have been resolved. There were a few very minor items that Mr. Garfoli felt would be easily resolved. Vote was as follows: Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes; Mr. Piccirilli, yes; Mr. Moder, yes. Motion carried.

Whole Life Services Parking Lot Expansion Minor Land Development Plan (1565 East State Street). Mr. McConnell read the summary and motioned to approve the plan with three conditions. Second by Mr. Piccirilli. Vote as follows: Mr. McConnell, yes; Mr. Muha, yes; Mr. Piccirilli, yes; Mr. Moder, yes; Mr. Squatrito, yes. Motion carried.

COMMUNITY DEVELOPMENT

- a. **RESOLUTION NO. 3-2020** authorizing the filing of a Commonwealth of Pennsylvania Redevelopment Assistance Capital Program Application for the Hermitage Town Center Project. Mr. Muha read the summary and motioned to submit a grant application for \$2,500,000 to be used for site improvements, stormwater management and the development of open space in a project consistent with the vision of the Hermitage Comprehensive Plan. Second by Mr. Moder. Mr. McConnell noted that he would continue to recuse himself from all matters concerning the town center property due to a conflict of interest. Vote as follows: Mr. Muha, yes; Mr. Piccirilli, yes; Mr. Moder, yes; Mr. Squatrito, yes; Mr. McConnell, recused. Motion carried.

COMMUNITY DEVELOPMENT

- a. **RESOLUTION NO. 20-2019** authorizing submission of a grant application to the PA Department of Community & Economic Development Commonwealth Finance Authority PA Small Water & Sewer Program for the South Darby Road Storm Sewer Improvements Project. Mr. Squatrito read the summary and motioned to submit the application for a grant in the amount of \$170,000 to be used for the stormwater construction component of the South Darby Road Improvement Project. A 15% match is required. Second by Mr. Piccirilli. 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 MPH speed limit zone on Rexford 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 MPH speed limit zone on Rexford Drive. Mr. Moder made a motion to accept Ordinance No. 1-2020 setting the speed limit on Rexford Drive at 25 MPH. Second by Mr. Muha. Vote as follows: Mr. Piccirilli, yes; Mr. Moder, yes; Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes. Motion carried.
- c. **PUBLIC HEARING** of an ordinance establishing a 25 MPH speed limit zone on Trace Street. Mr. Moder read the summary and opened the public hearing. There were no comments from the public. Mr. Moder closed the public hearing.
- d. **FINAL VOTE** of an ordinance establish a 25 MPH speed limit on Trace Street. Mr. Moder made a motion to accept Ordinance No. 2-2020 setting the speed limit on Trace Street at 25 MPH. Second by Mr. Piccirilli. Vote as follows: Mr. Piccirilli, yes; Mr. Moder, yes; Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes. Motion carried.

MISCELLANEOUS

- a. **Consideration of reappointments to various Authorities, Boards and Commissions.** Mr. Squatrito read the summary and motioned to appoint individuals to the authorities, boards and commissions. Second by Mr. Piccirilli. Vote as follows: Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes; Mr. Piccirilli, yes; Mr. Moder, yes. Motion carried.

PUBLIC DISCUSSION FOR TONIGHT'S AGENDA

Brian Skibo, 991 Nantucket Drive, Hermitage said that he knew Dollar General would pass due to the regulations, etc., but he wanted to express his concern that Dollar General stores are food deserts and that previous studies have shown they contribute to the income inequality in cities. Contrary to what was said at the December Commissioner's Meeting about Dollar General not affecting independent grocers, Mr. Skibo said that the owner of D'Onofrio's told him the Dollar General

located across from their store has impacted their sales. Mr. Skibo stated that in the future he hopes the Commissioners take into consideration that national chains do effect our local businesses.

CLOSING COMMENTS BY BOARD OF COMMISSIONERS

Mr. Piccirilli motioned to adjourn. Second by Mr. Muha. The meeting adjourned at 6:21 p.m.

Respectfully submitted,

Gary P. Hinkson
January 27, 2020

**MINUTES
CITY OF HERMITAGE
BOARD OF COMMISSIONERS
SPECIAL MEETING
February 11, 2020
4:30 p.m.**

President William J. Moder called the meeting to order at 4:30 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 Jeremy Coxe
Cindy Pagliaroli

There was one (1) member of the public in attendance, Ron Martin.

PUBLIC COMMENTS

There were no comments.

CONSIDERATION of a motion to award a construction contract for new traffic signals at Keel Ridge Road and East State Street. Bill Moder introduced a motion that would award the contract for the installation of new traffic signals, controller and related items at the intersection of Keel Ridge Rd. & E. State St. to M & B Services, Clarion, PA in the amount of \$257,820. Mr. Moder made a motion to award the contract with a second from Mr. McConnell. Vote as follows: Mr. Piccirilli, yes; Mr. Moder, yes; Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes. Motion carried.

CONSIDERATION of a motion to approve a loan from the Hermitage Revolving Loan Fund. Duane Piccirilli introduced a motion to authorize a loan in the amount of \$45,000 from the Hermitage Revolving Loan Fund to Smokey Martin's BBQ, LLC for equipment and renovations to an existing building at 3601 E. State St. Mr. Piccirilli made a motion to authorize the loan with a second from Mr. Squatrito. Vote as follows: Mr. Moder, yes; Mr. Squatrito, yes; Mr. McConnell, yes; Mr. Muha, yes; Mr. Piccirilli, yes. Motion carried.

PUBLIC COMMENTS

There was a brief discussion regarding a proposed paving project for Ellis Avenue. Mr. McConnell stated that the bid ad noted a project cost of \$700,000, and asked if it was to be paid from CDBG funds. Mr. Hinkson replied yes. Mr. Gulla explained that the cost included engineering for multiple streets on that block, with paving to be completed over a number of years with funds hoped to be secured from a future DCED grant.

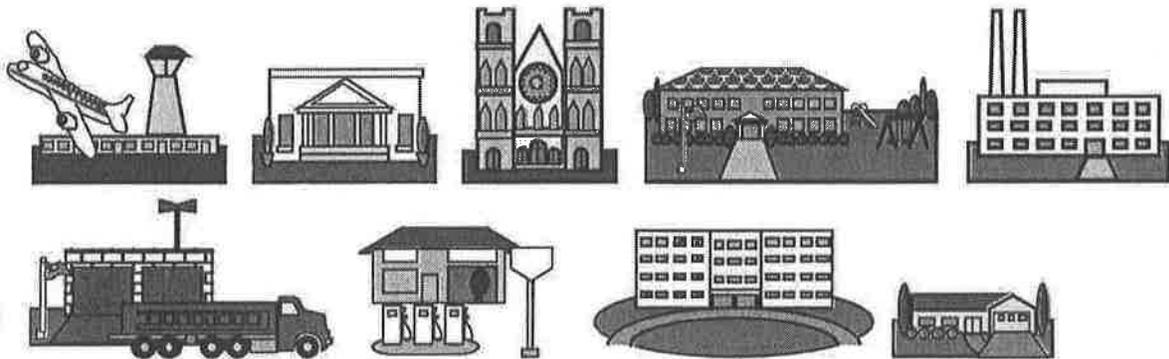
There was also a brief discussion about transient businesses when Mr. McConnell expressed a concern that Chick-fil-A was setting up a food truck in a local business' parking lot this week. The commissioners agreed that it was unfair to established food businesses in the City, who pay taxes, to let this type of franchise food truck set up in Hermitage and draw business away from local businesses. Mr. Hinkson suggested that a review of the definition of, and fees for, a transient business may be necessary.

ADJOURNMENT

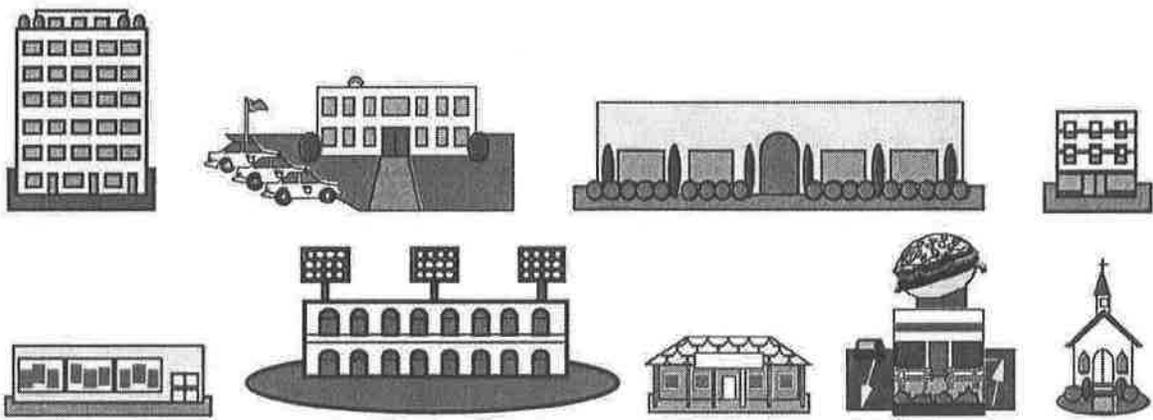
Mr. Moder motioned to adjourn. Second by Mr. Muha. The meeting adjourned at 4:50 p.m.

Respectfully submitted,

Gary P. Hinkson
February 12, 2020



BUILDING DEPARTMENT MONTHLY REPORT



JANUARY 2020

City of Hermitage Residential - Construction Permit Report January 2020

Permit Number	Permit Issue Date	Business/Occupant Name	Project Location	Description of Project	Proposed Use	Zoning District	Project Value	Permit Fee	Census Code
14,408	1/28/2020	Richard & Patty Martell	3530 Panin Road	Single family dwelling	Residential	R-1-100	\$300,000	\$724.50	101
14,413	1/28/2020	John Meszaros	3835 Tuscany Court	Single family dwelling	Residential	R-1-100	\$260,000	\$704.50	101
2	Permits Issued	- New Homes				Project Value	\$560,000	\$1,429.00	Permit Fees
14,390	1/6/2020	John & Karen Styduhar	590 Westinghouse Boulevard	Addition	Residential	R-1-100	\$45,000	\$204.50	434
14,412	1/10/2020	Jeffrey Trimble	269 Maple Drive	Upgrade electric service	Residential		\$0	\$54.50	434
14,414	1/22/2020	Tom & Kim Bridge	1953 Shadyside Drive	Replace all electrical on second floor	Residential		\$0	\$54.50	434
3	Permits Issued	- Additions & Alterations				Project Value	\$45,000	\$313.50	Permit Fees
14,415	1/23/2020	Gabe Delgos	3796 Sample Road	Garage, unattached	Residential	R-1-100	\$21,000	\$50.00	438
1	Permits Issued	- Garages				Project Value	\$21,000	\$50.00	Permit Fees
6	Permits Issued				Residential		\$626,000	\$1,792.50	

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 January 2020

Permit Number	Permit Issue Date	Business/Occupant Name	Project Location	Description of Project	Proposed Use	Zoning District	Project Value	Permit Fee	Census Code
14,381	1/7/2020	Ridgewood at Shenango Valley	1 Elston Way	Access control system enhancement	Commercial		\$10,000	\$120.50	437
14,392	1/14/2020	Gabe's	2229 East State Street	Interior alterations; exterior alterations-new storefront (landlord work prior to new tenant)	Commercial	CC-1	\$388,000	\$7,215.95	437

2	Permits Issued						Project Value	\$7,336.45	Permit Fees
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2	Permits Issued				Commercial		\$398,000	\$7,336.45	
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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

Signs - Construction Permit Report

January 2020

Permit Number	Permit Issue Date	Business/Occupant Name	Project Location	Description of Project	Proposed Use	Zoning District	Project Value	Permit Fee	Census Code	
14,384	1/22/2020	First National Bank	3320 East State Street	Sign - wall	Sign	CC-2	\$1,135	\$120.50	N/A	
14,395	1/22/2020	Sherwin Williams	3177 East State Street	Sign - wall	Sign	CC-1	\$14,700	\$120.50	N/A	
14,400	1/22/2020	WW Studio (Weight Watchers)	3557 East State Street	Sign - wall	Sign	CC-1	\$4,000	\$120.50	N/A	
14,403	1/22/2020	Aqua PA	4575 East State Street	Sign - painted, on water tower	Sign	R-1-100	\$16,890	\$50.00	N/A	
4	Permits Issued						Project Value	\$36,725	\$411.50	Permit Fees
4	Permits Issued				Sign		\$36,725	\$411.50		
12	Total - All Permits Issued - January 2020						\$1,060,725	\$9,540.45		
					Totals -		Project Value	Permit 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						
MARCH						
APRIL						
MAY						
JUNE						
JULY						
AUGUST						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
TOTAL	6	626,000	6	434,725	12	1,060,725

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						
MARCH						
APRIL						
MAY						
JUNE						
JULY						
AUGUST						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
TOTAL	9	1,346,350	12	1,060,725	+3	-285,625

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

Hermitage Fire Department



When we used to get snow...

Report of Operations For January 2020

*Submitted February 12, 2020
John Flynn, Fire Marshal*

Hermitage Volunteer Fire Department

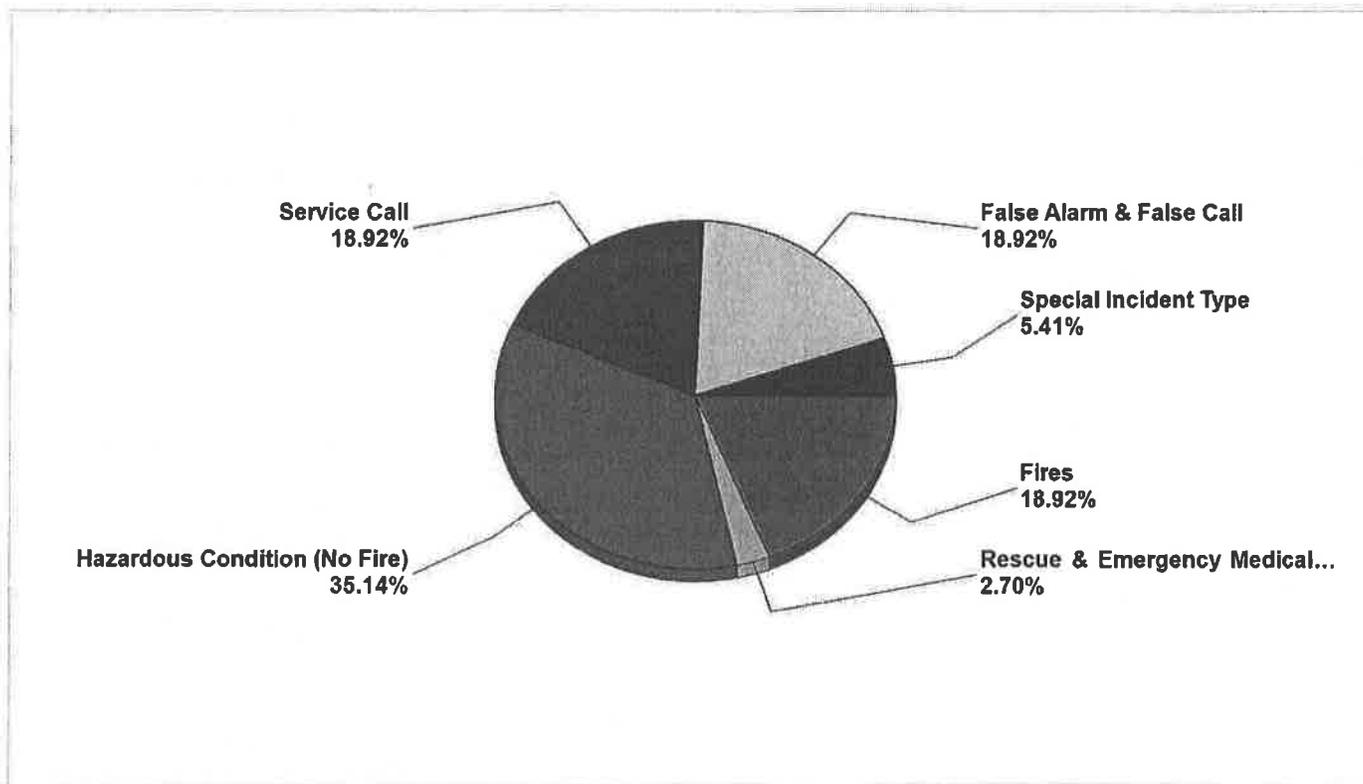
Hermitage, PA

This report was generated on 2/12/2020 9:32:34 AM



Breakdown by Major Incident Types for Date Range

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



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	18.92%
Rescue & Emergency Medical Service	1	2.70%
Hazardous Condition (No Fire)	13	35.14%
Service Call	7	18.92%
False Alarm & False Call	7	18.92%
Special Incident Type	2	5.41%
TOTAL	37	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	3	8.11%
112 - Fires in structure other than in a building	1	2.70%
113 - Cooking fire, confined to container	1	2.70%
118 - Trash or rubbish fire, contained	1	2.70%
131 - Passenger vehicle fire	1	2.70%
311 - Medical assist, assist EMS crew	1	2.70%
412 - Gas leak (natural gas or LPG)	2	5.41%
424 - Carbon monoxide incident	4	10.81%
440 - Electrical wiring/equipment problem, other	3	8.11%
444 - Power line down	3	8.11%
461 - Building or structure weakened or collapsed	1	2.70%
551 - Assist police or other governmental agency	3	8.11%
571 - Cover assignment, standby, moveup	4	10.81%
733 - Smoke detector activation due to malfunction	1	2.70%
735 - Alarm system sounded due to malfunction	2	5.41%
736 - CO detector activation due to malfunction	1	2.70%
740 - Unintentional transmission of alarm, other	2	5.41%
743 - Smoke detector activation, no fire - unintentional	1	2.70%
900 - Special type of incident, other	1	2.70%
911 - Citizen complaint	1	2.70%
TOTAL INCIDENTS:	37	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

Hermitage Volunteer Fire Department

Hermitage, PA

This report was generated on 2/12/2020 9:35:22 AM



Incident Statistics

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

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		1	
FIRE		36	
TOTAL		37	
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		4	
736 - CO detector activation due to malfunction		1	
TOTAL		5	
MUTUAL AID			
Aid Type		Total	
Aid Given		7	
Aid Received		1	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
9		24.32	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1		0:06:02	
AVERAGE FOR ALL CALLS			0:06:02
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1		0:01:56	
AVERAGE FOR ALL CALLS			0:01:56
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Hermitage Volunteer Fire Department		39:33	

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate.

