

Patterson Township Board of Commissioners
Regular Meeting
August 13, 2020

The Patterson Township Board of Commissioners held their regular meeting on Thursday, August 13, 2020 at 7:00 pm held via Video/teleconference. Following the call to order and Pledge of Allegiance, roll call showed the following Commissioners were present; Commissioner Inman, Commissioner DeLuca, Commissioner Hoover, Commissioner Wagoner, and Commissioner Bartoe. All Commissioner were present.

Minutes: The minutes and the deletion of the electronic recorded minutes of the meetings held on Thursday July 9, 2020, was presented for approval. Motion was made by Commissioner Wagoner to approve the Meeting minutes from the July 9, 2020, seconded by Commissioner DeLuca Pass unanimously.

Public Hearing: None

Public Comment/Visitors:

Kathy Eckleberger-57 S. Old Oak Drive- Resident came to the Board to seek clarification on the status of the Office, whether it was open or closed. Commissioner Inman advised that the lobby of the office is open to make payments, however the rest of the office is only open by appointment. Resident requested that this be updated on the website to reflect this. Resident questioned the Board as to who made the decision to make an announcement that the remaining Commissioner's meeting would be virtual for the remainder of the year. Commissioner Inman advised that, as President of the Board he made the decision to advertise the meetings would be virtual for the remainder of the year. Commissioner Inman advised that due to the Governors guidelines for social distancing and limiting the number of people in groups as well as the size limitations to the Township office building, he felt it was best to advertise once for the remainder of the year to save the Township money on the cost of advertising. Resident stated other municipalities are having in person meetings and she felt that Patterson Township should also be holding in person meetings as well. She felt that making this blanket statement was long stretched and shouldn't have been made. Commissioner Inman advised again that this was done due to the Governors and CDC regulations and due to the cost savings to the Township. Commissioner Inman also apologized for this being an inconvenience to the residents. Commissioner Wagoner advised the Board that she had a meeting at the office for the Patterson Township Municipal Authority and it was difficult to maintain social distancing with only 5 or 6 people present. Commissioner Hoover advised the Board that he felt that if masks were being worn, then the social distancing didn't need to be followed and that he felt that the meetings should go back to in person meetings. He doesn't anticipate that the current restrictions will be lifted any time soon, Commissioner Inman advised that both the social distancing and mask requirement needed to be followed together. Commissioner Hoover stated that if the meetings were going to be held virtually that the residents should be permitted to attend on the computer as well as the phone.

Treasurer's Report: The Treasurer's Report for the General Fund, Sewer Fund and PLGIT accounts were presented by Secretary Christin Milnes. A motion was made by Commissioner Wagoner; seconded by Commissioner DeLuca accepting the report as presented, Pass unanimously.

Monthly Bills: The monthly bills for July/August were submitted for payment. Motion was made by Commissioner DeLuca; seconded by Commissioner Hoover approving payment, Pass unanimously.

Engineer's Report: *Mr. Larry Lennon, Jr.*, presented his monthly report regarding the following items:

DEP Notification- Field review with the Municipal Authority was completed. Flow data has been received and LSSE is working on the draft response to the DEP.

MS4- annual BMP report was completed. Annual Outfall testing has been completed. Summary Memo for Outfall testing was sent to the Township. Annual staff training was completed today. 2020 Annual Report is due in September.

2020 Road Program- Work is scheduled to start 17 August 2020. 2020 Road review will be scheduled for later this year.

Multimodal Grant- Grant application was filed for consideration

2019 PennDOT Multimodal Grant- Township received notification that it was not awarded funding for the sidewalks on Darlington Road.

PennDOT- Traffic Light Pole update- presentation from PennDOT regarding the Municipalities responsibility to maintain all traffic signals with in the municipality. Discussion was held, the only traffic signal in the Township is located at the intersection of Brady's Run Road and State Route 51.

Solicitor's Report: *Mrs. Sherri Hurst provided the following report:*

The Township will need to take action to appoint a new Zoning officer.

Committee Reports: Public Safety –

Commissioner Inman presented the following reports:

Police Report– Police Chief Stanislawski submitted his July report for review. No comments or questions were asked.

Commissioner Inman advised the Board that Contract negotiations are ongoing.

Commissioner Bartoe presented the following reports:

Commissioner Bartoe advised the Board that the Fire department Officers have been busy meeting with multiple companies (Glick, Keystone and First Out) to review specs and details for a new truck, this process is ongoing as some change orders were needed. Commissioner Bartoe also advised the Board for informational purposes, we have been using the amount of \$150,000.00 as the down payment amount for seeking finance options for the purchase of a new truck. This will allow the Township to get more accurate costs as far as financing is concerned.

Commissioner Bartoe made a motion to approve payment to Patterson Township Fire Department for 12 reports for 69.5 hours totaling \$451.75, seconded by Commissioner Hoover, Pass unanimously.

