

# Patterson Township Board of Commissioners

## Regular Meeting

Thursday, April 14, 2011

The Patterson Township Board of Commissioners held their regular meeting on Thursday, April 14, 2011 at 7:00 p.m. at the Municipal Complex, 1600 19<sup>th</sup> Avenue. Following the call to order and Pledge of Allegiance, roll call showed all Commissioners present (Leiper, Bonomo, Bradow, Hoover and Policaro).

The minutes of the regular meeting held Thursday, March 10, 2011 and special meeting held Thursday, March 28, 2011 were presented for review. Mr. Policaro thanked the Secretary for not putting "all that crap" in the minutes; however advised that he was not giving his approval noting the reason that the minutes included false statements. Mr. Hoover expressed confusion concerning false statements in the minutes and Mr. Leiper asked Mr. Policaro to clarify what he meant. Mr. Policaro referred to the Special Meeting Minutes and reported that the meetings held with the Police Department were not done behind Mr. Leiper's back. Mr. Policaro noted that the discussions he has had with the Police Chief and Officers were at their request and were not considered meetings. Additionally, he brought up the Civil Service process once again whereby Mr. Leiper's participation in the interview process of the police candidates should not have been done.

At this time, a motion was made by Mrs. Bonomo; seconded by Mr. Bradow approving the minutes (March 10<sup>th</sup> and March 28<sup>th</sup>) as presented. Passed on a roll call vote 4 ayes, 1 naye (Policaro).

**Public Comment:** Mr. David Kane, 1825 West 9<sup>th</sup> Street was scheduled to attend the meeting to invite all to participate in Patterson Township Clean-Up Day, April 30<sup>th</sup> in conjunction with Project Greensweep. The meeting time is 8:00 am at the Riverview United Methodist Church. In Mr. Kane's absence, the Secretary noted the distribution of the flyer to all Boardmembers. (Note: Mr. Kane arrived at the meeting during Committee Reports.)

**Treasurer's Report:** In the absence of Mr. Anderson, the monthly Treasurer's Reports for the General Fund, Sewer Fund and Other Accounts were submitted for March. Motion was made by Mrs. Bonomo; seconded by Mr. Bradow approving the Treasurer's Reports as submitted. Passed unanimous.

**Monthly Bills:** The monthly bills for April were submitted for payment. Included was an adjustment to the Workers Comp premium in the amount of \$2,139.00. This additional premium is due to the audit for 2010 of which the wages were higher than what was estimated. Motion was made by Mr. Policaro; seconded by Mrs. Bonomo approving payment of the monthly bills including the additional Workers Comp premium. Passed unanimous.

**Engineer's Report:** In Mr. Mitrovich's absence, Mr. Robert Firek distributed the written monthly report and addressed the following items: Corrective Action Plan – Replacement of the service laterals is underway. Pre-construction meeting was held on March 24, 2011. The final paving will occur in the spring after the laterals are replaced. WODA (Connelly Park) – the status is still the same with roadwork still pending prior to releasing the bond. Was advised by WODA that this final work will be done in the spring. Darlington Court – American Southern Insurance Company (bond company) is soliciting bids to complete the project in the Spring, 2011. Mr. Miller of ASIC has contact LSSE with questions regarding the plans. MS4 Program – Year 8 Good Housekeeping Training with Mr. DeLuca and Mr. Cipolla took place on March 1, 2011. 2011 Road Program – Mr. Firek provided a cost estimate based on the list and measurements of roads/streets that Mr. DeLuca provided to LSSE for the 2011 road repair program.

Since Mr. DeLuca was in attendance, Mr. Leiper referred the discussion to him to present the roads/streets to be repaired. The 2011 program is being proposed as follows:

Street Number	Street Name	From - To	Description	Cost Estimate*
1	19 <sup>th</sup> Avenue	11 <sup>th</sup> St – 16 <sup>th</sup> St	Mill, Binder, Wearing	\$175,123
2	School St	Darl Rd – 9 <sup>th</sup> St	Mill, Binder, Wearing	\$ 33,142
3	School St	9 <sup>th</sup> St – 8 <sup>th</sup> St	Single Seal	\$ 7,583
4	13 ½ St	Darl Rd – 19 <sup>th</sup> Ave	Single Seal	\$ 8,438
5	14 <sup>th</sup> St	Darl Rd – 19 <sup>th</sup> Ave	Single Seal	\$ 8,438
6	15 <sup>th</sup> St	18 <sup>th</sup> Ave – 19 <sup>th</sup> Ave	Single Seal	\$ 3,578

- **Includes 25% contingency Estimated Total: \$236,299.00**

Mr. Policaro advised of a severe drainage problem on 19<sup>th</sup> Avenue, near 13<sup>th</sup> Street. Some form of corrective action needs to be taken to take care of the water run-off. Mr. DeLuca advised that it would be difficult to put in a storm sewer because of solid rock beneath the road's surface. A project was done in this area several years ago, and the existence of rock was found making it difficult to dig. It is suspected that there is a natural spring in the area. Further investigation to resolve this issue will be looked into.