Hermitage Volunteer Fire Department

Hermitage, PA

This report was generated on 2/12/2020 9:36:45 AM



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

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

ANSWERS	# INCIDENTS	% of Total
USER-DEFINED FIELD: How Was Call Received (Required)		
911 Dispatch	33	89%
Cell Phone Call	1	3%
Incident Found By HFD	2	5%
Telephone Call into Station	1	3%

USER-DEFINED FIELD: Type of Alarm (Required)		
alarm	1	3%
Automatic Alarm	4	11%
Automatic Fire Alarm	1	3%
Automatic Mutual Aid Standby	3	8%
Battery Change	1	3%
Carbon Monoxide Detector Activation	1	3%
Carbon Monoxide Incident	4	11%
complaint	2	5%
Disabled Motor Vehicle	1	3%
Lift Assist	1	3%
Low Hanging Wires	1	3%
Motor Vehicle Accident	1	3%
Motor Vehicle Fire	1	3%
Mutual Aid Standby-Structure Fire	2	5%
Police Assist	1	3%
Smell Of Natural Gas Outside	2	5%
Structure Fire	4	11%
Tree Down with Wires	1	3%

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
Tree On A House	1	3%
Unknown Smell Investigation	1	3%
Wire down	1	3%
Wires Down	2	5%

USER-DEFINED FIELD: What District? (Required)		
Farrell	2	5%
Hermitage	29	78%
Lackawannock Twp.	1	3%
Patagonia	1	3%
Sharon	4	11%

USER-DEFINED FIELD: Is this Incident an incentive call? (Required)		
No	9	24%
Yes	28	76%

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 2/12/2020 9:40:25 AM



Average Response Time for Agency for Date Range

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

AGENCY	AVERAGE RESPONSE TIME MM:SS (Dispatch to Arrived)
Hermitage Volunteer Fire Department	7:06

Only REVIEWED incidents included

Hermitage Volunteer Fire Department

Hermitage, PA

This report was generated on 2/12/2020 10:03:09 AM



Response Percentage per Station per Personnel for Incident Types for Personnel

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

Personnel	Calls Attended	% of Calls for Selected Incident Types
Station: Station 1		
Armstrong, Darryl	2	5.4%
Bradac, Gregory R	2	5.4%
Chlpka, Matt	3	8.1%
Chlpka, Samuel M	4	10.8%
Clark, Lawrence Case	26	70.3%
Cowan, Walt	4	10.8%
Daniels Jr, John E	1	2.7%
Daniels, John A	1	2.7%
Erdesky, Steve	9	24.3%
Flynn, John R	32	86.5%
Fox, Bryon	4	10.8%
Fox, Dylan	4	10.8%
Hougelman, David B	1	2.7%
Jenkins, Matthew M	5	13.5%
McKnight, Charles	5	13.5%
Myhra, Jason O	14	37.8%
Pass, Jon P	7	18.9%
Patton, Jackson R	9	24.3%
Prather, Adam	10	27.0%
Reda , James M	22	59.5%
Reda, James C	11	29.7%
Redfoot, Tom	2	5.4%
Rollinson, TJ	4	10.8%
Scheuermann, Keith A	5	13.5%
Szabo, Bob	14	37.8%
Unrue, Michael E	2	5.4%
Vaccaro, Joseph	6	16.2%
Vasconi, David F	9	24.3%
Zalewski, Lou	4	10.8%
Total Incidents for Station Station 1	37	

Total Incidents for all Stations

37

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 2/12/2020 9:44:47 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: 01/01/2020 | End Date: 01/31/2020

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	2	5.4	0	0.0	0	0.0
Boles, Cheyenne	Operations	0	0.0	0	0.0	0	0.0
Bradac, Gregory R	Operations	2	5.4	0	0.0	0	0.0
Bradac, Patrick S.	Administration	0	0.0	0	0.0	2	50.0
Canon, Harry	Operations	0	0.0	0	0.0	1	25.0
Chlpka, Jamie	Operations	0	0.0	0	0.0	2	50.0
Chlpka, Matt	Operations	3	8.1	1	11.1	1	25.0
Chlpka, Samuel M	Operations	4	10.8	2	22.2	1	25.0
Clark, Lawrence Case	Operations	26	70.3	2	22.2	3	75.0
Cowan, Walt	Operations	4	10.8	3	33.3	2	50.0
Daniels Jr, John E	Maintenance	1	2.7	1	11.1	0	0.0
Daniels, John A	Operations	1	2.7	0	0.0	0	0.0
Ehrhart, Rich	Administration	0	0.0	0	0.0	0	0.0
Erdesky, Steve	Operations	9	24.3	6	66.7	0	0.0
Flynn, John R	Operations	32	86.5	4	44.4	3	75.0
Fox, Bryon	Operations	4	10.8	2	22.2	2	50.0
Fox, Dylan	Operations	4	10.8	2	22.2	1	25.0
Grenier, Connor	Operations	0	0.0	0	0.0	0	0.0
Henry, Wade E.	Operations	0	0.0	0	0.0	1	25.0
Hermitage, Police Dept		0	0.0	0	0.0	0	0.0
Hougelman, David B	Operations	1	2.7	1	11.1	1	25.0
Hughes, Darlene	Fire Prevention	0	0.0	0	0.0	0	0.0
Jenkins, Matthew M	Operations	5	13.5	4	44.4	0	0.0
Kanaan, Mahmood	Operations	0	0.0	0	0.0	0	0.0
Koosh, Kathy	Administration	0	0.0	0	0.0	1	25.0
Kress, Michael A	Operations	0	0.0	5	55.6	0	0.0
McKinney, Ward	Operations	0	0.0	0	0.0	1	25.0
McKnight, Charles	Operations	5	13.5	3	33.3	1	25.0
Miller, Joseph P	Operations	0	0.0	0	0.0	0	0.0
Moore, Marcia	Administration	0	0.0	0	0.0	1	25.0
Myhra, Jason O	Operations	14	37.8	4	44.4	0	0.0
Pass, Jon P	Operations	7	18.9	6	66.7	2	50.0
Patton, Deborah A.	Administration	0	0.0	0	0.0	1	25.0
Patton, Jackson R	Operations	9	24.3	2	22.2	0	0.0
Prather, Adam	Operations	10	27.0	3	33.3	1	25.0
Prather, Aurelia Cheney	Operations	0	0.0	3	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
Reda , James M	Operations	22	59.5	8	88.9	2	50.0
Reda, James C	Operations	11	29.7	7	77.8	1	25.0
Redfoot, Tom	Operations	2	5.4	2	22.2	2	50.0
Richardson, Tracie A	Operations	0	0.0	0	0.0	0	0.0
Risavi, Brian L	Operations	0	0.0	0	0.0	0	0.0
Rodemoyer, Brian	Operations	0	0.0	0	0.0	2	50.0
Rollinson, TC	Operations	0	0.0	0	0.0	0	0.0
Rollinson, TJ	Operations	4	10.8	2	22.2	2	50.0
Scheuermann, Keith A	Operations	5	13.5	4	44.4	2	50.0
Szabo, Bob	Operations	14	37.8	4	44.4	1	25.0
Tamber, James M	Administration	0	0.0	0	0.0	0	0.0
Torrence, David	Administration	0	0.0	0	0.0	0	0.0
Unrue, Michael E	Operations	2	5.4	2	22.2	0	0.0
Vaccaro, Joseph	Operations	6	16.2	4	44.4	2	50.0
Vasconi, David F	Operations	9	24.3	4	44.4	1	25.0
Zalewski, Lou	Operations	4	10.8	3	33.3	1	25.0
Zelgler, Charlie	Administration	0	0.0	1	11.1	2	50.0

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 2/12/2020 9:46:38 AM



Events per Category for Date Range (Landscape)

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

CATEGORY	DATE	EVENT TYPE	EVENT	LOCATION	HOURS	NARRATIVE
Administration						
	01/02/2020	Monthly Valley Siren Test	Monthly Siren Test	City of Hermitage	0.25	Monthly Weather Sire Test. Linden Point siren did not activate. Joy cone siren activated (rotated) but did not sound. Garage siren had a hard time starting (2nd and 3rd time no problems). Clark, Farrell and Wheatland activated.
	01/20/2020	Relief Meeting	Quarterly Relief Meeting	Hermitage Fire Station #1	1	Regular quarterly meeting. Voted on new officers and the 2020 budget.

Includes Locked / Authorized Events.

Hermitage Volunteer Fire Department

Hermitage, PA

This report was generated on 2/12/2020 9:49:24 AM



Daily Log Items per Activity Code for Date Range with Personnel

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

Insp - Inspection

START DATE	END DATE	DURATION (hh:mm)	STATION	APPARATUS	PERSONNEL	NOTES
01/06/2020 09:53:00	01/06/2020 10:02:00	0:09	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for 2540 Spangler Rd by Lawrence Case Clark.
01/10/2020 12:21:00	01/10/2020 12:22:00	0:01	ST1 - Station 1		Reda , James M	An inspection was completed for ROYAL MOTEL by James M Reda .
01/14/2020 12:43:00	01/14/2020 12:43:00	0:00	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES NORTH 2731-2743 by Lawrence Case Clark.
01/14/2020 12:45:00	01/14/2020 12:47:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES NORTH 2715-2727 by Lawrence Case Clark.
01/14/2020 12:53:00	01/14/2020 12:55:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES NORTH 2747-2775 by Lawrence Case Clark.
01/14/2020 12:56:00	01/14/2020 13:00:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES NORTH 2747-2775 by Lawrence Case Clark.
01/14/2020 13:02:00	01/14/2020 13:04:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES NORTH 2747-2775 by Lawrence Case Clark.
01/14/2020 13:06:00	01/14/2020 13:14:00	0:08	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES NORTH 2747-2775 by Lawrence Case Clark.
01/14/2020 13:16:00	01/14/2020 13:18:00	0:02	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES NORTH 2747-2775 by Lawrence Case Clark.
01/14/2020 13:20:00	01/14/2020 13:30:00	0:10	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES NORTH 2779-2791 by Lawrence Case Clark.
01/14/2020 13:35:00	01/14/2020 13:43:00	0:08	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES NORTH 2779-2791 by Lawrence Case Clark.
01/14/2020 13:46:00	01/14/2020 13:51:00	0:05	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES NORTH 2795-2807 by Lawrence Case Clark.
01/14/2020 14:04:00	01/14/2020 14:10:00	0:06	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES NORTH 2795-2807 by Lawrence Case Clark.
01/15/2020 14:10:00	01/15/2020 14:11:00	0:01	ST1 - Station 1	9302	Reda , James M	An inspection was completed for DELAHUNTY MIDDLE SCHOOL by James M Reda .
01/15/2020 14:16:00	01/15/2020 14:34:00	0:18	ST1 - Station 1	9302	Reda , James M	An inspection was completed for HICKORY HIGH SCHOOL by James M Reda .
01/15/2020 15:30:00	01/15/2020 15:31:00	0:01	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES NORTH 2779-2791 by Lawrence Case Clark.
01/15/2020 15:32:00	01/15/2020 15:36:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES NORTH 2747-2775 by Lawrence Case Clark.
01/16/2020 12:55:00	01/16/2020 14:08:00	1:13	ST1 - Station 1	9302	Clark, Lawrence Case Reda , James M	An inspection was completed for COMMUNITY COUNSELING CENTER by James M Reda .
01/21/2020 09:10:00	01/21/2020 10:27:00	1:17	ST1 - Station 1	9302	Clark, Lawrence Case Reda , James M	An inspection was completed for NUGENTS CONVALESCENT HOME by James M Reda .

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

01/21/2020 13:37:00	01/21/2020 15:08:00	1:31	ST1 - Station 1	9302	Clark, Lawrence Case Reda , James M	An inspection was completed for ST. JOHN XXIII HOME by James M Reda .
01/22/2020 09:05:00	01/22/2020 10:30:00	1:25	ST1 - Station 1	9302	Bradac, Gregory R Reda , James M	An Inspection was completed for RIDGEWOOD AT SHENANGO VALLEY by James M Reda .
01/23/2020 10:00:00	01/23/2020 10:15:00	0:15	ST1 - Station 1	9302	Reda , James M	1002 Gail drive Aqua Water property, Compressor building inspection
01/28/2020 09:12:00	01/28/2020 10:37:00	1:25	ST1 - Station 1	9302	Clark, Lawrence Case Flynn, John R Reda , James M	An inspection was completed for GARDEN WAY PLACE by James M Reda .
01/28/2020 12:37:00	01/28/2020 12:42:00	0:05	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES SOUTH 2760-2804 by Lawrence Case Clark.
01/28/2020 12:44:00	01/28/2020 12:52:00	0:08	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES SOUTH 2760-2804 by Lawrence Case Clark.
01/28/2020 12:53:00	01/28/2020 13:01:00	0:08	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES SOUTH 2760-2804 by Lawrence Case Clark.
01/28/2020 13:02:00	01/28/2020 13:06:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES SOUTH 2760-2804 by Lawrence Case Clark.
01/28/2020 13:07:00	01/28/2020 13:14:00	0:07	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES SOUTH 2760-2804 by Lawrence Case Clark.
01/28/2020 13:15:00	01/28/2020 13:23:00	0:08	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES SOUTH 2760-2804 by Lawrence Case Clark.
01/28/2020 13:25:00	01/28/2020 13:37:00	0:12	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES SOUTH 2760-2804 by Lawrence Case Clark.
01/28/2020 13:40:00	01/28/2020 13:40:00	0:00	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES SOUTH 2760-2804 by Lawrence Case Clark.
01/28/2020 13:41:00	01/28/2020 13:45:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES SOUTH 2760-2804 by Lawrence Case Clark.
01/28/2020 13:46:00	01/28/2020 13:51:00	0:05	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES SOUTH 2760-2804 by Lawrence Case Clark.
01/28/2020 13:52:00	01/28/2020 14:02:00	0:10	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES SOUTH 2760-2804 by Lawrence Case Clark.
01/28/2020 14:04:00	01/28/2020 14:11:00	0:07	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES SOUTH 2760-2804 by Lawrence Case Clark.
01/28/2020 14:12:00	01/28/2020 14:16:00	0:04	ST1 - Station 1		Clark, Lawrence Case	An inspection was completed for LITTLE ACRES SOUTH 2760-2804 by Lawrence Case Clark.
01/29/2020 10:06:00	01/29/2020 10:33:00	0:27	ST1 - Station 1	9302	Clark, Lawrence Case Flynn, John R Reda , James M	An inspection was completed for ECONOLIDGE by James M Reda .
01/30/2020 09:29:00	01/30/2020 09:39:00	0:10	ST1 - Station 1	9302	Clark, Lawrence Case Reda , James M	An inspection was completed for ARC OF MERCER COUNTY OFFICE-MCAR by James M Reda .
01/30/2020 10:01:00	01/30/2020 10:13:00	0:12	ST1 - Station 1	9302	Clark, Lawrence Case Reda , James M	An inspection was completed for ARC OF MERCER COUNTY / MCAR INC. Furniture Shop by James M Reda .
01/30/2020 10:15:00	01/30/2020 10:31:00	0:16	ST1 - Station 1	9302	Clark, Lawrence Case Reda , James M	An inspection was completed for ARC OF MERCER COUNTY / MCAR INC. WORKSHO by James M Reda .
01/30/2020 14:00:00	01/30/2020 14:06:00	0:06	ST1 - Station 1	9302	Reda , James M	An inspection was completed for GARDEN WAY PLACE by James M Reda .

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

01/31/2020 09:29:00	01/31/2020 09:56:00	0:27	ST1 - Station 1	9302	Reda , James M	An inspection was completed for RIDGEWOOD AT SHENANGO VALLEY by James M Reda .
						Total Items: 42
						Grand Total Items: 42

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

JANUARY 2020 INSPECTIONS:

- 28 residential inspections were completed

VIOLATIONS FOUND:

- Non-working smoke detectors
- Missing smoke detectors
- Missing carbon monoxide detectors
- Loose basement handrail
- Holes in gas vent pipe from furnace
- Using basement as bedroom

The most hazardous violations found were deteriorating vent pipes for gas-fired appliances. These vent pipes are meant to carry dangerous carbon monoxide to the outside of the residences. This issue has been found in three properties and could result in fatal consequences if carbon monoxide builds up inside of the residence. Property owners have corrected these violations within 24 hours of discovery.

COMPLAINT:

- The Fire Marshal's Office investigated a complaint regarding a Non-Owner Occupied property which resulted in a Notice of Violation being sent to the property owner; awaiting response.

