

**Patterson Township Board of Commissioners  
Reorganization & Regular Meeting  
Tuesday, January 5, 2026**

The Patterson Township Board of Commissioners held their reorganization meeting on Tuesday, January 5, 2026 at 4:00 p.m. at the Municipal Complex, 1600 19<sup>th</sup> Avenue. Following the call to order and Pledge of Allegiance, roll call showed the following Commissioners present: Commissioners Bartoe, Kretschman, Gilarno, and Kristian. Commissioner Jolliffe was absent.

Commissioner Bartoe requested that copies of Certificates of Election for the re-elected Commissioners be given to Secretary Milnes.

The first order of business is to elect the officers. Commissioner Bartoe appointed Administrative Assistant, Ms. Hall, as the temporary chair.

Ms. Hall requested nominations for President of the Board. Commissioner Kretschman nominated Commissioner Bartoe as President of the Board. Nomination seconded by Commissioner Kristian. With no other nominations, the motion passed unanimously on a roll call vote. Commissioner Bartoe will serve 2026 and 2027 as President.

The meeting was turned over to Board President, Commissioner Bartoe, to preside.

Commissioner Bartoe requested nominations for Vice-President of the Board. Commissioner Kristian nominated Commissioner Kretschman as Vice-President of the Board. Nomination seconded by Commissioner Gilarno. With no other nominations, the motion passed unanimously on a roll call vote. Commissioner Kretschman will serve 2026 and 2027 as Vice-President.

**Resolution #2026-001** was presented establishing the monthly meeting schedule, spending policy, and appointment of committee assignments. Regular meetings will be held the second Thursday of the month at 7:00 p.m. with a work session to be held on the Monday preceding the monthly meeting at 4:00 p.m. with the exception of September 2026's work session being moved to Tuesday, September 8<sup>th</sup> due to being closed for Labor Day. The spending policy will be set at \$2,000.00 per Commissioner, of which allows the Commissioners in charge of their appropriate department to spend up to \$2,000.00 without the entire Board's approval. In the event of an emergency, the Department Chair must seek approval from two (2) other Commissioners for any purchase over \$2,000.00. Commissioner Bartoe advised of the following Committee assignments:

**Administration, Police, and COG:** Ren Bartoe

**Fire & Emergency Management, Buildings & Grounds, and HR:** Joe Kristian

**Public Works & Recycling:** Steve Kretschman

**Zoning, Code Enforcement, Community Life, and COG Alternate:** Chris Jolliffe

**Park, Recreation and Finance:** Jill Gilarno

A motion was made by Commissioner Kretschman and seconded by Commissioner Kristian to adopt Resolution #2026-001; motion carried.

**Resolution #2026-002** was presented authorizing signatures for banking services on behalf of the Township. A motion was made by Commissioner Kristian and seconded by Commissioner Gilarno to adopt Resolution #2026-002; motion carried.

**Resolution #2026-003** was presented setting the Secretary salary at \$53,597.63. A motion was made by Commissioner Kristian and seconded by Commissioner Kretschman to adopt Resolution #2026-003; motion carried.

**Appointments/Reappointments:** Commissioner Bartoe presented the list of reappointments as follows:

- A. Township Secretary – Christin Lyn Milnes
- B. Township Treasurer – Christin Lyn Milnes
- C. Township Deputy Treasurer – Kayla Hall
- D. Township Solicitor – Bowers, Fawcett & Hurst, LLC
- E. Township Engineer – LSSE Civil Engineers and Surveyors
- F. Township Depository – Brentwood Bank
- G. Township Auditor – Mark Turnley, CPA
- H. Code Enforcement – Borough of New Brighton
- I. Zoning Hearing Board – Daniel Snyder, Matthew Peterson
- J. Civil Service Commission – Scott Weyman, Bill Wagoner, Henry Mahosky, Jr. (alternate), second alternate vacant
- K. Municipal Authority – Bert Robinson, Steve Kish, Dave Ross
- L. Planning Commission – Frank Marzano, Mark McCormick
- M. Zoning Officer – Borough of New Brighton
- N. COG Representative/Alternate – Renald Bartoe, Christopher Jolliffe
- O. Emergency Management Coordinator – Bryan Landman
- P. Vacancy Board – Tom Reed

Commissioner Kretschman made a motion to approve the appointments/reappointments as presented, seconded by Commissioner Gilarno; motion carried.

**Conclusion of Reorganization Meeting – 4:13 p.m.**

**Executive Session:** None

**Approval of Minutes:** The minutes from the year-end meeting held on December 30, 2025 were presented for approval. A motion was made by Commissioner Gilarno and seconded by Commissioner Kretschman to accept the minutes; motion carried.

**Public Comments – 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 Gilarno and seconded by Commissioner Kristian. Commissioner Kretschman question why the Sewer Maintenance Fund dropped by \$180,000.00. Ms. Hall to check into. Commissioner Bartoe questioned when we would be closing out the WesBanco accounts. Ms. Hall advised that we are hoping to get everything closed out at the end of January once the auditor is done with journal entries. Motion carried.

The starting balance of the Sewer Maintenance Fund had numbers transposed; \$756,786.76 should have been \$576,786.76.

**Monthly bills:** The monthly bills received thus far for January were submitted for payment. Motion was made by Commissioner Gilarno and seconded by Commissioner Kristian approving payment; motion carried.

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

*8<sup>th</sup> Street Park Stream Project* – LSSE to review plantings in Spring 2026. Maintenance Bond expires May 2027.

*Patterson Township Municipal Building Roof Replacement* – LSSE issued Addendum No. 1 on December 29, 2025, extending the Bid Opening date until January 15, 2026 at 11:00 a.m. Bid Opening to be held virtual, via GoToMeeting.