Mr. Bradow also noted receiving a complaint on West 10<sup>th</sup> Street concerning the many potholes that exist. Mr. DeLuca advised that this roadway was scheduled to be sealed the last road program and was not done because the road was too narrow for Russell Standard's equipment. Mr. DeLuca advised Mr. Bradow that the Road Department will be including this area in their pothole patching program.

At this time, a review was made of the funds available for the road program. The Secretary advised that the current balance in the Liquid Fuels fund is \$127,109.22. The 2011 liquid fuels allotment was disbursed on April 1<sup>st</sup> (not shown on the report yet) in the amount of

\$67,277.72. The budgeted amount in the General Fund for Township roads is \$20,000.00. The total; \$214,386.94 are the funds available.

Mr. Policaro questioned Mr. Firek on the method of bidding regarding the breakdown provided on the roads proposed for repair. Mr. Firek noted that various contracts can be included in the bid process so as not to commit to all of the roads, if the funds are not available. Mr. Firek made the following recommendations:

- Contract A - 19<sup>th</sup> Avenue (from 11<sup>th</sup> Street to 16<sup>th</sup> Avenue) Mill, Binder, and Wearing School Street (from Darlington Road to 9<sup>th</sup> Street) “
- Contract B - School Street (from 9<sup>th</sup> Street to 8<sup>th</sup> Street) Single Seal  
13 ½ Street (from Darlington Road to 19<sup>th</sup> Avenue) Single Seal  
14<sup>th</sup> Street (from Darlington Road to 19<sup>th</sup> Avenue) “ “  
15<sup>th</sup> Street (from Darlington Road to 19<sup>th</sup> Avenue) “ “
- Contract C - 19<sup>th</sup> Avenue (from 11<sup>th</sup> Street to 16<sup>th</sup> Avenue) Mill, Binder, and Wearing School Street (from Darlington Road to 9<sup>th</sup> Street) “  
School Street (from 9<sup>th</sup> Street to 8<sup>th</sup> Street) Single Seal  
13 ½ Street (from Darlington Road to 19<sup>th</sup> Avenue) Single Seal  
14<sup>th</sup> Street (from Darlington Road to 19<sup>th</sup> Avenue) “ “  
15<sup>th</sup> Street (from 18<sup>th</sup> Avenue to 19<sup>th</sup> Avenue) “ “
- Contract D - 19<sup>th</sup> Avenue (from 11<sup>th</sup> Street to 16<sup>th</sup> Avenue) Mill, Binder, and Wearing School Street (from Darlington Road to 9<sup>th</sup> Street) “  
School Street (from 9<sup>th</sup> Street to 8<sup>th</sup> Street) Single Seal  
15<sup>th</sup> Street (from 18<sup>th</sup> Avenue to 19<sup>th</sup> Avenue) “ “

At this time, Mr. Hoover made a motion to authorize requesting sealed bids as outlined above. Seconded by Mr. Policaro, the motion passed unanimous on a roll call vote. Mr. Firek noted there should be enough time to prepare the documents and advertise for award at the next meeting (May 12<sup>th</sup>). Opening of the bids can be scheduled prior to meeting.

**Solicitor’s Report:** Mr. Fawcett distributed a draft ordinance regulating electronic signs. Mr. Hostetter has contacted the office advising that he is still interested in installing an electronic sign at his business. Mr. Fawcett reviewed the draft with the Board highlighting the various sections. Mr. Fawcett’s recommendation was for the Board to take a month to review prior to any advertising for adoption. He also noted that Beaver County Recreation has contacted the Township office with interest in placing an electronic sign at the entrance to Bradys Run advertising their activities.

Mr. Bradow asked whether a limitation on distance in regards to residential properties can be included. Mr. Fawcett noted that the draft allows for electronic message signs in Zoning Districts C-1, C-2, and C-3. Discussion was held on eliminating C-1 but allowing in C-2 (highway commercial-Route 51). Mr. Fawcett will review these zoning areas in regards to locating these signs next to a residential district. Additional information will be provided at the next meeting.