TRAINING:

- 6 hours of continuing education, "IPMC 101: A guide the to 2018 Property Maintenance Code", were completed by John Flynn and Lawrence Clark

OTHER:

We have completed checking all non-owner occupied dwelling property taxes, sewer fees, property registrations, and annual registration fees. To date, the program is being perceived well amongst the landlords and tenants.



January 2020

MONTHLY REPORT

HERMITAGE INSPECTION

HEALTH DEPARTMENT

CODE ENFORCEMENT

Submitted by:

Russell V. Benn Jr.

City Inspector

TO: Hermitage Board of Commissioners

FROM: Russell V. Penn, Jr., City Inspector

DATE: 02/12/20

SUBJECT January Monthly Report 2020

There are 112 active construction permits with the following inspections (210) completed for the month December.

12	Set-back Inspections
12	Footer Inspections
09	Foundation Inspections
12	Underground Plumbing
38	Electrical Inspections
14	Mechanical Inspections
12	Rough Plumbing Inspections
17	Framing Inspections
14	Energy Conservation Inspections
14	Wall Board Inspections
01	Accessibility Inspections
00	Swimming Pools/Fences & Barriers
06	Sign Inspections
01	Demolition Inspections
03	Fire Protection
45	Final Inspections
00	Health Inspections



HERMITAGE

PARKS

&

RECREATION

JANUARY , 2020



Meetings Attended

January 14th
SCP group - Newsletter

January 22nd
Holiday Light Parade

2020 Newsletter Dates

Mail Date

May 8th
October 2nd

Deadline for Material

April 17th
September 11th

2020 Key Program Dates

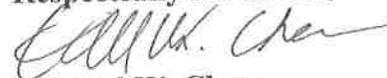
Summer Rec Program	Tuesday June 9 th thru Friday July 24 th
Hermitage Arts Festival	Saturday July 11 th and Sunday July 12 th
Buhl Day	Monday September 7 th
Hermitage Fall Baseball League	Sundays September 13 th thru Sunday October 25 th
Hermitage Holiday Light Parade	Saturday November 21 st

ONGOING PROGRAM

Yoga with Brittany

Dates: Tuesdays
Time: 5:30 pm
Location: Hermitage Municipal Building
Total # registered – 20
***Class is full**

Respectfully submitted,



Edward W. Chess
Parks and Recreation Director

CITY OF HERMITAGE
PLANNING AND DEVELOPMENT DEPARTMENT

JANUARY MONTHLY ACTIVITY REPORT
FEBRUARY 26 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 Lots 1 & 2 Susan Marie Boren Subdivision
- Consideration of the Final Lots 1A & 1B Daniel Jr. & Heather Casey Subdivision

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)

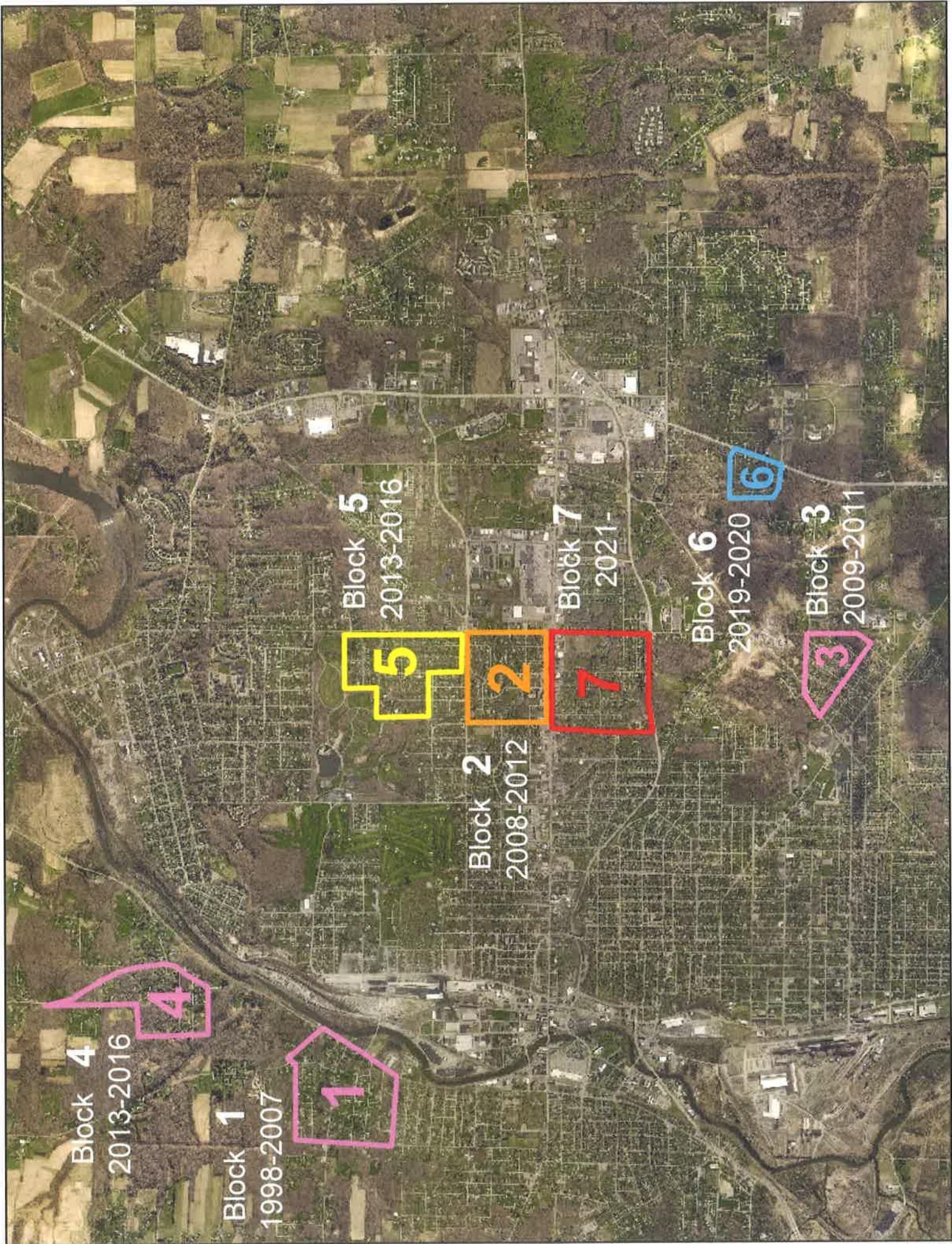
The neighborhood targeted for improvements included: Rombold Road (north), Maple Drive (east), City of Farrell (south) and Mercer Avenue (west). Major infrastructure improvements were undertaken on the following streets: Rombold Road and Haywood, Mary, Paul, Madison, Delaware, Carolyn, and Stafford Streets.

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



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

TARGET AREA "Block 6" (2018-2020)

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 are to be opened March 3. Project is expected to be started in April.

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.

2020 – Street Construction Projects

- 2020 Capital Paving Program – Ellis Avenue and Donna Drive 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 is scheduled to be bid for 2020 construction.**

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 is the apparent low bidder at \$408,000. The project is scheduled to be constructed in Spring/Summer 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, with construction scheduled for summer / fall of 2020. M&B Services, Clarion, PA was the low bidder at \$257,820.**

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. **Construction has started. The building footers and framing are complete. The roof is complete and siding is underway. The project is to be completed by the middle of February 2020.**

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 spring 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. **Engineering and construction will take place in 2020, with construction scheduled for summer 2020.**

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 and City staff.

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 business people 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.

It is hoped that the ordinance update will be completed by Spring of 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				Status/ Exp. To Date
<u>Year</u>	<u>Contract No.</u>	<u>Grant Period</u>	<u>Amount</u>	
2016	C000065045	3/30/17 – 3/29/22	\$272,958	\$133,060
2017	C000069227	3/16/18 – 3/15/22	\$269,615	\$142,353
2018	C000070917	3/21/19 – 3/20/23	\$296,249	\$16,227
2019			\$298,504	application submitted Nov. 22

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 and construction will take place in February.**

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.

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 will begin in 2020 with construction tentatively scheduled for fall 2020.

CDBG/HOME Housing Rehabilitation Report – City of Hermitage

Homes currently undergoing rehabilitation..... 4

There are approximately **twenty-two (22)** 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 \$500,000 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.)

- February 3, 2020 (minutes attached)**
- March 2, 2020**
- April 6, 2020
- May 4, 2020
- June 1, 2020
- July 13, 2020

August 3, 2020
September 14, 2020
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)

January 9, 2020 – City of Hermitage Municipal Building, 800 N. Hermitage Rd., Hermitage (minutes pending)

April 9, 2020 – Toss'd, 3640 East Sate Street, Hermitage

July 9, 2020 – Buhl Park, Casino Conference Room, 715 Hazen Road, Hermitage

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	July 11, 2020
Buhl Day	September 7, 2020
Holiday Light Parade	November 21, 2020

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>
Spring/Summer	May 8, 2020	April 17, 2020
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	pending
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

HERMITAGE PLANNING COMMISSION

MINUTES

Monday
February 3, 2020
Regular Meeting
8:30 a.m.

MEMBERS PRESENT:

Chuck Rogers – Chairman
Matt Liburdi
Barney Scholl
Ray Slovesko
Jim Tamber

MEMBERS ABSENT:

Woody Steele - Secretary
Bonnie Benton
Amy McKinney
T.J. Rollinson

OTHERS PRESENT:

Marcia Hirschmann
Cindy Pagliaroli
Brett Stedman
Gary Hinkson
Gary Gulla
Jeremy Coxe
Nathan Zampogna
Louis Squatrito

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 January 6, 2020 meeting. Mr. Scholl made a motion to approve the January 6th minutes. Mr. Liburdi seconded the motion. The motion carried unanimously. The minutes were approved as distributed.

SUBDIVISION PLANS:

Final Lots 1 & 2 Susan Marie Boren Subdivision (Twitmeyer Avenue)

Mrs. Hirschmann explained that this plan had been approved by the Planning Commission and Board of Commissioners in 2019, but because the outstanding conditions were not completed within six months of the Board's approval date, the plan expired in August. She said that the same plan is being submitted again for approval, with the purpose of the plan being to subdivide a parcel of land into Lots 1 and 2. Lot 1, which contains .042 acre of land, is not a building lot but is to be conveyed and added to adjoining land of Horvath to the east, and Lot 2 will be retained by Boren.

Approval of the plan would have the following conditions.

- 1) Two sets of permanent ink mylars with signatures and seals

Mr. Rogers asked for additional questions or comments. There were none. Mr. Tamber made a motion to approve the Final Lots 1 & 2 Susan Marie Boren Subdivision. Mr. Scholl seconded the motion. The motion to approve carried unanimously.

OTHER BUSINESS:

Mercer County Regional Planning Commission update – none

Zoning Ordinance Project update – Mrs. Hirschmann distributed draft revision pages to the Planning Commission members, stating that these pages reflect proposed organizational changes to the Ordinance, and noting that one of the objectives of the revision is to make the Ordinance user-friendly. In reviewing the draft Table of Contents, she pointed out that Part 1, Section 104 – Community Development Objectives – is the part of the Ordinance that would speak to the goals of the Comprehensive Plan and how they would be manifested in the Zoning Ordinance. Mrs. Hirschmann explained that Part 3 would now be organized by zoning district, with each district clearly showing the Intent, Uses, and Dimensional Requirements that apply to it. She added that some districts would include Design Standards for Development, such as the City Center district. Drafts of Sections 302, 303 and 304 were distributed to provide a sample of the new format for each district. Mrs. Hirschmann said that currently the committee is working on Section 316, to determine what uses would need to meet specific criteria for approval. She briefly touched on the remainder of the Table of Contents, noting that some sections would require a lot of work to be updated, such as the sections in Part 4 pertaining to parking and signs.

There was a brief discussion about the proposed Town Center Project, with Gary Hinkson stating that the City is working with the developers, and Gary Gulla is working with the State to secure grants for street infrastructure and trails. Mr. Hinkson said that the developer is in discussions with the City, the Mall, and current and future tenants. Mrs. Hirschmann added that although there is no definite layout for the development at this time, one of the goals would be to have a public street system into and through the property that would connect the roundabout on E. State St. with an intersection at N. Hermitage Road. She said there is a plan for public open space to be used for leisure and entertainment, and that the stream that is currently piped under the property would be opened up to provide a natural feature to accompany the proposed open space. Mr. Hinkson noted that there would be partial or total demolition of the existing mall, but it is not known at this time how much. Mr. Tamber congratulated the City officials for securing the grants.

Election of Officers – Mr. Liburdi made a motion to retain the current officers of the Hermitage Planning Commission. Mr. Tamber seconded the motion. The motion to retain the current officers, Chuck Rogers as Chairman and Woody Steele as Secretary, carried unanimously.

The meeting adjourned at 8:50 a.m.

Respectfully submitted,

Cindy Pagliaroli

Date prepared – February 3, 2020

Date approved – pending

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

LOCAL RLF

Company	Beginning Balance		Principal		Interest		Balance	
Hermitage Apothecary, Inc.	\$	91,844.05	\$	1,210.75	\$	214.35	\$	90,633.30
Fundus Praedium, LLC	\$	104,379.67	\$	1,177.23	\$	253.17	\$	104,379.67
Community Hope Investment	\$	162,438.00	\$	-	\$	-	\$	162,438.00
T.T. Properties (Toss'd)	\$	138,451.72	\$	1,048.83	\$	429.30	\$	137,402.89
Go Pita Go Hermitage, LLC	\$	61,350.91	\$	646.86	\$	171.85	\$	60,704.05
Total Revenue	\$	558,464.35	\$	4,083.67	\$	1,068.67	\$	555,557.91

LANDSCAPE AND FAÇADE

Art & Frame Gallery	\$	2,193.33	\$	127.35	\$	2.82	\$	2,065.98
Total Revenue	\$	2,193.33	\$	127.35	\$	2.82	\$	2,065.98
Grand Total	\$	560,657.68	\$	4,211.02	\$	1,071.49	\$	557,623.89

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

Beginning Balance	\$	210,668.09
<u>Add</u> Program Income	\$	5,152.34
Sub-Total	\$	215,820.43
<u>Less</u> Program Administration	\$	(416.92)
Current Balance Available	\$	215,403.51
Projected Revenue Activity		
Month End thru Calendar Year End	\$	56,675.74
Projected Calendar Year End		
Balance Available	\$	272,079.25
CHIP accumulated accrued interest:		
City	\$	13,008.84
SVEZC	\$	21,775.02
PNDC	\$	21,775.02

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



Beginning Balance	\$	135,337.28
<u>Add</u> Program Income	\$	130.17
Sub-Total	\$	135,467.45
<u>Less</u> Program Administration	\$	-
Current Balance Available	\$	135,467.45
Projected Revenue Activity		
Month End thru Calendar Year End		
Projected Calendar Year End		
Balance Available	\$	135,467.45

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

VENDOR	DESCRIPTION	AMOUNT
PEDA	2020 Annual Dues	\$ 375.00
Pennsylvania Power Company	T & W/Electric	\$ 771.26
Pennsylvania Power Company	eCenter/Electric	\$ 2,039.48
Verizon	eCenter/Telephone	\$ 124.70
City of Hermitage	December '19 Salaries & Fringes	\$ 3,281.35
Grants Management Systems	December Warranty	\$ 245.00
HHS DR Engineers	HAC Phase IV Storage Building	\$ 2,660.00
H.S. Cleaning	T & W/Cleaning	\$ 405.00
H.S. Cleaning	eCenter/Cleaning	\$ 440.00
Modern Office Products	Yearly Books/Banker Boxes	\$ 441.07
Richard Davis	2020 Winter Newsletter Feature Articles	\$ 300.00
Time Warner Cable Northeast	T & W/Telephone	\$ 144.86
Toss'd Italian Bar & Grill	HCEDC Meeting	\$ 54.90
Aqua Pennsylvania, Inc.	eCenter/Water	\$ 155.80
Aqua Pennsylvania, Inc.	eCenter/Fire Service	\$ 207.65
Aqua Pennsylvania, Inc.	T & W/Water	\$ 118.95
City of Hermitage Sewer	T & W/Sewer	\$ 125.58
City of Hermitage Sewer	eCenter/Sewer	\$ 282.41
Cross IT Services & Solutions, LLC	Update WiFi	\$ 67.50
Cross IT Services & Solutions, LLC	Cables/Signal Booster	\$ 54.90
Gary Gulla	Local Meetings	\$ 117.79
Modern Office Products	Binders/Fasteners	\$ 33.45
Verizon	T & W/Telephone	\$ 120.85
Lawrence County Social Services, Inc.	2015 HOME/Housing Rehab/Bayer	\$ 1,050.00
Lawrence County Social Services, Inc.	2015 HOME/Delivery/Bayer	\$ 2,700.00
Lawrence County Social Services, Inc.	2015 HOME/Delivery/Canaan	\$ 2,550.00
National Fuel Gas Distribution Corp	eCenter/Gas	\$ 41.25
National Fuel Gas Distribution Corp	T & W/Gas	\$ 10.34
Robert Tesone, Esq.	2018 CDBG MCAR Sub Grant Agreement	\$ 500.00
Shenango Valley Chamber	Forecast Breakfast 2020 - Gulla/Coxe	\$ 60.00
Time Warner Cable Northeast	eCenter/Internet/\$636/T&W/Internet/\$159	\$ 795.00
January Distributions		<u>\$ 20,274.09</u>

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SOCIAL MEDIA REPORT

JANUARY 2020 PERFORMANCE (28 DAY CYCLE)

 City of Hermitage

23 New Follows	69 TOTAL UP 50% FROM DECEMBER
1,809 New Impressions	UP 120% FROM DECEMBER
22 Profile Clicks	DOWN 8% FROM DECEMBER
4.4% Avg Engagement Rate	DOWN 36% FROM DECEMBER

