

Patterson Township Board of Commissioners

Regular Meeting

Thursday, November 10, 2011

The Patterson Township Board of Commissioners held their regular meeting on Thursday, November 10, 2011 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 (Leiper, Bonomo, Bradow, Hoover and Policaro).

The minutes of the previous meeting held October 13, 2011 were presented for approval. Motion was made by Mrs. Bonomo; seconded by Mr. Policaro approving as presented. Passed unanimous.

Public Comment: Mrs. Jo Ann Riser, 1603 4th Street, attended the meeting regarding the petition she submitted to the office (listed on the agenda under communications). She requested installing a street light in her neighborhood due to the recent attempted break-in of her residence. Additionally, there have been individuals loitering in the area, along with a disabled neighbor (wheel chair bound) who has had close calls with vehicles traveling in the area. She recommended the street light be installed on the pole at 4th Street/16th Avenue. Mr. Bradow noted that he too, has noticed his car alarm going off late at night and has had gasoline stolen from his vehicle. Discussion was held and the indication was that one light would be enough to illuminate the whole street. Duquesne Light will be contacted for the costs involved on installing an additional street light. Mr. Policaro recommended possibly moving an existing light from another area. Mr. Leiper asked Mr. Policaro if he is willing to explore that option and report back. Mr. Policaro noted that he would do that and bring back the information at the next meeting.

Treasurer's Report: In Mr. Anderson's absence, the Treasurer's Report(s) for the General Fund, Sewer Fund, and Other Accounts were submitted for review. Motion was made by Mrs. Bonomo; seconded by Mr. Policaro approving the Treasurer's Reports as presented. Passed unanimous on a roll call vote.

Monthly Bills: The November bills were presented for payment. Motion was made by Mrs. Bonomo; seconded by Mr. Policaro to approve payment. Passed unanimous on a roll call vote.

Engineer's Report: Mr. Mitrovich distributed his monthly report and reviewed the following items: CAP – Items pending are being addressed by the PTMA; Darlington Court – No change in status. Referred to Solicitor's report; 2011 Road Program – Punch list items are complete. A final change order was included with this report and approved by the Contractor (Youngblood) and LSSE to decrease the contract amount by \$7,604.77. Officially needs approved by the Township. Additionally, the final payment for the project (Payment #2) was submitted in the amount of \$29,763.42 and also needs approved. Motion was made by Mrs. Bonomo approving change order #1. Seconded by Mr. Hoover the motion passed unanimous on a roll call vote. A second motion was made by Mrs. Bonomo to approve the final payment amount of \$29,763.42. Seconded by Mr. Hoover, the motion passed unanimous on a roll call vote. This concluded Mr. Mitrovich's report.

Solicitor's Report: Mr. Fawcett provided an update on the Darlington Court project whereby he has been in contact with Attorney Al Torrence concerning the pending NPDES permit. Mr. Torrence advised that they are expecting another 45 days for permit approval, pushing the completion into Spring, 2012. The bonding company has agreed to sign the tolling agreement (authorized previously) and Mr. Torrence is the authorized signer.

Mr. Fawcett reported on the meeting held November 3rd with Fallston Borough representatives and noted that Mr. Leiper and Mr. Bradow were in attendance with him. The revised agreement along with the draft Ordinance reviewed in depth at the meeting, was distributed to the Board. The next meeting is scheduled for January, 2012 at which time plans would be in order for moving forward. The agreement included a target date for referendum as November, 2012.

Committee Reports: Buildings/Grounds – Mr. Bradow advised of budget preparations for 2012 and noted the distribution of the budget report and projections that will serve as the first reading. He called on the Secretary to read the report for the General and Sewer Fund(s). The totals were as follows: General Fund Revenues - \$1,069,106.00; Expenditures - \$1,147,774.00; Difference (Deficit) – \$-78,668.07. She noted that the cash balance (carryover) on December 31, 2011 will need to be \$78,668.07. At present, the current PLGIT balance along with the General Fund balance (computer system) is \$189,015.20. The Sewer Fund Revenues - \$524,500.00; Expenditures - \$593,200.00; Difference (Deficit) - \$-68,700.00. The cash balance (carryover) on December 31, 2011 will need to be \$68,700.00. The current balance in the Sewer Fund + PLGIT is: 73,743.89. It was noted that as of the first reading, both funds indicate a balanced budget with no tax or sewer increase. Mr. Bradow anticipates that there will be no increase proposed.

