

## **Patterson Township Board of Commissioners**

### **Regular Meeting**

**February 8, 2018**

The Patterson Township Board of Commissioners held their regular meeting on Thursday, January 11, 2018 at 7:00 pm at the Municipal Complex, 1600 19<sup>th</sup> Avenue. Following the call to order and Pledge of Allegiance, roll call showed Commissioners Policaro, Inman, Mahosky, Bradow and Hoover present. No Commissioners were absent.

**Minutes:** The minutes and the deletion of the electronic recorded minutes of the meeting held on Thursday, January 11, 2018 were presented for approval. Motion was made by Commissioner Hoover; seconded by Commissioner Mahosky approving as presented. Passed unanimously.

**Public Comment/Visitors:** none

**Public Hearing:** none

**Treasurer's Report:** The Treasurer's Report for the General Fund, Sewer Fund and PLGIT accounts were presented by Secretary Keller. There being no questions or comments, motion was made by Commissioner Inman; seconded by Commissioner Hoover accepting the report as presented. Passed unanimously.

**Monthly Bills:** The monthly bills for January/February were submitted for payment. Motion was made by Commissioner Inman; seconded by Commissioner Hoover approving payment. Passed unanimously.

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

*MS4 Program* – The Developer for Pinelock verbally notified LSSSE that they have engaged a Contractor (Stefanik's Next Generation Contracting Company, Inc.) to make repairs to the stormwater detention pond and discharge as discussed at the January 2018 Commissioners' meeting. It is our understanding the Contractor has removed sediment build-up in the pond and is waiting for a change in weather, site too wet, to continue repair work.

*Spinnenweber Property Subdivision* – LSSE has prepared the Subdivision Plan for the portion of property being donated by the Spinnenweber family. The draft was provided to the Township for review with the Spinnenweber family. Copies of the Subdivision Plan have been provided to the Township for review by the Planning Commissions (Township and County review).

*2018 Roadway Improvements and Master Plan Update:* We have reviewed proposed roadway improvements with the Township Road Commissioner for 2018 paving program

and discussed update to the master plan. Project for 2018 discussed is for a portion of St. Andrews Drive and Fairway Drive. We are preparing sketches / details for stormwater / underdrain improvements for review with the Township. Remaining portions of St. Andrews Drive proposed for projects in 2019, funding dependent. Meeting will be held with Commissioner Inman and the Road Foreman.

For the master plan update, costing is being prepared for projects to be considered after completion of St. Andrews project which includes Ross Hill Road and Fox Avenue.

*2016 Darlington Road Sidewalk Construction* – No change.

**Open Grant Programs:**

- A. *Greenways, Trails and Recreation Program (DCED)*
- B. *Multimodal Transportation Fund (DCED)*
- C. *Fiscal Year 2018 CDBG Grant Program*
- D. *Park Rehabilitation and Development Grant Program (DCNR)*

*19<sup>th</sup> Avenue Storm Sewer Extension* – still pending.

Mr. Mahosky questioned if Patterson Township would qualify for the Multimodal Transportation Grant due to a state highway going through the Township. Mr. Lennon is to follow up with the state on the criteria for the grant.

**Solicitor's Report:** Mr. Kenneth Fawcett presented the monthly report regarding the following items:

*Addendum to Police Contract – Pension:* advised the Board the language in the addendum mirrors the language from the ordinance, this is a formal addendum to amend the police contract so the language is consistent with the ordinance. Motion made by Mr. Hoover to approve the funding of retirement benefits addendum to the police contract; seconded by Mr. Mahosky. Passed unanimously.

*Spinnenweber Property:* due to an advisement from the Secretary, the Auditor requested an appraisal of the donated property for the fair market value. Mr. Fawcett advised he will follow up with the Auditor to receive further clarification.

*Resolution 2018-004 Rescind Resolution 2017-019* – Mrs. Hurst explained this is the resolution to rescind the previous decision to eliminate Patterson Township's participation in the Beaver County Drug Task Force Unit and the ESU. A letter has been sent to the District Attorney's office advising we are still going to participate in the programs. Motion made by Commissioner Inman to approve Resolution 2018-007 which will rescind the Resolution to terminate participation in the Drug Task Force and ESU; seconded by Commissioner Mahosky. Passed unanimously.

*Naloxone Policy* – Mrs. Hurst advised a letter was sent to the District Attorney's office requesting changes to be made in order to implement with the Patterson Township Police Department. The District Attorney's office agreed to the amendments, therefore, the policy will be administered in accordance with the inter-department policy. One officer will be

able to exchange with another officer at the change of shift. Motion made to approve Naloxone Policy by Commissioner Hoover; seconded by Commissioner Mahosky. Passed unanimously.