 @hermitagepa

36 New Follows	6,544 TOTAL UP 1% FROM DECEMBER
134,233 New Impressions	DOWN 1% FROM DECEMBER
1,269 Profile Clicks	DOWN 8% FROM DECEMBER
22.1% Avg Engagement Rate	UP 15% FROM DECEMBER

 @hermitagepa

17 New Follows	1,040 TOTAL UP 1% FROM DECEMBER
78,800 New Impressions	DOWN 35% FROM DECEMBER
143 Profile Clicks	DOWN 1% FROM DECEMBER
.6% Avg Engagement Rate	UP 50% FROM DECEMBER

 @City_of_Hermitage

33 New Follows	1,162 TOTAL UP 2% FROM DECEMBER
4,365 New Impressions	UP 22% FROM DECEMBER
73 Profile Clicks	UP 30% FROM DECEMBER
2.1% Avg Engagement Rate	UP 75% FROM DECEMBER

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 – 2/12/2020

SUBDIVISIONS:

Final Lots 1A & 1B Susan Marie Boren Subdivision

Susan Marie Boren – Owner

Knott Surveying, LLC – Surveyor

(Plan to subdivide existing lot on Twitmeyer Ave. to create Lot 1A containing .042 acre)

1/13/20 – Plan submitted – in review process

2/3/20 – Plan approved with condition by Hermitage Planning Commission

To be scheduled for consideration by Hermitage Board of Commissioners

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

Daniel Jr. & Heather Casey – Owner

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

2/12/20 Owner & engineer need to complete outstanding conditions – approval expires 2/21/2020

Final Replat of Lots 2, 3, 4 & 5A into Lots 3A & 5C of the Community Foundation of Western PA & Eastern OH Plan of Lots

Community Foundation of Western PA & Eastern OH – Owner

Winslow Engineering, Inc. – Engineer

(Plan to combine existing lots on Hoezle Road / Lynnwood Drive to create Lot 5C containing 11.544 acres and Lot 3A containing 9.660 acres)

8/19/19 – Plan submitted – in review process

9/9/19 – Plan approved with conditions by Hermitage Planning Commission

9/25/19 – Plan approved with conditions by Hermitage Board of Commissioners

2/12/20 Owner & engineer need to complete outstanding conditions – approval expires 3/25/2020

Final Plan Lot Consolidation of Lots 1, 2, 3 & 4 for Hermitage Technical Associates, LLC and Mercer Technical Associates, LLC

Hermitage Technical Associates, LLC and Mercer Technical Associates, LLC – Owners

Frank B. Taylor Engineering – Engineer

(Plan to combine Lots 1, 2, 3 & 4 on Industrial Road / Broadway Avenue into one parcel)

2/12/20 – Plan submitted – in review process

To be scheduled for consideration by Hermitage Planning Commission

Final Plat Keifer-Kelly Subdivision Lot No. 2

Twila Vaughn & Duane Kelly – Owners

R.P. Bittler, P.L.S. – Surveyor

(Plan to create building Lot 2 containing 23.40 acres on Hogback Rd. Remaining land contains 40.60 acres)

9/9/19 – Plan submitted – in review process

11/4/19 – Plan approved with conditions by Hermitage Planning Commission

11/20/19 – Plan approved with conditions by Hermitage Board of Commissioners

2/12/20 Owner & engineer need to complete outstanding conditions – approval expires 5/20/2020

Final Subdivision Plan – Lancia Plan of Lots – Lot 1

Michael J. & Gina M. Lancia – Owners

Winslow Engineering, Inc. – Engineer

(Plan to create Lot 2 containing 6.26 acres on Hogback Road and remove non-building lot restriction)

11/13/19 – Plan submitted – in review process

12/2/19 – Plan approved with conditions by Hermitage Planning Commission

12/18/19 – Plan approved with conditions by Hermitage Board of Commissioners

2/5/20 Ready to record

Jared A. Pepe & Danielle Cerroni-Pepe Subdivision – Lots 1 & 2

Jared A. Pepe & Danielle Cerroni-Pepe – Owners

R.P. Bittler, PLS – Surveyor

(Plan to create Lot 1 containing .26 acre and Lot 2 containing .32 acre on N. Buhl Farm Dr.)

12/9/19 – Plan submitted – in review process

1/6/20 – Plan approved with conditions by Hermitage Planning Commission

1/22/20 – Plan approved with conditions by Hermitage Board of Commissioners

2/12/20 Owner & engineer need to complete outstanding conditions – approval expires 7/22/2020

Replat of Valley Industrial Park Lot 9 into Lots 9A & 9B

DGE Hermitage, LP – Owner

Winslow Engineering, Inc. – Engineer

(Plan to create Lot 9A containing 1.484 acres and Lot 9B containing 2.590 acres on Kirila Road)

12/9/19 – Plan submitted – in review process

To be scheduled for consideration by Hermitage Planning Commission

LAND DEVELOPMENT PLANS:

G.W. Becker, Inc. 2019 Building Addition Industrial Land Development Plan

B.C.S. Properties, Inc. – Owner

Rien Construction – Developer

Winslow Engineering, Inc. – Engineer

(Plan to construct 14,520 sq. ft. addition to existing manufacturing building on N. Hermitage Road)

9/16/19 – Plan submitted – in review process

10/7/19 – Plan approved with conditions by Hermitage Planning Commission

10/23/19 – Plan approved with conditions by Hermitage Board of Commissioners

2/12/20 Owner & engineer need to complete outstanding conditions – approval expires 4/23/2020

Dollar General – Hermitage Major Land Development Plan

Helmut & Michelle Christman – Owner

PTV 1084, LLC – Developer

Larson Design Group – Engineer

(Plan to develop vacant lot on N. Buhl Farm Drive and construct 9,100 sq. ft. retail building)

11/12/19 – Plan submitted – in review process

12/2/19 – Plan approved with conditions by Hermitage Planning Commission

12/18/19 – Plan tabled by Hermitage Board of Commissioners

1/22/20 – Plan approved with conditions by Hermitage Board of Commissioners

2/12/20 Owner & engineer need to complete outstanding conditions – approval expires 7/22/2020

Whole Life Services Parking Lot Expansion Minor Land Development Plan

Whole Life Services, Inc. – Owner

WallacePancher Group – Engineer

(Plan to extend parking area at rear of building on E. State St.)

12/10/19 – Plan submitted – in review process

1/6/20 – Plan approved with conditions by Hermitage Planning Commission

1/22/20 – Plan approved with conditions by Hermitage Board of Commissioners

2/12/20 Owner & engineer need to complete outstanding conditions – approval expires 7/22/2020

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

**MONTHLY REPORT
JANUARY 2020**

Submitted by:

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

Eric Jewell
Chief of Police

February 12, 2020

Attachment: Monthly Report



HERMITAGE POLICE DEPARTMENT MONTHLY REPORT

January 2020

Reporting Area

There were 871 calls during the month of January 2020, an average of 28.09 calls per day (exhibit 1). During December 2019, there was an average of 22.77 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 56 and the number of vehicles involved being 92 with 3 persons injured and 3 killed (exhibit 3).

Reported Offenses

A summary of reported offenses (exhibit 4) by classifications were reported to the Pennsylvania Uniform Crime Reporting System for the month of January 2020. There were a total of 72 known offenses, 71 actual offenses, 61 offenses cleared, and 3 offenses 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 January 2020;

Unfounded	2	Cleared Exceptionally	2	Cleared by Arrest	7	Not Cleared	7
Other Investigations	6						
Search Warrants Executed	5						
Total Persons Arrested	14	(count includes 3 juvenile)					
Police Intel Reports	16	PD Intel Messages	13				
Assist Patrol	3	Assist other Pd/Agency	2				
Crime Prevention/Education	1	Megan's Law Notification	2			Total Crime Cases:	18

Prior Cases;

Unfounded 1 Cleared Exceptionally 1 Cleared by Arrest 4

Reporting Area/Patrol Activities – Borough of Clark

The Police Department answered 7 calls for service in the Borough of Clark during the month of January (exhibit 5). Exhibit 6 shows a detailed log of Clark patrol time.

Reporting Area/Patrol Activities – Wheatland

The Police Department answered 17 calls for service in Wheatland during the month of January (exhibit 7). Exhibit 8 shows a detailed log of Wheatland calls.

Reporting Area/Patrol Activities – Other

Reports taken at the Hermitage Police Department totaled 40. Hermitage Police also assisted the following Police Departments: Farrell 8, Lackawannock Twp 1, Sharon 3 and West Middlesex 1 case.

Enforcement by Patrol

In January the total traffic enforcements breakdown consists of: 156 traffic citations, 13 non-traffic citations, and 103 warnings issued.

PD INTEL Monthly Report for January 2020

The Hermitage Police Department Criminal Investigation Unit disseminated 1 PD INTEL bulletins from the Hermitage police department, 14 from other area agencies, and 1 from loss prevention.

Department Hourly Breakdown

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

	Officers Hours
Vacation	196
Holiday	152
Floating Holiday	0
Sick	80
Comp Time	51
Personal	16
Bereavement	0
Injury Leave	1.5
Workers Comp	64
Regular OT	83
Court OT	46
Call Out	
Drug Task Force OT	18
FOP OT	16
DUI OT	3
DRE OT	3
Aggressive Driving OT	0
Training Time	0
Buckle Up OT	0
Military Leave	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
January 2019	\$ 2,799.00	\$ 5,103.66	\$ 1,847.95	\$ 1,376.38	\$	\$ 11,126.99
January 2020	\$ 910.75	\$ 6,445.22	\$ 1,818.06	\$ 406.77	\$	\$ 9,580.80

K-9 Officer Report

The K-9 officer handled 0 assists to other jurisdictions, 0 Call outs, 0 Felony arrests, 0 Misdemeanor arrest, 0 Area Searches, 0 Building searches, 0 Tracks, 0 Apprehensions, 1 narcotics search, 0 Narcotics seized, 0 seized currency, 0 Article searches, responded to 0 traffic stops, 0 seized drug paraphernalia, 0 Community service, 0 CIRT Assists, 0 Search Warrants and attended 16 training hours. (See exhibit 9)

Inspection Summary Report

See exhibit 10

Training: Attachment A

Transient Business Licenses Issued January:

There was one license issued to Aaron Courville with IGS Energy. This license is for 1 month beginning January 24, 2020 and ending February 28, 2020.

Community Affairs

January 16th: Chief Jewell and Deputy Chief Piccirillo gave a special tour of HPD to a 60-year old intellectually disabled Hermitage resident who loves the police profession. The tour was coordinated by CRI of Hermitage. The resident was given a special recognition certificate for being a good citizen.

January 31st: Chief Jewell conducted an impromptu greeting with nearly a dozen senior citizens who regularly meet at the E. State Street Dunkin' Donuts.

Calls for Service - by Keyword

HERMITAGE

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

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
7101	MEGAN'S LAW NOTIFICATION	2			
ACCIDENT M					
3100	MOTOR VEHICLE ACCIDENTS	27			
6004	TRAFFIC ACC. INVOLVING PROPERTY DAMAGE	3			
6006	TRAFFIC ACCIDENT INVOLVING INJURY	4			
6008	ACCIDENT INVOLVING NONINJURY	18			
		<u>52</u>			
ADMIN					
9000	ADMINISTRATIVE TASKS	6			
ALARM					
3810	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	44			
ALL ORDINA					
2830	TWP ORD-ALL OTHER	4			
ALL OTHER					
2600	ALL OTHER CRIMES CODE VIOLATIONS	3			
ANIMAL					
3805	SERVICE CALL-ANIMAL	4			
5510	ANIMAL COMPLAINTS - OTHER	1			
		<u>5</u>			
ASSAULT					
0440	ASSAULT - HANDS,FISTS,FEET (AGGRAVATED)	1			
0450	OTHER ASSAULTS - NOT AGGRAVATED	2			
0800	ASSAULTS - SIMPLE ASSAULT	7			
		<u>10</u>			
ASSIST AGY					
3830	SERVICE CALL-ASSIST OTHER AGENCY	5			
ASSIST FIR					
7502	ASSIST OTHER AGENCIES - FIRE DEPT.	6			
ASSIST MOT					
3820	SERVICE CALL-ASSIST MOTORIST/DISABLE VEH	10			
ASSIST OTH					
7014	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	50			
7506	ASSISTING OTHER AGENCIES - ALL OTHERS	31			
		<u>81</u>			
ASSIST POL					
7504	ASSIST OTHER AGENCIES - OTHER POLICE	5			
7505	ASSIST OTHER POLICE AGENCY - (DRE EVAL)	1			

Calls for Service - by Keyword



HERMITAGE

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

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
BURGLARY		6			
0523	BURGLARY-NO FORCE-RESIDENCE-UNK.	1			
CAR SEAT					
8500	DEPARTMENTAL SERVICES - CAR SEAT INSTALL	1			
COMM SVC					
3831	SERVICE CALL-COMM SVC (CRIME PREVENTION)	1			
CRIM MISCH					
1410	CRIMINAL MISCHIEF TO AUTOMOBILES	2			
1440	CRIMINAL MISCHIEF - ALL OTHER	0	1		
		<u>2</u>			
DEATH					
4509	DEATHS - ATTENDED	1			
4510	DEATHS - UNATTENDED	5			
		<u>6</u>			
DISORDERLY					
2400	DISORDERLY CONDUCT	1			
2480	DISORDERLY CONDUCT-ALL OTHERS	1			
		<u>2</u>			
DOG					
5502	ANIMAL COMPLAINTS - BARKING DOGS	1			
DOMESTIC					
3600	DISTURBANCES-DOMESTIC	18			
DRUG					
1811	NARCOTICS-SALE-MORPHINE, HEROIN, CODEINE	1			
1822	NARCOTICS-MANUFACTURE-MARIJUANA, ETC.	1			
1831	NARCOTICS-POSSESSION-MORPHINE, HEROIN, ETC	1			
1832	NARCOTICS-POSSESSION-MARIJUANA, ETC.	4	1		
1834	NARCOTICS-POSSESSION-OTHER DANGEROUS	1			
1891	DRUG EQUIPMENT VIOLATIONS	3			
		<u>11</u>			
DRUG INFO					
7011	POLICE INFO-DRUGS, DRUG ACTIVITY	1			
DUI					
2112	DRIVE UNDER INFLUENCE-ALCOHOL-IMPAIRED	3			
EMBEZZLEME					
1200	EMBEZZELEMENT	1			
FAMILY					

February 12, 2020

Calls for Service - by Keyword



HERMITAGE

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

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
FAMILY					
2000	OFFENSES AGAINST FAMILY & CHILDREN	0	1		
FIGHT					
3620	DISTURBANCES-OTHER (FIGHTS,DISPUTES,ETC)	10			
FINGERPRIN					
8502	DEPARTMENTAL SERVICES - FINGERPRINTING	1			
FIRE					
3840	FIRES (INCLUDING ALARMS-FOUNDED/UNFOUND)	2			
FORGERY					
1010	FORGERY	1			
1026	COUNTERFEITING - USING	1			
		<u>2</u>			
FOUND ARTI					
5004	LOST & FOUND - FOUND ARTICLES	5			
FRAUD					
1100	FRAUD	4			
1150	FRAUD - CREDIT CARDS, ATM	1			
		<u>5</u>			
HARASSMENT					
2450	HARASSMENT	1			
HARASSSMEN					
2410	HARASSMENT BY COMMUNICATION	1			
INFORMATIO					
7010	PUBLIC SERVICES-NOTIFICATIONS(POL.INFO.)	40			
LOST ARTIC					
5008	LOST & FOUND - LOST ARTICLES	1			
MEDICAL					
7008	PUBLIC SERVICES - MEDICAL ASSISTANCE	61			
MENTAL					
3400	MENTAL HEALTH	11			
OPEN BURN					
2820	TWP ORD-OPEN BURNING	1			
OPEN DOOR					

February 12, 2020

Calls for Service - by Keyword



HERMITAGE

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

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
OPEN DOOR					
3880	OPEN DOORS/WINDOWS - DISCOVERED	3			
OTHER					
4028	NON-CRIMINAL-OTHER INVESTIGATIONS	2			
PFA					
2647	ALL OTHERS - PROTECTIVE ORDERS	2			
PRESENT					
3832	SERVICE CALL-COMM SVC (PRESENTATION)	3			
PROPERTY					
2910	LOST/MISSING PROPERTY	4			
RECOV PROP					
3000	FOUND/RECOVERED PROPERTY	1			
RIGHT TO K					
9003	ADMINISTRATIVE DUTIES (RIGHT TO KNOW)	6			
RUNAWAY					
2911	RUNAWAY-INCORRIGIBLE -MALE (JUVENILE)	1			
2912	RUNAWAY-INCORRIGIBLE-FEMALE (JUVENILE)	1			
		<u>2</u>			
SUSPICIOUS					
3500	SUSPICIOUS PERSONS,AUTOS,CIRCUMSTANCES	35			
SVC CALL					
3800	SERVICE CALL-MISCELLANEOUS	9			
THEFT					
0613	THEFT-\$200 & OVER-RETAIL THEFT	8			
0619	THEFT-\$200 & OVER-ALL OTHER	2			
0623	THEFT-\$50 TO \$200-RETAIL THEFT	5			
0627	THEFT-\$50 TO \$200-FROM BUILDINGS	1			
0633	THEFT-UNDER \$50-RETAIL THEFT	6			
0634	THEFT-UNDER \$50-FROM AUTO (EXCEPT 0635)	1			
0639	THEFT-UNDER \$50-ALL OTHER	1			
		<u>24</u>			
THEFT MV					
0714	M.V.THEFT-AUTO-SHOPPING CTR.,PARKING LTS	1			
TRAF CIT					
CITT	TRAFFIC CITATION	156			



