

**Patterson Township Board of Commissioners
1600 19th Avenue Beaver Falls PA 15010**

**Year-end Meeting
Monday, December 30, 2013**

The Patterson Township Board of Commissioners held their year-end meeting on Monday, December 30, 2013 at 1:00 p.m. at the Municipal Complex, 1600 19th Avenue. Following the call to order, roll call showed Commissioners Policaro, Bradow, Hoover, and Mahosky present. Mrs. Bonomo was absent.

Minutes: The minutes of the preceding meeting held December 12, 2013 were presented for approval. Motion was made by Mr. Mahosky; seconded by Mr. Bradow approving the minutes as presented. Passed unanimous.

Public Comment: None

Mr. Policaro advised of the submission of final December bills, budget reports, and the final budget transfers for 2013. The Secretary reviewed the document with the Board, noting the line items that were -0- out along with the cash balances as of December 31st on the General Fund and Sewer Fund. Motion was made by Mr. Bradow; seconded by Mr. Hoover approving the previous documents as presented. Passed unanimous.

Ordinance #441, setting the tax rate and budget appropriations for 2014, was advertised for adoption. Motion was made by Mr. Hoover approving the adoption of Ordinance #441, setting the tax rate at 16.25 mills and budget appropriations as submitted. Seconded by Mr. Mahosky, the motion passed unanimous on a roll call vote.

Final Committee Reports: **Fire/Finance** – Mr. Mahosky had no report at this time.

Public Works – Mr. Hoover reminded the Board of Mr. DeLuca's letter of retirement submitted at the December 12th meeting. Mr. DeLuca's last day of work will be January 3, 2014, at which time he will be taking his 2014 vacation. His retirement date will be effective around February 10th. Discussion was held regarding Mr. DeLuca's replacement. All agreed on the promotion of Joseph Cipolla to the position of Public Works Foreman. Mr. Cipolla has worked for the Township as full-time laborer since 2000 and has his certification for sewage treatment. He is the best qualified for this reason, as well as the experience he's gained during his years of service. It was recommended that he be named as the Acting Public Works Foreman until Mr. DeLuca's official retirement begins. The effective date will be January 4, 2014.

A lengthy discussion was held on setting the wage for Mr. Cipolla. Mr. Mahosky made the recommendation to take the difference between what Mr. DeLuca was making (\$47,016.62) and Mr. Cipolla's salary (\$36,421.36). This amount (\$10,595.26) to be split in half

and is justified due to the years of service by Mr. DeLuca (30) and years of service by Mr. Cipolla (14). This would take effect immediately (January 4th) with a 6 month probationary period. Motion was made by Mr. Mahosky approving the amount of \$41,718.99/annually for the promotion of Mr. Joseph Cipolla as Public Works Foreman, including 6 months probation. Seconded by Mr. Bradow, the motion passed unanimous on a roll call vote.

Mr. Hoover noted that by Mr. Cipolla being promoted to Public Works Foreman, it would be appropriate to fill the vacancy of full-time laborer. The Public Works Department currently has part-time laborer(s) used for winter snow removal, leaf collection, and other miscellaneous work as needed. He noted being contacted by Richard Smith (currently employed Township resident) and asked the Board and Secretary if Jeremy Tate had contacted anyone since Mr. Hoover was advised that he may also be interested. Mr. Tate is also currently employed part-time. Mr. Tate did not contact anyone indicating his interest in becoming full-time. Discussion was held on whether to advertise this position or promote part-time to full-time. The Board was in agreement to promote Mr. Rick Smith from part-time to full-time, since Mr. Smith has proven to be a good employee (worker). Motion was made by Mr. Bradow; seconded by Mr. Hoover approving this promotion of Rick Smith to full-time laborer effective January 4, 2014 with a 6 month probationary period. Passed unanimous.

Discussion was held on wages and full-time benefits for Mr. Smith. Since Mr. Smith has worked for the Township since January, 2011, Mr. Hoover's recommendation was to give him the 3% increase, approved for all employees for 2014. That would make the rate \$15.38/hour or \$31,990.40. Providing the same benefits as the other full-time employees was discussed. Mr. Hoover questioned whether the benefits can change for new hires going forward. Mr. Mahosky expressed that contributions by the employees for health care should be done all at the same time (i.e. when police contract is up). The particular benefit discussed in detail was the compensation provided if an employee chooses not to participate in the Township's plan. That employee currently gets ½ the single rate in lieu of coverage. The Secretary noted that this has been done since she became Secretary many years ago and that full-time employees did take advantage of this benefit. It costs the Township less to provide, than pay the coverage. No decision was made regarding this; however, a legal opinion will be sought from the Solicitor regarding a "new hire" program. Motion was made by Mr. Hoover; seconded by Mr. Mahosky approving the \$15.38/hr. for Mr. Smith as well as benefits for full-time employees. Passed unanimous.

Parks/Recreation - Mr. Hoover had no report.

Police/Township Office – Mr. Policaro advised that he is working with Chief Cindrich and Solicitor to sell the confiscated weapons (in the evidence room). He noted that the proceeds from the sale of these guns, etc. will be used to purchase new weapons (rifles). The budget figure (line item #410.242) remained the same as a result of this.

Ordinances/Policies – No report in Mrs. Bonomo's absence.

Unfinished Business: Mr. Hoover advised of drafting a letter regarding the Per Capita collections. He advised that he didn't know who's signature it should go out under, but expressed something needs to be done. Mr. Policaro noted that he would discuss with Mrs. Ferrazzano the Per Capita list, which should have been provided to Berkheimer in order to send to all residents over the age of 18 years old. The collections for 2013 are very low.

Mr. Hoover also questioned the Secretary on the status of his request for a file cabinet. He noted that since he is allowed to spend up to \$1,000.00 he instructed the Secretary to purchase. The Secretary advised that she has a quote from Bauman's in the amount of \$480.00 but wanted to ask the Boardmembers whether they too, are interested in storing some of their records here at the office. That would determine whether a 4 or 5 drawer cabinet be ordered. Not all Commissioners indicated they would use a file drawer at the office. Mr. Policaro recommended purchasing a 5 drawer for future Commissioners who would want the ability to store their records here.

Miscellaneous: Mr. Mahosky reminded the Board of the upcoming meeting regarding School Security on Thursday, January 2, 2014 here at the Municipal Complex at 7:00 pm. This informal get together includes area Police Chiefs and Officers, Legislators, and Representatives of the State Police.

There being no further business to be brought before the Board motion was made by Mr. Hoover to adjourn the meeting. The meeting adjourned at 3:06 p.m.

Respectfully submitted:

Paula J. Wagoner, CMC
Township Secretary

Copy: Board of Commissioners
Solicitor / Engineer