

Patterson Township Board of Commissioners

Regular Meeting

Thursday, November 12, 2015

The Patterson Township Board of Commissioners held their regular meeting on Thursday, November 12, 2015 at 7:00 p.m. at the Municipal Building, 1600 19th Avenue. Following the call to order and Pledge of Allegiance, roll call showed all Commissioners present.

The minutes of the Agenda and Regular Meeting held on Thursday, October 8, 2015 were presented for approval. Motion was made by Mr. Inman; seconded by Mr. Mahosky approving as presented. Passed unanimous.

Public Comment: None

Treasurer's Report: The Treasurer's Report(s) for the General Fund, Sewer Fund and the PLGIT Accounts for the month of October were presented for review. Motion was made by Mr. Inman; seconded by Mr. Mahosky approving as presented. Passed unanimous.

Monthly Bills: The monthly bills for October and November were presented for payment. Motion was made by Mr. Hoover; seconded by Mr. Inman approving payment. Passed unanimous.

Engineer's Report: Mr. Lennon, LSSE distributed the written monthly report and commented on the following items: Darlington Court – Betters to contact Beaver County to close out the E&S Permit, then provide final drawings to the Township. MS4 Program – No change. Darlington Road Sidewalk – Bid specification/drawings prepared for submission to the County. County will advertise and place project out for bid. No date set. 2015 Road Program – LSSE transmitted Partial Payment Request #2 – Final for payment. This would close the project. At this point, motion was made by Mr. Hoover to approve the final payment to Youngblood in the amount of \$18,135.22 to close out the project. Seconded by Mr. Bradow, the motion passed unanimous on a roll call vote. Multimodal Transportation Fund (MTF) Program – It was noted that PennDot is also accepting MTF applications with similar program requirements. The Township has already submitted an application to DCED. The recommendation was made to apply for this funding also, for sidewalks from 11th Street to 13th Street. A resolution is needed to accompany this application package. Motion was made by Mr. Inman; seconded by Mr. Hoover approving Resolution #2015-010. Passed unanimous. 2016 Road Program – LSSE met with Mr. Inman (Road Commissioner) to review future road program alternatives. A memorandum outlining the alternatives was provided for review by the Board. Mr. Hoover raised questions on patching (cold patch versus hot patch) as a method of road repair. Discussion was held on the use of both and the advantages / disadvantages. Darlington Road Sewer Project – PTMA to open bids at their meeting on November 16, 2015.

Solicitor's Report: Mr. Fawcett distributed Ordinance #453 amending street excavations and openings for review prior to advertising for adoption at next month's meeting. He provided the summary as follows:

- Any road paved within 3 years of opening – restoration to be 25 ft. on each side of opening.
- Any road paved 3 but less than 6 – restoration to be 10 ft. on each side of opening.
- More than 5 years – restoration to be the opening plus 1 ft. on each side or as directed by the Township after field review.

Mr. Fawcett also noted the addition of subsection H (Chapter 164) addressing the protocol in the event of an emergency arising during street excavations.

Motion was made by Mr. Bradow; seconded by Mr. Inman giving authorization to Mr. Fawcett to advertise for adoption at the next meeting. During the discussion (prior to the vote) Mr. Policaro questioned the wording of "any road". If a road is tar and chipped, does it qualify as being paved. The suggestion was made to reword to "any improved" road to include those roads that are tar and chipped. The motion passed 4 ayes; 1 naye (Hoover).

Mr. Fawcett provided an update on the status of the amendment to the Floodplain Management Ordinance. The areas in red on the document distributed regarding accessory structures are the recommended changes. Mr. Fawcett is waiting to hear back from FEMA prior to advertising for adoption.

Mr. Fawcett reported reviewing the Ordinance regarding Solicitation in the Township. Increasing the fees had been discussed in meetings past; however, a decision was not made on the amount of the increase. His interpretation of the fee is to charge each individual (not company) the \$25.00 fee (current rate). Discussion was held on the application process, and whether the Board would like to require a background check prior to allowing the individual to commence solicitation. It was noted that the Soliciting permit can be rejected or rescinded if the person is convicted of something. No additional action was taken regarding this information.

Mr. Fawcett advised of receiving a notice of tax appeal for a property in Patterson Township. The current assessment is \$82,000.00 of which the Township would receive \$260.00. The tax appeal was already rejected leaving the assessment the same. The property owner is appealing this decision, of which the Township has the right to be represented. No decision was made.

Committee Reports: Fire/Finance – Mr. Mahosky presented fourteen (14) fire reports in the amount of \$594.75 or 91 ½ hours. Motion was made by Mr. Hoover; seconded by Mr. Inman approving payment. Passed unanimous.

