

Patterson Township Board of Commissioners

Regular Meeting

January 10, 2013

The Patterson Township Board of Commissioners held their regular meeting on Thursday, January 10, 2013 at 7:00 p.m. at the Municipal Complex, 1600 19th Avenue. Following the call to order and Pledge of Allegiance, roll call showed all Commissioners present (Policaro, Bonomo, Bradow, Hoover, and Mahosky).

The minutes of the Year-end meeting held December 31, 2012 were presented for approval. Motion was made by Mrs. Bonomo; seconded by Mr. Mahosky approving as presented. Passed unanimous.

A memo was distributed by the Township Secretary providing revisions made to the final Budget Report that was submitted and approved at the Year-end meeting. The revision included monies that were deposited on the 31st by the Tax Collector following the meeting.

Public Comment/Visitors: Township resident, Karen Danziger, 1808 W. 11th Street requested to speak to the Board as to why the Patterson Township Fire Department does not apply for the grant funds that are available through a Federal Grant Program. She expressed that she is a fairly new resident and in her research found that Patterson and White Townships are the only two Fire Departments in Beaver County that do not participate in this program. The grant amount, \$15,000.00 can be used for training, equipment, etc. Mr. Policaro questioned whether this was Senate Bill 866, of which he believes they receive funds for. Ms. Danziger insisted that they have not applied and/or received these funds for a number of years. Asked whether she is a grant writer, Ms. Danziger noted that she was not; however, would be willing to assist in applying for these funds if asked. Mr. Policaro, along with Mr. Mahosky, Fire Commissioner assured Ms. Danziger that this would be looked into.

Treasurer's Report: Mrs. Joann Ferrazzano provided the General Fund, Sewer Fund, and various Other Accounts reports for December, 2012. Upon completion, Mrs. Ferrazzano advised that the Township property tax bills were mailed January 4, 2013. Motion was made by Mr. Bradow; seconded by Mrs. Bonomo approving the Treasurer's Report as presented. Passed unanimous on a roll call vote.

The Township Secretary noted the General Fund balance on December 31, 2012 including the PLGIT account to be \$139,054.31. Advising that \$92,789.18 of this will be used to balance the 2013 budget, she recommended taking \$25,000.00 of this balance and deposit into the Capital Fund for future capital projects (ex: roof repairs, construction projects, etc.). Motion was made by Mr. Hoover; seconded by Mr. Bradow authorizing the transfer of \$25,000.00 from the General Fund into the PLGIT Capital Fund. Motion passed unanimous.

Monthly Bills: The monthly bills for January were presented for payment. Motion was made by Mr. Hoover; seconded by Mrs. Bonomo approving payment. Passed unanimous.

Engineer's Report: Mr. Kevin Brett, LSSE attended the meeting and reviewed the monthly written report. Items noted are as follows: Darlington Court – No change from last month. Developer to respond to BC Planning/Conservation; 2012 Road Program – Punchlist items still pending; Steffin Hill Sanitary Sewer – No change from last month; MS4 Program – No change; however, Mr. Brett advised the Board that there are additional regulations to adhere to. Upcoming meetings will be required for all Municipal personnel.

Solicitor's Report: Mr. James Ross noted the proposed Ordinance for naming an alley Wagoner Way is still pending and will be written for adoption at the next meeting. The Secretary noted that she must submit this proposed name change to the Beaver County Emergency Services Center for approval prior to the adoption of the Ordinance. Once done, she will notify the Solicitor.

Mr. Policaro referred Act 188 to the Township Solicitor, which is a change in the First Class Township Code regarding the elected Treasurer and/or Tax Collector. This Act is changing the regulations for this position noting February 15th as a key date for action and/or compliance. The act has to do with changing this from one position to two. Mr. Ross will review and report back to the Board at next month's meeting.

Committee Reports: Fire/Finance – Mr. Mahosky submitted ten (10) fire reports for the month of December for a total of \$643.50 (99 man hours). Motion was made by Mr. Hoover; seconded by Mr. Bradow approving payment. Passed unanimous.

An application for membership into the Fire Department was submitted by Mr. Mahosky. Andy Gerragauch, 1705 21st Avenue was submitted for approval (with the appropriate background check indicating okay). Motion was made by Mr. Mahosky; seconded by Mr. Hoover approving his membership into the Fire Department. Passed unanimous.

