

**Patterson Township Board of Commissioners
Regular Meeting
November 18, 2021**

The Patterson Township Board of Commissioners held their regular meeting on Thursday, November 18, 2021 at 7:02 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, Commissioner Bartoe and Commissioner Hoover; Commissioner DeLuca was present via telecommunication. All commissioners were present.

Public Hearing: None

Minutes: The minutes of the meetings held on Thursday October 14, 2021 meeting, were presented for approval. Motion was made by Commissioner Bartoe to approve the Meeting minutes from the October 14, 2021 meeting as presented, seconded by Commissioner Wagoner. 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 DeLuca; seconded by Commissioner Bartoe accepting the reports as presented, after a Roll call vote; Pass unanimously.

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

Engineer's Report: *Wyatt Dishler.*, presented his monthly report regarding the following items:

Municipal Authority *CAP/DEP Notification*- Joint meeting was held November 17, 2021 with the Patterson Township Municipal Authority at the Township office. Next steps were discussed, Public works will complete the needed Dye and smoke testing as well as manhole surveys. A line which belongs to Beaver Falls connects into the Steffin Hill line above where the flow monitoring was completed, Emily Palmer from LSSE is currently looking into this. Discussion was held at the joint meeting regarding who would be the owner of this project. The Board was also advised that the CCTV and Camera work would not qualify for ARPA Grant funds. 1 year to complete work, reports are to be submitted every 6 months

MS4 Program- The annual progress report was completed and submitted prior to the deadline of September 30th. The DEP performed a virtual inspection of the Township's MS4 files. LSSE assisting and submitting all documentation to the DEP Auditor. We are still awaiting their findings at this time. LSSE submitted a Service Order Authorization in the

amount of \$61,000.00 for the design and construction services from LSSE for the following storm water restoration projects; new Stormwater basin at Dixon Way, new Stormwater basin at Ray Street, new Stormwater basin at Highland Ave and stream restoration within the Township Park. Commissioner Wagoner inquired as to if ARPA funds could be used for these projects. LSSE advised that it is their understanding that ARPA funds can only be used if the project includes a water quality improvement aspect.

2021 Road Program- Punch list was sent to Youngblood paving on October 25, 2021, only outstanding items are sealing and yard restoration.

CFA Small Water and Sewer Grant- Lindsay Drive: Highway Occupancy permit was submitted and has been received, a motion is needed to place the project out for bid. Commissioner Bartoe made a motion to place this project out for bid. Commissioner Wagoner asked if ARPA funds could be used for this project, the Board was advised that the project must have a water quality aspect so this project would not qualify. Discussion was held. Commissioner Bartoe requested if this project was included in the current. Motion was made by Commissioner Bartoe to place the Lindsay Drive project, Project 21-SW1 to advertise for bidding, seconded by Commissioner DeLuca, pass unanimously.

PennDOT Multimodal Grant- Sidewalk improvements- Per the meeting held with PennDOT additional exhibits are needed and the Township will have 1 year to execute the agreement for this project with PennDOT. LSSE working with Township to complete the required engineer qualified selection process.

Fern Ave Drainage Improvements- LSSE provided a Service Order Authorization for the Township's review to complete analysis of existing storm sewer and determine project scope and options. The Service Order Authorization was in the amount of \$9,500.00 Discussion was held regarding this SOA and the SOA was tabled at this time. Commissioner DeLuca advised he is still in talks with Patterson Heights with regards to making this a joint project, he will report back to the Board with what actions are needed at a later date.

2021 American Rescue Plan Act (ARPA County Grant) - Currently awaiting award results from the grant application.

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

Participant Waiver, Release of Liability, and Indemnification Agreement- Attorney Fawcett advised the Board that he was approached by Commissioner Inman regarding Barry Dettinger requesting to cut down dead trees in the Park, which abuts his property. At Commissioner Inman's request, Attorney Fawcett prepared the Waiver, Release of Liability and Indemnification Agreement for Mr. Dettinger to execute. A motion was made to approve the Waiver, Release of Liability and Indemnification Agreement for execution by Commissioner Hoover, seconded by Commissioner DeLuca, Pass Unanimously.

GAM Holdings- Attorney Fawcett advised the Board that the engineers for GAM holding have resubmitted the subdivision plans with the requested corrections from the

County, however this did not make it on the agenda. Attorney Fawcett requested a motion to amend the Agenda to add the GAM Holding subdivision plan, a motion was made by Commissioner Bartoe, Seconded by Commissioner Wagoner, Under discussion Commissioner Hoover asked if there was a change in the law that required the amendment to add items to the agenda, attorney Fawcett advised that yes, the Board was notified prior to September. Passed unanimously. Attorney Fawcett recommended that the Board make a motion to approve the corrected GAM Holding subdivision plans. A motion was made by Commissioner Wagoner, to approve the corrected GAM Holding Subdivision plans, seconded by Commissioner Bartoe, Pass unanimously.

