

## **Patterson Township Board of Commissioners**

### **Regular Meeting**

**September 14, 2017**

The Patterson Township Board of Commissioners held their regular meeting on Thursday, September 14, 2017 at 7:00 pm at the Municipal Complex, 1600 19<sup>th</sup> Avenue. Following the call to order and Pledge of Allegiance, roll call showed Commissioners Policaro, Inman, Bradow, Mahosky, and Hoover present.

**Minutes:** The minutes and the deletion of the electronic recorded minutes of the meeting held on Thursday, August 10, 2017 were presented for approval. Motion was made by Mr. Mahosky; seconded by Mr. Inman approving as presented. Passed unanimous.

**Public Comment/Visitors:** Mr. David Kane, Project Green Sweep, stated they are conducting the clean up on 8<sup>th</sup> Street on October 7, 2017 meeting at the Riverside Methodist Church at 8:00 am and starting at 8:30 am. Mr. Kane invites anyone who would like to assist to attend. He can provide gloves, garbage bags and PennDOT will pick up the trash. Mr. Kane requested the police department to watch the traffic. Chief Stanislawski stated he marked the date and time down. Mr. Fawcett stated he would provide donuts and juice to the volunteers.

Mr. Bruce Matheny, Taylor's Automotive Sales and Brake Stopp, stated he would like to add car sales to the Brake Stopp; stating there is a gentleman entertaining the idea of purchasing Taylor's Automotive Sales and making a car repair facility there. Mr. Matheny is requesting to move the car lot to the Brake Stopp at the top of Stephan Hill. Mr. Policaro advised Mr. Matheny he would need to submit, to the Board a plan, in writing, stating exactly what he would like to do. Once this in turned in to the Township office it will need to go in front of the Planning Commission.

**Public Hearing:** none

**Treasurer's Report:** The Treasurer's Report for the General Fund, Sewer Fund and PLGIT Accounts were presented by Mrs. Keller. There being no questions or comments, motion was made by Mr. Inman; seconded by Mr. Mahosky accepting the report as presented. Passed unanimously.

**Monthly Bills:** The monthly bills for August/September were submitted for payment. Motion was made by Mr. Hoover; seconded by Mr. Inman approving payment. Passed unanimously.

**Engineer's Report:** Mr. Larry Lennon presented his monthly report regarding the following items:

*MS4 Program* –Mr. Lennon stated the permit is due Saturday, September 23, 2017 and they will be hand delivering to DEP.

*2017 Road Program* – No pay request was received; no action required.  
*19<sup>th</sup> Avenue Storm Sewer Extension* – still pending.

*Meeting Room Wall Map* – still pending.

*20th Avenue Sanitary Sewer Replacement* – still pending.

*2016 Darlington Road Sidewalk Construction* – still pending.

**Solicitor's Report:** Mr. Ken Fawcett presented his monthly report regarding the following items:

*Substance Abuse Policy* – Resolution 2017-014 to revise the Patterson Township Personnel Policy to include a Substance Abuse Policy to maintain a workplace free from drugs and alcohol. Motion made by Mr. Bradow to adopt Resolution 2017-014; seconded by Mr. Inman. Passed unanimously.

*Social Media Policy* – Mr. Fawcett requested guidance from the Board as to if this policy will be imposed on all Township employees or just focused on the Police Department. Mr. Fawcett requested a copy to be given to the Board and be open for discussion at the next meeting. Mr. Hoover questioned the Chief as to why he would like to see this policy implemented. Chief Stanislawski explained its purpose is to keep a level of professionalism in the police department.

*Negotiations with Police Bargaining Unit* – Mr. Fawcett stated he has been advised the police department is on board with amending both the contract and the ordinance for the pension program keeping it consistent with the non-uniform pension plan. Mr. Fawcett requested approval from the Board to prepare an ordinance to amend the current uniform pension plan to be consistent with what we have for the non-uniform employees and to draft the documents to be signed by the bargaining unit confirming the amendment of the existing contract. Motion made by Mr. Hoover approving the request from Mr. Fawcett, seconded by Mr. Inman. Passed unanimously.

*Numbering of Buildings* – discussion was held regarding potentially changing the current ordinance regarding the numbering of buildings. Mr. Hoover requested to keep on the agenda for next month.

*Fire Hall Rental Guidelines* – pending discussions with Mr. Hoover.