Mr. Mahosky advised the Board of receiving two bids for the remodeling of the upstairs kitchen in the firehall into an office for the Fire Department Officers (and to house a computer). John Marzano provided a bid of \$3,800.00 and Bob Tate submitted a bid for \$4,895.00. He advised that he also requested an estimate from Johnston Contracting. Mr. Mahosky made a motion to approve the work being done by John Marzano in the amount of \$3,800.00. Mr. Hoover raised questions on the scope of the work to be done along with where the funds would come from to pay for this. The Secretary noted that this would be the type of project for the funds that were just approved for the Capital Fund. Mr. Hoover also asked whether this project could be done with volunteers from the Fire Department. Mr. Mahosky advised that the carpet purchased last Summer still has not been installed. Since the motion died, due to lack of a second, Mr. Hoover offered to assist Mr. Mahosky with a do-it-yourself remodeling job. Mr. Mahosky withdrew his motion.

Prior to moving on, Mr. Ross advised that he was reviewing the material given to him concerning Act 188. He advised that presently the position of Treasurer is an elected position, who is appointed as the municipal tax collector. The act is changing this into two positions, noting the election of a Tax Collector and Treasurer. It still can be the same person; however, this allows for a deputy Treasurer also. Mr. Ross advised that additional information will be obtained and he will provide more guidance by the work session in February (7th).

Motion was made by Mr. Hoover; seconded by Mr. Mahosky approving the Engineer and Solicitor's reports as presented. Passed unanimous.

Under Finance, Mr. Hoover also made a recommendation to instruct the Secretary to review the present loans that the Township has for the potential for refinancing (if appropriate) and bring back to the Board. Motion approving this was made by Mr. Hoover; seconded by Mrs. Bonomo. Passed unanimous on a roll call vote.

Parks/Recreation – Mr. Hoover noted that he recently walked the former Beegle Hill in conjunction with the request from Daniel Spiker to earn an Eagle Scout award for the development of a park area. He noted that it is relatively level and would make a nice area for a park. Mr. Hoover noted that he plans to reach out to Mr. Betters, who owns the property at the top of the hill. A discussion was held on liability issues and maintaining this area, once developed. Mr. Ross noted that the Township would be liable, once this project is complete if the upkeep/maintenance is done by the Township.

Public Works – Mr. Hoover noted the installation of green stakes by the Public Works Department, for snow removal purposes, throughout the Township. These stakes assists the snow removal crew and are not to be removed.

Mr. Hoover advised that he talked to Mr. Mitrovich regarding the Steffin Hill sewer line replacement project. In order to move forward, motion was made by Mr. Hoover to authorize the Township Engineer to prepare this sewer line replacement project for bid. Seconded by Mr. Bradow, the motion passed unanimous. The costs involved will be paid from the Sewer Maintenance Fund.

Two additional items were noted by Mr. Hoover. The sewer rate increase being proposed by the adoption of Ordinance #437 (scheduled for tonight's meeting); and looking ahead to a road program, whereby Mr. Hoover advised that he will meet with Mr. DeLuca.

Mr. Hoover reported receiving a call from Mr. Scott Donley, 2507 Jenny Street regarding his request to acquire fill for his property. Mr. Hoover provided an explanation of what Mr. Donley is seeking, an answer on the Township regulations for fill in conjunction with a sewer line that runs through his property. He noted, in the past being stopped by Mr. DeLuca concerning the dumping of fill on his property over the sewer line. Mr. DeLuca expressed concerns to Mr. Donley for the amount of fill over the fill. The Secretary explained that Mr. Donley had also contacted her regarding the same thing. Mr. Donley was advised that the

sewer line was installed during the 1992 sewer project, which was overseen by the PT Municipal Authority and that she would consult with their Solicitor, Attorney Douglass and get back with him. The phone contact with Mr. Donley was only 4 days ago and a call has been made to Mr. Douglass by the Secretary. Additional discussion was held on the installation of the sewer pipe and the composition of the pipe.

Mr. Ross addressed Mr. Donley calling and questioning more than one person regarding this and recommended Mr. Donley complete a request under the Right-to-Know Act, in order to eliminate any confusion as to what exactly he is asking for. Motion was made by Mr. Bradow; seconded by Mr. Hoover to follow the advice of the Solicitor and notify Mr. Donley in writing to file a Right-to-Know request. Motion passed unanimous.

