

Patterson Township Board of Commissioners

Regular Meeting

Thursday, June 12, 2014

The Patterson Township Board of Commissioners held their regular meeting on Thursday, June 12, 2014 at 7:00 p.m. at the Municipal Complex, 1600 19th Avenue. Following the call to order and Pledge of Allegiance, roll call showed Commissioners Policaro, Bradow, Hoover and Mahosky present. Mr. Inman was absent due to attendance at the PSATC Conference.

The minutes of the previous meetings held May 8, 2014 (Pre Agenda / Regular) were presented for approval. Motion was made by Mr. Hoover; seconded by Mr. Mahosky approving the minutes as presented. Passed unanimous.

Public Comment: Eagle Scout Sean Galbreath was in attendance to do a presentation on work that he wants to do in the Township Park. Mr. Hoover advised that he will do under the Parks/Recreation report.

Bert Robinson, 1309 Fox Avenue thanked the Board for the paving of 17th Street and Struby Avenue over the last couple of years. He remembered being told by the Board that completing this area, by paving Book and Fox, was the plan. He noted a water problem that exists on the upper part of Fox Avenue. He was aware that Book Avenue (and Fox Avenue) are not part of this year's paving program. Mr. Policaro advised that the Commissioners decide on which roads to do for the annual road program and that Book and Fox were not selected this year.

Treasurer's Report: The monthly Treasurer's Report for May on the General Fund, Sewer Fund, and PLGIT Accounts were provided by Mrs. Wagoner. Motion was made by Mr. Hoover; seconded by Mr. Mahosky approving as presented. Passed unanimous.

Monthly Bills: The monthly bills for May / June were presented for approval. Motion was made by Mr. Hoover; seconded by Mr. Mahosky approving payment. Passed unanimous.

Engineer's Report: Mr. Larry Lennon, LSSE, presented the monthly Engineer's Report and noted the following items: Darlington Court – Letter was sent by LSSE requesting an update on the punchlist items. Issues with storm drains still pending. 2014 Road Program – Bids tentatively scheduled to be opened at the July 10, 2014 meeting. 2013 Road Program – Restoration work still needs to be done by East Coast Paving. Contractor not responding to emails and letters. A retainage of 10% was withheld on this project. 2011 Road Program – Youngblood Paving completed the repairs to School Street on May 9, 2014 as per the agreement with the Township. Request for payment has been made in the amount of \$5,709.70, which is \$2,430.30 less than in the Agreement. A motion was made by Mr. Hoover;

seconded by Mr. Mahosky approving payment of \$5,709.70 to Youngblood Paving. Passed unanimous. A second motion was made by Mr. Hoover to release the Maintenance Bond on this project. Seconded by Mr. Mahosky, the motion passed unanimous on a roll call vote.

MS4 Program - Mapping update to be submitted to DEP by the end of June, 2014. Annual training required for the Township Public Works employees will take place late Summer. Sampling also scheduled for the end of June. The Annual Report is due April, 2015. Darlington Road Sidewalk – Township has been awarded a \$24,000.00 grant for sidewalks between Fire Department and Seventh Street. Greenways, Trails and Recreation Grant – LSSE is working on grant applications for Park Master Plan (study) and Park Entrance improvements. Resolution needs to be adopted for submission at the July 10, 2014 meeting.

Solicitor's Report: Mr. Chad Bowers, Bowers & Fawcett advised that the Ordinances for the Generator Grant Project have been adopted by all of the Municipalities involved (Patterson Heights, Fallston Borough, White Township and Patterson Township). It would be appropriate to move forward with putting this project out for bid. Discussion was held on where to locate the generator on the outside of the Municipal building. The option could be to request Contract A, B, C, etc. with various locations outside the building noted. The Secretary advised that she can put this project out for bid; however, may need some assistance from the Township Engineer on specifications and choosing the best location. Motion was made by Mr. Hoover; seconded by Mr. Bradow to allow the Township Engineer to assist in the bidding process. Motion passed unanimous.

The need for a dissolution clause regarding the Fire Department's property in conjunction with their by-laws is still pending. Mr. Bowers will continue to research the law in regards to this in order to provide legal advice accordingly.

Committee Reports: Fire/Finance – Mr. Mahosky presented 10 fire reports in the amount of \$448.50 (or 69 man hours). Motion was made by Mr. Hoover; seconded by Mr. Mahosky approving payment. Passed unanimous.

