

**Patterson Township Board of Commissioners**  
**Regular Meeting**  
**December 11, 2025**

The Patterson Township Board of Commissioners held their regular meeting on Thursday, December 11, 2025, 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 Kretschman, Commissioner Jolliffe, Commissioner Kristian, and Commissioner Gilarno; all Commissioners were present.

**Public Hearing:** None

**Executive Session:** None

**Minutes:** The minutes of the regular meeting held on November 13, 2025, the Budget Meeting held on December 1, 2025, and the Work Session held on December 8, 2025 were presented for approval. A motion was made to accept all three minutes by Commissioner Jolliffe and seconded by Commissioner Kristian; motion carried.

**Public Comments – Agenda Items (only):** None

**Treasurer’s Report:** The Treasurer’s Report for the General Fun, Sewer Fund and PLGIT accounts were presented by Commissioner Bartoe. A motion was made by Commissioner Kristian and seconded by Commissioner Gilarno; motion carried.

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

**Engineer’s Report:** Wyatt Dischler presented LSSE’s monthly report regarding the following items:

*8th Street Park Stream Restoration Project* – LSSE to review plantings in Spring 2026; the 18-month Maintenance Bond expires May 2027.

*Patterson Township MS4 Program*- LSSE is reviewing the Volume Management Plan requirements and will present a memorandum to the Township in February 2026. The new permit requirements must be completed by 2031.

*Patterson Township Building Roof Replacement* – LSSE issued advertisement of Bid Documents to the Beaver County Times on December 5, 2025 with intent to present recommendation for award at the year-end meeting. Scope of work is limited to Roof Removal and Select Demolition, with alternative contracts for asphalt shingles or metal roofing system.

*2025 Road Program* – Punchlist No. 2 was issued to Contractor on December 2, 2025 and completed by the Contractor on December 9, 2025. LSSE to issue Final Change Order and Partial Payment during the week of December 15, 2025.

*2026 Road Program* – LSSE to meet with Patterson Township to begin discussion for the 2026 Road Program. A field survey of Figley Street is scheduled for December 29, 2025 to support design of storm water improvements along Figley Street as part of the 2026 Road Program.

*Darlington Road Sidewalk Improvements* – Construction has reached substantial completion. A list of cancelled checks issued for the work was given to the Township’s secretary Christin Milnes to support submittal for reimbursement from the State. Maintenance Bond expires May 2027.

*Patterson Township Sewerage System Operations* – LSSE will schedule a field review with Patterson Township.

*Patterson Township Sidewalk Ordinance* – LSSE transmitted standard details for Patterson Township’s Ordinance on November 24, 2025.

*Struby Avenue Parking Lot and Park Improvements* - A field survey is scheduled for December 30, 2025 to support concept plans to review with Commissioners Gilarno and Kretschman.

*Beaver County Hazmat Building Expansion* – LSSE to meet virtually with Beaver County on December 12, 2025 to discuss Land Development application process. Commissioner Bartoe suggested LSSE refer the County to Commissioner Jolliffe to utilize his expertise.

*2025 Grant Funding Opportunities:*

1. *CFA – 2024 Statewide Local Share Account (LSA):* Awaiting Award/Rejection of Bonnieview Drive Stormwater Improvements and Equipment Procurement – Skidsteer. Next CFA Board Meeting for consideration is scheduled for January 20, 2026.
2. *2025 CFA PA Small Water and Sewer:* Awaiting Award/Rejection of Figley Street Spring Remediation, North Old Oak Stormwater Improvement and PTMA Corrective Action Plan Sewer Repairs. CFA anticipating decision by March/May 2026.
3. *F.Y. 26 Congressionally Directed Appropriations:* Awaiting Federal Appropriations Sub-Committee awards by February/April 2026 for PTMA Corrective Action Plan Sewer Repairs.
4. *CFA – Act 13 Program – Greenways, Trails and Recreation:* Awaiting Award/Rejection for 8<sup>th</sup> Street Park Improvements, anticipated by March/May 2026.
5. *CFA – 2025 Statewide Local Share Account (LSA):* Grant applications were submitted on November 19, 2025 for Bonnieview Drive Stormwater Improvements (\$404,500), Old North Oak Stormwater Improvements (\$443,350) and Police Interceptor Procurement (56,536.94). Anticipated award/rejection by September/October 2026.

**Solicitor’s Report:** Ken Fawcett requested a motion to approve Resolution 2025-025, adopting sidewalk standard details pursuant to Article II of Chapter 164 of the Township Code of Ordinances. A motion was made to approve the Resolution by Commissioner Jolliffe and seconded by Commissioner Kristian; motion carried.

**Committee Reports:**

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

*Police Report* – Police Chief Bathgate submitted his November 2025 report for review; Chief Bathgate was available to address any questions no questions or comments presented.

*Year-end Meeting* – The Year-end Meeting will be held December 30, 2025 at 10:30 a.m. in the Township office to adopt the 2026 budget.