February 12, 2020

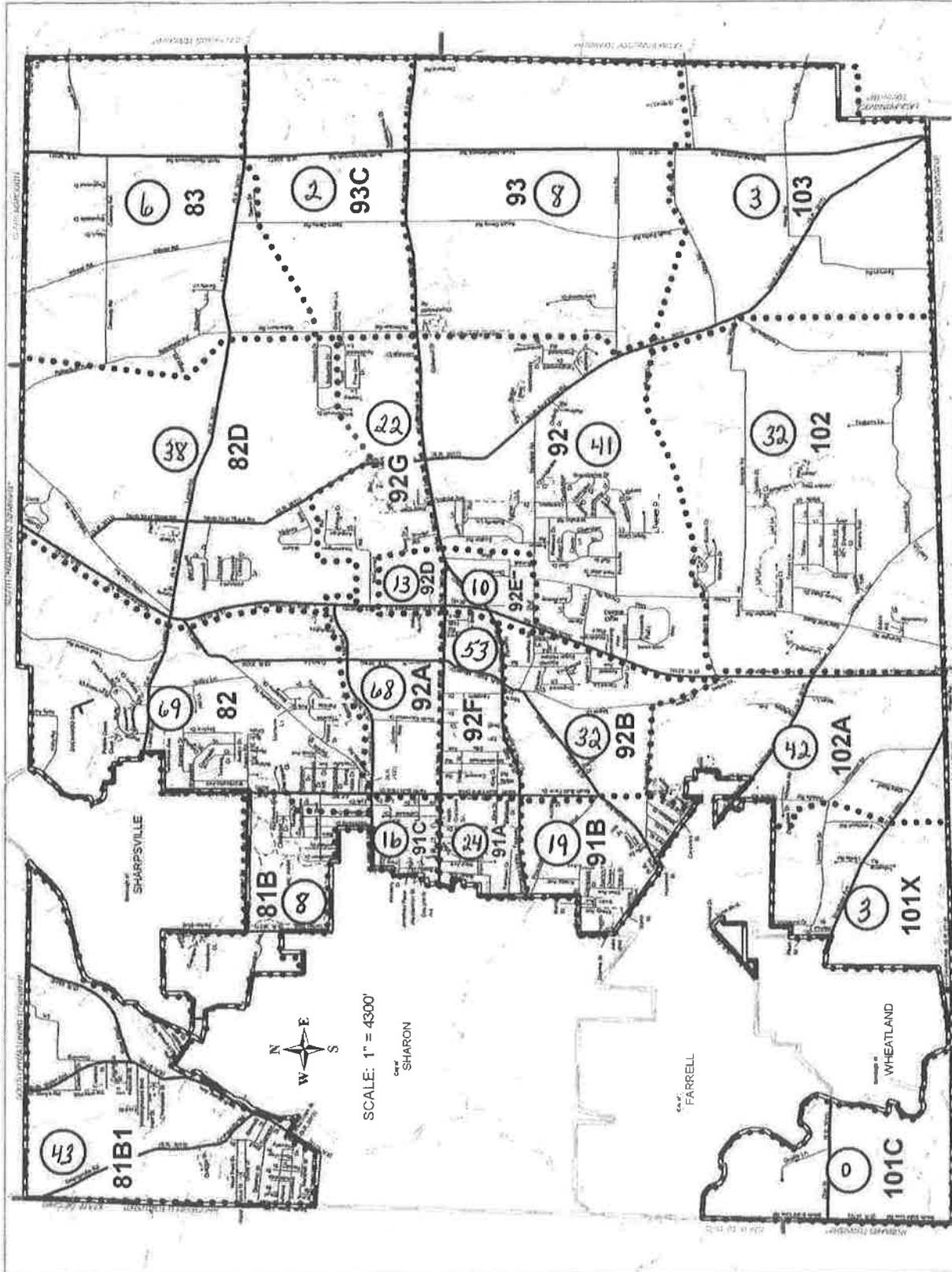
Calls for Service - by Keyword



HERMITAGE

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

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
TRAFFIC					
2710	TRAFFIC OFFENSES (COURT CASES NOT DUI)	4			
3900	TRAFFIC & PARKING PROBLEMS	19			
4010	TRAFFIC OFFENSES	3			
6312	TRAFFIC ENFORCEMENT - WARNINGS	1			
6314	TRAFFIC ENFORCEMENT - MCSAP (LEVEL 1)	10			
6316	TRAFFIC ENFORCEMENT - MCSAP (LEVEL 3)	10			
6608	TRAFFIC RELATED - ESCORTS	1			
6614	TRAFFIC RELATED - OTHER TRAFFIC	19			
		<u>67</u>			
TRESPASS					
2660	TRESPASSING OF REAL PROPERTY	2			
WARNING					
CITW	WARNING	103			
WARRANT					
3700	WARRANTS-LOCAL-SERVICE	11			
3705	WARRANTS-LOCAL-ATTEMPT	1			
3710	WARRANTS-OUTSIDE AGENCY-SERVICE	7			
3720	WARRANTS-OUTSIDE AGENCY-ASSIST	2			
		<u>21</u>			
WEAPONS					
1521	WEAPONS - SALE - FIREARMS	1			
XXXX	*Restricted	6			
		<u>871</u>			
	Total Calls	871			



SCALE: 1" = 4300'
 SHARON

HERMITAGE STREET MAP
 CITY OF HERMITAGE
 300 North Hermitage Road, Hermitage, PA 15113
 Mercer County, Pennsylvania

7 Clark Borough

17 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
101X	3												3
102	32												32
102A	42												42
103	3												3
81B	8												8
81B1	43												43
82	69												69
82D	38												38
83	6												6
91A	24												24
91B	19												19
91C	16												16
92	41												41
92A	68												68
92B	32												32
92D	13												13
92E	10												10
92F	53												53
92G	22												22
93	8												8
93C	2												2
BROOKFIELD	0												0
CLARK	7												7
E LACK	0												0
ERIE CO	0												0
FARRELL	8												8
GREENVILLE	0												0
GROVE CITY	0												0
HADLEY	0												0
HEMPFIELD	0												0
HPD	40												40
JAMESTOWN	0												0
JEFF TWP	0												0
LACK	1												1
MEADVILLE	0												0
MERCER	0												0
NEW CASTLE	0												0
OHIO	0												0
PITTSBURGH	0												0
PULASKI	0												0
PYMA	0												0
S PY	0												0
SHEN TWP	0												0
SHARPSVILLE	0												0
SHARON	3												3
WHEATLAND	17												17
W MIDD	1												1
MONTHLY TOTAL:	629	0	629										



Accidents by Intersection

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

February 12, 2020

Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
1849 N WATER AVE /									
20200125M0680	1849 N WATER AVE/ na/ na	No	1/25/2020	1/25/2020	1		0	Dark (No Lights)/ RAINING/ WET	
300 ORANGE DR PARKING LOT /									
20200130M0811	300 ORANGE DR PARKING No LOT/ na/ na	No	1/30/2020	1/30/2020	2		0	NA/ NA/ NA	
ALL ABOUT YOU PARKING LOT /									
20200128M0756	ALL ABOUT YOU PARKING No LOT/ na/ na	No	1/28/2020	1/28/2020	2		0	Dark (No Lights)/ NO ADVERSE CONDITION/ WET	
BROADWAY AVE /									
20200117M0461	BROADWAY AVE/ na/ KIRILA RD	Yes	1/16/2020	1/16/2020	1		0	Dark (Street Lights)/ SNOWING/ SNOW COVERED	No Controls
BROOKSHIRE DR /									
20200131M0824	BROOKSHIRE DR/ na/ N HERMITAGE RD	No	1/31/2020	1/31/2020	1		0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
CHIPOTLE PARKING LOT /									
20200128M0761	CHIPOTLE PARKING LOT/ na/ na	No	1/28/2020	1/28/2020	2		0	Dark (Street Lights)/ RAINING/ WET	



February 12, 2020

Accidents by Intersection

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



Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
CINEMA 8 PARKING LOT /									
20200121M0583	CINEMA 8 PARKING LOT/ na/ na	No	1/21/2020	1/21/2020	2	0	0	Dark (Street Lights)/ NO ADVERSE CONDITION/ ICE PATCHES	
CLARKSVILLE RD /									
20200129M0769	CLARKSVILLE RD/ na/ PATRICIA DR	No	1/29/2020	1/29/2020	2	0	0	Dawn/ SNOWING/ ICE PATCHES	No Controls
CLARKSVILLE RD / DUTCH LN									
20200122M0613	CLARKSVILLE RD/ DUTCH LN/ na	No	1/22/2020	1/22/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	Stop Sign
COOPERS AUTO PARKING LOT /									
20200103M0069	COOPERS AUTO PARKING LOT/ na/ na	No	1/4/2020	12/31/2019	1	0	0	Daylight/ NO ADVERSE CONDITION/ ICE PATCHES	
COUNCIL AVE /									
20200108M0204	COUNCIL AVE/ na/ LAIRD ST	Yes	1/8/2020	1/8/2020	1	0	0	Daylight/ SNOWING/ SNOW COVERED	No Controls
DUTCH LANE /									
20200104M0106	DUTCH LANE/ na/ CLARKSVILLE ROAD	No	1/4/2020	1/4/2020	1	0	0	Dark (No Lights)/ SNOWING/ WET	No Controls





Accidents by Intersection

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

February 12, 2020

Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
E STATE ST / 20200107M0197	E STATE ST/ na/ N HERMITAGE RD	Yes	1/7/2020	1/7/2020	2	0	0	Dark (Street Lights)/ NO ADVERSE CONDITION/ DRY	No Controls
20200117M0479	E STATE ST/ na/ N KERRWOOD DR	No	1/19/2020	1/17/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
20200121M0558	E STATE ST/ na/ FAIRMONT DR	No	1/21/2020	1/21/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
Total Accidents @ E STATE ST / - 3									
E STATE ST / ANDROLA AVE 20200115M0371	E STATE ST/ ANDROLA AVE/ na	Yes	1/15/2020	1/15/2020	1	0	0	Dark (Street Lights)/ NO ADVERSE CONDITION/ DRY	No Controls
E STATE ST / DUTCH LN 20200124M0678	E STATE ST/ DUTCH LN/ na	Yes	1/24/2020	1/24/2020	2	0	0	Dark (Street Lights)/ RAINING/ WET	Traffic Signal
EAT N PARK PARKING LOT / 20200127M0730	EAT N PARK PARKING LOT/ na/ na	No	1/27/2020	1/27/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	
GEORGE ST EXT /									





Accidents by Intersection

February 12, 2020

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

Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
20200122M0611	GEORGE ST EXT/ na/ DALTON AVE	No	1/22/2020	1/22/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
GIANT EAGLE PARKING LOT /									
20200114M0360	GIANT EAGLE PARKING LOT/ na/ na	No	1/14/2020	1/14/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	
HIGHLAND RD /									
20200120M0533	HIGHLAND RD/ na/ LYLE DR	Yes	1/20/2020	1/20/2020	1	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
HIGHLAND RD / N KERRWOOD DR									
20200102M0016	HIGHLAND RD/ N KERRWOOD DR/ na	Yes	1/2/2020	1/2/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	Traffic Signal
LA ISLA PARKING LOT /									
20200109M0258	LA ISLA PARKING LOT/ na/ na	No	1/9/2020	1/9/2020	2	0	0	Dark (Street Lights)/ NO ADVERSE CONDITION/ SNOW COVERED	
LAKE RD /									
20200130M0813	LAKE RD/ na/ NORTH NESHANNOCK RD	No	1/30/2020	1/30/2020	1	0	0	Dusk/ NO ADVERSE CONDITION/ DRY	No Controls
LAMOR RD /									



Accidents by Intersection

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

February 12, 2020

Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
20200106M0160	LAMOR RD/ na/ HOFIUS LN	Yes	1/6/2020	1/6/2020	1	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
LONGVIEW RD /									
20200110M0259	LONGVIEW RD/ na/ LIKENS LN	No	1/10/2020	1/10/2020	1	0	0	Dark (No Lights)/ RAINING/ WET	No Controls
20200113M0331	LONGVIEW RD/ na/ PARKDALE AVE	No	1/13/2020	1/13/2020	1	0	0	Dark (No Lights)/ NO ADVERSE CONDITION/ DRY	No Controls
Total Accidents @ LONGVIEW RD / - 2									
LYNNWOOD DR /									
20200105M0111	LYNNWOOD DR/ na/ BROADWAY AVE	Yes	1/5/2020	1/5/2020	1	0	0	Dark (No Lights)/ SNOWING/ ICE PATCHES	No Controls
MAPLE DR /									
20200113M0336	MAPLE DR/ na/ S V FREEWAY	No	1/13/2020	1/13/2020	0	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
MAPLE DR / MOREFIELD RD									
20200119M0509	MAPLE DR/ MOREFIELD RD/ na	Yes	1/19/2020	1/19/2020	1	0	0	Dark (Street Lights)/ SLEET, HAIL, FREEZING/ ICE PATCHES	Traffic Signal
MAPLE DRIVE /									



February 12, 2020

Accidents by Intersection

Accidents on % at or near %

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



Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
20200103M0079	MAPLE DRIVE/ na/ MERCER AVE	Yes	1/3/2020	1/3/2020	1		0	Dark (No Lights)/ NO ADVERSE CONDITION/ WET	No Controls
MERCER AVE /									
20200104M0108	MERCER AVE/ na/ ROMBOLD RD	No	1/4/2020	1/4/2020	1		0	Dark (No Lights)/ SNOWING/ WET	No Controls
20200116M0450	MERCER AVE/ na/ ANITA DR	Yes	1/16/2020	1/16/2020	3		1	Daylight/ SNOWING/ SNOW COVERED	No Controls
Total Accidents @ MERCER AVE / - 2									
MICHAELS PARKING LOT /									
20200110M0276	MICHAELS PARKING LOT/ na/ na	No	1/10/2020	1/10/2020	2		0	Daylight/ RAINING/ WET	No Controls
MOREFIELD RD /									
20200118M0485	MOREFIELD RD/ na/ SUNSET BLVD	No	1/18/2020	1/18/2020	1		0	Dark (No Lights)/ NO ADVERSE CONDITION/ DRY	No Controls
N HERMITAGE RD /									
20200103M0051	N HERMITAGE RD/ na/ DUTCH LN	Yes	1/3/2020	1/3/2020	2		1	Dark (No Lights)/ RAINING/ WET	No Controls
20200104M0096	N HERMITAGE RD/ na/ E STATE ST	No	1/4/2020	1/4/2020	2		0	Daylight/ RAINING/ WET	No Controls





Accidents by Intersection

February 12, 2020

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

Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
20200109M0245	N HERMITAGE RD/ na/ INDIAN RUN	Yes	1/9/2020	1/9/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
20200112M0321	N HERMITAGE RD/ na/ LAKE RD	Yes	1/12/2020	1/12/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
20200113M0333	N HERMITAGE RD/ na/ HIGHLAND RD	No	1/13/2020	1/13/2020	2	0	0	Dawn/ NO ADVERSE CONDITION/ DRY	No Controls
20200123M0637	N HERMITAGE RD/ na/ E STATE ST	No	1/23/2020	1/23/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
20200129M0765	N HERMITAGE RD/ na/ QUAKER CIR	Yes	1/29/2020	1/29/2020	1	1	1	Dark (No Lights)/ NO ADVERSE CONDITION/ WET	No Controls
Total Accidents @ N HERMITAGE RD / - 7									
N HERMITAGE RD / LAKE RD									
20200115M0380	N HERMITAGE RD/ LAKE RD/ na	Yes	1/15/2020	1/15/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	Traffic Signal
N WATER AVE / W CLARK ST									
20200124M0648	N WATER AVE/ W CLARK ST/ na	Yes	1/24/2020	1/24/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
ORANGEVILLE RD /									
20200118M0502	ORANGEVILLE RD/ na/ N WATER AVE	No	1/18/2020	1/18/2020	1	0	0	Dark (Street Lights)/ NO ADVERSE CONDITION/ WET	No Controls





Accidents by Intersection

February 12, 2020

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

Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Illumination/ Weather/ Road Surface	TCD
S BUHL FARM / 20200130M0815	S BUHL FARM/ na/ E STATE ST	No	1/30/2020	1/30/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
S BUHL FARM DR / 20200120M0529	S BUHL FARM DR/ na/ S V FREEWAY	No	1/20/2020	1/20/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	No Controls
20200127M0738	S BUHL FARM DR/ na/ KING DR	No	1/27/2020	1/27/2020	2	0	0	Dark (Street Lights)/ NO ADVERSE CONDITION/ DRY	No Controls
Total Accidents @ S BUHL FARM DR / - 2									
S KEEL RIDGE RD / 20200129M0768	S KEEL RIDGE RD/ na/ SONOFF LN	No	1/29/2020	1/29/2020	1	0	0	Dark (No Lights)/ NO ADVERSE CONDITION/ ICE COVERED	No Controls
S KERRWOOD DR / E STATE ST 20200119M0518	S KERRWOOD DR/ E STATE ST/ na	No	1/19/2020	1/19/2020	2	0	0	Daylight/ NO ADVERSE CONDITION/ DRY	Traffic Signal
S V FREEWAY / 20200104M0109	S V FREEWAY/ na/ S HERMITAGE RD	Yes	1/4/2020	1/4/2020	5	3	0	Dark (No Lights)/ SNOWING/ WET	No Controls
S V FREEWAY/0062 /									