Mr. Policaro raised the question on budgeting additional funds for a new heat/air system at the firehall. The Secretary noted that the annual maintenance agreement with Reno Brothers will not be renewed for 2012. In addition to the quarterly maintenance, Reno Brothers billed the Township for any extra work that was done throughout the year. Mr. Bradow, along with the Secretary reviewed and found that it is not practical to renew. Some of these funds can be used towards other projects. This line item will be reviewed for the next reading. Mr. Hoover also mentioned setting aside the unused recreation funds (in 2011) for a project that he is working on in 2012. This will also be reviewed for the second reading.

Code Enforcement – In Mr. Morrow's absence, his monthly report was distributed for review. Mr. Leiper noted the attendance of a resident (Kathy Stanyard) from the Struby area and read the letter that was sent to Mr. Morrow from Mrs. Jasper. As owner of 1312 Book Avenue, Mrs. Jasper outlined her plans for her abandoned home, which is to make repairs and put it up for sale. She included a target date of next Spring for this to happen. Mr. Leiper advised that he, along with Mr. DeLuca, did a site visit following the last meeting. The open windows did have screens, the doors had dead bolts, the grass has been cut, and the garage door was only raised slightly. Mrs. Jasper addressed these items in her letter, of which some are already being taken care of. Mrs. Stanyard thanked the Board for their efforts.

Fire/Utilities – Mr. Policaro presented ten(10) fire reports in the amount of \$344.50 for payment. Motion was made by Mr. Hoover; seconded by Mr. Bradow approving payment of the 53 man hours. Passed unanimous on a roll call vote.

Mr. Policaro presented two (2) invoices for payment. The first, \$605.79 from Horn Auto and Truck Repair, was for an oil change, inspection, fluids, etc. on the 2000 Spartan Fire truck. Motion was

made by Mr. Hoover; seconded by Mr. Policaro approving payment. Mr. Bradow questioned this expenditure noting that it is in violation of the spending policy of the Board set at \$500.00 per Department and the need to come before the Board for prior approval. Mr. Policaro explained that it was for an inspection and that it may not always be known what the cost will be. Mr. Bradow reiterated that telephone calls should be made to Boardmembers when such repairs are going to be made. Upon taking the vote on the motion, payment was not approved to be made (3 naves –Bradow, Bonomo, Leiper; 2 ayes – Policaro, Hoover). Motion defeated.

A second invoice was presented for payment by Mr. Policaro in the amount of \$3,632.68 from Horn Auto and Truck Repair for the 2000 Spartan Fire truck for the installation of 6 batteries and an alternator. Once again, Mr. Bradow questioned following the policy; however made the motion to approve because Mr. Policaro called him concerning this work being done. Upon further discussion, Mr. Hoover questioned Mr. Bradow's approving this invoice and not the previous invoice for \$605.79. Mr. Bradow explained that Mr. Policaro made the appropriate telephone calls to get prior approval. Mr. Hoover questioned the rest of the Board members, noting that he did not get a call, and Mr. Leiper and Mrs. Bonomo noted they didn't either. Mr. Policaro advised that he only called Mr. Bradow as Finance Commissioner. Prior to continuing with the motion, Mr. Leiper asked Fire Chief Policaro (in attendance) whether the Fire Department could share in the cost of paying this invoice since it is so high. It was noted that the line item for Materials/Supplies would have to be red-lined (by -\$2,124.28) in order to pay this bill. Fire Chief Policaro advised that the Fire Department does not have the funds to pay any of this invoice. He noted they just replaced the ice machine for approximately \$3,000.00. Additionally, Mr. Leiper asked why the batteries went along with the alternator shortly after the inspection was done. Fire Chief Policaro advised the truck would not start on scene at a mutual aid call in Beaver Falls. Therefore, needing to go back to Horn's. Mr. Bradow rescinded his motion because the spending policy set by the Board was not followed. Motion was made by Mr. Policaro; seconded by Mr. Hoover to pay this invoice in the amount of \$3,632.68. The motion was defeated 2 ayes (Policaro, Hoover); 3 naves (Bradow, Bonomo, Leiper). Mr. Policaro instructed the Secretary to put back on the Agenda in December.

