

Patterson Township Board of Commissioners

Work Session

Monday, July 7, 2025 at 4:00 p.m.

Attendants:

Commissioner Bartoe

Commissioner Jolliffe

Commissioner Hammer

Commissioner Kristian

Township Administrator/Secretary Christin Milnes

Asst. Chief Bathgate

Commissioner Kretschman – via Phone

Zack Vigneault of CS McKee – via Zoom

Stephanie Masson of Lauterbach & Amen, LLP – via Zoom

A.J. Weber of Lauterbach & Amen, LLP – via Zoom

Items discussed:

- The meeting began with a Zoom call with CS McKee and Lauterbach & Amen, LLP to discuss pension RFP. Lauterbach & Amen, LLP advised that they have been doing municipal pension administration for over 20 years; 99% of their clients are municipal governments. They have approximately 400 publicly defined benefit plans in Illinois, 10 plans in Texas, and one plan in Florida. They have over 80 administrative staff who work with both municipal governments and retirees. The administrative staff handle payments, tax forms, 1099R, and financial statements, as well as run a benefits hotline for employees and retirees.
- Commissioner Kretschman reviewed the pension committee findings and meeting results. He advised that the Township's actuary (U.S.I.) reviewed the final three RFP packets and provided recommendations to the Board; it was their opinion that CS McKee provided the best RFP proposal to the Township. Commissioner Kretschman excused himself from the meeting.
- Commissioner Bartoe advised that the COG conference will be held on August 21st at the Hilton Garden Inn in Monaca, PA.
- Administrator/Secretary Milnes presented financials to show our standing at 50% through the year; general discussion held.
- Commissioner Kristian advised that repairs were needed to the police departments air conditioner blower motor. Discussion held on developing a maintenance schedule of all Township equipment. Commissioner Kristian suggested that the Public Works employees change the filters on a monthly or quarterly basis depending on the equipment.
- Commissioner Kristian advised that the HVAC system at the Patterson Township VFC will be getting yearly service.
- The Patterson Township Community Day is scheduled for September 6th from 9 a.m. – 5 p.m. at the fire department. The Township will be renting the fire house bounce house

and covering the cost of additional daily insurance if needed. Commissioner Bartoe advised that this is a community event, not just a fire department event.

- The Board reviewed the updated recycling flyers to be sent out with the monthly sewer bills.
- Administrator/Secretary Milnes advised the Board that the Township's grant application for the CAP project was short-listed under Senator McCormick's 2026 appropriation grants.
- Commissioner Jolliffe advised that he is still working on the new Zoning map.
- Commissioner Hammer advised that he is still working to obtain bids for work in the park. Once he has all of the bids, he would like to discuss the following options with the board:
 - Benches
 - Garbage and recycling bins
 - Pet waste stations
- General discussion in regard to tree removal near the Struby entrance to the park to be done by Fox's Home Renovations.
- General discussion on the PSATC Legislative Liaison. Commissioner Bartoe to make an appointment at Thursday's meeting.
- The meeting ended at 5:55 p.m.

End of Meeting