**Committee Reports: Fire** – Commissioner Hoover presented the following reports:

January fire calls will be reported next month.

*2018 Fire Department Election Approval:* An election was held in December 2017 to elect new officers for the 2018 year. Social Officers, as a result of the election are:

Hank Crognale – President  
 Phil Graeser – Financial Secretary  
 Jim Malone – Vice President  
 Mark Utnehmer – Treasurer  
 Randy Smith – Secretary  
 Hank Crognale – Trustee

Line Officers, as a result of the election are:

Tony Ferrazzano – Fire Chief  
 Frank Policaro Jr. – Asst. Chief  
 Tyler Crognale – 2<sup>nd</sup> Asst. Chief  
 Hank Crognale – 1<sup>st</sup> Captain  
 Shawn Steifel – 2<sup>nd</sup> Captain  
 Gary Downs – Accountability and Safety

A copy of the election results were provided to the Township along with a members list and a driver's list for insurance purposes. Motion made to accept the December 2017 election results made by Mr. Hoover; seconded by Mr. Inman. Passed unanimously.

A letter was read from the Patterson Township Volunteer Fire Company to the Patterson Township Police Department extending gratitude for going above and beyond the call of duty to assist the Fire Department with a hall rental on February 22, 2018.

Commissioner Policaro advised of a grant where other local fire departments have received monies and requested the new leadership at the Fire Department to pursue this grant in the future. Fire Chief Ferrazzano advised he has appointed Deputy Fire Chief Policaro and Commissioner Hoover to conduct research and apply for grants. Commissioner Hoover stated they will work towards these goals.

Mr. Inman extended congratulations to the Fire Department, as he belongs to the Sons of the American Revolution and he submitted to have the Fire Department receive recognition as they fly the flag 24/7 and it is lit up. Last Sunday, a certificate was presented to Fire Chief Ferrazzano recognizes them as good citizens for flying the flag 24/7.

**Parks/Recreation/Finance** – Commissioner Mahosky presented the following items:

*Meeting with DCNR on February 15, 2018 at 1:30 p.m.* – a meeting will be held to conduct a walkthrough of the Township Park, in order to try for a grant.

*Columbia Gas Training Center* - Commissioner Mahosky had the opportunity to attend training held at the Columbia Gas Training Center, which is available to all for training within the Tri-State area.

*Street Opening Report* – Commissioner Mahosky explained Columbia Gas requested the street opening ordinance requirements in order to comply. Mr. Inman stated a letter has already been sent.

*State of the County Breakfast* –an article from the newspaper highlighting the event to all Commissioners for review.

*Civil Service Annual Report* – A copy of the Civil Service activities for the year was provided to all Commissioners for review.

**Public Works** – Commissioner Inman presented the following items:

*Spinnenweber Property Donation* – See Engineer’s report.

*Plow Driver – Nicholas Bathgate* – tabled discussion.

*Sewer Fund Rates* – notification has been received from Brady’s Run Sanitary Authority for the year 2018 raising rates by 24% effective January 1, 2018. Notification from Beaver Falls Water Authority has been received previously that rates would be raised by 3%. Motion to raise Patterson Township sewer rates across the board by 24% effective with the April billings, by Resolution 2018-007, made by Commissioner Inman; seconded by Commissioner Bradow. Motion passed with 4 ayes, 1 nay (Bradow). Attorney Fawcett advised the rates will need to be adjusted by Ordinance and requested a motion to approve advertising an ordinance for adoption at next month’s meeting. Motion made by Commissioner Inman; seconded by Commissioner Bradow. Passed unanimously.

*Recycling Grant Opportunity* – Commissioner Inman, the Road Forman, and the Township Secretary met with representatives from DCED and Beaver County Recycling in order to try to receive grant monies to assist with the purchase of the next Public Works dump truck. Commissioner Inman proposed in order to increase the potential funding from the grant we would need to incorporate the pickup of Christmas trees throughout the township. A new truck would cost \$91,000.00. The grant will not fund anything toward a plow or other equipment the township would add for snow removal. The grant would potentially pay 75% of the cost of the new truck. A discussion was held on the condition of the current truck.

*Anytime Electric Invoice* – Invoice for \$440.60 to change the breaker at the pump station was submitted for payment. Motion to pay from the Sewer Maintenance account by Commissioner Inman; seconded by Commissioner Hoover. Passed unanimously.

*Rotating Equipment Services Invoice* – Purchase order for \$1,296.00 per pump to inspect and replace a broken pump at the pump station which will include a guarantee on the pump was submitted for payment. Only one pump will be replaced at this time. Motion to pay invoice from Sewer Maintenance account by Commissioner Inman; seconded by Commissioner Hoover. Passed unanimously.