**Committee Reports: Buildings/Grounds/Finance** – Mr. Bradow advised the Board of meeting with the Secretary regarding the current budget status. He noted that 85% of the budget line items are under the 25% (1<sup>st</sup> quarter) spending.

**Code Enforcement** – In the absence of Mr. Morrow, his monthly report was distributed for review.

**Fire/Utilities** – Mr. Policaro presented seven (7) fire reports in the amount of \$575.25, representing 88 ½ man hours for approval. Motion was made by Mr. Policaro; seconded by Mr. Hoover approving payment. Passed unanimous on a roll call vote.

Mr. Policaro reported a recent electrical problem at the fire building; whereby the firemen corrected themselves. At present, it appears to be fixed.

**Parks/Recreation** – Mr. Hoover provided an update on movie night noting that the cost would exceed \$1,000.00. He questioned whether that is a good use for the recreation budget. No additional information was provided at this time.

Due to the success of the Community Yard Sale last year, Mr. Hoover proposed having another one. The first Saturday in June seemed to work; therefore, this year will be advertised as Saturday, June 4, 2011. The suggestion was made to coordinate the annual Clean-up Day with this Community Yard Sale, holding it either later in the day (on the 4<sup>th</sup>) or the next Saturday (June 11<sup>th</sup>). Valley Waste will be asked to move it to this date.

An item not on the Agenda, Mr. Hoover questioned who owns the property between the roadway (on Darlington Road) and the property owner. His interest is to install park benches along Darlington Road, since many residents walk this route. Mr. DeLuca advised that the area between the roadway and the sidewalk is the PennDot right-of-way. It is doubtful that this would be allowed.

**Public Works** – Mrs. Bonomo reported that Charles Cramer has been an employee of the Township since 2007 and desires to work the summer. She also mentioned that there is still a second opening available since we usually hire two.

The Spring Street Sweeping Program was presented, noting that the City of Beaver Falls is willing to do the job again (used last year), at a cost of \$500.00/day. Mr. DeLuca estimated three (3) days to do the entire Township. Motion was made by Mr. Hoover; seconded by Mrs. Bonomo approving the street sweeping at a cost of \$1500.00. It was noted that the approximate time that this will be done is the end of April. Passed unanimous on a roll call vote.

Prior to moving on, Mr. DeLuca advised the Board that he has heard around the Township that the purchase of the new truck is being labeled as “Greg’s toy”. Because he’s been upset by what he is hearing, Mr. DeLuca wanted to reiterate the necessity in purchasing

the truck and that it is not jeopardizing the road program. He also noted that the sale or sealed bid for the current 2003 truck may bring in as much as \$15,000.00 to be deposited back into the liquid fuels fund. The Secretary noted that the annual lease payments can be split between liquid fuels and the sewer fund, thus making it affordable. Mr. Policaro responded to Mr. DeLuca's concerns noting that he voted for the truck to be purchased.

Mr. Leiper acknowledged the arrival of Mr. Kane (scheduled during Public Comment) who addressed the Board on the upcoming clean-up of the Township on Saturday, April 30<sup>th</sup>. He invited all in attendance to participate.

**Police/Township Office/COG/TCC** – Mr. Leiper advised the Board of no report for the Council of Governments (COG) at this time.

Mr. Leiper noted receipt of forms from Central Tax (chosen to collect the EIT taxes) under the TCC (Tax Collection Committee) that the Township Secretary is currently filling out to return as required.

The monthly Police Report was distributed for review. Mr. Leiper noted that Chief Cindrich is present if there are any questions.

Mr. Leiper provided an update on the grievance filed by the Collective Bargaining Unit regarding his request to provide their vacation schedules by April 1<sup>st</sup> (as per Section VIII-item 5 of the Personnel Policy). Mr. Leiper advised meeting (along with Mr. Bradow) with the Collective Bargaining Unit and the Police Chief in order to resolve this issue. A discussion was held on what was to be decided concerning the grievance, noting that the full-time officers were receptive to changing the date to May 1<sup>st</sup> (instead of April 1<sup>st</sup>). Mr. Hoover questioned this decision, noting that it was to come back to the Board prior to a decision. Mr. Fawcett advised that action does need to be taken concerning the grievance, which was not denied because the officers agreed to an extension to tonight's meeting for discussion. He noted the compromise by both parties is to extend the due date to May 1<sup>st</sup> for turning in vacation schedules. Mr. Leiper reiterated that this is an attempt to reduce overtime spending, allowing Chief Cindrich ample time to fill in the open shifts for vacations. Mr. Leiper also stated that he is not sure that this method will work but something needs done to reduce the overtime and this is worth a try.

