

**Patterson Township Board of Commissioners  
Regular Meeting  
December 12, 2024**

The Patterson Township Board of Commissioners held their regular meeting on Thursday, December 12, 2024, 7:00 p.m. at Patterson Township Municipal Building, Beaver Falls. Following the call to order and Pledge of Allegiance, roll call showed the following Commissioners were present: Commissioner Bartoe, Commissioner Hammer, Commissioner Jolliffe, and Commissioner Kretschman. Commissioner Kristian was absent.

**Public Hearing:** None

**Executive Session:** None

**Minutes:** The minutes of the regular meeting held on November 14, 2024, budget meeting held on November 25, 2024, and Work Session held on December 9, 2024, were presented for approval. A motion was made to accept the minutes of the regular meeting held on November 14, 2024, budget meeting held on November 25, 2024, and Work Session held on December 9, 2024, by Commissioner Kretschman. Motion seconded by Commissioner Hammer. Motion carried.

**Public Comment/Visitors – Agenda Items (only):** None

**Treasurer’s Report:** The Treasurer’s Report for the General Fund, Sewer Fund and PLGIT accounts were presented by Administrative Assistant, Kayla Hall. A motion was made by Commissioner Joliffe and seconded by Commissioner Kretschman accepting the reports as presented; motion carried.

**Monthly Bills:** The monthly bills for November/December were submitted for payment. Motion was made by Commissioner Hammer and seconded by Commissioner Kretschman approving payment; motion carried.

**Engineer’s Report:** *Wyatt Dishler* presented his monthly report regarding the following items:

*8<sup>th</sup> Street Park Stream Restoration Project –*

<b>Contractor</b>	<b>Base Bid Amount</b>	<b>Add Alternate No. 1</b>
Cronin Enterprises, LLC	\$63,375.00	\$22,510.00
Fryer Excavating, LLC	\$91,046.20	\$63,496.24
LM&R Excavating, LLC	\$128,075.00	\$79,624.49
Hiles Excavating, LLC	\$136,210.00	\$109,363.00
N & N Landscaping, LLC	\$180,854.75	\$70,634.46
C. Crump, Inc.	\$345,000.00	\$139,080.00

Per Wyatt, we are hoping to complete grading in the spring and everything else in the summer.

Discussion on option to use volunteers to complete plantings.

A motion was made by Commissioner Kretschman and seconded by Commissioner Jolliffe to award Cronin Enterprises, LLC. base bid in the amount of \$63,375.00, plus the add alternate no. 1 in the amount of \$22,510.00 for a total of \$85,885.00. After a roll call vote, motion carried.

*2024 Road Program* – Ongoing coordination with Contractor for completion of punch-list and project closeout. Upon completion, LSSE to coordinate with PennDOT for Project Completion Reporting.

LSSE advised that we are approximately days away from bidding for the 2025 Road Program so we will need to start discussing.

*PennDOT Multimodal Grant – Sidewalk improvements* – awaiting final signatures on the Authorization to Enter Agreements; 3 properties remaining. This will likely be bid this winter to be completed in the spring.

LSSE and Public Works will complete road drive-thru in January.

*Patterson Township Sewer System Operations* – Public Works' next field review will be conducted in the first quarter of 2025.

*2022 CFA – Statewide Local Share Account (LSA) Grant* – CFA approved the relocation of the parking lot on January 18, 2024, from Ray Street to Struby Ave. Correspondence is ongoing regarding trails/access road. LSSE will schedule a kickoff meeting to plan this work in conjunction with the 2025 Road Program.

*2024 CFA – Statewide Local Share Account (LSA)* – grant application has been submitted November 25, 2024; awaiting award or rejection. Applications submitted for the following:

- a. Bonnieview Drive Stormwater Project
- b. Equipment procurement – Skid steer

*DCED – Greenways, Trails and Recreation Program* – LSSE submitted grant application on May 31, 2024. The scope of the project includes pavilion, pavilion foundation, security measures, electrical service, trail improvements, recreational facilities, and erosion and sedimentation control measures. Awaiting award/rejection in January 2025.

**Solicitor's Report:** *Ken Fawcett provided the following report: None*

**Committee Reports:**

**Administration, Police and COG** – Commissioner Bartoe presented the following reports:

*Police Report* – Police Chief Stanislawski submitted his November 2024 report for review; no questions or comments presented.

Chief Stanislawski advised that they will be escorting Santa around Patterson Primary School on Tuesday, November 17, 2024.

The District Attorney's office approved full payment out of the Drug Forfeiture account for the completion of new exterior doors and key fobs on the police side. Additional upgrades to be completed in 2025 will be funded through the District Attorney's office, including office and equipment upgrades.