*2025 Road Program* – Patterson Township approved Final Change Order and Final Partial Payment on December 30, 2025.

Liquid Fuels reporting to be completed during the week of January 5, 2026.

*2026 Road Program* – LSSE to meet with Patterson Township to begin discussion for the 2026 Road Program.

*Figley Avenue Stormwater Improvement* – Field survey completed on December 29, 2025. LSSE to complete design, review scope of work with the Township and include as an Add Alternative in the 2026 Road Program. Discussion on potentially taking another collection to be tested in the spring.

*Darlington Road Sidewalk Improvements* – Maintenance Bond expires May 2027. LSSE submitted documents to PennDOT for reimbursement. Awaiting review/approval.

*Patterson Township Sewerage System Operations* – Next field review to be scheduled with Patterson Township.

*Struby Avenue Parking Lot and Park Improvements* – Field survey completed December 30 through 31, 2025. LSSE to provide concept plans to review with Commissioners.

*Beaver County Hazmat Building Expansion* – Awaiting Land Development submission.

**2026 Grant Funding Opportunities:**

1. *CFA – 2024 Statewide Local Share Account (LSA)* – Patterson Township was awarded \$302,197.00 from CFA for Bonnieview Drive Stormwater Improvements on December 18, 2025.
2. *2025 CFA PA Small Water and Sewer* – Awaiting award/rejection. CFA anticipating March/May 2026.
3. *F.Y. 26 Congressionally Directed Appropriations* – Awaiting Federal Appropriations Sub-Committee awards February-April 2026.
4. *CFA – Act 13 Program – Greenways, Trails and Recreation* – Awaiting award/rejection. CFA anticipating March/May 2026.
5. *CFA – 2025 Statewide Local Share Account (LSA)* – Awaiting award/rejection. CFA anticipating September/November 2026.

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

**Committee Reports:**

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

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

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

*Fire Callouts:* November 2025 – 38 Calls (10 Fire/28 QRS), 47.5 Hours (31.25 Fire/16.25 QRS)

December 2025 callouts will be reported on at the February 2026 meeting.

*Township Roof Replacement* – Commissioner Kristian reiterated that we are still working on obtaining bids for the roof replacement project.

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

Commissioner Kretschman advised that we are having preliminary talks with Patterson Heights to reach an agreement for our Public Works department to provide public works services to the Heights on a contract basis.

*Foreman* – A motion was made by Commissioner Kretschman and seconded by Commissioner Kristian to appoint Anthony Campbell as Foreman and increase his salary to the Foreman’s set wage of \$52,687.58 per the wage chart, effective January 4, 2026. Discussion was held for clarification of his prior title of laborer. Following a roll call vote; unanimous yea; motion carried.

*Full-time laborer* – A motion was made by Commissioner Kretschman and seconded by Commissioner Kristian to hire Jonathan Twigg as full-time laborer pending drug test and background check. Discussion was held on wages and certifications. Commissioner Kretschman advised Mr. Twigg would be paid \$23.50 per hour or a base salary of \$48,880.00 per year. Commissioner Bartoe questioned what certifications, if any, would be a requirement. Commissioner Kretschman advised that no certification requirements were stated for Mr. Campbell. Following a roll call vote; unanimous yea; motion carried.

Commissioner Bartoe requested a motion to rescind the prior motion to hire Mr. Campbell as Foreman so that language could be added that we expect wastewater operator certification to be obtained. Commissioner Kristian made the motion, seconded by Commissioner Kretschman to rescind the prior motion. Motion carried.

Following discussion on whether the Foreman or Laborer should be required to pass the pump station test as a condition of hire, Commissioner Kretschman made a motion to hire Anthony Campbell as Foreman at a salary of \$52,687.58 with a probationary period as stated in the personnel policy. Motion was seconded by Commissioner Gilarno. Commissioner Kristian would like to see verbiage saying the Foreman needs to obtain wastewater operator certification. Commissioner Bartoe would like to see both Foreman and laborer test for the certification in hopes that at least one would become qualified. At this time, no requirement is set, but a \$1/hour raise is offered to whomever passes. Following a roll call vote; unanimous yea; motion carried.

**Zoning, Code Enforcement, and Community Life:** Commissioner Bartoe presented the following in Commissioner Jolliffe’s absence:

*Monthly Code Report* – December 2025 Code Report was provided.

*Holiday decorating contest winners:*

*3<sup>rd</sup> Place:* Dietz Family – 1709 Book Avenue

*2<sup>nd</sup> Place:* Lisa Frech – 1413 19th Avenue

*1<sup>st</sup> Place:* Thomas & Heather Ray – 28 St. Andrews Drive

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

*Financial Report* – Administrative Assistant Hall advised that a new profit and loss statement will be provided once the 2026 budget has been entered into the accounting system.

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

**Unfinished Business:** None

**Township Agencies:** None

**Communications:**

Brochure – ALOM’s 2026 Spring Conference at Sever Springs, April 9-12, 2026. Commissioner Bartoe requested that Commissioners let the office know by Friday, January 16<sup>th</sup> if they plan to attend the conference.

Letter – Keystone State Consulting, LLC – Proposal of services. Commissioner Bartoe suggested that Commissioner Jolliffe address the letter as he oversees the zoning services they are offering.

Letter – Comcast – Fee chart for 2026.

**New/Miscellaneous Business:** None

**Public Comments:** None

**Executive Session:** None

There being no further business to be brought before the Board, motion was made by Commissioner Kristian to adjourn. Motion seconded by Commissioner Kretschman. The meeting adjourned at 4:46 p.m.

Respectfully submitted:

Kayla Marie Hall, Administrative Assistant

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