**Ordinances/Policies** – Commissioner Bradow presented the following items:

*Fee Structures* – Requesting all Commissioners to review the current fees; would like to take action on proposed increases at March meeting.

*Township Personnel Policy* - Would like to update the Township Personnel Policy, specifically, the paragraph 3 on page 1: The Secretary is responsible for the administration of this policy. Requested all Commissioners to review and decide whether to change or leave as is.

*Fire Department Roof* – a contractor who advertised for metal roofing was contacted, the metal roofing would be placed over the current shingles with a fifty (50) year warranty at a cost of approximately \$40,000. A discussion was held regarding the condition of the substructure of the roof and who best to make the determination.

A discussion was held regarding the possibility of hiring a grant writer.

Request for a safety study to be conducted over a two (2) week period at Patterson Primary Elementary by the police department in order to see how many students cross at the crosswalk without an adult. Police Chief Stanislawski advised he has conducted a one (1) week study during the morning (drop off) hours and there was no student crossing without an adult. A dismissal study was requested to be conducted. Chief Stanislawski advised he will conduct the study and advise of the results.

*457 Deferred Compensation Plan* – a copy was provided to the Board advising this to be a type of retirement plan employees could contribute to in addition to the Pension plan. A discussion was held regarding the administration of the account. A resolution would need to be passed approving this plan upon any employee interest to participate. The Board approved to schedule an informational meeting with the plan advisor and any interested employees and move forward with the plan.

**Code Enforcement** – Mr. Morrow submitted his January report for review. No comments or questions were asked.

**Police/Township Office/COG** – Commissioner Policaro presented the following items:

*Police Report for January 2018* – Police Chief Stanislawski noted minor changes to the Police Report going forward. A meeting was held in December, officers are required to document when they monitor traffic, monitor the speed in the school zone, and attend the lunch buddy program at the school. If a traffic stop is made and a citation is issued an

incident report will be created. Officers were also asked at the meeting to patrol more. The monthly reporting will show the average mileage per shift per officer.

Police Chief Stanislawski questioned Commissioner Inman if the responsibility of delivery of the monthly sewer billing to the Beaver Falls Post Office can be shared with the Public Works employees; recommending alternating months. Commissioner Inman agreed to the arrangement.

A lengthy discussion was held regarding possible programs for overdose or drug addicted individuals to receive treatment.

*Resolution 2018-005 – Beaver County Tax Collection Committee (BCTCC) Voting Delegate Appointment* – motion to have the Township Secretary and Vice-President of the Board serve as representatives on the Beaver County Tax Collection Committee made by Commissioner Mahosky; seconded by Commissioner Hoover. Passed unanimously.

*Resolution 2018-005 Destruction of Police Items*– Police Chief Stanislawski explained the items looking to be destroyed are strictly Patterson Township property that are outdated, useless, non-functioning items. These are not evidence or items that have to do with any cases. The items will be destroyed by incineration. Motion made by Commissioner Hoover to approve destruction of police items; seconded by Commissioner Mahosky. Passed unanimously.

*Resignation of Elizabeth Mischka – Planning Commission* – motion to accept resignation of Elizabeth Mischka by Commissioner Inman; seconded by Commissioner Mahosky. Passed unanimously.

*Donation of Sick Time* – letter from Tina Seery presented requesting to donate fifteen (15) hours of sick time to Lisa Krovisky was presented. Motion made by Commissioner Mahosky approving donation of sick time; seconded by Commissioner Inman. Passed unanimously.

Motion was made by Commissioner Inman; seconded by Commissioner Mahosky approving **all** Committee Reports as presented. Passed unanimous.

**Unfinished Business:** None presented

**Township Agencies:** *Municipal Authority – CDGB Grant* – The municipal authority is no longer wishing to apply for this grant.

**Communications:** *Pennsylvania State Association of Township Commissioners – 2018 Educational Conference – June 21-24, 2018, Skytop, PA* – motion made by Commissioner Hoover to permit anyone who wants to go to attend; seconded by Commissioner Mahosky. Passed unanimously.

*Penn State Ext. Event – Promoting Agriculture and Local Food in Beaver County* – information was presented for anyone wishing to attend.

**New/Miscellaneous Business:** *Patterson Township Municipal Authority 1<sup>st</sup> Quarter - \$26,976.57* – motion to pay made by Commissioner Inman; seconded by Commissioner Hoover. Passed unanimously.

**Executive Session:** None needed

There being no further business to be brought before the Board, motion was made by Commissioner Hoover to adjourn. Seconded by Commissioner Mahosky the meeting adjourned at 8:32 p.m.

Respectfully submitted:

Rebecca A. Keller  
Township Secretary

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