Accidents by Intersection

February 12, 2020

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

Incident #	Principal/ Intersecting/ Landmark	Reportable	Occurred	Reported	#Veh	#Killed	#Injured	Weather/ Road Surface	TCD
20200108M0206	S V FREEWAY/0062/ na/ MAPLE DR	No	1/8/2020	1/8/2020	1		0	Daylight/ SNOWING/ SNOW COVERED	No Controls
SAMPLE /									
20200118M0499	SAMPLE/ na/ LORI LANE	Yes	1/18/2020	1/18/2020	1		0	Daylight/ SNOWING/ ICE PATCHES	No Controls
SHEETZ PARKING LOT AREA /									
20200103M0078	SHEETZ PARKING LOT AREA/ na/ na	No	1/3/2020	1/3/2020	2		0	Dark (Street Lights)/ NO ADVERSE CONDITION/ WET	
SHOE SHOW PARKING LOT /									
20200124M0667	SHOE SHOW PARKING LOT/ na/ na	No	1/24/2020	1/24/2020	2		0	Daylight/ RAINING/ WET	
WALMART PARKING LOT /									
20200109M0257	WALMART PARKING LOT/ na/ na	No	1/9/2020	1/9/2020	2		0	Dark (Street Lights)/ NO ADVERSE CONDITION/ DRY	

Reportable	20
Non-reportable	36
Unknown	0
TOTAL Accidents	56

92 3 3

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	10		10	7 *	1
A. FIREARM B. KNIFE OR CUTTING INST. C. OTHER DANGEROUS WEAPON D. AGGRAVATED (HANDS, ETC) E. SIMPLE (HANDS, ETC)	1 9		1 9	1 6 *	1
5. BURGLARY TOTAL	1		1		
A. FORCIBLE ENTRY B. UNLAWFUL ENTRY C. ATTEMPTED FORCIBLE	1		1		
6. LARCENY THEFT TOTAL	24		24	23 *@	2
7. MOTOR VEHICLE THEFT TOTAL	1	1			
A. AUTOS B. TRUCKS AND BUSES C. OTHER VEHICLES	1	1			
9. ARSON TOTAL					
TOTAL PART I OFFENSES	36	1	35	30	3

* 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 January, 2020

Date of Report: February 12, 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.		2		2		
110. FRAUD		5		5	4 *@	
120. EMBEZZLEMENT		1		1	2 @	
130. STOLEN PROP-REC,POSSES						
140. VANDALISM		2		2	1	
150. WEAPONS-CARRYING, POSSES		1		1	1	
160. PROSTITUTION, COMM VICE						
170. SEX OFFENSES (EX 02,160)						
180. DRUG ABUSE VIOL TOTAL		11		11	9 *	
SALE	A. OPIUM-COCAINE	1		1	1	
	B. MARIJUANA	1		1		
	C. SYNTHETIC					
	D. OTHER					
POSSESSION	A. OPIUM-COCAINE	1		1	1	
	B. MARIJUANA	4		4	4 *	
	C. SYNTHETIC					
	D. OTHER	4		4	3	
190. GAMBLING TOTAL						
A. BOOK MAKING						
B. NUMBERS, ETC.						
C. OTHER						
200.OFF AGAINST FAMILY & CHILD.						
210. DRIVING UNDER INFLUENCE		3		3	3	
220. LIQUOR LAWS						
230. DRUNKENNESS						
240. DISORDERLY CONDUCT		4		4	5 *@	
250. VAGRANCY						
260. ALL OTHER OFFENSES		7		7	6	
TOTAL PART II OFFENSES TOTAL		36		36	31	

HERMITAGE POLICE DEPARTMENT
Summary of Clark Calls
for
January 2020

The Hermitage Police Department answered seven (7) calls for service in the Borough of Clark during the month of January. A list of those calls is attached.

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

Date	Hours
1-Jan	1.5
2-Jan	1
3-Jan	1.5
4-Jan	1.5
5-Jan	1.5
6-Jan	1.5
7-Jan	1.5
8-Jan	1.5
9-Jan	1.5
10-Jan	1
11-Jan	1.5
12-Jan	1.5
13-Jan	1.5
14-Jan	1.5
15-Jan	1.5
16-Jan	1.5
17-Jan	1.5
18-Jan	1.5
19-Jan	1
20-Jan	1.5
21-Jan	1.5
22-Jan	1
23-Jan	1.5
24-Jan	1.5
25-Jan	1.5
26-Jan	1.5
27-Jan	1
28-Jan	1.5
29-Jan	1.5
30-Jan	1.5
31-Jan	1
Total:	43.5

CITY OF HERMITAGE POLICE DEPARTMENT

BOROUGH OF CLARK CALL LOG FOR JANUARY 2020

<u>NO:</u>	<u>CALL DESCRIPTION:</u>	<u>DATE/TIME:</u>	<u>LOCATION:</u>	<u>REPORT NO:</u>
1	ASSISTING OTHER AGENCIES - ALL OTHERS	1/5/2020 22:27	NORA	20-0105
2	PUBLIC SERVICES - MEDICAL ASSISTANCE	1/9/2020 9:40	LAKE	20-0168
3	ACCIDENT INVOLVING NONINJURY	1/12/2020 12:35	HERMITAGE	20-0232
4	SUSPICIOUS PERSONS,AUTOS,CIRCUMSTANCES	1/14/2020 4:11	VALLEY VIEW	20-0267
5	ACCIDENT INVOLVING NONINJURY	1/15/2020 13:14	HERMITAGE	20-0290
6	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	1/18/2020 14:32	LAKE	20-0367
7	MOTOR VEHICLE ACCIDENTS	1/30/2020 17:44	LAKE	20-0613

HERMITAGE POLICE DEPARTMENT
Summary of Wheatland Calls
for
January 2020

The Hermitage Police Department answered seventeen (17) calls for service in the Borough of Wheatland during the month of January. A list of those calls is attached.

CITY OF HERMITAGE POLICE DEPARTMENT

BOROUGH OF WHEATLAND CALL LOG FOR JANUARY 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)	1/2/2020 17:30	MERCER AVE	20-0024
2	ASSISTING OTHER AGENCIES - ALL OTHERS	1/3/2020 15:39	MERCER AVE	20-0053
3	ASSIST OTHER AGENCIES - OTHER POLICE	1/4/2020 4:08	LAIRD ST	20-0065
4	SUSPICIOUS PERSONS,AUTOS,CIRCUMSTANCES	1/5/2020 5:42	LINCOLN AVE	20-0092
5	ACCIDENT INVOLVING NONINJURY	1/8/2020 8:55	COUNCIL AVE	20-0145
6	SUSPICIOUS PERSONS,AUTOS,CIRCUMSTANCES	1/10/2020 8:28	ADAMS ST	20-0182
7	TRAFFIC & PARKING PROBLEMS	1/10/2020 8:51	BROADWAY AVE	20-0184
8	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	1/12/2020 4:38	COUNCIL AVE	20-0224
9	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	1/13/2020 11:04	COUNCIL AVE	20-0249
10	PUBLIC SERVICES - MEDICAL ASSISTANCE	1/13/2020 12:06	CANAL ST	20-0252
11	DISTURBANCES-DOMESTIC	1/16/2020 15:41	BEECHWOOD AVE	20-0318
12	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	1/17/2020 9:40	BEECHWOOD AVE	20-0344
13	TRAFFIC ENFORCEMENT - MCSAP (LEVEL 1)	1/21/2020 14:58	BROADWAY AVE	20-0430
14	TRAFFIC ENFORCEMENT - MCSAP (LEVEL 1)	1/23/2020 11:35	BROADWAY AVE	20-0463
15	PUBLIC SERVICES - MEDICAL ASSISTANCE	1/24/2020 10:18	ORCHARD ST	20-0484
16	ASSISTING OTHER AGENCIES - ALL OTHERS	1/26/2020 21:27	LAIRD ST	20-0541
17	PUBLIC SERVICES-NOTIFICATIONS(POL.INFO.)	1/30/2020 10:07	CHURCH ST	20-0603

K-9 REPORT
2020

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



INSPECTION SUMMARY REPORT

Inspector: J KUDELKO

Time Period: 01/01/2020 - 01/31/2020

Badge #: M9951

Total Inspections: 22

Inspection Type Breakdown

Total HM Inspections:	0	Inspections Resulting in OOS:	7
# HM Bulk:	0	# Driver/Codriver OOS:	2
# HM Non-Bulk:	0	# Vehicle OOS:	5
# Both HM Bulk & Non-Bulk:	0	# & % of U.S. Motor Carriers:	22 / 100%
Total Single-Unit Trucks:	18	# & % 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	12	0	10	0	0	0	0
% of Total	55%	0	45%	0	0	0	0
Total Minutes	1,025	0	462	0	0	0	0
Average Minutes	85	0	46	0	0	0	0

Inspection Analysis

Total Violations Cited:	65	% of OOS Drivers/Co-Drivers:	9%
Avg. Violations Per Inspection:	2.95	% of OOS Vehicles:	19%
Total Citations Issued:	28	Total OOS Violations:	9
Total CVSA Stickers Issued:	0	Total OOS Drivers/Co-Drivers:	2
Total Cargo Tanks Inspected:	0	Total OOS Vehicles:	6

Special Checks

Size And Weight Enforcement:	0	Traffic Enforcement:	3
Alcohol Substance Check:	0	Local Enforcement:	22
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 January 2020

- January 14: K-9 Officer Frampton attended bi-weekly K-9 training.
- January 20-24: Officer Brown attended the National Tactical Officers Association (NTOA) Command Leadership Course in Pittsburgh, Pa., for Mercer County CIRT.
- January 21-22: Corporal Young and Officers Burnett and Guthrie attended mandatory monthly Mercer County CIRT training.
- January 23-24: Officer Sciaretta attended a training in Austintown, Oh., entitled *Group Crisis Intervention Training*. The training was sponsored by the Mahoning and Trumbull County Critical Incident Stress Management Team.
- January 28: K-9 Officer Frampton attended bi-weekly K-9 training.
- January 29: Chief Jewell completed a 1-hour online ALICE instructor recertification through the ALICE Training Institute.
- Other training: Officers Staples and Wilson completed required annual MPOETC Act 180 update training (online).

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

January 2020

PIPE/DITCH/CATCH BASINS

Cleaned catch basins and culvert pipes throughout Hermitage and Patagonia; ditched and installed pipe at 336 Champlain and 6050 Miller; cleaned two catch basins at Wakefield/Saratoga; and installed pipe and two catch basins at 5289 Virginia.

COLD PATCH

N. & S. Darby, Frampton, Winner, Thornton, Boyd, Briarwood, Lakeview, Northwoods, Tanglewood, Hemlock, Rexford, King, Meadowbrook, Ridgewood, Kimberly, Anne, Lorenwood, Kelly, Hofius, Fairfield, Quality, Brian, Elmo, Dalton, George, Spangler, Fairmont, Churchwood, Industrial, Lori, Robertson, Homewood, East, Hazel, Monticello, Trout Island, Valley View, Mt. Hickory, Sandy, Schwartz, Cranbrook, Pine Hollow, Station, and Downing.

SALT/PLOW

Salted and/or plowed roads on 1/5, 1/8, 1/16, 1/17, 1/18, 1/19, 1/20, 1/27, and 1/29.

MISCELLANEOUS

Installed new Watch Children sign, base, and post on S. Darby; installed new Speed Limit 35 sign, base, and post on N. Buhl Farm; installed three No Parking Signs and four No Parking symbol signs on N. Kerrwood; installed new Speed Limit 35 sign on Frampton; laid millings along berm of the road at 2783 Frampton; installed new Stop signs at the corner of Skyline/Avalon and Skyline/Wakefield; and took down Christmas decorations.

Don Cannon
Street Dept. Superintendent
DC:kp

Wheatland Street Department Monthly Report

January 2020

CATCH BASIN

Catch basin on Chestnut will be rebuilt when weather permits.

COLD PATCH

Ohio, Mill, Chestnut, Orchard, Fulton, Vaughn, Beechwood, Second, and Jack O'Donnell.

SALT/PLOW

Salted and/or plowed roads on 1/5, 1/8, 1/16, 1/17, 1/18, 1/19, 1/20, 1/27, and 1/29.

MISCELLANEOUS

Took down Christmas decorations; cleaned catch basins throughout the borough; hauled salt to fill shed; and opened manholes on Vaughn.

Don Cannon

Street Dept. Superintendent

DC:kp

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

JOB PERFORMED

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

LOCATION

W.P.C. Plant
Alma Drive Station
Broadway Station
Daniel Drive Station
Dutch Lane Station
Dutch Lane E.Q. Basin
Golden Run Station
N. Hermitage Station
Jerry Lane Station

Magargee Run
Miller Road Station
Ohio Street Station
Pine Hollow Station
Sample Road Station
SVIDC Station
Wheatland Station
Wilson Road Station
Woodlawn Station

LATERAL INSPECTIONS

15 houses were inspected – All Passed
0 Lateral Replacements

STATIONS

- Installed new chart recorder at Dutch Lane Pump station
- Installed new Flow Chart for Jefferson Township
- Pumped out EQ wet well

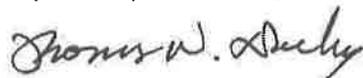
PLANT

- Repaired broken actuator valve
- Food Waste pump was repaired and Installed
- Installed new stainless isolation valves for Thermo Mixing pump

OVERTIME

82.2 hours – Plant
14 hours - Stations
8 hours - Lab

Respectfully submitted,



Thomas W. Darby
W.P.C. Superintendent

MINUTES OF THE REGULAR MONTHLY MEETING OF THE HERMITAGE MUNICIPAL AUTHORITY

January 8, 2020

MEETING

The regular monthly meeting of the Hermitage Municipal Authority was called to order on Wednesday, January 8, 2020, beginning at 7:30 a.m., at the Hermitage Water Pollution Control Plant Administration Building.

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

MINUTES

Minutes from the December 4, 2019 meeting were reviewed.

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

VISITORS

David Dye- The Herald

REQUISITIONS AND GENERAL CHECKING ACCOUNT INVOICES

Sewer Capital Improvements and Redemption Fund Requisition No. 01-2020: After review, upon motion made by Tom Kuster and seconded by Cameron Linton this requisition was unanimously approved for payment as submitted.

Ekker, Kuster, McCall & Epstein: After review, upon motion made by Cameron Linton and seconded by Tom Kuster, these invoices for general legal fees and litigation fees were unanimously approved for payment from the general checking account as submitted.

DAC Fees: After review, upon motion made by Tom Kuster and seconded by Cameron Linton, this invoice for annual DAC (Digital Assurance Certification) fees were unanimously approved for payment from the general checking account as submitted.

ENGINEER'S REPORT

537: Waiting on grinder pumps estimated 12 weeks.

Progressing on Bond Issue, no response yet more paperwork done- thinking February 1st.

SOLICITOR'S REPORT

None

OTHER BUSINESS

Election of Officers: After review, upon motion made by Cameron Linton and seconded by Andy Dorko the Board unanimously approved that current officers would remain the same for 2020.

Laubscher Cheese: Received 250 Tons of shredded cheese for destruction.

ADJOURNMENT

There being no further business to come before the Authority, upon motion made and seconded, the regular meeting was adjourned at 7:55 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 FEBRUARY, by the Hermitage Commissioners to

BERNADETTE HARRY, Hermitage Treasurer, taxes for the year

2019

	ADDITIONS	EXONERATIONS
REAL ESTATE	\$0.00	\$91.50
PER CAPITA	0.00	2,760.00
TOTAL	0.00	2,851.50

Secretary

Board of Commissioners

RECAPITULATION OF ADJUSTED TAXES DUE AT FACE VALUE

	REAL ESTATE	PER CAPITA	TOTAL
Face Amount on Duplicate	1,324,707.03	199,180.00	1,523,887.03
Additions to Duplicate	\$0.00	0.00	0.00
Total Collectible (Lines 1 & 2)	1,324,707.03	199,180.00	1,523,887.03
Exonerations to Duplicate	\$0.00	160.00	160.00
Total Adjusted Face Amount Duplicate	1,324,707.03	199,020.00	1,523,727.03

SUBDIVISION REPORT
TO THE BOARD OF COMMISSIONERS
for consideration at the February 26, 2020 meeting

Final Lots 1 & 2 Susan Marie Boren Subdivision

Twitmeyer Avenue

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

Frogtown Road

SUBDIVISION REPORT

Plan Name: **Final Lots 1 & 2 Susan Marie Boren Subdivision**

Owner(s) Name: **Susan Marie Boren
430 Twitmeyer Avenue
Hermitage, PA 16148**

Zoning District: **R-1-75**

Location: **Twitmeyer Avenue**

Purpose: **The purpose of this plan is to subdivide a parcel of land owned by Boren into Lots 1 & 2. Lot 1 contains .042 acre and is not a separate building lot, but is to be conveyed and added to adjoining land of Horvath to the east. Lot 2, which contains .990 acres and an existing house, is to be retained by Boren.**

This plan was previously approved by the Planning Commission and the Board of Commissioners in 2019, but the outstanding conditions were not completed by the expiration date of 8/27/2019 and the plan expired.

Hermitage Planning Commission took the following action: **Approved w/ conditions
on February 3, 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: 5/3/2020

SUBDIVISION REPORT

Plan Name: **Final Lots 1A & 1B Daniel Jr. & Heather Casey Subdivision**

Owner(s) Name: **Daniel Jr. & Heather Casey
760 Bear Creek Road
Cabot, PA 16023**

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

Location: **Frogtown Road**

Purpose: **The purpose of this plan is to create two lots from existing Lot 1. Lot 1A contains 6.187 acres and Lot 1B contains 17.283 acres.**

This plan was approved by the Planning Commission and Board of Commissioners in 2019, but the outstanding conditions (DEP approval) were not completed by the expiration date of 2/21/2020 and the plan expired. The owner has requested reapproval of the plan to extend the expiration date to complete the conditions.

