

Patterson Township Board of Commissioners
Regular Meeting
July 8, 2021

The Patterson Township Board of Commissioners held their regular meeting on Thursday, July 8, 2021 at 7:00 pm held at Patterson Township Fire Department located at 319 Darlington Road, Beaver Falls. Following the call to order and Pledge of Allegiance, roll call showed the following Commissioners were present; Commissioner Inman, Commissioner Wagoner, and Commissioner Hoover, were present, Commissioner Bartoe was attending via teleconference and Commissioner DeLuca was absent.

Public Hearing: None

Minutes: The minutes of the meetings held on Thursday June 10, 2021 meeting, were presented for approval. Motion was made by Commissioner Wagoner to approve the Meeting minutes from the June 10th meeting as presented, seconded by Commissioner Hoover. Roll call vote; held Pass unanimously.

Public Comment/Visitors: None

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 Hoover; seconded by Commissioner Wagoner accepting the reports as presented, after a Roll call vote; Pass unanimously.

Monthly Bills: The monthly bills for June/July were submitted for payment. Motion was made by Commissioner Hoover; seconded by Commissioner Wagoner approving payment after a Roll call vote; Pass unanimously.

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

DEP Notification- Progress report is being completed for the deadline of 31 July 2021.

MS4 Program- Watershed restoration grant was submitted. All field reviews have been completed for this year, draft notices were provided for Township letterhead. Annual outfall screening completed. Annual progress report is due September 30, 2021. Annual training will be conducted at the August meeting.

2021 Road Program- Columbia Gas executed and returned the agreement. Award letter was sent to Youngblood Paving.

CFA Small Water and Sewer Grant- Lindsay Drive: Meeting was held with Township staff on 16 June 2021, additional camera work was completed and is being reviewed by engineers at this time.

PennDOT Multimodal Grant- Sidewalk improvements- awaiting contract review meeting with PennDot.

Solicitor's Report: *Ken Fawcett provided the following report:*

*Sunshine Law-*Attorney Fawcett advised the Board that effective September 1st the agenda must be posted at the meeting location, office and on the website at least 24 hours prior to the meeting. He also advised that nothing can be added to the agenda which would require a vote unless voted on by the entire Board to allow the non-listed item to be addressed under certain circumstances.

Small Cell Towers- Attorney Fawcett advised that there have been changes to the permit fees and annual maintenance fees which are allowed to be charged, he is currently reviewing the changes and will come back to the Board with his recommendations.

Act 57/ Act 59- effective July 14th MOPEC is enacting additional regulations with regard to the additional documentation which is required for Background purposes. The changes include additional items that must be kept and reported in a separation file. Attorney Fawcett advised that the personnel files may need to be amended to ensure proper documentation is kept. The legislation also requires more stringent background investigations to be completed prior to hiring. This legislation also provided language addressing PTSD concerns which would require employer to provide necessary counseling and treatment and in some instances pay salaries while on workman's comp. Commissioner Wagoner questioned where these records should be kept, she advised that the Township Secretary was the formal "keeper" of the records. Attorney Fawcett advised that he is researching this and that the employer will likely need to have 2 files, and employment file and a separation file as there are 10"deadly sins" which would prevent an individual from being hired without valid explanation being provided to MOPEC.

Committee Reports: Public Safety –

Commissioner Inman presented the following reports:

Police Report– Police Chief Stanislawski submitted his June 2021 report for review. No comments or questions were asked.

Commissioner Inman reminded the Board that at the June meeting the Board had approved the purchase, through CoStars, a 2021 Police interceptor for the amount of \$34,041. He advised the Board that the upfit and radio conversion would be an additional \$10,240.75 (upfit- \$8,979.00 and Radios \$1,261.75) the total cost would be \$44,281.7. Commissioner Wagoner made a motion to make a down payment of \$10,000.00 and finance the remaining \$34,281.75, the interest rate would be 3.31% and 3 yearly payments of \$12,317.69 to be paid in 2022, 2023 and 2024 through KS State Bank, Seconded by Commissioner Bartoe. Under discussion Commissioner Hoover questioned why the Chief did not provide documentation as to what is wrong with the vehicle and provide a cost for

