

Patterson Township Board of Commissioners

Regular Meeting

Thursday, March 14, 2013

The Patterson Township Board of Commissioners held their regular meeting on Thursday, March 14, 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, Bradow, Bonomo, Hoover, and Mahosky).

Minutes: The minutes of the meeting held February 14, 2013 were presented for review and approval. Motion was made by Mrs. Bonomo; seconded by Mr. Hoover approving the minutes as presented. Passed unanimous.

Public Comment: None

Treasurer's Report: Mrs. Ferrazzano submitted the February monthly report(s) for the General Fund, Sewer Fund, and Other Accounts. She advised the Board that she is getting ready to file the delinquent taxes with Beaver County Tax Claim. Motion was made by Mr. Hoover; seconded by Mr. Mahosky to approve the Treasurer's Reports as presented. Passed unanimous.

The Secretary noted that the month of March is the time to transfer the bulk of the income to PLGIT for investing, since the property tax payments are coming in. She will check on interest rates and make the appropriate transfer.

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

Engineer's Report: Mr. Larry Lennon, Jr., LSSE, attended the meeting to review the monthly report distributed to the Board. The items discussed were as follows: Darlington Court – Building construction is underway. Nothing to report. 2012 Road Program – Punchlist items to be completed in the Spring. Steffin Hill Sewer Line Replacement – LSSE preparing construction plans and permit applications. MS4 Program – Annual training was conducted with Township staff. LSSE provided a Service Order for consideration by the Township. The SO noted costs involved for Permit 2, which begins tomorrow. This is in conjunction with the Federal mandates and is a 5-year cycle. Mr. Lennon advised that Year 1 entails more work. 2507 Jenny Street – Mr. Mitrovich will meet with homeowner (Scott Donley) on March 15, 2013 at 2:00 p.m. regarding him placing fill over the sewer line. LSSE Annual Permit and Regulation Update – Notice was given regarding an upcoming meeting/luncheon to discuss changes to

MS4 Regulations; FEMA Flood Plain Map Updates; ECMS HOPs, ADA Regulations and MUTCD Signage. Mr. Lennon extended an invitation to all to attend on March 28, 2013.

Solicitor's Report: Mr. Fawcett distributed an outline of Ordinance #438 – establishing the offices of Tax Collector and Treasurer pursuant to Act 166 and Act 188 of 2012. He noted this change in the First Class Township code; whereby these positions are separated; and at the 2013 municipal election voters will elect a Tax Collector. Additionally, the Board of Commissioners may appoint a Treasurer, who may be, but is not required to be, the person who is elected to serve as Tax Collector. The compensation will need to be set. The act allows for the compensation of the Tax Collector to be 5% of receipts up to \$10,000.00 (which is the current compensation). The Treasurer's wage can be set by resolution. Mr. Fawcett expressed that the Board needs to decide on compensation and that the Ordinance has not been advertised for adoption at tonight's meeting.

Mr. Policaro advised of contacting Hopewell Township and Mr. Fawcett, Vanport Township. It was reported that no First Class Townships in Beaver County has adopted yet. As it was noted that the duties have not changed, Mr. Hoover asked whether the \$10,000.00 presently being paid could be split: \$8,000 tax collector and \$2,000 Treasurer. Mr. Fawcett advised that this would be okay to do. Mr. Mahosky questioned why this change came about? Mr. Fawcett noted that this legislation provides municipalities with more financial control. Prior to making a decision on how much compensation for each position, Mr. Mahosky suggested a job description. It was noted that the First Class Township Code provides for a description of duties for both positions.

Mrs. Ferrazzano, current Tax Collector/Treasurer questioned the lack of knowing what the position pays for the candidate running for this position. Mr. Fawcett confirmed that it is imperative for the Board to make a decision on the compensation. Perhaps a special meeting can be held in the near future.

Motion was made by Mrs. Bonomo; seconded by Mr. Hoover accepting the Solicitor and Engineer Report(s) as presented. Passed unanimous.

Committee Reports: Fire/Finance – Mr. Mahosky presented five (5) fire reports for February in the amount of \$396.50 (61 man hours). Motion was made by Mr. Hoover; seconded by Mrs. Bonomo approving payment. Passed unanimous on a roll call vote.