Hermitage Planning Commission took the following action: **Approved w/ conditions
on August 5, 2019**

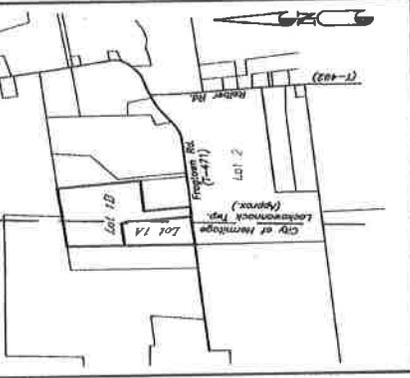
Mercer County Regional Planning Commission took the following action: **Reviewed**

Recommended action to be taken by the Board of Commissioners: **Re-approve w/ conditions**

Conditions: **Drawing corrections
DEP Approval of Planning Module
Two sets of permanent ink mylars with signatures and seals**

Deadline for Board Action:

VICINITY SKETCH



No.	Requisite	Date
1		07-28-19

ADDT SURVYING, LLC
 637 Audford Road
 West Allendale, PA 16159
 Ph: (717) 386-1112
 Zone: R-1-100 (Hermitage)

OWNER'S ADDRESS:
 Daniel, Jr. & Heather Casey
 760 Bear Creek Road
 Colton, PA 16823

FINAL LOTS 1A & 1B
DANIEL, JR. & HEATHER
CASEY
SUBDIVISION
 City of Hermitage, Lactanemock Twp.,
 Hermitage County, PA

DATE: 06-17-19
 SCALE:
 JOB NO.:
 TPOID:
 SHEET NO.: 2013-3647

Notes:
 1. Lots 1A & 1B of this subdivision represent a replot of Lot 1 of the A.J. & E.D. Byler Subdivision, recorded as 2018-7977-81, and removes the non-building lot notation that was shown on the previous plan.
 2. There is currently no public water service in this area to service Lots 1A & 1B. Water service is to be provided by water well to be constructed at the expense of the proposed owner/developer of Lots 1A & 1B.
 3. A 10' driveway & utility easement is located parallel and adjacent to Frogtown Road's existing right of way line along the frontage of Lot 1A in the City of Hermitage.
 4. 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.
 5. Prior to any construction the property owner should contact the municipality for information regarding zoning regulations, municipal building setbacks, required permits, and any other matters, which may apply.

To: Hermitage Board of Commissioners
From: Gary Hinkson, City Manager
Subject: Police Department Property Auction – CPIN/Live-Scan
Date: February 13, 2020

The Police Department has a two-piece computer system for booking (photo and fingerprints) arrestees. The system, known as CPIN (Commonwealth Photo Imaging Network), allows for the uploading of mug shots and tattoo images to the Pennsylvania State Police (PSP). Live-Scan is the digital process to obtain fingerprints and submit them to the PSP. The CPIN/LiveScan system is now obsolete, as determined by the PSP, and had to be replaced. The Hermitage Police Department now has the new system in operation.

The Police Department has requested authorization to utilize the services of PropertyRoom.com to auction this specialized, outdated equipment. We have used this company on previous occasions for the sale of both Department equipment and items that have been possession of the Department.

Mercer County Regional Council of Governments

JOINT PURCHASING PROGRAM - 2020

Bid Item #	Bid Item Description	Total # of Bidders	Low Bidder	Bid Price- Low Bidder
1	Culvert Pipe (Polyethylene)	4	Lane Enterprises	Size: 8"-36" Type: Corrugated or Smooth F.O.B./ft.: \$1.85-\$23.47 Delivered
2	Petroleum	1	Reed Oil Co.	Gasoline (Non-leaded) Regular: +.0600 Plus: +.0600 Diesel Premium: +.0600 Premium: +.0600 (+) added to current OPIS prices for the Pittsburgh, PA area
3	Limestone	2	Allegheny Mineral Corp.	Min. weight delivered: 20 tons F.O.B. Price per ton: \$12 - \$18.75 Haul Rate: \$6.50 per ton
4	Bituminous Cold Mix Patching Material	4	Russell Standard Corp.	Price per ton F.O.B. plant & delivered \$88.50 per ton Min. weight delivered: 20 tons
5	Automobile and Truck/ Equipment Tires (Goodyear)	2	Flynn's Tires	Price per tire: Various depending on tread \$64.42-112.09 Add. Cost: \$7.50-\$15.00 per tire mounting, balancing, repair, etc.
6	Pre-Cast Concrete Catch Basins	1	McGill Septic Tank Co.	24"x24" catch basin \$45 - \$185 deliv. 24"x48" catch basin \$60 - \$350 deliv. 36"x36" catch basin \$60 - \$320 deliv.

**CITY OF HERMITAGE
MERCER COUNTY, PENNSYLVANIA**

RESOLUTION NO. 4 - 2020

**A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE CITY OF HERMITAGE, MERCER COUNTY,
PENNSYLVANIA, SUPPORTING THE APPLICATION OF
THE BOROUGH OF WHEATLAND FOR A GRANT
THROUGH THE PENNSYLVANIA STRATEGIC
MANAGEMENT PLANNING PROGRAM.**

WHEREAS, the Borough of Wheatland (“Wheatland”) has submitted to the Board of Commissioners of the City of Hermitage a request to consider the merger of Wheatland into the City of Hermitage; and

WHEREAS, Wheatland is a participant in the Commonwealth of Pennsylvania’s Strategic Management Planning Program (“STMP”) and intends to make a grant application to STMP for the purpose of funding a study to determine the economic impact of a merger of the City and Wheatland;

WHEREAS, the City Board of Commissioners supports Wheatland’s application for STMP funds to study the viability of a merger of the two (2) municipalities.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF HERMITAGE, MERCER COUNTY, PENNSYLVANIA, AND HERMITAGE RESOLVES THROUGH AUTHORITY OF THE SAME AS FOLLOWS:

SECTION 1. The City of Hermitage hereby expresses its full support for the Borough of Wheatland’s grant application to the STMP for the purpose of funding a study investigating the appropriateness of a merger of the City of Hermitage and Borough of Wheatland.

SECTION 2. All Resolutions, or parts of Resolutions, not in accord with this Resolution, are hereby rescinded insofar as they conflict herewith.

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF HERMITAGE, MERCER COUNTY, PENNSYLVANIA, THIS 26th DAY OF FEBRUARY, 2020.

ATTEST:

CITY OF HERMITAGE
BOARD OF COMMISSIONERS:

Gary P. Hinkson, Secretary

By _____
William J. Moder, III, President

**CITY OF HERMITAGE
MERCER COUNTY, PENNSYLVANIA**

RESOLUTION NO. 5 – 2020

**A RESOLUTION OF THE BOARD OF
COMMISSIONERS OF THE CITY OF HERMITAGE,
MERCER COUNTY, PENNSYLVANIA, AUTHORIZING
THE DISPOSING OF CERTAIN MUNICIPAL
RECORDS.**

WHEREAS, in accordance with Ordinance No. 12-90, adopted September 12, 1990, the City of Hermitage has declared its intent to follow the procedures for the disposing of records as set forth in the Retention and Disposition Schedule for Records of Pennsylvania Municipalities issued on July 16, 1993.

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the City of Hermitage.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
COMMISSIONERS OF THE CITY OF HERMITAGE, MERCER COUNTY,
PENNSYLVANIA, AND HERMITAGE HEREBY RESOLVES THROUGH
AUTHORITY OF THE SAME AS FOLLOWS:**

SECTION 1. That the City of Hermitage, in accordance with the above-cited laws and regulations, hereby authorizes the disposing of the public records as shown on the attached list.

**RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF
HERMITAGE, MERCER COUNTY, PENNSYLVANIA, THIS 26TH DAY OF
FEBRUARY, 2020.**

ATTEST:

CITY OF HERMITAGE
BOARD OF COMMISSIONERS

Gary P. Hinkson, City Secretary

By _____
William J. Moder, III, President

As a municipal official who is authorized to dispose of certain public records in accordance with the provisions of the Municipal Records Act, I hereby authorize and certify that the attached list of municipal records submitted have been researched and may be destroyed in conformance with the provisions of sections six and eight of the Municipal Records Act of 1993.

Researched & Prepared by: Rachael Mawel
Department Head/Supervisor: Sherry Overman
Date: 1/24/2020

Record Disposal - 2020

Box #	Destroy Date
1 8	2018
2 2057	2018
3 2064	2018
4 2065	2019
5 2075	2019
6 2083	2018
7 2087	2018
8 2092	2019
9 2093	2019
10 2097	2019
11 2098	2019
12 2104	2020
13 2106	2019
14 2107	2020
15 2112	2019
16 2112	2019
17 2113	2019
18 2113	2019
19 2114	2019
20 2114	2020
21 2115	2019
22 2115	2020
23 2116	2019
24 2116	2018
25 2117	2020
26 2118	2020
27 2119	2020
28 2011-1	2019
29 2011-2	2019



SCP GROUP

DESIGN • PRINT • MAIL • SIGNAGE

2083 - Destroy 2018 Payroll worksheets *

2057 - Destroy 2018 Payroll info *

2065 - Destroy 2019 Payroll worksheets *

~~2102 - Destroy 2018 Absence slips~~

Temp Summer
Employees } Destroy
no box # } 2016

Box # 8 - Destroy
Payroll - New on box *

~~2093 - Destroy 2019 Payroll monthly reports
Budget worksheets~~

2064 - Destroy 2018 ICMA *

2075 - Destroy 2019 Budget worksheets *

~~2107 - Destroy 2018 Wage reports W, B, H~~

OVER →

~~2092 - Destroy 2019 12 payroll worksheets~~

~~2097 - Destroy 2019 Payroll billings~~

10 box (Payroll) box says destroy 2014 #

~~2098 - Destroy 2019 2012 time cards~~

044 - Destroy 2015 05 Budget worksheets

Box of time cards } no date for when to destroy

2087 - Destroy 2018 Purchase orders *

4 box's have no info on box unknown contents have no #'s

2 have #'s but no information

No number - 2007 BLT - 1 box

Box 2011-1 Destroy 2019 *
Journal entry, invoice maint., ect.

Box 2011-2 Invoice entry *

Box 2011-3 AR Payments Journal, etc *

RECORD OF ARCHIVES

Box # 2092

Destroy Date 2019

Contents

2012 Payroll Worksheets

- 1. 2012 Payroll Worksheets
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____
- _____

Box Location Downstairs

Full X Still Room _____

RECORD OF ARCHIVES

Box # 2093 Destroy Date 2019

Contents

2012
PAYROLL

1. 2012 - Monthly Payroll Reports for Board of Commissioners
2. 2012 Payroll Correction Journals
3. 2012 Off Duty Police Billings
4. 2011 - 2012 Current Employment Statistics Reports
5. 2012 Budget Worksheets
6. _____
7. _____
8. _____
9. _____
10. _____

Box Location Downstairs Full X Still Room _____

RECORD OF ARCHIVES

Box # 2097

Destroy Date 2019

Contents

PAYROLL / BILLING

- 1. Wage Tax Billings 1996 - 2012
- 2. Treasurer Office Billings County 2003 - 2008
- 3. Treasurer Office Billings School 2006 - 2008
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location Downstairs

Full X Still Room _____

RECORD OF ARCHIVES

Box # 2098

Destroy Date 2019

Contents

PAYROLL

1. 2012 Time Cards
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Box Location Downstairs

Full X Still Room _____

RECORD OF ARCHIVES

Box # 2106

Destroy Date 2019

Contents

1. 2014 Absence Slips
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

2020

Box # 2107

Destroy Date ~~2018~~

Contents

- 1. 2012 W2 Register
- 2. 2012 1st, 2nd, 3rd and 4th Qtr Individual Earnings Report
- 3. 2013 1st, 2nd, 3rd and 4th Qtr Individual Earnings Report
- 4. 2014 1st, 2nd and 3rd Qtr Individual Earnings Report
- 5. 2013 W2 Register
- 6. 2013 Deduction Register
- 7. 2013 Year End Payroll Register
- 8. _____
- 9. _____
- 10. _____
- 11. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

Box # 2116

Destroy Date

2019

Contents

1. 2015 SHORT TERM DISABILITY QTR REPORTS
2. 2014 EF TPS REPORTS
3. 2014 EIT REPORTS
4. 2014 LST REPORTS
5. 2014 PA UNEMPLOYMENT
6. 2014 ETIDAS REPORT
7. 2014 UCOMP REPORTS
8. 2014 APLAC
9. 2014 CHILD SUPPORT
10. 2014 CREDIT UNION
- 2014 FOP DUES
- 2014 JFS DEDUCTIONS

Box Location Downstairs

Full X Still Room

RECORD OF ARCHIVES

Box # 211S

Destroy Date

2019
~~2021~~

Contents

1. 2014 check registers
2. 2015 Deduction Registers
3. 2015 purchasing proof list
4. 2015 wire transfers
5. 2015 payroll pre list

6.

7.

8.

9.

10.

Box Location Downstairs

Full X Still Room

RECORD OF ARCHIVES

2019

Box # 2114

Destroy Date ~~2022~~

Contents

1. 2015 check registers
2. 2015 purchase orders
3. 2015 G/L distribution
4. 2015 deduction register
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Box Location Downstairs

Full X Still Room _____

RECORD OF ARCHIVES

Box # 2112

Destroy Date 2019

Contents

1. 2015 payroll folders + absent slips
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Box Location Downstairs

Full X Still Room _____

RECORD OF ARCHIVES

Box # 2113

Destroy Date 2019

Contents

1. 2015 payroll folders +
2. absent slips
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Box Location Downstairs

Full X Still Room _____

RECORD OF ARCHIVES

2019

Box # 2112

Destroy Date ~~2021~~

Contents

PAYROLL

- 1. 2004-2014 Drug Task Grant Reimbursement Billings
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location Downstairs

Full X Still Room _____

RECORD OF ARCHIVES

2019
~~2022~~

Box # 2113

Destroy Date ~~2022~~

Contents

PAYROLL

1. 2015 Normal Payroll Deduction Records i.e. payroll taxes, JFS, Credit
2. Union, Aflac, etc.
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Box Location Downstairs

Full X Still Room _____

RECORD OF ARCHIVES

Box # 2114

Destroy Date 2020

Contents

PAYROLL

- 1. 2016 Payroll Work Folders
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location Downstairs

Full X Still Room _____

RECORD OF ARCHIVES

Box # 2115

Destroy Date 2020

Contents

PAYROLL

- 1. 2016 Payroll Work Folders
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location Downstairs

Full X Still Room _____

RECORD OF ARCHIVES

Box # 2116

Destroy Date 2018

Contents

PAYROLL

- 1. 2014 Employee Timecards
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location Downstairs

Full X Still Room _____

RECORD OF ARCHIVES

Box # 2117

Destroy Date 2020

Contents

PAYROLL

- 1. 2016 Pre List
- 2. 2016 Deduction Register
- 3. 2016 Wire Transfer
- 4. 2016 Check Register
- 5. 2016 G/L Register
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location Downstairs

Full X Still Room _____

RECORD OF ARCHIVES

Box # 2118

Destroy Date 2020

Contents

PAYROLL

- 1. 2016 Payroll Taxes - Federal, State, Ucomp, Unemployment
- 2. 2016 Short Term Disability Payment Reports
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location Downstairs

Full X Still Room _____

RECORD OF ARCHIVES

Box # 2119

Destroy Date 2020

Contents

PAYROLL

1. 2016 Payroll Deductions and Withholding Folders - JFS, Aflac, United
2. Way, Credit Union, Union Dues, etc.
3.
4.
5.
6.
7.
8.
9.
10.

Box Location Downstairs

Full X Still Room

RECORD OF ARCHIVES

2020

Box # 2104

Destroy Date ~~2018~~

Contents

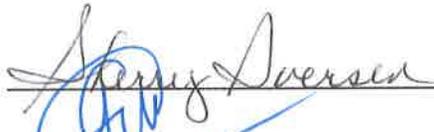
- 1. 2011 & 2012 Federal Tax Reports (EFTPS and Quarterly) _____
- 2. 2012 EIT Reports _____
- 3. 2012 LST Reports _____
- 4. 2012 PA Unemployment Reports _____
- 5. 2011 & 2012 State Tax Reports (ETIDES and Quarterly) _____
- 6. 2012 U Comp Reports _____
- 7. 2013 Payroll Pre Lists _____
- 8. 2013 G/L Distirbution Journals _____
- 9. 2013 Payroll Deduction Register _____
- 10. 2013 Check Register _____
- 11. 2013 Wire Transfers _____
- 12. 2013 Vendor Proofs _____
- 13. 2013 Purchase Orders _____
- 14. 2011 W2'S _____
- 15. 2011 & 2012 Deferred Comp Reports/Withholdings _____
- 16. 2012 Domestic Relations, Christmas Club, Credit Union, FOP Dues, AFLAC Withholdings _____

Box Location _____

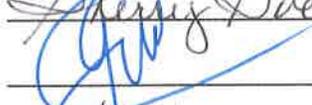
Full _____ Still Room _____

As a municipal official who is authorized to dispose of certain public records in accordance with the provisions of the Municipal Records Act, I hereby authorize and certify that the attached list of municipal records submitted have been researched and may be destroyed in conformance with the provisions of sections six and eight of the Municipal Records Act of 1993.