repairs so this could be evaluated by the Board. Commissioner Wagoner advised Commissioner Hoover, that he could have come into the office and met with the Chief and the Township Secretary to discuss the issues with the cruiser, she also stated she didn't want to see the Township get into a position where all three police cruisers needed repairs or to be replaced at the same time. Discussion was held on what repairs the cruiser needed to include transmission work, and body repairs. Chief Stanislawski advised the Board that the inspection is up and October, and he will take the cruiser to be looked at and provide a list to the Board of the needed repairs to pass inspection. Commissioner Hoover reiterated that this should have been provided to the Board prior to the vote to purchase a new car at the previous meeting. Commissioner Wagoner advised that the street department does the same thing with their vehicles, The Township is on a schedule to purchase a new truck every 4 years or so and replacing vehicles after about 8 years, and this keeps a rotation on the vehicles so all 3 do not need to be replaced at the same time. after a Roll call vote; Commissioner Wagoner- Yea; Commissioner Bartoe- Yea; Commissioner Hoover- Nay; Commissioner Inman- Yea, Motion passes.

Commissioner Inman advised that he met with District Attorney David Lozier and Chief County Detective Andrew Gall to discuss interest in creating a Regional Police Department. He was advised that a study would need to be completed by the State. At this meeting they also discussed the pros and cons of a regional police department. Commissioner Inman advised that he stated one of his main concerns would be pensions and how they would be covered. Commissioner Inman requested that Solicitor Fawcett complete a resolution to be reviewed and voted on at the August meeting.

Commissioner Inman thanked the Police department for the Community event which was held on 1 July. He advised that there was a very nice turnout for the event.

Commissioner Inman advised the Board that he spoke with a paralegal from a firm in Pittsburgh regarding the Joint Sewer Users and the Ownership of the Beaver Falls plant. Commissioner Inman advised that he was providing documents which showed that the Joint Sewer users each paid to upgrade the plant and each had to borrow to cover their costs. The documents which he provided included the agreements with Beaver Falls and the Joint Sewer Users. Commissioner Inman believes that providing this information could be advantageous to the Township should the plant be sold, as Patterson Township does have an ownership interest in the plant.

Commissioner Bartoe: No report

Commissioner Bartoe added that he was satisfied with the level of service the Patterson Township Police Department provides and did not see a need at this time to join a regional police department, however did agree that the Township should participate in the State study. Commissioner Inman advised the Board that he has spoken with Chief Stanislawski and he is agreement that the Township should participate in the study as the Township is not obligated to anything.

Public Works/Building & Grounds/Zoning/Land Use/Refuse/Recycling – No Report- Absent

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

Commissioner Wagoner advised that she has been working with Hank Crognale and a Movie night/ Community event has been scheduled for August 20th, 2021. The Movie Mulan will be played at dark. The event will include 3-5 food trucks and possibly some kind of music and maybe face painting for the kids. This event will be held rain or shine. As there are a number of residents who receive online bills, Commissioner Wagoner would like to purchase signs to be placed throughout the Township. This event will also be advertised on the Townships' website, the Police and Fire Department's Facebooks pages and on the sign in front of the Fire department.

Commissioner Wagoner advised the Board that a mid-year budget review was completed with the Township Secretary and that the income and expenditures looked good at this time. Commissioner Wagoner advised the Board that in her review she saw that the summer help was only making \$11.00/ hour. This was budgeted for 2 workers, and this summer only one person is working as summer help, as such she is suggesting increasing this pay to \$15/ hour for the Worker as he has been working for the Township for the last 4 summers and is a good employee. This coupled with the abundance of signs in the area offering starting pay for \$15 or higher an hour. Commissioner Wagoner made a motion to increase the summer ages for this summer to \$15/hour and to make this rate retroactive to his start date this summer in May. This increase would only be for this summer and will be discussed at budget time for next year, seconded by Commissioner Bartoe after a Roll call vote; Pass unanimously.

