

**Patterson Township Board of Commissioners  
1600 19<sup>th</sup> Avenue Beaver Falls PA 15010**

**Reorganization Meeting**

**Monday, January 6, 2014**

The Reorganization Meeting of the Patterson Township Board of Commissioners was held Monday, January 6, 2014 at 7:00 p.m. at the Municipal Complex, 1600 19<sup>th</sup> Avenue. Commissioner Policaro called the meeting to order and led the Pledge of Allegiance to the Flag. Upon taking roll call, it was noted that Commissioners Policaro, Bradow, Mahosky and newly elected Don Inman were present. Mr. Hoover was absent (Mr. Policaro noted that Mr. Hoover is out of town).

The Certificates of Election and Oaths of Office from the recently elected officials were noted as being turned into the Township office (as required) from Mr. Inman, Mr. Bradow, and Mrs. Ferrazzano. It was noted that Mr. Hoover has not submitted the paperwork.

At this time, Commissioner Policaro designated Mrs. Wagoner, Township Secretary to serve as Temporary Chairman for the nomination/election of President and Vice-President.

Mrs. Wagoner requested nominations for President of the Board. Mr. Inman nominated Frank Policaro to serve as President. The motion was seconded by Mr. Bradow. Upon requesting any other nominations, Mr. Bradow moved that nominations be closed. Seconded by Mr. Inman. The motion naming Mr. Policaro as President of the Board passed unanimous by roll call vote.

Mrs. Wagoner requested nominations for Vice-President of the Board. Mr. Bradow nominated Don Inman to serve as Vice-President. The motion was seconded by Mr. Policaro. Upon requesting any other nominations, Mr. Bradow moved that nominations be closed. Seconded by Mr. Policaro. The motion naming Mr. Inman as Vice-President of the Board passed unanimous by roll call vote.

Mrs. Wagoner turned the meeting back over to Mr. Policaro, as President, to continue with the meeting.

Mr. Policaro advised of the need to adopt a resolution establishing the monthly meeting schedule, spending policy and Committee assignments.

It was agreed to keep the monthly meeting the same; the second Thursday of each month at 7:00 p.m. Discussion was held on the work session and Mr. Bradow suggested the Board meet one hour before the regular meeting to discuss any items as needed. This would be an advertised public meeting for 6:00 p.m. prior to the regular meeting on the second Thursday of each month. Motion was made by Mr. Bradow; seconded by Mr. Inman approving the meetings schedules as recommended. The motion was amended by Mr. Bradow; seconded

by Mr. Inman to include minutes for the work session also. Passed unanimous on a roll call vote.

The spending policy was discussed and motion was made by Mr. Bradow; seconded by Mr. Inman to keep it at \$1,000.00 per Commissioner / Department. Passed unanimous.

Mr. Policaro advised of the following Committee assignments for 2014-2015:

Mr. Bradow – Policies / Ordinances

Mr. Bradow advised Mr. Policaro that he would also like to be the Commissioner to oversee the Township office (administration). The Secretary noted that it was her understanding that the President of the Board is required under the First Class Township Code to oversee office operations. This was referred to the Solicitor for review.

Mr. Mahosky – Finance / Fire

Mr. Hoover – Parks/Recreation

Mr. Inman – Public Works

Mr. Policaro advised that he was also appointing Mr. Hoover as Mr. Inman's assistant and/or Vice-President / Vice-Commissioner of Public Works.

The Buildings & Grounds committee will be handled by all Commissioners.

Motion was made by Mr. Inman; seconded by Mr. Bradow to accept all Committee assignments. Passed unanimous.

The following appointments / reappointments were also presented for approval:

- a. Township Secretary – Paula J. Wagoner (2 year term)
- b. Township Treasurer – TBD (2 year term)
- c. Township Solicitor – Bowers & Fawcett (2 year term)
- d. Township Engineer – Lennon, Smith, Souleret Engineering, Inc. (2 year term)
- e. Township Depository – ESB Bank (2 year term)
- f. Code Enforcement Officer – Randy Morrow (2 year term)
- g. Planning Commission – Frank Marzano (4 year term)
- h. Zoning Hearing Board – Ronald Foster (3 year term)
- i. Civil Service Commission – Thomas Reed (6 year term)
- j. Vacancy Board – Mark Utnehmer (2 year term)
- k. Zoning Officer – Greg DeLuca (2 year term)
- l. Emergency Management Coordinator – William R. Livingston, II (2 year term)
- m. COG Representative / Alternate – TBD (2 year term)

Mr. Policaro asked whether there was any objection to making one motion to cover the above re-appointments. There being none, motion was made by Mr. Inman; seconded by Mr. Bradow approving appointments a through m. Passed unanimous.