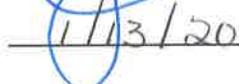
Researched & Prepared by:



Department Head/Supervisor:



Date:



"APPENDIX D-2"

RETENTION / DISPOSITION

<u>RECORD TITLE</u>	<u>BOX NO.</u>	<u>DATES</u>	<u>RETENTION DATE</u>
Employer Quarterly Returns	8 boxes	2011	7 yrs.
Daily cash & Bank Statements	1 box	2011	7 yrs.
W2 Forms	5 boxes	2011	7 yrs.
OP Tax forms	2 boxes	2011	7 yrs.
Resident & Non-resident	1 binder	2011	7 yrs.
Paid to Big 5	1 binder	2011	7 yrs.
Paid to other areas	2 binders	2011	7 yrs.
Deposits	1 binder	2011	7 yrs.
Paid from other areas	1 binder	2011	7 yrs.
Quarterly reports	2 binders	2011	7 yrs.
Check register	1 binder	2008-2011	7 yrs.
Quarterly distributions	1 folder	2011	7 yrs.
Personal OP forms	1 box	Various	7 yrs.
District Court filings	1 box	Various	7 yrs.

As a municipal official who is authorized to dispose of certain public records in accordance with the provisions of the Municipal Records Act, I hereby authorize and certify that the attached list of municipal records submitted have been researched and may be destroyed in conformance with the provisions of sections six and eight of the Municipal Records Act of 1993.

Researched & Prepared by:

Stacy Overton

Department Head/Supervisor:

[Signature]

Date:

1/24/2020

As a municipal official who is authorized to dispose of certain public records in accordance with the provisions of the Municipal Records Act, I hereby authorize and certify that the attached list of municipal records submitted have been researched and may be destroyed in conformance with the provisions of sections six and eight of the Municipal Records Act of 1993.

Researched & Prepared by:

Amy Carlos Yitkus

Department Head/Supervisor:

Sherry Swensen

Date:

January 31, 2020

RECORD OF ARCHIVES

Box # 2012

Destroy Date JANUARY 2020

Contents

1. INVOICES A-G
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

All boxes to be destroyed are marked with an X

Box Location Storage Room

Full Still Room

RECORD OF ARCHIVES

Box # 2013-2

Destroy Date JANUARY 2020

Contents

1. GENERAL LEDGER
2. ACCOUNT TRIAL BALANCE
3. PAID INVOICE REPORT
4. PAYMENTS PROOF
5. PAYMENTS JOURNAL
6. INVOICE MAINTENANCE
7. _____
8. _____
9. _____
10. _____

All boxes to be destroyed are marked with an X

Box Location Storage Room

Full Still Room

RECORD OF ARCHIVES

Box # 2012

Destroy Date JANUARY 2020

Contents

1. INVOICES P - T

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

All boxes to be destroyed are marked with an X

Box Location Storage Room

Full Still Room

RECORD OF ARCHIVES

Box # 2012

Destroy Date JANUARY 2020

Contents

1. JOURNAL ENTRY PROOF
2. ACCOUNT TRIAL BALANCE
3. GENERAL LEDGER
4. ACCOUNTS RECEIVABLE PAYMENTS PROOF
5. ACCOUNTS RECEIVABLE PAYMENTS JOURNAL
6. _____
7. _____
8. _____
9. _____
10. _____

All boxes to be destroyed are marked with X

Box Location Storage Room

Full Still Room

RECORD OF ARCHIVES

Box # 2013-3

Destroy Date JANUARY 2020

Contents

1. YTD BUDGET REPORTS
2. OPEN PAYABLES
3. JOURNAL ENTRY PROOF
4. INVESTMENTS BANK STATEMENTS
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

All boxes to be destroyed are marked with an X

Box Location Storage Room

Full Still Room

RECORD OF ARCHIVES

Box # 2012

Destroy Date JANUARY 2020

Contents

1. INVOICE ENTRY
2. PAID INVOICE REPORT
3. CASH DISBURSEMENTS
4. OPEN PAYABLES
5. INVOICE MAINTENANCE
6. _____
7. _____
8. _____
9. _____
10. _____

All boxes to be destroyed are marked with an X

Box Location Storage Room

Full Still Room

RECORD OF ARCHIVES

Box # 2012

Destroy Date JANUARY 2020

Contents

1. YEAR TO DATE BUDGET REPORTS

2. ACCOUNTS PAYABLE WARRANT

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

All boxes to be destroyed are marked with X

Box Location Storage Room

Full Still Room

RECORD OF ARCHIVES

Box # 2012

Destroy Date JANUARY 2020

Contents

1. INVOICES H - O

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

All boxes to be destroyed are marked with X

Box Location Storage Room

Full Still Room

RECORD OF ARCHIVES

Box # 2012

Destroy Date JANUARY 2020

Contents

1. INVOICES S - Z

2. MONTHLY DEPOSIT SLIPS

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

All boxes to be destroyed are marked with X

Box Location Storage Room

Full Still Room

RECORD OF ARCHIVES

Box # 2013-1

Destroy Date JANUARY 2019

Contents

1. ACCOUNTS PAYABLE WARRANT
2. CASH DISBURSEMENTS
3. INVOICE ENTRY
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

All boxes to be destroyed are marked with an X

Box Location Storage Room

Full Still Room

RECORD OF ARCHIVES

Box # 2011-1

Destroy Date JANUARY 2019

Contents

1. JOURNAL ENTRY PROOF

2. INVOICE MAINTENANCE

3. OPEN PAYABLES

4. GENERAL LEDGER

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

All boxes to be destroyed are marked with an X

Box Location Storage Room

Full Still Room

RECORD OF ARCHIVES

Box # 2011-2

Destroy Date JANUARY 2019

Contents

1. INVOICE ENTRY

2. ACCOUNTS PAYABLE WARRANT

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

All boxes to be destroyed are marked with an X

Box Location Storage Room

Full Still Room

RECORD OF ARCHIVES

Box # 2011-3

Destroy Date JANUARY 2019

Contents

1. ACCOUNTS RECEIVABLE PAYMENTS JOURNAL

2. ACCOUNTS RECEIVABLE PAYMENTS PROOF

3. CASH DISBURSEMENTS

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

All boxes to be destroyed are marked with an X

Box Location Storage Room

Full Still Room

As a municipal official who is authorized to dispose of certain public records in accordance with the provisions of the Municipal Records Act, I hereby authorize and certify that the attached list of municipal records submitted have been researched and may be destroyed in conformance with the provisions of sections six and eight of the Municipal Records Act of 1993.

Researched & Prepared by:

Danielle Schreckenghost

Department Head/Supervisor:

Sherry Doersen

Date:

1/31/20

RECORD OF ARCHIVES

Box # 1

Destroy Date 2020

Contents

- 1. 2013 July-Dec Sewer Payment Info
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location Storage # 103

Full Still Room

RECORD OF ARCHIVES

Box # 2

Destroy Date 2020

Contents

1. 2013 January-June sewer Payment Info

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Box Location Storage # 103

Full Still Room

RECORD OF ARCHIVES

Box # 3

Destroy Date Jan. 2020

Contents

1. Sewer July 2012 - December 2012
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Box Location Storage # 103

Full Still Room

RECORD OF ARCHIVES

Box # 4

Destroy Date Jan 2010

Contents

1. Sewer January 2012 - June 2012
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Box Location Storage #103

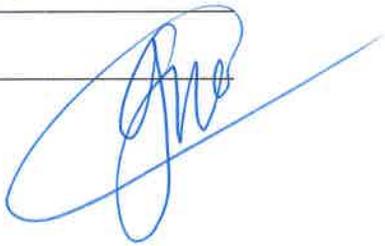
Full Still Room

As a municipal official who is authorized to dispose of certain public records in accordance with the provisions of the Municipal Records Act, I hereby authorize and certify that the attached list of municipal records submitted have been researched and may be destroyed in conformance with the provisions of sections six and eight of the Municipal Records Act of 1993.

Researched & Prepared by: Bernie Harry + Tammie Blazer

Department Head/Supervisor: Bernie Harry

Date: 2-11-20

A large, stylized handwritten signature in blue ink, likely belonging to the official authorizing the records disposal.

RECORD OF ARCHIVES

Box # 1

Destroy Date 3-2019

Contents

1. 2017 PER CAP ADDS / EXONS back up

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

Box # 2

Destroy Date 3/2019

Contents

1. 2017 SCHOOL RECEIPTS

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

Box # 3

Destroy Date 3/2019

Contents

- 1. 2017 TR back up
- 2. TR monthly update forms
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

Box # 4

Destroy Date 3/2019

Contents

1. 2017 County / City / per capita

2. receipts

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

Box # 5

Destroy Date 3/2019

Contents

- 1. 2017 school / corelogic
- 2. Receipts
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

Box # 6

Destroy Date 3/2019

Contents

- 1. 2017 tax certs
- 2. duplicate bill fees
- 3. returned checks
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

Box # 7

Destroy Date 3/2019

Contents

1. Real Estates ADDS/EXONS

2. REPORTS

3. for 2012 & 2013

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

Box # 8

Destroy Date 3/2019

Contents

1. 2017 Corelogic tax receipts

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

Box # 9

Destroy Date 3/2019

Contents

1. 2012 TREASURER

2. GEN OP. BANK STATE MEETINGS

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

Box # 10

Destroy Date 3/2019

Contents

- 1. 2013 PER CAP
- 2. settlement reports
- 3. oym reports
- 4. 2012 TBC report
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

Box # 11

Destroy Date 3/2019

Contents

1. 2013 Real estate reports

2. ADD/EXON reports

3. Settlement reports

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

Box # 12

Destroy Date 3/2019

Contents

- 1. 2013 per capita
- 2. settlement reports
- 3. exon reports
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location _____

Full _____ Still Room _____

RECORD OF ARCHIVES

Box # 13

Destroy Date 3/2019

Contents

- 1. 2013 BLT returns
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Box Location _____

Full _____ Still Room _____

To: Hermitage Board of Commissioners
From: Gary Hinkson, City Manager
Subject: A,B,C Appointments
Date: February 13, 2020

There are two current vacancies on City Authorities, Boards and Commissions (A,B,Cs) to be filled. One is a City appointment to the Board of Directors of the Community Library of the Shenango Valley and the second is to the position of solicitor for the Hermitage Civil Service Commission.

Michelle Bower, Hermitage resident, has expressed an interest in serving as the Hermitage appointed member of the library board. The term is through January 31, 2023.

James Epstein, Sharon, has expressed interest in filling vacant position of solicitor for the Hermitage Civil Service Commission. The term is through January 31, 2022.

Also, the position of student ad hoc member on the Hermitage Parks & Recreation Board expires on July 31, 2020. Chris Gill, Principal, Hickory High School, has recommended Ava Houy, a sophomore student, to serve the term which begins on August 1, 2020 and expires on July 31, 2021.

I recommend the appointments of all three individuals to the respective A,B,Cs at the Board's February 26, 2020 meeting.

ITEMS FOR DISCUSSION

2-1	Minutes	1/16/2020	Work Session
2-2	Minutes	1/16/2020	Executive Session
2-3	Minutes	1/22/2020	Work Session

**MINUTES
CITY OF HERMITAGE – BOARD OF COMMISSIONERS
WORK SESSION MEETING
January 16, 2020**

President William J. Moder called the meeting to order at 6:02 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
Michael T. Muha, Member

Brett W. Stedman, Solicitor

Staff members in attendance were: Gary Hinkson Marcia Hirschmann Eric Jewell
Gary Gulla Don Cannon Joel Ristvey
Jeremy Coxe John Flynn Tom Darby
Sherry Iversen Neil Hosick Amy Gargiulo

There were eleven (11) members of the public in attendance.

PUBLIC COMMENTS

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

DEPARTMENT REPORTS

It was noted that the Hermitage Community and Economic Development Commission received a preliminary loan application from an individual acquiring the former Murcko's Restaurant building. After consideration by the loan review committee, a special meeting may be held by the end of January/early February to approve this loan request. A bid is also out for the Green Light GO project for traffic signals at Keel Ridge Road with bids due January 29, 2020. The construction contract for that project could be awarded at the special meeting as well.

The loan through the Hermitage Revolving Loan Fund to Go Pita Go, Hermitage, LLC has closed. Their construction slowed for a while, but they are at work now and anticipate opening in March 2020.

Mr. Piccirilli asked if the streets maintained by PennDOT in winter weather could be listed on the City's website. He believes the City is criticized when they are not plowed/salted and that residents should know who is responsible for them. Jeremy Coxe will have Rachael Manuel highlight the information on line.

AGENDA REVIEW

Mr. Hinkson explained that two sewer debt service payments are made per year and a large payment is due February 1st. Since there is not enough time to receive revenues before then, the City will make a \$350,000 loan from the General Fund. The money will be repaid when revenue comes in in the spring.

Marcia Hirschmann reviewed the following plans:

- Jared A. Pepe & Danielle Cerroni-Pepe Subdivision – Lots 1 & 2 (N. Buhl Farm Drive). The purpose of the plan is to subdivide an existing parcel into Lot 1 containing .26 acre and Lot 2 containing .32 acre. Outstanding conditions are drawing corrections, DEP Approval of Planning Module, letter from water company verifying water service or executed waterline extension agreement and mylars with signatures and seals.
- Dollar General – Hermitage Major Land Development Plan (326 North Buhl Farm Drive). The purpose of the plan is for the construction of a 9,100 square foot retail store on a parcel located two lots south of the plaza. The developer asked the Zoning Hearing Board for a variance to allow 31 parking spaces instead of 37. That variance was granted. Two other variances requested, but denied, were for no interconnection of adjoining properties and to allow bituminous curbing instead of the required concrete curbing. Outstanding conditions are drawing corrections, Approval of Stormwater Management Report by City Engineer, Approval of NPDES Permit by PA DEP, DEP Approval of Planning Module, Approval of PennDOT Highway Occupancy Permit and mylars with signatures and seals.

Brad Roman, Larson Design Group, indicated that their firm conducted infiltration testing and research after hearing about draining issues from the public. Items they are looking at are as follows:

1. They do not have an emergency spillway due to site constraints and PennDOT's rejection of their original plan which could have resulted in overflow into the street. As a result, they will add catch basins to their plan to meet the requirements for the City and County's code for stormwater mitigation. The catch basins would each contain a 100-year storm.
2. They are required to have a 1-foot freeboard above the 100-year storm level. They met that in one basin, however, for the second basin it is only .69 feet above the 100-year storm level. This is due to a high ground water table in the area. They are going to keep it at the existing ground level to collect any water coming in to the basin.
3. An inlet on the property to the south and two feet away from the property line is not in PennDOT's right-of-way and is currently not an option to be used. The property owner has not granted permission for water to be discharged from the Dollar General property on to his to flow to the inlet.

The developer has been working with CT Consultants (the City Engineer) and progress has been made. Mr. Roman believes the flow and volume will not increase and the amount of stormwater will be reduced from what is there today due to the planned improvements.

Ian Garfoli, CT Consultants, commented that they have reviewed the proposed plan and, although there are a couple of conflicts such as directing the flow on the south side of the driveway on the neighboring property and the emergency spillway, he believes they can come to a resolution. He did not have a direct response regarding the freeboard issue, but felt the spillway is a non-issue at this point.

Mr. Hinkson commented that the City should take some action by March 1st. The Commissioners could continue to table it until the February meeting and allow the engineers to continue working on the issues in question or approve the plan contingent on the stormwater issues being resolved which would mean (the developer) could not move forward until all of those items are resolved. Mr. Squatrito requested to go to the property with the engineer to better visualize what is planned.

Dollar General is required by law to clean out the catch basins so there are no blockages. Mr. Roman believes any development at the location will potentially have the same issues and they are willing to work with CT Consultants.

- Whole Life Services Parking Lot Expansion Minor Land Development Plan (1565 E. State Street). The purpose of the plan is to extend the existing parking area at the rear of the building to create 38 new parking spaces. Outstanding conditions are drawing corrections, approval of stormwater management report by City Engineer and mylars with signatures and seals.

The City staff is asking for authorization to submit an application for a \$2.5 million grant from the Redevelopment Assistance Capital Program to be used for improvements related to the Hermitage Town Center Project. One of the requirements of the application is that the Board of Commissioners pass a resolution.

A public hearing and final vote will be held for a speed limit of 25 mph on both Rexford Drive and Trace Street. Introductions were made at the December 2019 meeting.

Individuals with expiring terms will be reappointed to the authorities, boards and commissions.

ITEMS FOR DISCUSSION

There were no items for discussion.

ANY OTHER BUSINESS/OLD BUSINESS

There was no other business/old business to discuss.

The meeting recessed to go into Executive Session at 6:48 p.m. and adjourned from that meeting.

Respectfully submitted,

Gary P. Hinkson
February 3, 2020

MINUTES
CITY OF HERMITAGE – BOARD OF COMMISSIONERS
WORK SESSION MEETING
January 22, 2020

President William J. 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 Marcia Hirschmann Eric Jewell
Gary Gulla Sherry Iversen John Flynn
Jeremy Coxe Don Cannon Neil Hosick
Wayne Covert Brian Mertz Don Kizak
Ed Chess Amy Gargiulo

There were fourteen (14) members of the public in attendance.

PUBLIC COMMENTS

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

AGENDA REVIEW

There were no questions or comments on the agenda.

ANY OTHER BUSINESS/OLD BUSINESS

There was no other business to discuss.

ADJOURNMENT

Mr. Muha motioned to adjourn the work session. Second by Mr. Squatrito. The meeting adjourned at 6:01 p.m.

Respectfully submitted,

Gary P. Hinkson
January 23, 2020