Commissioner Wagoner advised the Board that she has discussed with Township Secretary and they following policy will be in place for any office staff responding to emergency calls in the Township or Patterson Heights: Eligible Township Employees shall notify Supervising commissioner via text message or phone call prior to responding to any Fire or EMS Call within the limits of Patterson Township and Patterson Heights. The text message or call shall include the nature of the call. The Township Employee shall also notify supervising Commissioner upon returning to the Office. The time out of the office responding to any calls shall also be recorded on the employees' timesheet for record keeping purposes. This has already been implemented, and is working well. Commissioner Hoover questioned whether this reflects language regarding the severity of calls. Commissioner Wagoner advised that this was addressed in the original policy, all requirements of the original policy will be followed. Commissioner Bartoe advised that the original policy includes language that only emergency calls within the Township and Patterson Heights. Commissioner Wagoner makes a motion to accept the policy for the Office Employees as presented, seconded Commissioner Hoover after a Roll call vote; Pass unanimously.

Commissioner Wagoner advised that the Township's insurance Renewal took effect on 1 July 2021, the Township switched providers, which resulted in a savings of \$6,577.00 for better coverage.

Commissioner Wagoner advised that the Beaver County Times had an article that ran on 7 July 2021 which stated only 11 municipalities in Beaver County applied for the ARPA funds. The article referenced that some municipalities may not have applied due to the restrictions on how the money can be used,

Commissioner Wagoner stated that she is still working to schedule a meeting with the actuary that will work with everyone's schedules, she is hoping to have this meeting prior to the August Commissioner's meeting.

Commissioner Wagoner advised that she will be reviewing the fees that are charged by the Township for different services and will be coming back to the Board with recommended updates.

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

Commissioner Hoover thanked the Police for the community event they sponsored. He also so stated that he agrees with the District Attorney's recommendation for a Regional Police Department with the decline in applicants for the last several rounds of testing. He believes that the Township should be seek better services and not a cost savings when providing services to the residents. He reminded the Board that the Township had previously researched the possibility of a merger with Chippewa Police Department in the past.

Commissioner Hoover requested that signs be made so that they can be reusable, for future events.

Code Enforcement – No Report.

Motion was made by Commissioner Hoover; seconded by Commissioner Wagoner approving **all** Committee Reports as presented after a Roll call vote; Pass unanimously.

Unfinished Business:

Township Secretary Milnes advised the Board that the Tax Collector has selected new software as old software was no longer supported. The County Tax Collectors demoed the following software: Logitek Software, Municipal Tax System and RAK Computer Associates Inc. The pricing was as follows: Logitek- \$1500.00/ Year plus cost of support; Municipal Tax System- \$850.00/ Year this included support and RAK Computer Associates Inc- \$360.00/ Year, this included support. All Blackhawk Tax collectors and most of the Municipal Tax Collectors in Beaver County opted to go with RAK Computer Associates due to the easy usability and transfer. The Township will split the cost of \$360.00/ Year with Blackhawk School District making the Township's share \$180.00/ Year.

Commissioner Hoover questioned what the Township would need to do should no one do a write in campaign for the Tax Collector position. Attorney Fawcett advised the Board that he will look into the statute and advise the Board of their options at the August meeting.

Commissioner Bartoe thanked Public Works for the assistance in starting grass collection for the Township residents.

Township Agencies: None

Communications:

1. Letter- USDA Wildlife Services- Notice of Oral Rabies Vaccine Distribution July 29- August 31, 2021.

New/Miscellaneous Business:

Patterson Township Municipal Authority 4th Supplemental Lease- Quarterly Transfer – Patterson Township Municipal Authority 4th Supplemental Lease- \$8526.78 Motion made by Commissioner Wagoner to approve payment to the Patterson Township Municipal Authority in the amount of \$8526.78, seconded by Commissioner Hoover Roll call vote; call vote; held Pass unanimously.

Executive Session: None

There being no further business to be brought before the Board, motion was made by Commissioner Hoover to adjourn; seconded by Commissioner Wagoner. The meeting adjourned at 8:19 p.m.

Respectfully submitted:

Christin Lyn Milnes

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