

LEET TOWNSHIP BOARD OF COMMISSIONERS  
January 9, 2017  
Minutes of the Board of Commissioner's Regular Meeting

The Regular Meeting of the Leet Township Board of Commissioners was brought to order at 7:00 p.m. by Vice President Stephansky in the Leet Township Municipal Building, 198 Ambridge Ave., Fair Oaks, PA 15003. Commissioners present were Jeff Besong, John Stephansky, and Jim Janaszek.

Also present:

Bill Rodgers, Solicitor	Dave Volk, Resident
Wayne Hyjek, Mgr. /Treasurer	Charlie Volk, Resident
Betsy Rengers, Assistant Manager/Sec.	
Tom Jones, Resident	

**APPROVAL OF MINUTES**

**MOTION:** Mr. Janaszek made a motion to approve the minutes of the Regular meeting minutes of December 12, 2016, as submitted, seconded by Mr. Besong, with all in favor.

**APPROVAL OF BILLS PAYABLE**

**MOTION:** Mr. Janaszek made a motion to pay the bills listed on Bill List 12-16, seconded by Mr. Besong, with all in favor.

**COMMITTEE REPORTS**

**Public Works Report:** Mr. Stephansky read the Public Works Report for January as submitted by Richard Watach, Public Works Foreman:

Total Man Hours: 428

*Activities:*

- 21 hours on snow removal. Crew has been called out 6 times so far this year.
- 11 hours picking up leaves.
- 10 hours cleaning debris at the Kenney Drive detention pond.
- 19 hours working on equipment.
- 7 hours picking up Christmas trees
- 5 hours responding to PA 1 calls

*General Information*

- Christmas Lights were removed.
- Catch basin lids on the streets were cleared.

*Upcoming Work*

- Snow removal as needed.
- Weather permitting, street sign post replacement in Quaker Heights.
- Clean storm drains.

**MS4 Report:** No report at this time.

**Public Safety Report:** Mr. Janaszek reported that there were 65 calls in December and listed the various types of calls.

**Finance Report:** Mr. Hyjek reported that as of 12/30/2016:

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FNB General Fund	\$5,424.99
FNB Liquid Fuels	\$41,965.98
FNB Escrow	\$3,603.92
FNB Emergency Reserve	\$1,125.86
FNB Fireman's Truck Fund	\$7,091.85
FNB Capitol Reserve	\$18,813.43
FNB Debit Card Fund	\$778.85
PLGIT Class	\$120.03

**Treasurers/Manager's Report:** Mr. Hyjek reported:

- A discussion was had about the Fireman's Truck Fund.
- The Tax Anticipation Note was signed on Friday and we have received the funds.
- Mr. Hyjek and Ms. Rengers met with President Bradel and Solicitor Rodgers to talk about delinquent real estate taxes in the Township.
- 2016 Police car was paid of today.
- There is approximately \$128,000.00 in delinquent real estate taxes on our books.

**Health and Sanitation:** No report at this time.

**QVCOG:** Ms. Rengers attended a strategic planning meeting at Avalon Borough on Saturday, January 7<sup>th</sup> from 8 am to 12 noon. The meeting was to identify the strengths and weakness of the COG and to identify opportunities. The COG will take the information, prioritize it and set an action plan.

**Tax Collector:** Mr. Hyjek reported the uncollected taxes for 2016 totaled \$26,000.00.

**Solicitor's Report:** No report at this time.

**Engineer's Report:** Ms. Rengers read the highlights of the Engineers report:

- 132 Mound Street Demolition: The demolition will take place as soon as the weather breaks.
- Maple Alley Storm Sewer Project: The project was advertised and bids opened on Dec. 28<sup>th</sup>. The lowest bidder was Border Patrol with a base bid of \$16,470.00 leaving a local share of \$220.00. The motion to accept this bid will be made under New Business.
- Three Rivers Trust: We understand that the developer has stopped all work on this project. We will need a motion to allow Mr. Rodgers to contact their lawyer to verify the project status and to pay any outstanding cost to be paid. This motion will be made under New Business.
- 2015/16 Paving Project: Shields Paving has been contacted about the ponding at the entrance to Quaker Heights. We are waiting for a significant rain event to identify the problem.
- 2017 Paving Project: This project will include Kenney, Priscilla, Colonial, and William Penn Circle. The motion to advertise will be made under New Business.