Ordinances/Policies – Mrs. Bonomo submitted Ordinance #437 regarding the sewer rate increase, which was approved by the Board in conjunction with the passing of the 2013 Sewer Budget. The new rates will take affect with the February billing. The increase (Ordinance #437) calls for a \$2.00 increase on the minimum and \$2.00 increase on the per 1000 gallon rate. Motion was made by Mr. Bradow; seconded by Mr. Mahosky approving the adoption of Ordinance #437. Passed unanimous on a roll call vote.

Code Enforcement – In Mr. Morrow's absence, the monthly written report for December was distributed to the Board. The Secretary proposed replacing Mr. Morrow's hard drive. In an effort to download virus protection on his computer, it was determined that there was not enough memory. The computer that Mr. Morrow is using was formerly the Secretary's and is at least 7-8 years old. A proposal was submitted from Softmart (a Co-stars company) for replacement of just the hard drive in the amount of \$481.86. Discussion was held on replacing a police computer, giving Mr. Morrow the used one. Chief Cindrach noted that replacement of a police computer would be much more expensive. Motion was made by Mr. Bradow; seconded by Mr. Hoover approving the purchase of a new hard drive for the Code Officer in the amount of \$481.86. Passed unanimous on a roll call vote.

Police/Township Office/COG – Mr. Policaro noted that there is nothing to report on the Council of Governments. The monthly Police Report for December was submitted and distributed to the Board for review.

Mr. Policaro reported the distribution of the 2013 wage scale from the Township Secretary and deemed it appropriate to approve. Motion was made by Mr. Bradow; seconded by Mr. Mahosky approving the 2013 wage scale for all employees. Passed unanimous on a roll call vote.

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

Unfinished Business: A list of the 2013 Reappointments were presented for approval:

- Township Engineer – Lennon, Smith, Souleret Engineering (annually)
- Municipal Authority – Richard Smakosz/John Stuber (4 year term)
- Planning Commission – Marilyn Caplan/James Roberts (4 year term)
- Zoning Board – Ronald Main (3 year term)

Motion was made by Mr. Hoover; seconded by Mrs. Bonomo approving the reappointments. It was also noted that there are openings on the Planning Commission and Recreation Board.

Township Agencies: Nothing to report.

Communications: The Township received the State Liquid Fuels Audit Report – period ending December, 2010.

A memo was received from the Beaver County Planning Commission regarding the joint MS4 Ad. The Secretary advised that by joining with all of the municipalities, the Township's share is minimal (\$25-\$30). Motion to approve participation was made by Mr. Hoover. Seconded by Mrs. Bonomo, the motion passed unanimous.

A letter and information was received on the Community Development Block Grant Program for 2013. The Secretary advised that the projects selected are usually income based; however, if the Board has any suggestions for submission of a Township project, let her know.

An invitation was received from the Allegheny League of Municipalities, to the annual Spring Conference at Seven Springs, April 4th-7th.

A letter was received from the Chippewa Township Sanitary Authority advising the Township of the 2013 Treatment Cost Budget. Once their audit is done for 2012, the actual costs for last year will be known. The 2013 Budget is estimated (guideline) to determine what the Township's share is.

The City of Beaver Falls has submitted a request to complete the Chapter 94 Wasteload Management Report. The Secretary advised that this annual report required is forwarded to the Township Engineer for completion on behalf of the Township.

New/Miscellaneous Business: Mr. Policaro advised the Board that Mr. Bradow volunteered to do a study on the heat of each of the Township owned buildings to determine that energy conservation is being done. This is to keep the cost of utilities (gas) down.

Executive Session: The Board went into an executive session at 8:25 p.m. for legal advice and discussion on a personnel issue.

Back in session at 8:50 p.m., a motion was made by Mr. Hoover; seconded by Mrs. Bonomo instructing the Finance Commissioner (Mr. Mahosky) to meet with the Treasurer. The purpose is to devise an action plan to resolve all past issues; namely, a list of all of the checks

she's holding (per prior Tax Collector) and resolve those that are still pending. It was also noted that the records still being held as evidence in the garage may have outstanding checks. Motion passed unanimous.

There being no further business to be brought before the Board, motion was made by Mr. Hoover to adjourn. Seconded by Mrs. Bonomo the meeting adjourned at 8:55 p.m.

Respectfully submitted:

Paula J. Wagoner, CMC
Township Secretary

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