Mr. Mahosky provided an update on the continuation of cleaning up and remodeling the former Commissioners room on the second floor of the Fire Department. The end result will be an office for the Fire Chief and Officers to use. Mr. Mahosky advised that he encouraged the fire members to apply for funds (designated for Fire Departments) under the Department

of Conservation and Natural Resources (DCNR) Grant Program. This is in reference to public comment received at the last meeting.

Parks/Recreation – Mr. Hoover noted the Eagle Scout Project (Brandon Lough) still pending for the Township Park. A question was raised last month regarding insurance. The Secretary noted that the insurance company advised (as in the past) that the projects done such as these with volunteers, etc. on Township property need to be officially approved by the Board. Mr. Hoover advised that he will get a general description of the work to be done for submission at the next meeting in order to give formal approval.

Mr. Hoover provided an update on the request of Eagle Scout, Dan Spiker to improve the area of the former Beegle Hill Road, which connected Patterson Township with Bradys Run Park. As of the last meeting's recommendation, maps of the area were obtained to provide ownership of this property. Mr. Hoover thanked Mr. Mahosky and Mrs. Ferrazzano for their assistance in determining who owns this property. The map indicated that this area is part of Bradys Run Park; therefore owned by Beaver County. The remaining portions are owned by Franciscan Manor and Charles Betters. It is clear that the Township has no ownership of this property. This information will be given to Mr. Spiker.

Under Recreation, Mr. Hoover requested the Secretary announce the annual Community Yard Sale for the first Saturday in June (June 1st) and advertise as in past years.

Public Works - Mr. Hoover provided an update on the activities in the Public Works Department. The Darlington Road signs have been picked up from Municipal Signs as per the MUTCD Project and will be installed. Mr. Hoover will meet with Mr. DeLuca to discuss recommendations for this year's road repair program. He also noted there is approximately 50 tons of salt left and hopes to finish out the winter season without ordering any more. Public Works has also overseen camera work being done on 21st Avenue sewers.

Ordinances/Policies – Mrs. Bonomo advised that she has no report at this time.

Code Enforcement – Mr. Morrow's report was distributed for review. No additional comments were made at this time.

Police/Township Office/COG – Mr. Policaro advised of attending the Council of Governments meeting. The present project that is being discussed is solar panels regulations for municipalities.

The monthly Police Report was distributed for review. Mr. Policaro advised of the need to hire a part-time police officer as discussed at the work session. His recommendation was Joseph Strati, 108 Blackhawk Road, who is currently listed on the Patterson Township Civil

Service Commission's eligibility list. He presently works part-time in Ohioville and Darlington Township. The Chief assured the Board that he plans to resign from one of these municipalities to make himself readily available to work here. Mr. Bradow made the motion to hire Mr. Strati as a part-time Police Officer. Chief Cindrich advised that he has results of a physical and psychological testing that are less than one year old and recommended using for Township records. Because it was unknown as to whether this is allowed, Mr. Hoover seconded the motion but requested including an amendment, which was pending the passing of a physical and psychological testing as required. Passed unanimous on a roll call vote.

Mr. Policaro advised that the new police vehicle was picked up today from Day (2013 Ford Interceptor SUV). The police car being taken out of service is #231, which is a 2007 Dodge Charger. Motion was made by Mr. Hoover; seconded by Mrs. Bonomo authorizing advertising for sealed bids for #231. Passed unanimous.

The upcoming merger meetings were announced to be: Fallston Borough – March 19th; and Patterson Township – March 21st.

