

Patterson Township Board of Commissioners

1600 19th Avenue, Beaver Falls PA 15010

Reorganization Meeting

January 3, 2012

The Patterson Township Board of Commissioners held their reorganization meeting on Tuesday, January 3, 2012 at 7:00 p.m. at the Municipal Complex, 1600 19th Avenue. Mrs. Bonomo, outgoing Vice-President called the meeting to order and noted all Commissioners present (Bonomo, Bradow, Hoover, Mahosky, and Policaro). It was confirmed that newly elected Commissioners Mahosky and Policaro submitted their Oaths of Office as required.

The first order of business was to elect officers. In requesting nominations for President of the Board, motion was made by Mr. Hoover; seconded by Mr. Mahosky to nominate Mr. Policaro to serve as President. Mrs. Bonomo requested any other nominations. There being none, motion was made by Mr. Hoover to close nominations. Seconded by Mr. Mahosky, nominations were closed and Mr. Policaro was elected as President. Passed unanimous on a roll call vote.

Nomination for Vice-President was requested. Motion was made by Mr. Policaro; seconded by Mr. Mahosky nominating Mr. Hoover to serve as Vice-President. Upon requesting additional nominations and there being none, motion was made by Mr. Hoover; seconded by Mr. Mahosky to close nominations. Mr. Hoover will serve as Vice-President of the Board. Motion passed unanimous on a roll call vote.

The meeting was turned over to Mr. Policaro to preside over the rest of the meeting. Adoption of the resolution for establishing the monthly meeting schedule, spending policy, and committee assignments was discussed. It was by general agreement to continue the regular meeting on the 2nd Thursday of the month at 7:00 p.m. Mr. Policaro recommended setting the budget and year-end meeting(s) now to include the dates in the regular meeting public notice in an effort to save money. Mr. Hoover made the motion to approve the 2nd Thursday of each month for the regular monthly meetings and recommended the budget and year-end meeting to be established by the Finance Chairman at a later date. Mr. Hoover does not know his work schedule this far in advance for the budget and year-end meetings to be set. The motion was seconded by Mrs. Bonomo and passed unanimous on a roll call vote.

The spending policy was reviewed. The last two years it was \$500.00 per Commissioner. Mr. Hoover reported having some general bills come in over the \$500.00 regarding routine maintenance, but below \$1,000.00 that needed to be paid. Motion was made by Mr. Hoover; seconded by Mrs. Bonomo approving the allowance of \$1,000.00 or less per Commissioner. Passed unanimous on a roll call vote.

Mr. Policaro proceeded with Committee Assignments:

- Mr. Mahosky – Finance and Fire Department
- Mr. Hoover – Roads/Streets/Sewers (i.e. Public Works) and Recreation
- Mr. Bradow – Buildings/Ground

Mr. Bradow declined the assignment. Mr. Policaro noted that the entire Board will oversee the Buildings/Grounds Committee assignment.

- Mrs. Bonomo – Policies and Procedures/Ordinances*

*Mr. Policaro expressed that this is a new committee that he is forming since the Township policies and so many Ordinances need updated.

- Mr. Policaro – Police, Council of Governments Representative, Tax Collection Committee. Mr. Hoover will serve as the COG Alternate.

The following list was presented for reappointment:

- Township Secretary – Paula J. Wagoner (2 year term)
- Township Solicitor – Bowers, Ross, & Fawcett (2 year term)
- Township Engineer – Lennon, Smith, Souleret Engineering (2 year term)
- Township Depository – ESB Bank (1 year term)
- Code Enforcement – Randy Morrow (2 year term)
- Planning Commission – Ralph Cumberledge (4 year term)
- Zoning Hearing Board – Russell Foster (3 year term)
- Recreation Board – William Wagoner, Robert Neidorfer (4 year term)
- Vacancy Board – Mark Utnehmer (2 year term)
- Zoning Officer – William Witkouski (2 year term)
- Emergency Management Coordinator – William Livingston, II

Mr. Policaro asked whether there is any objection to voting on all of the reappointments with one motion. There being none, motion was made by Mr. Hoover; seconded by Mrs. Bonomo approving the list of reappointments A through K as presented. Passed unanimous on roll call vote.

This concludes the Reorganization Meeting portion of the meeting.

Mr. Ross recommended action be taken prior to proceeding with the General Business Agenda, which would serve as the public meeting generally held on January 12th. Motion approving this was made by Mr. Hoover. Seconded by Mr. Mahosky, the motion passed unanimous.

The minutes of the Year-end Meeting held on December 29, 2011 were presented for approval. Motion was made by Mrs. Bonomo to approve. Upon making a second to the

motion, Mr. Hoover corrected the minutes regarding his naye vote on the purchase of the damaged spreader (page 2, bottom of page). His no vote was based on the Board's neglect to get three proposals prior to purchasing the spreader from Walsh Equipment. The minutes were approved as corrected.

Engineer's Report – Mr. Robert Firek attended the meeting for Mr. Mitrovich. He had no report at this time.

Solicitor's Report – Mr. Ross had no report at this time.

Committee Reports – Public Works/Recreation – Mr. Hoover advised that he would continue working on the Recreation Project.