Mr. Mahosky also advised of repairs made to the air conditioning system by Humbert Heating/Cooling in the amount of \$771.00. He submitted a second proposal for the repairs to the windows/doors in the amount of \$1,750.00 from John Marzano, Contractor. He advised that the previous contractor, approved to do the job last month, didn't work out. Mr. Hoover questioned the need to switch and pay more, when the project was approved to be done at the last meeting for \$850.00. Mr. Mahosky reported that Cox Contracting didn't do the work that was needed and had asked to be paid ahead of time. Additional concerns caused Mr. Mahosky to secure another bid. Motion was made by Mr. Mahosky to approve Mr. Marzano's bid for repairing windows and doors at the firehall. Passed on a roll call vote 3 ayes, 1 naye (Hoover).

Mr. Mahosky reported that the 8 cameras have been installed inside and outside of the Municipal Complex and advised that all are pleased with the operation. Mr. Mahosky noted that he wants to proceed with buzz in capability as an additional means of security.

Parks/Recreation – Mr. Hoover recapped the scope for the grant application that is going to be done by LSSE for the Park. He also introduced Sean Galbreath, 7th Street, Patterson Heights, who gave a presentation to earn his Eagle Scout status. The presentation included work to be done in the Township Park. As it is a naturalist park with walking/hiking trails, Mr. Galbreath will recruit volunteers to help with the work to be done. The Secretary reminded the Board that there will be liability coverage if it is an approved project by the Board. Motion was made by Mr. Hoover; seconded by Mr. Bradow approving Sean Galbreath's project to make improvements in the Township Park as presented. Passed unanimous.

Public Works – In Mr. Inman's absence, the Secretary advised of the sale of the 12" bucket from the Township's former backhoe (420D) to Patterson Heights, who have the same backhoe. The bucket would not fit the Township's new backhoe. The sale price was \$300.00.

Ordinances/Policies - Mr. Bradow advised that the final copy of the Job Related Accident/Near Accident (Incident) Report has been submitted and If there are no further questions, it would be appropriate to approve for inclusion in the Personnel Policy. Motion was made by Mr. Bradow; seconded by Mr. Hoover approving this addition of an Accident Policy into the current Personnel Policy. Passed unanimous.

Mr. Bradow noted the distribution of a memo regarding the items that Mr. Inman brought back from the Spring Conference that may need to be addressed. He requested the Board review and provide input.

Mr. Bradow also noted items for the Personnel Policy that he requested review and will be for discussion next month. A discussion was held on the Campfire / Camping regulations for the Township Park. It was agreed that Recreational Burning throughout the Township is a separate issue. Mr. Hoover recommended approving the Camping/Campfire proposed additions to the current burning Ordinance as proposed. Motion was made by Mr. Hoover; seconded by Mr. Mahosky approving as written. Passed on a roll call vote 3 ayes, 1 naye (Bradow). Mr. Hoover expressed that the Recreational burning regulations still need some work. Mr. Bradow requested suggestions be made in order to address at next month's meeting.

Code Enforcement – Mr. Morrow's monthly report was submitted for review. A letter was received from Cathy Stanyard, 1305 Struby Avenue regarding the condition of the abandoned house, owned by Marian Jasper at 1312 Book Avenue. Mrs. Stanyard expressed concern for seeing men taking things from the property, not knowing if they were hired by Mrs. Jasper to do so. The Secretary advised that Mr. Morrow has already been in contact with Mrs. Jasper; however, will provide him with a copy of Mrs. Stanyard's letter.

Police/Township Office/COG – Mr. Policaro presented the Monthly Police Report for review.

Results of the recent Civil Service testing were provided. There were 8 applications given out. Two applicants paid and turned back in. The test was given to one applicant who

failed (*see Note below). Therefore, back to zero candidates for moving on to the next step. A discussion was held on expanding the requirement to live within 10 road miles within 6 months of being hired. Mr. Policaro recommended this regulation be expanded to 15 mile radius (rather than road miles).

A discussion was held on lifting this regulation completely and whether it be for both part-time and full-time officers. As it was noted that it would be for all officers, and mileage regulations desired, motion was made by Mr. Mahosky; seconded by Mr. Hoover approving the amendment to the Ordinance to approve a 15 mile radius (geographic / not road miles) for the hiring of part-time and full-time police officers. Motion passed on a roll call vote 3 ayes, 1 naye (Bradow).

Mr. Hoover questioned proceeding with Civil Service testing prior to the adoption of the amendment to the Ordinance. Mr. Bowers recommended the Ordinance change be adopted first prior to proceeding with retesting for eligible applicants. As there are concerns for budget and overtime spending, the Secretary was instructed to proceed with advising the Civil Service for the need to retest. Additionally, the applications will include wording that allows the applicant to know that a change in the Ordinance is forthcoming. Motion was made by Mr. Hoover; seconded by Mr. Mahosky authorizing starting the process now; and adding a letter regarding the 15 mile versus the 10 mile restrictions in the application packet. Passed unanimous on a roll call vote.