Fire Chief Policaro asked about those firemen under 21 driving the SUV because they are trained in first responder. The rule has always been that firemen have to be 21 to drive the trucks; however, would like those firemen trained in first responder to be able to drive at least the SUV. The Secretary advised that she would consult with the insurance company.

Parks/Recreation – Mr. Hoover provided a report on his recent attendance at the BAYBA (Blackhawk Area Youth Baseball Association) and the Blackhawk School Board meeting to secure funds to refurbish the recreation area behind the Patterson Primary school. He reported that information provided by Dr. Miller (Superintendent) indicated that they are not interested in entering into a long term agreement (like the one that has expired) for use of the field. If the Township; however, needs an agreement to apply for grant funding, support in the form of a lease agreement could be done at that time. Mr. Hoover was advised that Dr. Miller was going to present funding assistance, in the amount of \$5,000.00 from the School District, to the Board at their meeting (also being held tonight). Mr. Hoover provided an estimate (with a breakdown) of \$13,512.00 to install batting cages, basketball courts, etc. He plans to secure funds from BAYBA, Township Recreation Board, Township budget (2011-2012) and BSD in the hopes of doing this project next year.

Public Works – Mrs. Bonomo had no report at this time.

Police/Township Office/TCC/COG – Mr. Leiper noted the distribution of the monthly Police Report for review. There is no additional report for the TCC and/or the COG.

Motion was made by Mrs. Bonomo; seconded by Mr. Bradow to approve payment of the 11 ½ unused sick days presented by Secretary Paula Wagoner. Motion passed unanimous.

Mr. Leiper requested authorization to close the Township Office on Friday, November 25, 2011 (day after Thanksgiving). Motion was made by Mr. Bradow; seconded by Mrs. Bonomo authorizing the office to be closed. Mr. Hoover questioned the motion for clarification on whether the office staff is taking vacation, comp time, etc. Mr. Leiper noted that this will not be an additional holiday. The office staff will take time off using vacation, etc. Motion passed unanimous.

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

Unfinished Business: None.

Fire Chief Policaro advised of tar stains in the upstairs social room left by Public Works when the roof was repaired. Additionally, there are still brooms, etc. that were used to do the job. Mr. Bradow advised that he would take care of (as Buildings Commissioner).

Communications: A letter was received from Brighton Township along with a revised map that they are presently working on as their official map. All municipalities that border Brighton Township were provided a copy for review and requested any input that our Township might have. The Secretary noted that it will be kept on file at the office for review if so desired.

The petition from residents of 4th Street and 16th Avenue area has already been addressed.

The Secretary advised of the receipt of the annual Actuarial Valuation Reports from Hallett Associates for the Police Pension Plan and the Non-Uniform Pension Plan. These reports provide the financial status of each of the plans along with future needs.

New/Miscellaneous Business: An invoice was presented from Hallett Associates representing the annual pension fees for both plans. The fee for work performed on the Police Pension Plan is \$4,565.00; and \$4,240.00 for the Non-Uniform Pension Plan. The Secretary advised that these invoices would be paid from the respective funds at Huntington Bank. Motion was made by Mrs. Bonomo; seconded by Mr. Bradow approving payment. Passed unanimous on a roll call vote.

The quarterly transfer from the Sewer Fund into the Patterson Township Municipal Authority's Sinking Fund for payment on the loan was presented. Motion was made by Mr. Hoover to pay the \$27,347.67 to the PTMA Sinking Fund. Seconded by Mrs. Bonomo the motion passed unanimous on a roll call vote.

A discussion was held on the dues notice received from the PSATC (PA State Association of Township Commissioners) for 2012. The dues in the amount of \$1,075.63 would be Patterson Township's assessment to remain a member. A letter accompanied the notice explaining what each member is entitled to. The Secretary noted that benefits are used by the Township (U-Comp for unemployment compensation), along with e-mails providing current legislative items. Motion was made

by Mrs. Bonomo; seconded by Mr. Bradow approving membership in the PSATC for 2012. Motion passed unanimous on a roll call vote.

Executive Session: Not needed.

There being no further business to be brought before the Board, motion was made by Mrs. Bonomo to adjourn the meeting. Seconded by Mr. Bradow, the meeting adjourned at 8:11 p.m.

Respectfully submitted:

Paula J. Wagoner, CMC
Township Secretary

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