Mr. Mahosky provided the monthly Activity Report indicating 22 calls, in addition to including the training hours and names of those firemen who participated last month. Training was 22 hours.

Mr. Mahosky provided information on the recent water leak and the damage done to the men's restroom on the first and second floor of the fire building. He presented a proposal from

Servepro in the amount of \$3,267.12 for the mitigation work needed. He noted that the firemen indicated that they are willing to do some of the repairs once the mitigation is done. Motion was made by Mr. Hoover; seconded by Mr. Mahosky to proceed with an insurance claim and move forward with repairs upon the claim being processed. Passed unanimous.

Mr. Mahosky proceeded with the 1st reading of the 2016 proposed General Fund and Sewer Fund Budget(s). The preliminary indication in the General Fund is no tax increase is needed; however, the Sewer Fund rates were discussed and action taken under the Public Works report. The second reading will take place at the December meeting. Budget meeting was set under Unfinished Business.

Parks/Recreation – Mr. Hoover had no report.

Public Works – Mr. Inman provided information on GIS Services – Software License Activation through Lennon, Smith, Souleret for the mandatory MS4 program (stormwater). He summarized the service order authorization documentation regarding the costs involved. The proposal provides for two methods of User Access Levels. Two tablets would be purchased by the Township (approximately \$100/each) for documenting all maintenance done on the storm sewer system as required under the new regulations. Additionally, the monthly software license fee will be \$150.00 the first 3 years; then \$200.00 for years 4 and 5. The annual subscription to the Software Company (ERSI) is \$2,500.00. A connection would be needed through Verizon for data use and would be added to the Township's phone service. Mr. Inman estimated the total cost to be approximately \$7,164.00/annually for the first 3 years. Year 4 and 5 approximately \$8700.00. Mr. Hoover noted the overall cost for the five years would be approximately \$39,000.00. He questioned spending this large amount of money for this program. Mr. Inman explained that the MS4 regulations require an enormous amount of record keeping, including field reviews and documentation of each storm sewer, their outflows, catch basin maintenance and inspections, and overseeing the maintenance of retention ponds. This system is a data base tracking system. Mr. Lennon provided additional items that this system can track (i.e. street signs, fire hydrants, street lights, road/streets). Mr. Inman made the motion to enter into an agreement with LSSE to provide GIS Services to the Township in the amount of \$7,164.00 (2016 costs). Seconded by Mr. Bradow the motion passed 3 ayes; 2 naves (Hoover/Policaro).

Mr. Inman presented a letter of request for payment of unused sick days from Joseph Cipolla. The amount of days (14) was approved on motion by Mr. Hoover. Seconded by Mr. Inman the motion passed unanimous.

Mr. Inman presented a proposal for a new dump truck to replace the 2007 Ford F550 dump truck. The information provided include pricing with a trade and without a trade-in. Mr. Cipolla (Public Works Foreman) was present and explained the existing problems with the current truck. In addition to the truck's recent repairs (in excess of \$2,500), it is in need of injectors at an estimated cost of \$5,200.00. The co-stars total price through U.S. Municipal is \$60,063.00. This pricing includes a trade-in allowance of \$12,000.00, of which Mr. Cipolla recommended doing since there are current problems with the truck. Mr. Hoover recommended keeping the current truck and spend the monies to repair. Mr. Inman made the motion to purchase a new 2016 Ford F550 Dump Truck from Co-stars vendor U.S. Municipal, including

trade for \$60,063.00 (to be financed). Seconded by Mr. Bradow the motion passed 4 ayes; 1 naye (Hoover).

As discussed in the agenda (pre) meeting, the proposal was made to adjust the sewer rates for all to pay the same rate structure. The bond issue for the 1992 sewer project has been paid off and the repairs being made currently are on the “old” system, of which customers are paying the lower rate. It would be appropriate to increase the lower rate up to the \$16.50 monthly minimum for up to 2,000 gallons of water and \$9.90 per thousand after 2,000 usage. All residential and commercial customers would pay the same, effective with the February, 2016 billing period. Motion was made by Mr. Inman; seconded by Mr. Mahosky approving this sewer rate increase for 2016. A brief discussion was held on the 3% increase imposed by the Beaver Falls Water Pollution Plant annually. In lieu of imposing an additional 3% on all customers to cover this cost, the sewer fund income will be monitored for the additional revenue due to raising the rates in 2016.

Ordinances/Policies – Mr. Bradow advised of distributing a sample Ordinance for the regulation of drones. He requested the Board review for next month’s meeting.

Code Enforcement – No monthly report.