Commissioner Bartoe made a Motion to approve payment to Cintas Fire Protections the amount of \$161.84 for the yearly testing and repairs to the Fire extinguishers for the fire department, this does not include those for the social hall, seconded by Commissioner Wagoner, Pass unanimously

Public Works/Building & Grounds/Zoning/Land Use/Refuse/Recycling – Commissioner DeLuca presented the following report:

Commissioner DeLuca made a Motion to approve payment to Tri State Maintenance in the amount of \$1980.00 for the manhole rehabilitation at Ross Hill and 16th Street for the Sanitary Sewer, seconded by Commissioner Bartoe, Pass unanimously

Commissioner DeLuca advised that he will be done as the Zoning officer at the end of this month.

Administration/ Finance/ Recreation and Community Life – Commissioner Wagoner presented the following report:

Commissioner Wagoner advised the Board that it is time to renew the Biannual Recycling contract. At this time she is suggesting a 2 year contract. Prior to this actually being placed out for bid she would like to determine the status of glass collection, and if anyone is currently accepting glass. Once this is determined, this will need to be placed out for bid. Commissioner Wagoner made a Motion to advertise for bids for the 2021-2022 recycling program, seconded by Commissioner DeLuca, Pass unanimously

Government Affairs/ COG/ Civil Service – Commissioner Hoover presented the following report:

Commissioner Hoover advised the Board that the Civil Service Commission met on 12 August 2020 and made a list of recommendations for updates to the Civil Service Ordinance. He intends to present the requested changes at the September meeting for the Boards review and approval.

Commissioner Hoover made a motion to allow any residents who should request access to the video meetings to be granted access, motion seconded by Commissioner Bartoe under discussion the residents have only been provided the call in information to the monthly meetings. Attorney Hurst advised that access cannot be restricted to only residents, should the board wish to grant access to the video meetings to residents, and then access will have to be granted to everyone. Commissioner Hoover updated his motion to allow anyone who phones the office and requested the video information, it must be provided, seconded by Commissioner Bartoe Pass Unanimously

Code Enforcement – July Report provided

Motion was made by Commissioner Wagoner; seconded by Commissioner Hoover approving all Committee Reports as presented. Passed unanimously.

Unfinished Business: None

Township Agencies: None

Communications:

Invitation- ALOM Sporting Clay shoot- Sept 11, 2020

New/Miscellaneous Business:

COVID 19 Travel Policy- Commissioner DeLuca made a motion to approve and implement the COVID 19 Travel Policy, Seconded Commissioner Hoover, No discussion- passes unanimously.

Sewer Fund – Quarterly Transfer - \$26,976.57 to PTMA: motion made by Commissioner Hoover; seconded by Commissioner Bartoe, Pass unanimously.

Commercial Insurance Review- Secretary Christin Milnes advised the Board that the Annual renewal has been completed for the Townships' Commercial insurance policy, a copy of the Renewal was placed in each Commissioner's mailbox for review.

Beaver County CARES Municipal Support Grant Program- Secretary Christin Milnes advised that Board that the Beaver County Commissioners will be accepting applications from Municipalities for relief for COVID 19 related expenditures.

Attorney Hurst asked if there were any recommendations for the Zoning officer Position. Commissioner Inman made the recommendation to use Owen Pella, he advised that is who Chippewa uses, and Mr. Pella live in the Township. Commissioner Inman discussed the proposal which Mr. Pella provided. Commissioner Bartoe thanked Commissioner DeLuca for his thirty some years of service, and praised the work that Commissioner DeLuca did while holding the Zoning Officer position for many years. Commissioner Wagoner and Commissioner Hoover concur. Commissioner Hoover makes a recommendation to place an ad in the sewer bills this month to seek interest in the position. Commissioner Inman concurs, He advised the board that Greg Deluca was resigning as of the end of August this the position will need to be filled quickly. Discussion was held, Commissioner Wagoner stated that zoning is a slow process, as such the Township should not rush into any decision. Commissioner Hoover made a motion to advertise the position of Zoning officer in the August sewer billing, including the rate structure, with the understanding that any zoning matters received on September 1-10 would be delayed until the position is filled at the September Commissioners meeting, seconded by Commissioner Bartoe. Under discussion, Commissioner Bartoe asked the Solicitor if any zoning permit should be delayed will this create any legal issues? Solicitor Hurst advised that as long as there is no deadline within the 10 day window there should be no issues, and stated that she is confident that Greg Deluca will ensure that all items are addressed prior to his last day. Motion passes Commissioner Deluca Absent. Commissioner Inman would like to request that the HR Committee accept the proposal which was received from Owen Pella and include it will all other interested parties. Discussion was held with regard to possible compensation. Commissioner Wagoner advised that the compensation for the Zoning position was updated for this position recently. Discussion was held

on whether to use current compensation schedule or to consider an hourly compensation schedule. Commissioner Hoover stated that we need to get the structure in place and can review the options during the interview stage. He advised to only advertise as a paid position without the specific pay rate.

Executive Session: None

There being no further business to be brought before the Board, motion was made by Commissioner Wagoner to adjourn; seconded by Commissioner Hoover. The meeting adjourned at 8:06 p.m.

Respectfully submitted:

Christin Lyn Milnes

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