*Highland Avenue Property Update* – Mrs. Sherri Hurst explained this involves the property that has been offered to the township by Mr. Tim O'Shea, 1021 Highland Avenue. The property has already gone to the upset sale, the judicial sale, and is now held by the county in repository. The township can purchase the property from the repository at a cost of \$168.50. There are back taxes owed on the property the township would need to have exonerated. There is a potential government lien on the property. Mrs. Hurst suggested a title search would need to be completed; a company in Beaver can do this for \$250.00. Total cost for property would be \$428.00 (includes the bidding and the price of the property, the deed recording fees, petition fees, we will not pay transfer tax, plus the \$250.00 for the title work. The property is .17 acres. A lengthy discussion was held on the MS4 program and its requirements and the interest in placing

a rain garden on the property in order to be compliant with the program. Motion made by Mr. Inman to proceed with the process to purchase the property; seconded by Mr. Bradow. The motion was made by a roll call vote 4 ayes – 1 nay (Hoover).

**Committee Reports: Fire** – Mr. Hoover presented the following reports:

Mr. Hoover motioned for the payment of the July Fire Reports in the amount of \$438.75 and August Fire Reports in the amount of \$535.50, seconded by Mr. Inman. Passed unanimously.

*Active 911 Software* – still pending.

*Rescue Truck Preventative Maintenance* – still pending.

Mr. Hoover motioned for the payment of \$2,350.00 to the Rescue Store, to replace all the fittings on the rescue truck for the hydraulic tools, seconded by Mr. Mahosky. Passed unanimously.

*Emergence Management Position* – Mr. Hoover recommended the pursuit of a new emergency management coordinator, as the current coordinator has not been able to fulfill the duties of the position.

*Fire Department Roof* – Mr. Hoover stated the fire department roof is still in need of repair. This will be discussed at the special meeting to be held Wednesday, September 27, 2017 to discuss the budget.

**Parks/Recreation/Finance** – Mr. Mahosky presented the following items:

Mr. Mahosky stated we are continuing to work on the Survey Risk Control Recommendations, from our insurance company, at the Patterson Township Community Park; stating there are a total of nine (9) steps needing replaced. Once the steps are replaced the recommendations should all be completed.

Mr. Mahosky expressed thanks to Mr. Flick, Flick Financial, Mr. Fawcett, Bowers & Fawcett LLC, and Mr. Lennon, Lennon, Smith, Souleret Engineering, Inc. for donations made to Patterson Township for the upkeep of the park. Total donation amounted to \$350.00.

Mr. Mahosky expressed an interest in placing cameras strategically throughout the township, stating State Farm Insurance offered to assist with implementing this program. Mr. Mahosky and Chief Stanislawski are to initiate conversations with other business in the Township to see if there is any further participation interest in pursuing this option.

Mr. Mahosky noted the commencing of budget preparations for 2018 on the General Fund and Sewer Fund and requested any special considerations to be turned in to the Secretary.

Mr. Mahosky noted there is a budget meeting on October 18, 2017 held by PSATCs in Independence Township. The fee is \$45.00; Mr. Mahosky requested to attend the meeting.

**Public Works** – Mr. Inman presented the following items:

*Route 51 Level Electrical Upgrade* – Mr. Inman stated it has been difficult to find parts to repair the current system for the sewer station located on route 51. A bill was presented from Anytime Electric, LLC the amount of \$6,700.00 to upgrade the electrical system. Due to the nature of the situation, Mr. Inman stated he contacted all the Commissioners and received four (4) Commissioners in agreement to start with the upgrade. Mr. Inman motioned to approve going forward with the \$6,700 bid from Anytime Electric, LLC. Mr. Hoover questioned if other bids were acquired. Mr. Inman replied the only way to receive another bid was to incorporate engineering and did not want to incur the additional cost. Motioned seconded by Mr. Bradow. Passed with four (4) ayes, one (1) naye (Hoover).

*Spinnenweber Property Donation.* – Mr. Inman reviewed with the Board, Mr. Spinnenweber's wish to donate property to the Township giving access to the entrance of the Township Park. Mr. Spinnenweber has since passed away. Mr. Inman advised the Board, Mr. Spinnenweber was not the only owner to the property; his brother was part owner of the property. Mr. Inman stated Mrs. Spinnenweber contacted him to discuss the continuation of the donation of property to the Township, requesting Mr. Inman to meet with her son who was taking care of the Estate. Mr. Inman stated, after reviewing with the family, they would like to donate a portion of the lot on Struby Avenue and have also agreed to donate a hundred foot strip that is behind the properties. The Spinnenweber's would like to keep the other portion of the property, which connects to 13<sup>th</sup> Street. Pending further review.