*Beaver County Humane Society – Yearly Contract* – A motion was made by Commissioner Hammer and seconded by Commissioner Kretschman to approve the yearly contract between Patterson Township and the Beaver County Humane Society for 2025. Motion carried. There were no changes from the 2024 contract.

*Year-end meeting* – The year-end meeting will be held December 30, 2024 at 10 a.m. in the Township office.

*Holiday Office Closures:*

1. Christmas Eve (12/24) and New Years Eve (12/31) – close at 12:30 p.m.
2. Christmas Day (12/25) and New Years Day (01/01) – closed
3. **Tax office** – Christmas Eve (12/24) and New Years Eve (12/31) – **open** 10 a.m. – noon

*Beaver County Tax Collection Committee – Voting Delegate – Resolution 2024-020 – Appointing voting delegate* - A motion was made by Commissioner Kretschman and seconded by Commissioner Jolliffe adopting Resolution 2024-020, appointing Township Secretary, Christin Milnes, as the Township's Beaver County Tax Collection Committee voting delegate. Motion carried.

**Fire & Emergency Management, Buildings & Grounds, and HR** – In Commissioner Kristian's absence, Commissioner Bartoe presented the following reports:

*Callout service* – Fire Callouts: November 2024 – 22 Calls (7 Fire/15 QRS), 29.5 Hours (19.5 Fire/10 QRS).

*M&M Repair, LLC. – \$2,306.74* – A motion was made by Commissioner Jolliffe and seconded by Commissioner Hammer to approve payment in the amount of \$2,306.74 from the Fire Capital Fund to M&M Repair, LLC. for general service, oil change, and 6 new batteries on the fire departments Engine 90. Motion carried.

Assistant Fire Chief Ferrazzano thanked the Board for their donation of the children's goody bags for the breakfast with Santa.

**Public Works & Recycling** – Commissioner Kretschman presented the following reports:

*Identification and Reversion of unused streets* – Commissioner Kretschman advised the Board that he will be working with the Solicitor to research and determine how to address roads that were never opened/abandoned by the Township, and how to revert back to property owners, whomever they are. Discussion on process for surveying paper alleys and streets. Ken Fawcett advised on process for legally abandoning alleys/roadways.

**Zoning, Code Enforcement and Community Life** – Commissioner Jolliffe presented the following report:

*Update on current projects* – Nothing to report at this time.

*Monthly Code Report* – November Code Report was provided.

*Holiday Decorating Contest* – Voting will be held on December 23<sup>rd</sup> with prizes being awarded at the January 2025 regular meeting.

**Park, Recreation and Finance** – Commissioner Hammer presented the following reports:

Commissioner Hammer advised that the Township is 96% through the year and has spent 89% of expenditures.

Commissioner Hammer advised that we are waiting on grant as listed under the engineers' report.

*2025 Budget* – the third reading was completed by Administrative Assistant, Kayla Hall. Commissioner Bartoe advised that the Township will vote on Ordinance 484, setting the 2025 budget and millage rate, at the year-end meeting to be held December 30, 2024 at the Township building. Motion tabled at this time to be addressed at year-end meeting.

A motion to accept all committee reports as presented was made by Commissioner Kretschman and seconded by Commissioner Jolliffe; motion carried.

**Unfinished Business:** None

**Township Agencies:** None

**Communications:**

- A. Email – PA DEP – identifying and reporting abandoned oil and gas wells
- B. Flyer – ALOM – Invitation for Legislative Reception January 16, 2025 – Pittsburgh
- C. Letter – LSSE – 2025 Engineering hourly costs
- D. Email – PA One Call – Non-Notified Utility Requests – Commissioner Bartoe requested that we discuss at the next Work Session.

**New/Miscellaneous Business:**

- A. Patterson Township Municipal Authority – A motion was made by Commissioner Hammer and seconded by Commissioner Kretschman to remit payment in the amount of \$8,526.78 to Patterson Township Municipal Authority for the Fourth Supplemental Lease payment. Motion carried.
- B. Joint Sewer Users – \$74,046.96 – A motion was made by Commissioner Kretschman and seconded by Commissioner Jolliffe to remit payment in the amount of \$74,046.96 to Joint Sewer Users for usage in September, October and November. Motion carried.

**Public Comment:** None

**Executive Session:** None

There being no further business to be brought before the Board, a motion was made by Commissioner Jolliffe to adjourn. Motion seconded by Commissioner Kretschman. The meeting was adjourned at 7:48 p.m.

Respectfully submitted:

Kayla Hall

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