Mr. Policaro advised that Part-time Officer Joseph Strati resigned in March to take a full-time position in Ohioville. He was advised by Assistant Chief Stanislawski that Officer Strati is willing to fill in some of the open shifts created by Chief Cindrich being off. His employment would need to be reinstated. Motion was made by Mr. Hoover; seconded by Mr. Mahosky approving the rehiring of Joseph Strati as a part-time officer. Mr. Policaro requested he be paid at the top rate of \$16.55/hour. This was included in the motion and passed unanimous on a roll call vote.

The Secretary distributed a memo to the Board regarding housekeeping items for the Municipal Complex. Included were such things as window washing, interior repairs, painting, etc. Attached to the memo was information on refurbishing all of the Patterson Township signs on each end of the Township, purchasing Park signs, and repairing the Park sign. The main signs are made of redwood and are in need of repairs and repainting. If Signs by Sam does the entire scope of the work involved, the total cost is under \$2,000.00. Some of the installation can be done by the Public Works Department; therefore, it would be less cost. The Secretary

*NOTE: These minutes reflect what actually was discussed and recorded accurately. Minutes were corrected at the July 10, 2014 meeting to advise that the one candidate who took the written exam passed (not failed as indicated above). See minutes of July 10, 2014.

requested the minimum of refurbishing the current large signs announcing the Township, which would cost approximately \$700.00. After some discussion, Mr. Bradow made the motion to accept the proposal and do in its entirety. Mr. Mahosky seconded the motion. Prior to the vote, Mr. Hoover requested to be included in the design for the signs on 8th Street Hill designating the Township Park entrance. Motion passed unanimous.

Mr. Bradow noted the rest of the housekeeping items and expressed that efforts should be made to address the items that need to be done.

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

Unfinished Business: The Duquesne Light LED Pilot Program that was tabled at the last meeting to determine the costs to participate was discussed. The Secretary provided the costs for removal, which would be \$109/per light or \$1,090 for the ten light limit. The present costs per light is \$13.92/for 70 watt / per month. The new cost would be \$11.16/for 43 Watt; a \$2.76 difference. This project was tabled until July, in order for Mr. Mahosky to review the current lights already installed and their locations.

Township Agencies: Patterson Township Municipal Authority – Attorney Nathan Morgan, along with Gary Gache and Bert Robinson from the Municipal Authority attended the meeting to review the loan documents. The Authority is refinancing the present loan with ESB Bank taken out for the Southend Sewer Project, to borrow additional funds to do the Steffin Hill Sewer Project. As per the loan, the Township needs to approve the “3rd Supplemental Lease Agreement” between the Township and Municipal Authority. The present procedure, which is transferring from the Sewer Fund to the Sinking Fund will not change. The amount will also not increase. Motion was made by Mr. Bradow; seconded by Mr. Mahosky approving the 3rd Supplemental Lease Agreement. Passed unanimous on a roll call vote.

Communications: The official letter from Beaver County Community Development was received notifying the Township that we are on the list for funding of the sidewalk (under architectural barriers) installation between the Fire Department and 6th Street.

New/Miscellaneous Business: The Secretary advised the Board that there will be checks expensed for the Pension insurances. An annuity will need to be set up for Officer Girting, which requires a lump sum payment from the Police Pension Fund. Additionally, a Life Insurance Policy is needed as per the Police Contract. Both Officer Girting and Public Works Employee, Richard Smith will be added to the Life/Accident Policy. The amounts at this time are not known.

Executive Session: The Board went into an Executive Session at 8:57 p.m.

Back in session at 8:57 p.m., Mr. Policaro advised that he denied Officer Ivan’s grievance regarding the written reprimand of Chief Cindrigh for calling off sick, then working in another municipality (police duty). The Secretary asked the Solicitor whether she should have any

records of reprimands, grievances, etc. Mr. Bowers advised that the official record is kept by the Secretary. All copies should be provided to her. Mr. Policaro advised that he would take care of getting copies.

There being no further business to be brought before the Board, motion was made by Mr. Bradow to adjourn. Seconded by Mr. Mahosky the meeting adjourned at 8:58 p.m.

Respectfully submitted:

Paula J. Wagoner, CMC
Township Secretary

Copy: Chad Bowers/Ken Fawcett
Larry Lennon, Jr.
Board of Commissioners