**Ordinances/Policies** – Mr. Bradow presented the following items:

*Act 172 – Tax Credit for Volunteer Fireman* – Mr. Bradow stated he is still collecting information as to how to proceed.

**Code Enforcement** – Mr. Morrow submitted his August report for review. No comments or questions were asked.

**Police/Township Office/COG** – Mr. Policaro presented the following items:

*Opening of Sealed Bids* – Mr. Policaro opened the sealed bids received for the 2011 Crown Victoria police car; total of four (4) sealed bids were received.

1. Jason Wilds, 696 Concord Church Road, Beaver Falls in the amount of \$1,001.00. The required 10% bid bond was enclosed.
2. Borough of Koppel, PO Box 1, Koppel in the amount of \$3,000.00. The required 10% bid bond was enclosed.
3. Bayridge Motors Inc., 1869 Richmond Terrace, Staten Island NY in the amount of \$1,818.00. The required 10% bid bond was enclosed.
4. Terry Walaski, 420 Bethel Ridge Road, Avella in the amount of \$4,646.00. The required 10% bid bond was enclosed.

Motion was made to accept the bid of \$4,646.00 from Terry Walaski and in the case of default the purchase of the vehicle will go to the next highest bidder, Borough of Koppel, by Mr. Inman, seconded by Mr. Mahosky. Passed unanimously.

*Police Report for August 2017* - No comments or questions were asked.

*Website Redesign & Implementation* – Upon Mr. Policaro's request, Mrs. Keller presented the following bids for the Township website redesign and implementation:

	<u>Develop</u>	<u>Annual Fee</u>
1. Pacer Studios	\$2,000	\$ 472.00
2. Muni-Link	\$ 500	\$1,800.00
3. Web Hosting	\$1,850	\$ 132.86
4. Virtual Town	\$6,000	\$1,995.00
5. Lewis	\$1,000	\$ 132.86

Mrs Keller recommended the continued use of our current vendor, Web Hosting. Mrs. Keller advised the board there may be an additional cost of \$90.00 per hour if the need for content scraping would arise to utilize any of the data on our current website and be transferred to the new website. Mr. Mahosky questioned if this was a contract we would be signing and the length of time of the contract. Mrs. Keller advised we are not contractually bound to stay with Web Hosting. The office staff would have the responsibility of maintaining the information on the website. The only annual cost would be \$132.86, which we are currently paying. Motion made by Mr. Inman to implement Web Hosting, seconded by Mr. Hoover. Passed unanimously.

*Letters of Resignation* – Mr. Policaro advised the receipt of the resignation of Gwen Reese, Part Time Sewer Billing Clerk effective Thursday, September 14, 2017. Mr. Policaro stated we are currently looking for a replacement working five (5) days and thirty (30) hours per week. Motion to accept Mrs. Reese’s resignation by Mr. Hoover, seconded by Mr. Inman. Passed unanimously.

Mr. Policaro advised the receipt of the resignation/retirement of Greg DeLuca, Zoning Officer effective December 31, 2017. Mr. Policaro stated we will be needing a replacement zoning officer. Mr. DeLuca recommended Mr. Snyder as a potential candidate. Motion to accept Mr. Deluca’s resignation by Mr. Hoover, seconded by Mr. Inman. Passed unanimously

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

**Unfinished Business:** None presented

**Township Agencies:** None

**Communications:** Upon Mr. Policaro’s request, Mrs. Keller presented the following communication: Louttamus Communications Security bought Interstate Communications & Electronics.

Motion made by Mr. Inman to pay the third quarter invoice from the City of Beaver Falls Water Pollution Control Plant in the amount of \$60,478.08, seconded by Mr. Hoover. Passed unanimously.

Mr. Policaro presented the notice of the *estimated* Liquid Fuels Allocation for 2018 in the amount of \$99,294.96.

**New/Miscellaneous Business:** The pension resolution establishing the MMO (Minimum Municipal Obligation) for 2018 was submitted for adoption. This resolution is required by law to be adopted by September 30<sup>th</sup> of each year and indicates no member contributions at this time.

The resolution can be changed if need be. Mr. Inman moved for adoption of Resolution 2017-013, seconded by Mr. Mahosky. Passed unanimously.

**Executive Session:** None needed

There being no further business to be brought before the Board, motion was made by Mr. Inman to adjourn. Seconded by Mr. Mahosky the meeting adjourned at 8:20 p.m.

Respectfully submitted:

Rebecca A. Keller  
Township Secretary

Copy: Kenneth G. Fawcett, Esq.  
Larry Lennon, Jr., P.E.  
Board of Commissioners