

**Patterson Township Board of Commissioners
Reorganization Meeting
Monday, January 3, 2022**

The Patterson Township Board of Commissioners held their reorganization meeting on Monday, January 3, 2022 at 1 p.m. at the Municipal Complex, 1600 19th Avenue. Commissioner Inman called the meeting to order and led the Pledge of Allegiance. Roll call showed Commissioners Bartoe, Inman, Wagoner, DeLuca, and Eckelberger present.

The first order of business is to elect the officers, Commissioner Inman called on Mrs. Milnes to act as the temporary chair.

Mrs. Milnes requested nominations for President of the Board. Commissioner DeLuca nominated Commissioner Wagoner as President of the Board. Seconded by Commissioner Bartoe. Requesting any other nominations, motion was made by Commissioner DeLuca to close the nominations. Seconded by Commissioner Bartoe, motion passed on a roll call Pass unanimously. Commissioner Wagoner will serve 2022-2023 as President.

Mrs. Milnes requested nominations for Vice-President of the Board. Commissioner Bartoe nominated Commissioner Inman as Vice-President of the Board. Seconded by Commissioner DeLuca. Requesting any other nominations, motion was made by Commissioner Bartoe to close the nominations. Seconded by Commissioner DeLuca, motion passed unanimously on a roll call vote. Commissioner Inman will serve 2022-2023 as Vice-President.

The meeting was turned over to Commissioner Wagoner to preside. Commissioner Wagoner thanked the Board for their votes of confidence, she also thanked Commissioner Inman for his service as president over the last two years. Commissioner Wagoner recognized Eric Hoover for his service as Commissioner to the Township over the last 12 years. She requested that a letter be drafted thanking him for his service on behalf of the Board of Commissioners.

Commissioner Wagoner stressed the importance of communication and team work for her as President of the Board. She advised that she will be available and open to ideas from all commissioners, employees and residents.

Solicitor Report:

1. Land Use agreements- Solicitor Fawcett advised the Board that he was approached by Commissioner Inman with regard to two properties which were along to park where the trail crosses the property lines.
 - a. Lowman- there is a dispute over where the property line is located between the Lowman's property and the Township Park. Attorney Fawcett had previously drafted a Land Use Agreement which was sent to the Lowman's, who advised they wanted to have the document reviewed by their attorney. Since that time Attorney Fawcett has made minor revisions to the language and the agreement will need to be presented to the Lowman's for execution.

- b. Dettinger- There is not a dispute with regard to property lines with regard to this property, however part of the trail through the park does cross onto the Dettinger’s property. A Land Use Agreement has been drafted, similar to that for the Lowman’s minus the language regarding a property line dispute, where the agreement would establish a lease allowing the Township would authorized to use the property and also assume liability for the section of the trail on said property.

Attorney Fawcett advised the Board that both agreements will need to be approved by the Township as well as the property owners prior to be signed. Commissioner Wagoner questioned who should be reaching out to the residents, Commissioner Inman advised that he will reach out to the residents regarding these agreements as he started this project and would like to follow this thru. A motion was made to approve the two Land Use Agreements for the Lowman’s and the Dettinger’s by Commissioner Bartoe, seconded by Commissioner Inman, pass unanimously.

Attorney Fawcett advised that he is still working on the fee agreement for the Sewer litigation and will present to the Board shortly for review.

Adoption of Resolution 2022-001-Resolution #2020-001 was presented, establishing the monthly meeting schedule, spending policy, and the Committee assignments. Discussion was held with regard to when meeting should be held; the second Thursday of the month at 7:00 p.m. will remain as the regular meeting night, along with a work session being held on the Monday preceding the monthly meeting at 4pm. The monthly meetings will be held at the Patterson Township Fire Department and the work sessions will be held at the Municipal building. The spending policy will be set at \$1,500.00 per Commissioner, of which allows the Commissioners in charge of their appropriate department to spend up to \$1,500.00 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 \$1500.00. Discussion was held on the options for the spending limits, Additional discussion was held with regard to the committee assignments. Commissioner Wagoner provided definitions and requirements for each committee she established, extensive discussion was held regarding the Civil Service Commission with no action taken at this time.

Commissioner Wagoner advised of the following Committee assignments:

Committee	Chair
Administration and Police	Commissioner Wagoner
Finance, Fire and Emergency Management	Commissioner Bartoe
Public Works (Sewers, Streets, Refuse and Recycling)	Commissioner Inman
Buildings and Grounds (Buildings and grounds and Zoning)	Commissioner DeLuca
Recreation and Community Life	Commissioner Eckelberger

Discussion was held with regard to why the committees were set up in this fashion and how the duties have been divided. Commissioner Eckelberger stated that the Township need to move forward and become a progressive Township, she stated that the Township needs to ask for more community support and send newsletters and finding ways to grow the community and grow community involvement.

COG- Commissioner Wagoner asked the Board members to think about interest in being the Township's representative at the Beaver County COG meetings. This committee assignment has been tabled at this time. A motion was made by Commissioner DeLuca; seconded by Commissioner Bartoe adopting Resolution #2020-001 setting the meetings; spending policy; and Committee assignments as outlined above with all changes. Passed unanimous on a roll call vote.

Resolution #2022-002 was presented, setting the Township Secretary's salary a motion was made by Commissioner Inman; seconded by Commissioner Bartoe adopting Resolution #2018-002. Passed unanimous on a roll call vote.

The list of reappointments was presented as follows:

- a. Township Secretary – Christin Lyn Milnes
- b. Township Treasurer – Christin Lyn Milnes
- c. Assistant Treasurer - Tina L. Seery
- d. Solicitor – Bowers & Fawcett, LLC
- e. Township Engineer – Lennon, Smith, Souleret Engineer, Inc.
- f. Township Depository – Wesbanco Bank
- g. Code Enforcement – Randy Morrow
- h. Municipal Authority –Paula Wagoner
- i. Planning Commission – Frank Marzano/Mark McCormick
- j. Emergency Management Coordinator – Bryan Landman

A motion to reappoint the committee members as listed above was made by Commissioner Deluca, seconded by Commissioner Bartoe.

A motion was made to reappoint Lennon Smith and Souleret Engineering Inc as the Township engineers for 2022-2023 was made by Commissioner Eckelberger, seconded by Commissioner Bartoe, Passed unanimous on a roll call vote.

End of Reorganization Meeting

General Business followed with discussion regarding the appointment of a new Tax Collector. Commissioner Wagoner requested information from the solicitor with regard to how to address 2022 taxes which are received by the office. Attorney Fawcett advised to reach out to DCED to find out their recommendation with regard to the procedure in event like this. Commissioner Wagoner confirmed the Commissioner Bartoe, Commissioner Inman and herself would comprise the hiring committee and they would work with Township secretary to schedule interviews with the potential of presenting a name for potential hiring at the January meeting.

There being no further business to be brought before the Board, motion was made by Commissioner Bartoe to adjourn. Seconded by Commissioner DeLuca the meeting adjourned at 2:36 p.m.

Respectfully submitted:

Christin Lyn Milnes, Secretary

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