

Patterson Township Board of Commissioners

Emergency Meeting

March 24, 2020

The Patterson Township Board of Commissioners held an emergency meeting on Wednesday, March 24, 2020 at 2pm via teleconference. Roll call showed Commissioners Bartoe, Commissioner Hoover, Commissioner Wagoner, Commissioner DeLuca, and Commissioner Inman were attending via Teleconference.

Announcement: An emergency meeting was held via teleconference to address the Current Coronavirus (COVID 19) Pandemic and Declaration of Emergencies which have been implemented by the President, the Governor and County Commissioners.

Public Comment/Visitors: None

Solicitor's Report: Attorney Kenneth Fawcett presented the following items:

Declaration of Emergency- two versions of Declaration of Emergency were provided via email to all commissioners for review, one listed an appointed Emergency management coordinator and one not appointing an Emergency Management Coordinator. Commissioner Inman advised the board that he would prefer to use the option which does not specifically appoint an Emergency Management Coordinator as he does not believe that the Township has sent any name to the state for the Governor to appoint. Attorney Fawcett advised the board that the Declaration of Emergency allows the Board to take immediate action and mirrors what the county in in their Declaration of Emergency. The Declaration of would temporarily suspend time consuming activities and some formalities if needed. Commissioner Bartoe advised that he has been in contact with Bryan Landman who is listed as the current Emergency Management Coordinator who advised that he is willing to serve as Patterson Township's Emergency Management Coordinator, as he is certified and currently serving as the Emergency Management Coordinator for White Township and Patterson Heights. Attorney Fawcett advised that the township will need to have a joint resolution with the other municipalities, which will need to be addressed at a later date. Commissioner Bartoe concurs with Commissioner Inman to use the shorter version not specifically appoint an Emergency management Coordinator, until we are able to confirm Bryan Landman's status. Commissioner Hoover agrees, we need to address the short term and pass the shorter version and then address the appointment at a later date. Commissioners Wagoner and DeLuca concur.

Commissioner Bartoe advised the Board that he has spoken with Mr. Landman and there appears to be confusion on his status with the township. He advised the Mr. Landman stated he was appointed a few years ago and then the commissioners sent a letter to the county saying he couldn't hold the position and was dropped. And since that time there was no action as far as he knew to fill the position.

Commissioner Bartoe advised that he has been working with the Fire Department to make sure they have what they need at this time. He advised that he did go with the Fire Chief to get masks from the County Emergency Management department at Brady's Run last week.

Commissioner DeLuca makes a motion to accept the shorter version of the Declaration of Emergency, seconded by Commissioner Wagoner, roll call vote: Commissioner Hoover Yea; Commissioner Wagoner Yea, Commissioner DeLuca Yea, Commissioner Bartoe Yea Commissioner Inman Yea, pass unanimously.

County Mutual Aid Agreement- Attorney Fawcett advised the board that the Mutual Aid agreement provided by the District Attorney's office is to allow each municipality in the county to be able to render aid to any other police department in the county should it be needed during this pandemic. The agreement will give police officers from other municipalities the jurisdiction is needs to make arrests if needed in other municipalities. The district attorney is requesting that all of the municipalities within the county agree and sign the agreement. Discussion was held with regard to the agreement that was provided. Commissioner DeLuca makes a motion to accept the Mutual Aid Agreement with the District attorney's office. Seconded by Commissioner Hoover roll call vote: Commissioner Hoover Yea; Commissioner Wagoner Yea, Commissioner DeLuca Yea, Commissioner Bartoe Yea Commissioner Inman Yea, pass unanimously.