Fire/Finance – The Secretary advised that the December fire reports have been received and it would be appropriate to approve since the next regular meeting will not be held until February. Mr. Mahosky submitted 13 fire reports for a total of \$630.50 (97 man hours). Motion was made by Mr. Mahosky; seconded by Mr. Hoover to approve payment. Passed unanimous.

Buildings/Grounds – no report.

The Secretary noted the status of the salt spreader, which was purchased and installed today.

Motion was made by Mr. Hoover; seconded by Mrs. Bonomo approving **all** Committee Reports as presented. Passed unanimous.

Township Agencies: It was noted that there are openings available for Township residents to fill. One opening on Planning Commission and two openings on Recreation Board.

Communications: None

Miscellaneous Business: Mr. Hoover made a motion to reduce the receptionist/sewer billing clerk's position from 27.5 hours/week to 20 hours/week. The Secretary publicly objected and requested an opportunity to justify the position and hours prior to this action being taken. Mr. Mahosky seconded the motion and the motion passed 3 ayes (Hoover, Mahosky, Policaro) and 2 naves (Bonomo, Bradow). The Secretary asked for a reason why and was not allowed to address since the motion passed.

Mr. Policaro advised receiving a call from Mrs. Dee Hartman, Council President for White Township, regarding their interest in contracting police services from Patterson Township for 24/7 coverage. The question was raised on whether the White Township Police Department is currently under contract with White Township and whether they would disband their Police Department. Mr. Ross noted that since White Township is reaching out to

Patterson Township for coverage, the White Township Police Department would have a case against White Township, not Patterson Township, if in the event of a labor dispute.

It was determined that White Township's Solicitor is Attorney Jim Loll. Since Mr. Ross knows Mr. Loll, he will consult with him concerning whether there is a contract currently in effect and the makeup of the White Township Police Department (number of full-time/part-time). Mr. Ross also questioned whether the White Township police officers were hired by Civil Service testing, as Patterson Township officers are. It was determined that they are not. More information will be provided at the next meeting.

Mr. Policaro advised the Board that he would like to hold work sessions prior to the monthly regular meetings. These work sessions would be held the week prior to the regular meeting to discuss items coming up. Mr. Hoover made the motion to hold work sessions on the Thursday prior to the regular meeting (i.e. first Thursday of the month). Mr. Policaro questioned whether they need to open to the public. Mr. Ross noted that they need to be advertised and also reviewed the Sunshine Law with the Board regarding public meetings. Mr. Hoover also included in his motion to distribute the agenda for the regular meeting no later than the Tuesday before the regular meeting. The motion was seconded by Mr. Mahosky; however, Mr. Bradow questioned the motion by advising that work sessions were held years ago. At that time, they were of little value because too much was discussed in the work sessions, then the same items were rediscussed at the regular meetings. The motion to hold work sessions was passed three ayes (Policaro, Hoover, Mahosky); two nays (Bradow, Bonomo).

Mr. Hoover also made a motion to enact a new policy regarding hiring. The new policy would entail justification for the hiring by Department Heads including the requested hours and wages prior to the filling of any position. Passed on a roll call vote three ayes (Hoover, Mahosky and Policaro) and two nays (Bradow, Bonomo).

Mr. Hoover referred to the letter from Attorney Ross, dated May, 2011 regarding a policy for the scheduling of part-time officers, that was not done. He questioned the status. Mr. Policaro advised that he would meet with the Chief and come back to the Board with the results.

Mr. Hoover questioned his ability as a Commissioner to contact the Solicitor on his own if need be. Mr. Ross advised that he thought there was a Township policy for referrals to the Township Solicitor to follow. Mr. Policaro confirmed that there was. The Secretary advised that it is in the General Code book that was distributed to all Commissioners.

Mr. Hoover requested items that he wants a written response from the Insurance Company. Over the years, several items have come up regarding the Fire Department. Insuring the Parking Lot (owned by the Fire Department); work being done on the lot by the Township, regarding who is liable; the police car traveling outside the Township. The Secretary noted checking on these issues previously. The parking lot is owned by the Fire Department. The

insurance company noted that the Township cannot insure property we don't own. As far as the police car leaving the Township, coverage would exist if the officer is on Township business. The question raised some time ago concerned the officer eating dinner at home in Chippewa Township and/or West Mayfield. Mr. Ross made reference to the First Class Township Code whereby the Township is required to house the fire trucks. Not required to insure. Mr. Policaro reported where this subject left off some time ago. The firemen were supposed to provide the deeds to the properties they own. The deeds are locked in a safe that they don't have the combination to. Mr. Ross advised that they could get copies of the deeds at the courthouse.

Mr. Policaro asked whether there was any other business to discuss. There being none, the next meeting (work session) will be held Thursday, February 2, 2012. Motion was made by Mr. Hoover to adjourn the meeting. Seconded by Mrs. Bonomo, the meeting adjourned at 8:30 p.m.

Respectfully submitted:

Paula J. Wagoner, CMC
Township Secretary

Copy: James J. Ross, Esq.
Ned Mitrovich, P.E.
Board of Commissioners