*Reorganization Meeting* - The Reorganization Meeting will be held January 5, 2026 at 4:00 p.m. in the Township office.

*Holiday Office Closures* – The Township office will be closed Christmas Eve (12/24) and New Years Eve (12/31) at 12:00 p.m. The Township office will be closed Christmas Day (12/25), day after Christmas (12/26) and New Years Day (01/01). The Tax office will be open December 26, 12:00 p.m. – 2:00 p.m.

**Fire, Emergency Management, Building & Grounds, and HR** – Commissioner Kristian presented the following reports:

*Building & Grounds* – The Maintenance garage furnace was repaired at a cost of approximately \$1300. The Township office furnace was repaired at a cost of approximately \$300. Roofing bid advertisement is in progress. The QRS van required a battery replacement.

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

*Sewer Rates* – The Commissioners voted at the December 1, 2025 budget meeting to raise rates by 5 percent. Commissioner Kretschman made a motion to advertise Ordinance 488 establishing the new sewer rate, seconded by Commissioner Jolliffe; the motion carried.

*Sewer Authority Meeting* – Commissioner Kretschman attended the PTSA meeting on November 19, 2025. He discussed the status of meter surveys conducted by Aqua conducted in November and discussed the need to prioritize sewer repairs to reduce inflow and infiltration to the township's sewer lines, and reported that LSSE, the PTSA's engineer, will review and present a list of priorities at its January meeting.

*Road Foreman* – An advertisement to replace the departing Road Foreman was placed in the Beaver County Times. Candidate interviews are scheduled for the week of December 15, 2025 with the intent to recommend a replacement hiring at the Year-end meeting on December 30, 2025.

*Snow Plow Salt Spreader* – A motion was made by Commissioner Kretschman to approve the purchase and installation of a salt spreader from Stephenson Equipment, Inc. for \$6,450.00, seconded by Commissioner Gilarno; motion carried.

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

*November Code Enforcement Report* – The November Code Enforcement report was provided.

*Holiday decorating contest* – The holiday decorating contest will be judged during the weekend of December 20, 2025. Awards will be announced at the January 5, 2026 reorganization meeting or the February regular meeting.

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

*Financial Report* – Revenue and expenses at the time of the meeting were balanced at 94 percent of budget.

*2026 Budget – third (final) reading* – The 2026 Sewer Budget estimates a total income of \$1,012,290.63 and total expenditures of \$886,550.00, for a difference of \$125,740.63, an estimated surplus. The 2026 General Fund Budget estimates a total income of \$2,259,139.43 and total expenditures of \$2,164,911.00, for a difference \$94,228.43, an estimated surplus. A motion was made to advertise Ordinance 487, the 2026 budget, by Commissioner Gilarno and seconded by Commissioner Kristian; motion carried. Commissioner Bartoe noted the Ordinance calls for no increase in taxes.

**Approval of Committee (All) Reports:** A motion to approve all reports was made by Commissioner Jolliffe and seconded by Commissioner Gilarno; motion carried.

**Unfinished Business** – None

**Township Agencies** – None

**Communications:**

Letters: Muni-Link annual price adjustment – from \$632.24 to \$653.10. ALOM Year End Review.

Newsletter – LSSE 40<sup>th</sup> Anniversary.

Letter: PennDOT – State Police Fines and Penalties payment received - \$647.77.

PTFC submittal – Fire Hall rental payment of \$2,688.75 received.

**New/Miscellaneous Business:**

- A. Patterson Township Municipal Authority – A motion was made by Commissioner Kristian to remit payment of \$8,526.78 for the Fourth Supplemental Lease payment, seconded by Commissioner Jolliffe; motion carried.

**Public Comments:**

*Barb Genzler – 10 York Place* – Barb Genzler approached the board seeking help in expediting a code review regarding a block placed on the adjacent property of 6 York Place that is inhibiting access of a large dumpster needed to conduct cleanout of the residence at 6 York Place. Commissioner Jolliffe explained that the board is assisting in reviewing County mapping and searching for development plans to confirm the applicability of setback requirements and that the search process is proceeding. No results were available yet to provide Barb Genzler with the answer she is seeking.

*Mike Martino – 3 Ray Street* – Mr. Martino approached the board seeking fair treatment by Code Enforcement regarding a trailer placed in the front of his house to be used as a dumpster during demolition activities. Although not cited, Mr. Martino was questioned about the placement by Code Enforcement and provided the board with several photos of similar conditions at several properties within the Township. Commissioner Jolliffe stated he would discuss the issue with Code Enforcement.

**Executive Session:** None

There being no further business to be brought before the Board, Commissioner Gilarno made a motion to adjourn, seconded by Commissioner Kristian. The meeting was adjourned at 7:50 p.m.

Respectfully submitted:

Stephen Kretschman

Copy: Kenneth G. Fawcett, Esq.  
Wyatt D. Dischler  
Board of Commissioners