Patterson Township Pandemic Policy- Attorney Fawcett provided the most current version of the Pandemic Policy and advised the Board that there are several items that need to be discussed with regard to this policy which include but are not limited to; continuing payment of wages for full time and part time employees, which employees this covers and the implications for certain positions, as written all employees are entitled to wage continuation. Attorney Fawcett advised that the township needs to consider if they will be formally laying off employees temporarily or if they will be cutting hours. This would include the part time public works employee, crossing guard and Code enforcement officer. Attorney Fawcett also advised that the Commissioners in charge of each department will need to decide if any additional job functions will be scaled back in the event that Beaver County is under a "shelter at home" order. Commissioner DeLuca advised he is working with the Public Works department to come up with a schedule to handle their job functions. Commissioner Wagoner advised that she believes the crossing guard should continue to be paid, as she is a Township employee and her pay has been budgeted for the year. She also believes that the part time public work wages should be covered until all public works employees have returned to full duty. With regard to the code enforcement, she believes there are items that the Code enforcement officer can do from home and that this position is flexible. Commissioner Bartoe concurs with this recommendation, he also believes that all employees were able should be working from home and that public works employees should only be working when there is an emergency. Discussion was held. Discussion was also held on how to address dye tests during this pandemic. Attorney Fawcett advised he will look at the code and advice on how they should be handled for the duration of the pandemic. Commissioner Inman advised that he did not believe that the Township should continue to pay the wages for the Crossing guard as he didn't not feel she was a township employee and felt that there would be budget limitation should the school district decide to extend its school year into the summer months. Commissioner Hoover requested confirmation as to whether the Crossing guard was a Township employee, Commissioner

Wagoner and Township Secretary did confirm that the crossing guard is a township employee.

Commissioner Wagoner advised that as she is the chair of the Administration committee she believes language relating to the office being closed should be changed. Commissioner Wagoner will work with the township Secretary to determine what working arrangements for the officer staff and will relay the information to the other commissioners as it is available.

Discussion was held with regard to the limited availability for Personal Protective Equipment and how this should be addressed in the policy. Discussion took place with regard to advising staff that if the Personal Protective Equipment is not available, they are not required to place themselves in a position that could negatively affect their health or well-being. Discussion continued to address changes to the language of the Pandemic Policy.

Commissioner Hoover made motion to accept the Patterson Township Pandemic Policy with all discussed amendments seconded by Commissioner DeLuca roll call vote: Commissioner Hoover Yea; Commissioner Wagoner Yea, Commissioner DeLuca Yea, Commissioner Bartoe Yea Commissioner Inman Yea, pass unanimously.

Discussion was held regarding what additional services could be limited should a shelter in place or stay at home order be issued for the County. Attorney Fawcett advised that at this time there have been no changes to the municipal time lines for Zoning hearings and matters and that Township must maintain essential services. He also advised that the Township must continue to respond to Right to Know requests as they come in.

Commissioner DeLuca requested that Attorney Fawcett review and update the language on the Dye test certification to temporary eliminate the need for Public Works employee to enter homes to complete the sump pump inspections as per code. Motion was made by Commissioner DeLuca to allow Attorney Fawcett to create and affidavit for the sellers and purchasers to sign allowing Public works staff to return to the home and complete the sump pump and illicit connection inspections as part of the dye tests within a specified time following the termination of the Declaration of Emergency. Seconded by Commissioner Bartoe roll call vote: Commissioner Hoover Yea; Commissioner Wagoner Yea, Commissioner DeLuca Yea, Commissioner Bartoe Yea Commissioner Inman Yea, pass unanimously.

Attorney Fawcett advised that he has sent the updated policy to all commissioners and Township Secretary, to be disbursed to all staff. Secretary is to print and provide a copy to all employees.

Commissioner Bartoe made a motion to appoint Bryan Landman as the Emergency Management Coordinator position for the emergency order, Attorney Fawcett advised that due to the Declaration of Emergency the Board is able to appoint without Governor approval. Commissioner Wagoner advised she approves appointing Bryan Landman pending the approval of the Governor's office. Commissioner Bartoe amended the motion to appoint Bryan Landman as the Emergency Management Coordinator for this emergency and will address permanent appointment by sending a letter to the Governor's office.

Seconded by commissioner Hoover, under discussion, should Bryan Landman agree to take this appointment, the Township and Patterson Heights will need to pass a joint resolution. roll call vote: Commissioner Hoover Yea; Commissioner Wagoner Yea, Commissioner DeLuca Yea, Commissioner Bartoe Yea Commissioner Inman Yea, pass unanimously.

There being no further business to be brought before the Board, motion was made by Commissioner DeLuca to adjourn; seconded by Commissioner Wagoner. The meeting adjourned at 341p.m.

Respectfully submitted:

Christin Lyn Milnes
Township Secretary

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