

LEET TOWNSHIP BOARD OF COMMISSIONERS

Minutes of the Reorganization Meeting held on January 2, 2018

The Reorganization Meeting of the Leet Township Board of Commissioners was brought to order by President Bradel at 6:30 PM in the Leet Township Municipal Building, 198 Ambridge Avenue, Fair Oaks, PA 15003. Commissioners present were Gary Bradel, Jeff Besong, Jim Janaszek, Donna Adipietro and John Stephansky.

Also present:
Betsy Rengers-Manager
Wayne Hyjek-Treasurer
Zane Madden-Solicitor

ELECTIONS

Mr. Besong made a motion to nominate Gary Bradel as President of the Board of Commissioners, seconded by Mr. Janaszek, with all in favor.

President Bradel made a motion to nominate John Stephansky as Vice-President of the Leet Township Board of Commissioners, seconded by Mr. Besong, with all in favor.

President Bradel also made the following appointments:

COMMITTEES:

Chairman of Public Safety – Jim Janaszek
Co-Chairman of Public Safety – Jeff Besong

Chairman of Public Works - John Stephansky
Co-Chairman of Public Works – Donna Adipietro

Chairman of Finance – Jeff Besong
Co-Chairman of Finance – John Stephansky

Chairman of Health, Sanitation & Grants– Donna Adipietro
Co-Chairman of Health, Sanitation & Grants – Jim Janaszek

OTHER APPOINTMENTS:

Resolution 2018-01: Manager/Secretary/Open Records Officer/Deputy Tax Collector:

MOTION: Mr. Janaszek made a motion to approve Resolution 2018-01, to appoint Betsy Rengers to the position of Manager/Secretary/Open Records Officer/Deputy Tax Collector, seconded by Mr. Stephansky, with all in favor.

Resolution 2018-02 (per Ord. 2013-01): Treasurer:

A discussion was had around the hours and salary for position of the Treasurer. Mr. Hyjek agreed to work two days a week at a salary of \$15,000.00 per year.

MOTION: Mr. Janaszek made a motion to approve Resolution 2018-02, to appoint Wayne Hyjek to the position of Treasurer with the amendment of two eight hours days a week at \$15,000.00 per year, seconded by Mr. Stephansky, with all in favor.

Resolution 2018-03: Auditor:

MOTION: Mr. Stephansky made a motion to approve Resolution 2018-03, to appoint Fabian O'Connor to the position of Auditor, seconded by Mr. Janaszek, with all in favor.

Resolution 2018-04: Leet Township Municipal Authority:

MOTION: Mr. Janaszek made a motion to approve Resolution 2018-04, to appoint Elaine Macurak to the Leet Township Municipal Authority Board for a 5 year term, seconded by Mr. Stephansky, with all in favor.

Resolution 2018-05: Civil Service Board:

MOTION: Mr. Janaszek made a motion to approve Resolution 2018-05, to appoint Chuck Soman to the Leet Township Civil Service Commission for a 6 year term, seconded by Mr. Besong, with all in favor.

Resolution 2018-06: Engineer:

MOTION: Mr. Stephansky made a motion to approve Resolution 2018-06, to appoint Dan Slagle to the position of Engineer for a two year term, seconded by Mr. Janaszek, with all in favor.

Resolution 2018-07: Solicitor:

MOTION: Mr. Janaszek made a motion to approve Resolution 2018-07, to appoint Amato, Start and Associates as the Leet Township Solicitor for a two year term, seconded by Mr. Besong, with Mr. Janaszek, Mr. Bradel, Mrs. Adipietro and Mr. Besong in favor. Mr. Stephansky abstained from the vote because he is related to one of the associates.

Resolution 2018-08: Official Depository:

MOTION: Mr. Janaszek made a motion to approve Resolution 2018-08, to appoint First National Bank as the Leet Township official depository, seconded by Mr. Besong, with all in favor.

Resolution 2018-09: Official Newspaper:

MOTION: Mr. Janaszek made a motion to approve Resolution 2018-08, to appoint First National Bank as the Leet Township official depository, seconded by Mrs. Adipietro, with all in favor.

EIT/LST Collector:

MOTION: Mr. Janaszek made a motion to appoint Keystone Collections as the Leet Township Earned Income Tax and Local Services Tax collector, seconded by Mr. Besong, with all in favor.

QVCOG Delegate:

MOTION: Mr. Janaszek made a motion to appoint Betsy Rengers as the Quaker Valley COG Delegate, seconded by Mrs. Adipietro, with all in favor.

QVCOG Alternate:

MOTION: Mr. Janaszek made a motion to appoint Donna Adipietro as the Quaker Valley COG Delegate, seconded by Mr. Besong, with all in favor.

Code Enforcement:

MOTION: Mr. Janaszek made a motion to appoint Andy Wanto to the position of Code Enforcement Officer, seconded by Mr. Stephansky, with all in favor.

Building Inspector/Zoning Officer:

MOTION: Mr. Janaszek made a motion to appoint Joe Luff of Building Inspection Underwriters to the position of Building Inspector, seconded by Mr. Stephansky, with all in favor.

Emergency Management Coordinator:

MOTION: Mr. Janaszek made a motion to appoint Dave Volk as the Leet Township Emergency Management Coordinator, seconded by Mr. Stephansky, with all in favor.

Chief Administrative Officer for the Pension Plan

MOTION: Mr. Janaszek made a motion to appoint Betsy Rengers as the Chief Administrator of the Pension Plan, seconded by Mrs. Adipietro, with all in favor.

APPROVAL OF THE MINUTES

MOTION: Mr. Janaszek made a motion to approve the minutes of the December 11, 2017 Board of Commissioners meeting as presented, seconded by Mr. Stephansky, with all in favor.

UNFINISHED BUSINESS

There was no unfinished business to discuss.

NEW BUSINESS

Approval to Purchase Financial Software from RA Services:

Ms. Rengers was not familiar with the software and wanted a formal vote before the purchase due to the expense. Ms. Rengers was not in favor of the purchase due to the fact that we do no billing and only pay bills. A discussion was had around the purchase of financial software. RA Services would have to be contacted for a refund because they had already been paid. If the Township is eligible for a full refund, we will cancel the product. If we will be charged, we will try it for a year.

MOTION: Mr. Stephansky made a motion to not purchase the software from RA Services as long as a full refund was issued to the Township, seconded by Mr. