

**Patterson Township Board of Commissioners  
Regular Meeting  
January 9, 2025**

The Patterson Township Board of Commissioners held their regular meeting on Thursday, January 9, 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 Hammer, Commissioner Jolliffe, and Commissioner Kristian. Commissioner Kretschman was absent.

**Public Hearing:** None

**Executive Session:** None

**Minutes:** The minutes of the year-end meeting held on December 30, 2024, and work session held on January 6, 2025 were presented for approval. A motion was made to accept the minutes of the year-end meeting held on December 30, 2024, and work session held on January 6, 2025, by Commissioner Kristian. Motion seconded by Commissioner Jolliffe. 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 Township Secretary, Mrs. Christin Milnes. A motion was made by Commissioner Hammer and seconded by Commissioner Jolliffe accepting the reports as presented; motion carried.

**Monthly Bills:** The monthly bills for December/January were submitted for payment. Motion was made by Commissioner Kristian and seconded by Commissioner Hammer 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 – Contract was awarded to Cronin Enterprises, LLC. for a total of \$85,885.00 at the December meeting. LSSE issued award letter December 16, 2024. Contract documents were provided for execution. A pre-construction meeting will be scheduled for late January.*

*2024 Road Program – LSSE issued punch-list #3 to the contractor on January 9, 2025. LSSE is to coordinate with PennDOT for project completion reporting.*

*2025 Road Program – Review of prospective roads was completed January 6, 2025. LSSE to provide opinion of probable cost and mapping for selection of final roads for Township. LSSE will begin preparing bid documents. Anticipate opening bids in April.*

*PennDOT Multimodal Grant – Sidewalk Improvements* – Advertisement sent to Beaver County Times on January 9, 2025. Bid opening scheduled for February 10, 2025.

*Patterson Township Sewer System Operations* – Field review to be scheduled for 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.

*2025 Grant Funding opportunities:*

- DCNR park rehabilitation and development – closes April 2, 2025 (50% match)
- DCNR land acquisition and conservation – closes April 2, 2025 (50% match)
- DCNR non-motorized trails – closes April 2, 2025 (50% match)
- CFA Act 13 Program – Greenways, Trails, and Recreation – closes May 31, 2025 (15% match)
- CFA Act 13 Program – Watershed Restoration and Protection – closes May 31, 2025 (15% match)
- FY26 Congressionally Directed Appropriations – closes April 2025 (15-20% match depending on project)

Commissioner Bartoe advised that he would like to pursue any and all grants possible. He also advised that he spoke with Bill Stairn from Patterson Heights who advised that they would like to apply for joint grants where applicable.

Commissioner Bartoe and Kristian advised that they should be meeting with local legislators when applying for all grants to obtain grant-specific letters of support.

**Solicitor's Report:** *Ken Fawcett provided the following report:*

*Shade Tree Ordinance* – Solicitor advised that a Shade Tree Ordinance, with a Shade Tree Commission would be the mechanism that the Township needs to require property owners to maintain trees within right-of-ways. Commissioner Bartoe advised that he

would like to review and discuss at the next work session. Matter tabled until February work session.

### **Committee Reports:**

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

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

Commissioner Bartoe advised that he and Chief Stanislawski will be meeting with Blackhawk to go over the Blackhawk MOU.

*Resolution 2025-001 – Setting Secretary/Administrator Salary* – A motion was made by Commissioner Hammer to adopt Resolution 2025-001 setting the Secretary/Administrator Salary. Motion seconded by Commissioner Jolliffe. Roll call vote; motion carried.

*Resolution 2025-002 – ARPA budge appropriations* – Motion to adopt Resolution 2025-002 made by Commissioner Jolliffe and seconded by Commissioner Hammer. Motion carried.

*ARPA account* – A motion was made by Commissioner Hammer and seconded by Commissioner Jolliffe to transfer from the ARPA PLGIT account to the General Fund PLGIT account the remaining ARPA balance and close out the account. Motion carried.

*Resolution 2025-003 – Destruction of Documents* – A motion was made by Commissioner Kristian and seconded by Commissioner Hammer to adopt Resolution 2025-003 – Destruction of Documents. Motion carried.

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

*Callout service* – Fire Callouts: December 2024 – 27 Calls (13 Fire/14 QRS), 89 Hours (84 Fire/5 QRS).

Commissioner Kristian advised that they were able to replace the panels on the fire department doors, however, they were still waiting for the weather stripping to be replaced. They will invoice once work is complete.

Fire Chief Ferrazzano advised that the Fish Fry's will start March 7, 2025. He also advised that Mr. Hank Crognale is working on completing background checks for all social members.

**Public Works & Recycling** – In Commissioner Kretschman’s absence, Commissioner Bartoe presented the following reports:

*Stephenson Equipment – Salt Spreader* – Commissioner Bartoe advised that we received two quotes from Stephenson Equipment for a 6-foot stainless tailgate spreader. One quote was \$6,192.00 and the other was \$5,568.00. The only difference between the two is that one is this year’s models, while the other is last year’s model. A motion was made by Commissioner Hammer and seconded by Commissioner Kristian to approve the purchase of last years model for \$5,568.00. Motion carried.

**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* – Commissioner Jolliffe advised that there was no December 2024 code report at this time as the Code Enforcement Officer has been out sick.

*Holiday Decorating Contest – presentation of awards* – Commissioner Jolliffe advised that he had a good time going around and looking at all of the homes. Awards were presented to:

- 1<sup>st</sup> Place – Ramer family – 1402 19<sup>th</sup> Avenue.
- 2<sup>nd</sup> Place – Ray family – 28 St. Andrews Drive.
- 3<sup>rd</sup> Place – Dietz family – 1709 Book Avenue.

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

Commissioner Hammer advised that the Township ended 2024 in the black.

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

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

**Unfinished Business:**

Financial Interest Statements due back to the office as soon as possible.

**Township Agencies:** None

**Communications:**

- A. Flyer – PA State Association of Township Supervisors (PSATS) – 2025 education conference – May 2025 in Hershey, PA

**New/Miscellaneous Business:**

- A. Items listed on agenda were approved at December meeting and should have been omitted from the agenda.

**Public Comment:** None

**Executive Session:** None

There being no further business to be brought before the Board, a motion was made by Commissioner Hammer to adjourn. Motion seconded by Commissioner Jolliffe. The meeting was adjourned at 7:26 p.m.

Respectfully submitted:

Christin Lyn Milnes

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