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

Unfinished Business: The Secretary submitted a proposal from Logi-Tek Solutions for computer support for one year. The cost for this maintenance agreement is \$1,000.00. The Secretary advised of the lack of having an IT person to assist with problems that arise with the internet. The switchover from Verizon DSL to Comcast High-Speed Internet was not a smooth one and operations were left without internet for two days. Comcast installed the system but did not insure the computers were up and running. Upon seeking assistance, from many sources, Logi-Tek was available and spent several hours fixing and restoring the internet service. At the time, the problem was found to be obsolete routers trying to connect with the Comcast box. The cost (\$1,000), would be divided into the various departments (Administrative, Police, Tax Collection, Code Enforcement), making it more economical. Mr. Hoover raised an objection to not dealing locally. The Secretary noted that this company does serve Beaver County municipalities and that alternatives were explored before going with Logi-Tek. Chief Cindrich knew someone as did Mr. Mahosky; however, these IT guys were not available during the day. The Secretary's recommendation is to try Logi-Tek for just one year. Alternative can still be explored. His recommendation was to purchase (in the future) updated routers from Netgear that will communicate with Comcast. Motion was made by Mr. Mahosky; seconded by Mrs. Bonomo to approve a Logi-Tek service agreement with a term of one year. The motion passed 4 ayes; 1 naye (Hoover).

The Secretary advised of the need to approve 2 resolutions naming Berkheimer as the per capita collector for the Township's per capita tax starting in 2013. A recap was given by the Secretary regarding per capita billed in 2011 at \$10.00/resident. The Ordinance was changed back to \$5.00 in 2012 but not billed, as per the action in 2011. In order to have Berkheimer do the per capita billing with Blackhawk School District, Resolutions #2013-001 and #2013-002 need to be approved. Motion was made by Mr. Bradow; seconded by Mr. Hoover approving these resolutions (#2013-001 / #2013-002) appointing Berkheimer as the per capita tax collection agency. Passed unanimous on a roll call vote.

Township Agencies: Planning Commission - The minutes of the Township Planning Commission meeting held February 21, 2013 were submitted for review. The minutes included discussion on the pending vacancy on the Commission. Mr. Hoover made a motion to advertise this opening, as well as any openings on other Boards, in the monthly sewer bill. Seconded by Mr. Mahosky, the motion passed unanimous.

Emergency Management – Two resolutions were received from White Township regarding their municipality joining with Patterson Township, Patterson Heights, and Fallston Borough for Emergency Services. By approving these resolutions (Intergovernmental Resolution and Emergency Operations Agreement), this will enable Beaver County Emergency Operations Center to review and include White Township in the plan. The Secretary noted discussing this with William Livingston (Patterson Township Emergency Management Coordinator) and he has requested approval by the Board in order to move forward with this recommendation. White Township will put on agenda for action at their April meeting. Motion was made by Mrs. Bonomo; seconded by Mr. Hoover to approve the two resolutions. Passed unanimous on a roll call vote.

Communications: None

New/Miscellaneous Business: Mr. Policaro addressed an item that was brought up at the work session. The keypad on the front door does not work and discussion was held on its repair. He deferred to the Secretary who explained that it has never worked in the four years that the office has been here and the office staff chooses to use their keys. The technician that has worked on it was here on a service call 6+ times in the first 2 years of being in this building. All parts of the door have been replaced and it still does not work properly. The Secretary advised that the implication was that the door is not level. The four remaining doors with the same electronic lock work and there has never been a problem on these. Mr. Bradow made a motion to advertise to replace the front door with a key pad. Seconded by Mr. Mahosky. Mr. Policaro offered to pursue with C. W. Smith (general contractor for the construction of this building) before any ad is placed. Motion passed unanimous.

Executive Session: The Board went into an Executive Session at 8:10 p.m.

Back in session at 8:25 p.m. motion was made by Mr. Hoover; seconded by Mrs. Bonomo giving approval to the office staff to go through the 14+ boxes of files that were in Tax Collector, Robert Anderson's office prior to his resignation. Upon completing the research into these records, this authorization also includes the creation of a spread sheet of all uncashed checks and cash found to be presented back to the Board. Motion passed unanimous on a roll call vote.

A final reminder was given on the merger public meetings to be held next week.

Adjournment: There being no further business to be brought before the Board, motion was made by Mrs. Bonomo to adjourn. Seconded by Mr. Hoover, the meeting adjourned at 8:25 p.m.

Respectfully submitted:

Paula J. Wagoner, CMC
Township Secretary

Copy: Kenneth Fawcett, Esq.
Larry Lennon, Jr./Ned Mitrovich, P.E., LSSE
Board of Commissioners