Being that the Treasurer was a new appointment, the Secretary noted that she did not fill in her name or that of Mrs. Tina Seery as Assistant Treasurer. Action of the Board on this position is needed. The wage has already been set (December meeting). The Secretary asked whether the position of Assistant Treasurer needs to be approved by the Board. Mr. Fawcett noted that the Treasurer can do; however, since this has come before the Board and the intention is known, appointment can be made at this time. Motion to approve Mrs. Wagoner and Mrs. Seery to these positions, along with payment to be made quarterly, was made by Mr. Bradow. Seconded by Mr. Mahosky, the motion passed unanimous.

This concluded the Reorganization portion of the meeting.

**Minutes:** The minutes of the Year-end Meeting held Monday, December 30, 2013 were presented for approval. Motion was made by Mr. Bradow; seconded by Mr. Mahosky approving as presented. Passed unanimous.

**Public Comment:** None

**Engineer's Report:** Mr. Larry Lennon, Jr. was in attendance. He referred the pending Youngblood Paving project to Mr. Fawcett. No other report at this time.

**Solicitor's Report:** Mr. Fawcett advised of a letter and agreement that was drafted to submit to Mr. Larry Youngblood, of Youngblood Paving confirming the Board's action at the December meeting. The agreement between both parties is for Youngblood Paving to provide the labor and equipment to repair School Street. The Township to provide the materials. Mr. Fawcett expects this to be approved by the contractor, since this was his original proposal back to the Township. The added item was the date of June 1<sup>st</sup> for this work to be completed.

**Committee Reports: Fire/Finance** – Mr. Mahosky had no report at this time.

**Police/Township Office/COG** – Mr. Policaro reported the distribution of the monthly police report for review. He also advised Mr. Fawcett of an upcoming project to sell the confiscated firearms in the evidence room. Mr. Policaro provided the method, whereby attempts are made to contact the owner. Once done, submit results to Mr. Fawcett, who will take to the courts for custody of this equipment by the Township. These weapons will then be sold or exchanged for new.

**Unfinished Business:** The Secretary advised the Board of the recent hiring of Rick Smith as full-time laborer. She wanted the Board to know that the benefits will not commence until February. Otherwise, the Township will be providing for three full-time employees (Greg DeLuca's retirement date is in February). Health Care benefits, life /disability insurance and pension will be provided in the same way. Motion was made by Mr. Bradow; seconded by Mr. Mahosky approving this action. Passed unanimous.

**Township Agencies:** No report(s).

**Communications:** A letter of thanks was received from resident James Rudi, 607 Darlington Road for the street light installed at the corner of Dixon Way and Darlington Road. This street light provides additional lighting in the area of the plaza.

A dues notice was received from the PA State Association of Township Commissioners in the amount of \$1,159.25 for 2014. The Secretary noted that in addition to the annual conference offered, there are programs that the Township participates in (U-Comp) that is sponsored by the PSATC. Motion was made by Mr. Inman; seconded by Mr. Mahosky approving payment of the dues for 2014. Passed unanimous.

A notice was received from the Allegheny League of Municipalities announcing the Spring Conference at Seven Springs on April 3-6<sup>th</sup>, 2014.

A letter was also received from Jim Ross thanking the Township for the gift of a gavel as he moves on to Beaver County Judge. His letter noted that he enjoyed his time as Township Solicitor over the last several years.

An invoice was received from the City of Beaver Falls Water Pollution Control Plant for the 4<sup>th</sup> quarter joint sewer use in the amount of \$72,721.47. Motion was made by Mr. Inman; seconded by Mr. Mahosky approving payment. Passed unanimous.

**Miscellaneous:** Discussion was held on when to hold the next meeting. Since the second Thursday of the month would be January 9<sup>th</sup> (just a few days away), all agreed to the next meeting being Thursday, February 13<sup>th</sup> at 6:00 p.m. for the work session; and 7:00 p.m. for the regular meeting.

Mr. Policaro advised of receiving a letter of invitation from Christians United in Beaver County to the 28<sup>th</sup> Annual Martin Luther King, Jr. Luncheon. The date is Friday, January 17<sup>th</sup> at 12noon at the Park Presbyterian Church in Beaver if anyone cares to attend.

Prior to adjournment, Mr. Policaro thanked the Board for their past service and support.

There being no further business to be brought before the Board, motion was made by Mr. Bradow to adjourn. Seconded by Mr. Inman, the meeting adjourned at 7:25 p.m.

Respectfully submitted:

Paula J. Wagoner, CMC  
Township Secretary