911 5K- Attorney Fawcett advised that Secretary Milnes had followed up with the Township's insurance company and they will cover a 5K event, attorney Fawcett did advise that he recommends that the Township also purchase's a rider policy for the day of the event.

Fire Department Social Membership- Attorney Fawcett advise the Board that he has received a copy of the Fire Department's By-Laws and at this time they do not include any social membership provisions. He stated that the fire department will need to create bylaws to be reviewed by the Township, prior to proceeding.

Committee Reports: Public Safety –

Commissioner Inman presented the following reports:

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

2021 Police Cruiser Update- Assistant Chief Bathgate that Chief Stanislawski has not been able to obtain a completion date for the 2021 Police cruiser. Commissioner Inman advised the Board that he have obtained a fair market value for the

Christmas Party 2021- Commissioner Inman advised the Board the Commissioner Wagoner had spoken with the Fire Department with regard to holding a Joint Christmas party, however the Fire Department does not have any Saturday or Sunday's available through the end of the year. Commissioner Inman reached out to Yolanda's in Chippewa and scheduled the Christmas Party for Dec 17th, 2021 at 7 pm. He advised he would be requesting a check from the Township office to cover the deposit of \$75.00. A motion was made by Commissioner Hoover to proceed with the Christmas party by Commissioner Hoover, seconded by Commissioner DeLuca, under discussion, Commissioner Bartoe asked whether the Fire Department would be included, Commissioner Wagoner advised that the Fire Department is invited. Commissioner Inman advised that Public Works, Township Staff, Police and all of their spouses are invited. Commissioner Bartoe requested again that the Fire Department be included in the spirit of Unity. Commissioner Hoover asked about giving the Township staff gift cards as a Christmas gift, attorney Fawcett advised that he will look into the specifics, however all monetary gifts must be included in employees taxes. Commissioner Bartoe advised that any extra compensation

or Christmas gifts would be discussed at the Budget meeting. Vote was held on the pending motion, pass unanimously.

Commissioner Bartoe presented the following reports:

Engine 90 Municibid sale update- Commissioner Bartoe advised the Board that the high bidder did not accept the purchase. The truck was relisted on Municibid and did not receive any bids. Commissioner Bartoe is looking into alternative options to sell the truck. Officer Girting had offered to store the truck in the South Beaver Fire Station to keep it out of the weather until such time it could be sold. Commissioner Hoover questioned whether the Township should keep the engine to use as a jetter for the sewer system, Ned Mitrovich from LLSE advised against this, as it is not a specialized tool and can cause more damage than being useful. He also advised that it is not cost effective to keep for this purpose, and the risk definitely outway the benefits.

Monthly Fire Reports- Commissioner Bartoe made a motion to remit payment to the Patterson Township Fire Company in the amount of \$321.75 for Ocotber 2021 (17 Fire Reports; 49.50 Hours), seconded by Commissioner Wagoner, pass unanimously.

Social Hall Rental- Commissioner Bartoe requested to defer this item until December as he is still researching this matter.

Fire Department Social Auxiliary- Commissioner Bartoe advised that he will get with the Fire Department President to work on a template for the social guidelines as requested by the Township Solicitor.

Public Works/Building & Grounds/Zoning/Land Use/Refuse/Recycling – Commissioner DeLuca presented no report.

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

2022 Budget- 1st Reading- Commissioner Wagoner advised the Secretary Milnes provided all Board members with a memo regarding where the Township stands financially. She also complemented Mrs. Milnes for her hard work on completing the preliminary budget for the first reading. Commissioner Wagoner deferred to Secretary Milnes to complete the first reading of the 2022 Budget. Commissioner Wagoner advised that a Budget meeting will need to be scheduled. The Preliminary budget will be posted at the office for public viewing for a minimum of 20 days.

Budget Meeting- Commissioner Wagoner advised the Board that a Budget meeting will need to be held, she proposed the days of December 6th or December 7th, discussion was held. Meeting was scheduled for Monday December 6th, 2021 at 4pm in the office.

*Christmas Party-*This was covered by Commissioner Inman under his report.

UPMC Insurance Renewal-Commissioner Wagoner advised that the Township was provide with a quote that showed an increase, however due to retirements, the Township will actually see a decrease in its overall cost for 2022 from 2021. Commissioner Wagoner advised that the Township stays with the current plan as this is part of the Police Contract negotiations. In order for the Township to change insurance plans, the Police contract would need to be reopened and renegotiated, due to the small number of non-uniform employees all employees should be offered the same insurance and not separate plans. Commissioner Wagoner made a motion to accept and renew the UPMC medical and vision insurance, seconded by Commissioner DeLuca. Discussion held, roll call vote, pass unanimously.