**Fire Department Report:** Mr. Stephansky reported:

- There were 58 calls for the year with 13 calls in December.
- The annual fund drive letter has 166 donations returned for a total of \$11,005.00.
- 2017 Fire Department Officers:  
Chief Mark Brooks  
Assistant Chief Nathan Turner  
Captain Justin Miller

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Lieutenant Mitch Soman

- Administrative Officers:  
President Rich Guerrieri  
Vice President Jody Lee  
Secretary Gerri Miller  
Treasurer Caitlin Ross

**UNFINISHED BUSINESS**

**Ice Skating Rink Update:** Ms. Rengers reported: Building Inspector Joe Luff sent a registered letter to the residents with the ice rink. They responded and received a building permit for the ice rink. Mr. Wanto, Ms. Rengers and Mr. Luff will inform the ice rink owners about the proper procedure to drain the rink. Ms. Cortese submitted a Right to Know request and received a copy of the letter sent by Joe Luff. She is up to date on the situation.

**NEW BUSINESS**

**Resolution 2017-01 (Appointment of Secretary)**

**MOTION:** Mr. Janaszek made a motion to approve Resolution 2017-01, appointing the Secretary and setting the wages, seconded by Mr. Besong, with all in favor.

**Resolution 2017-02 (Appointment of Auditor)**

**MOTION:** Mr. Janaszek made a motion to approve Resolution 2017-02, appointing Fabian O'Connor to the position of Auditor, seconded by Mr. Besong, with all in favor.

**Resolution 2017-03 (Appointment of Emergency Management Coordinator)**

**MOTION:** Mr. Janaszek made a motion to approve Resolution 2017-03, appointing David Volk as Emergency Management Coordinator, seconded by Mr. Besong, with all in favor.

**Resolution 2017-04 (Fees for Landlord/Tenant Law)**

**MOTION:** Mr. Janaszek made a motion to approve Resolution 2017-04, setting the fees for Landlord Registration, seconded by Mr. Besong, with all in favor.

**Award the Maple Alley Storm Sewer Project to Border Patrol**

**MOTION:** Mr. Janaszek made a motion to award the Maple Alley Storm Sewer Project to Border Patrol with a base bid of \$16,470.00, seconded by Mr. Besong, with all in favor.

**Approval to Advertise the 2017 Paving Project**

**MOTION:** Mr. Janaszek made a motion to advertise the 2017 Paving Project with the bids to be opened on February 13, 2017, seconded by Mr. Besong, with all in favor.

**Approval for Bill Rodgers to contact Three Rivers Trust Estate about Project Status and Costs Reimbursement**

**MOTION:** Mr. Janaszek made a motion to approve for Mr. Rodgers to contact Three Rivers Trust Estate to verify the current project status and to reimburse cost, seconded by Mr. Besong, with all in favor.

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**PUBLIC PARTICIPATION**

Resident Charlie Volk, 6<sup>th</sup> grader at Quaker Valley Middle School, presented his plan to the Commissioners to build a basketball court at the end of Pilgrim Drive for his 6<sup>th</sup> grade project. He would seek approval from his neighbors, design and raise funds for the project. A discussion was had around the issue. The Commissioners asked Charlie to receive approval from his neighbors first and then proceed from there.

**ADJOURNMENT**

**MOTION:** There being no further business, Mr. Janaszek made a motion to adjourn. The motion was seconded by Mr. Besong, with all in favor.

Respectfully Submitted:  
*Betsy Rengers*, Secretary