Assistant Chief Stanislawski, Officer Bathgate and Chief Cindrich were in attendance. AC Stanislawski seemed confused on whether vacation can be changed, once turned in, in regards to overtime being spent. The contract allows for the officers to take time off with a certain amount of days notice and as long as a second officer is not also taking off. Mr. Leiper responded that they are allowed to change vacation as long as they follow what is outlined in the contract.

Mr. Bradow commented that it is the Chief's job to approve not only the vacations, but any changes as well. Mr. Fawcett recommended delaying a decision on this because there is

too much uncertainty by both parties. He recommended continuing the grievance to May 12<sup>th</sup> (next regular meeting) in order to allow him to meet with the Collective Bargaining Unit and Mr. Leiper to clarify with both parties what is being proposed.

Mr. Leiper noted the distribution of a letter by Chief Cindrich regarding the hiring of another part-timer. He requested the Board review and noted that it will be addressed next month.

It was reported that authorization was needed to put the Chevy Impala Police Car out for bid at this time. Motion was made by Mr. Policaro; seconded by Mr. Hoover to advertise for sealed bids for the Chevy Impala in its "as is" condition. Bids to be open at the next meeting. Motion passed unanimous.

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

**Township Agencies: Patterson Township Municipal Authority** – The Secretary advised the Board of the need to transfer funds from the Sewer Account to the PT Municipal Authority for the loan payment. This will be done on a quarterly basis in the amount of \$27,347.67. This will equate to \$9,115.89/monthly as per the loan agreement. ESB will withdraw the payments electronically from the newly opened sinking fund. Motion was made by Mr. Bradow; seconded by Mrs. Bonomo approving this transfer. Passed unanimous on a roll call vote.

**New/Miscellaneous Business:** Resolution #2011-006 was distributed for the shredding of documents by the Township Secretary's office. The Records Retention Act is followed for the documents chosen for shredding. Motion was made by Mrs. Bonomo; seconded by Mr. Policaro approving Resolution #2011-06 (which indicated the documents to be shredded). Passed unanimous on a roll call vote.

The Secretary also presented the cost for shredding. There is approximately 17 boxes in the hallway, ready for shredding. An estimated cost provided by Cintas was \$250.00. The Secretary is going to continue to explore other companies that offer secure shredding and noted that it would not go beyond the \$250.00. Mr. Hoover made the motion to authorize up to \$300.00 for shredding. Seconded by Mr. Policaro, the motion passed unanimous on a roll call vote.

An invoice was received from the City of Beaver Falls for the 1<sup>st</sup> Quarter Sewer Maintenance in the amount of \$57,091.00. Motion was made by Mr. Policaro; seconded by Mrs. Bonomo approving payment. Passed unanimous on a roll call vote.

Discussion was held on whether to hold Clean-up Day on May 14th. Valley Waste is willing to do the job as in past years. There is no cost to the Township; however, it is the Township's job to promote it through the sewer bills and/or newspaper. Permission would be needed for use of the Fire Department's lot, where it has been held the last several years. Mr.

Policaro brought up the lack of insurance on the lot again. Mr. Fawcett advised that the Township is not the owner; therefore would not be liable. The Secretary noted that other properties owned by the Fire Department in the past (particularly 8<sup>th</sup> Street) were always insured by them. Mr. Policaro advised that he would discuss the need for them to insure their parking lot with them. Mr. Hoover recommended holding clean-up day the week after the Community Yard Sale. This will allow the residents participating somewhere to dispose of those items that are not sold. Valley will be contacted to suggest this change.

**Communications:** An invitation was received from the Allegheny County & Western PA Association of Township Commissioners to the Spring Conference on Saturday, May 7, 2011 at the Westin Convention Center.

A letter and information was received from Huntington Bank concerning the pensions in regard for the need to sign off on an investment policy. This is an update to both plans along with a recommendation from the Account Representative Gerri Steigerwald. Motion was made by Mrs. Bonomo; seconded by Mr. Bradow authorizing the signing of the investment policy(s) for the Police Pension and Non-Uniform Pension Funds. Passed unanimous on a roll call vote.

An invitation was received from Congressman Altmire's office to a workshop regarding Federal Funding for Economic & Community Development on April 27, 2011 at CCBC. All Commissioners received an invitation. There is no cost for this workshop.

**Executive Session:** Not needed.

There being no further business to be brought before the Board, the meeting adjourned at 8:41 p.m.

Respectfully submitted:

Paula J. Wagoner, CMC  
Township Secretary

Copy: Kenneth Fawcett, Esq.  
Ned Mitrovich, P.E.  
Board of Commissioners