PLGIT yearend transfers- Commissioner Wagoner made a motion to make the following year end transfers to PLGIT savings accounts: \$25,000.00 from General checking to Capital Project Fund (line 400.600); \$900.00 from General checking to Community Day Fund (line 400.500) and \$50,000.00 from Sewer checking to Sewer Maintenance (line item 471.300), seconded by Commissioner Bartoe; discussion held with regard to increasing the amounts to be transferred, this was deferred to the Budget meeting in December- following a roll call vote pass unanimously.

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

Fire Department Social Membership- Covered under the Solicitor’s report. Discussion was held on the next steps for the fire department, ie update bylaws and return to Board for review and approval.

9/11 5K/Park Improvement Projects- Commissioner Inman and Commissioner Hoover have walked the park and identified an anticipated route for the 5k Run. Commissioner Hoover advised that he would like to add 2 new walking bridges, he would also like to complete some leveling and removal of rocks and debris from the park. He advised that he has identified some steps which will need to be replaced and requested that signed be replaced. Commissioner Wagoner advised that there are signs that were made while Commissioner Hoover was the Park Commissioner and were never put up, she advised these should be used as opposed to having new signs made. Commissioner Hoover advised that he has formed a team who will be completing the work in the park and will be using his own personal tools. The team will be starting to complete the work as soon as possible. He is requesting to use the Township’s Home Depot card to purchase up to \$1000.00 worth of lumber and screws to start the project. Commissioner Inman advised that there are grant opportunities available and that Commissioner Hoover should reach out to Walmart as well as Home Depot to seek monetary assistance for project. Commissioner Bartoe made a motion to allow the Home Depot Card to be used for the purchase of up to \$1000.00 worth of lumber and screws to complete the requested repairs in the park, seconded by Commissioner Hoover; under discussion, Commissioner DeLuca asked about liability to the Township should one of the volunteers get injured. Solicitor Fawcett, advised that the developed areas of the park would fall under the improved property liability for the Township. Secretary Milnes requested the names of the volunteers to be listed for insurance purposes, the following

individuals will be volunteers who will be completing updates within the Township Park; Bryan Hager, Tyler Crognale, Nathan Hoover, Luke Price, Hank Crognale, and Eric Hoover. Commissioner Wagoner reminded Board of the signs that are being stored in the Public Works garage at this time. Roll call vote held, motion passes unanimously. Commissioner Inman advised that he has spoken with Commissioner DeLuca with regard to placing millings at the Jenny street entrance to the park to allow for easier access to the entrance. Commissioner Hoover is seeking commitment for the Board to continue with upgrades once he is no longer on the Board. Commissioner Hoover advised that he has begun making pamphlets for the event, and is working to honor the Gold star families in the County.

Recreation Committee- Commissioner Hoover spoke with Mr. Reed with regard to starting a recreation committee.

Code Enforcement – October Report provided no comments or questions were asked.

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

Unfinished Business:

Tax Collector-Solicitor Fawcett inquired to the status of electing a Tax Collector. He advised the Board that they will need to make a decision on how they wish to proceed as there was not a tax collector elected. Commissioner Wagoner asked what options the Township has to fill this vacancy, they were advised that if the Board does not fill the Vacancy, the open position will go to the vacancy Board. Discussion was held on how to proceed, Commissioner Bartoe suggested that the Township seek to see who the additional write-ins were and gage interest from these candidates as well as posting the opening in the sewer billings. Commissioner Inman advised that the Board will first need to speak to the Board of Elections to determine next actions.

Township Agencies:

Municipal Authority Joint Meeting- previously discussed and under Commissioner Inman's report.

Communications: None

New/Miscellaneous Business:

Patterson Township Municipal Authority 4th Supplemental Lease – CAP reimbursement request –Commissioner Bartoe made a motion to remit payment in the amount of 8,526.78 to Patterson Township Municipal Authority for the 4th Supplemental Lease payment , seconded by Commissioner Wagoner; after a Roll call vote; Pass unanimously

Beaver County 2021 Hazard Mitigation Plan- Resolution 2021-10- Commissioner Bartoe made a motion to adopt resolution 2021-010 to adopt the Beaver County Hazard Mitigation Plan and the Townships official hazard mitigation plan; seconded by Commissioner DeLuca; after a Roll call vote; Pass unanimously

Invoice-Pennsylvania State Association of Township Commissioners (PSATC)- Commissioner Wagoner made a motion to remit the yearly dues in the amount of \$1516.05 to PSATC for the 2022 year; seconded by Commissioner DeLuca, after a Roll call vote; Pass unanimously

Brighton Township Implementable Comprehensive plan- Public meeting will be held December 13, 2021 on this plan. The plan is available in the Township office for review.

Executive Session: Executive session entered at 8:29pm to discuss a legal matter. Executive session ended at 8:49

There being no further business to be brought before the Board, motion was made by Commissioner Hoover to adjourn; seconded by Commissioner DeLuca. The meeting adjourned at 8:50 p.m.

Respectfully submitted:

Christin Lyn Milnes

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