Police/Township Office/COG – Mr. Policaro advised of the distribution of the monthly Police report for October. Assistant Chief Stanislawski presented information on the purchase of a new 2015 SUV Ford Police Interceptor in the amount of \$24,713.00 from Milham Ford (Co-stars) plus IbisTek to accessorize into a police vehicle for \$7,241.00. Mr. Hoover expressed the same opinion from the agenda meeting; recommending a reduction in the number of four (4) police vehicles that the Township presently has. Discussion was held on the need for 2 or 3 police vehicles. The suggestion was made to sell one or two of the oldest cars and deposit the proceeds in the Capital Fund for the future purchase of a new police vehicle. Mr. Bradow made the motion to table thi purchase until to 2016 to further discuss at that time. Seconded by Mr. Inman the motion passed unanimous.

Motion was made by Mr. Inman; seconded by Mr. Mahosky approving **all** Committee Reports as preented. Passed unanimous.

Unfinished Business: A reminder was given to set a budget meeting date. Upon discussion, Monday, November 23, 2015 at 6:00 p.m. was set.

Township Agencies: No report.

Communications: The Beaver County Humane Society submitted a renewal agreement for 2016, indicating an increase of the monthly fee from \$200.00. to \$230.00/month. After some discussion, Mr. Inman made a motion to approve this agreement for 2016. Seconded by Mr. Hoover the motion passed unanimous, noting to share the knowledge of having this service with our Township residents regarding the pick-up of stray dogs.

New/Miscellaneous Business: Resolution 2015-009 for the shredding of documents as per the Municipal Records Retention Act was presented by the Township Secretary for approval. Motion was made by Mr. Hoover; seconded by Mr. Mahosky approving this resolution. The Secretary advised of proceeding with seeking a company to shred what has been approved.

The 2016 dues notice was received from the Pennsylvania State Association of Township Commissioners in the amount of \$1,248.45. Motion was made by Mr. Inman; seconded by Mr. Mahosky to approve payment. Passed unanimous.

The 4th Quarter transfer from the Sewer Fund to the Patterson Township Municipal Authority for debt payments was presented in the amount of \$26,976.57. Motion was made by Mr. Inman authorizing payment. Seconded by Mr. Mahosky the motion passed unanimous.

Budgeted items to be transferred were addressed. Sewer Fund line item 471.. Seconded by Mr. Mahosky the motion passed unanimous.

Budgeted items to be transferred were addressed. Sewer Fund line item 471.200 (\$5,000) to be transferred to Patterson Township Municipal Authority for the Lease (as per agreement). Motion was made by Mr. Inman; seconded by Mr. Mahosky approving payment. Passed unanimous. Sewer Fund line item 471.300 (\$25,000) to be transferred to Sewer Maintenance PLGIT Fund. Motion was made by Mr. Inman; seconded by Mr. Hoover approving this transfer. Passed unanimous.

The Secretary requested authorization from the Board to close the Township Office on Friday, November 27, 2015; the day after Thanksgiving. Due to the lack of phone calls and residents coming into the office, the office staff is willing to take vacation, comp time, personal time. Authorization can be made as per the Personnel Policy by action of the Board. Motion was made by Mr. Inman; seconded by Mr. Mahosky authorizing the Township office be closed on Friday, November 27, 2015. Passed unanimous.

Prior to adjournment, Mr. Inman advised of an upcoming meeting of the Blackhawk School Board on November 19, 2015 whereby the Superintendent is seeking public input on closing Northwestern Elementary School and Patterson Elementary School and moving the children to Blackhawk Intermediate School. The eighth graders would move to the High School. Mr. Inman drafted a resolution and distributed it to the Board of Commissioners for review. As Mr. Inman's resolution included the opposition to closing Northwestern, Mr. Hoover recommended focusing on Patterson, since the Board does not know enough about the intention for closing Northwestern and relocating the children to BIS. Mr. Inman expressed he was willing to reword the resolution to suit what the Board of Commissioners are willing to approve. Discussion was held on the impact of property values, lack of a neighborhood school, and the impact of recreation facilities, if the school and grounds are sold. Mr. Mahosky suggested keeping the resolution simple. Mr. Fawcett was asked about adopting a resolution that would be reworded and not formally adopted in its final form. He suggested a letter be sent instead; once a final copy can be agreed upon. No formal action would be needed for a letter. Mr. Inman advised that he would reword the resolution into letter form and submit to each Commissioner for all to approve then sign, prior to delivering it to the School Board meeting.

Executive Session: Not needed

There being no further business to be brought before the Board, motion was made by Mr. Hoover to adjourn the meeting. Seconded by Mr. Inman, the meeting adjourned at 9:40 p.m.

Respectfully submitted:

Paula J. Wagoner, CMC
Township Secretary

Copy: Board of Commissioners
Kenneth G. Fawcett, Esq.
Larry Lennon, Jr., P.E.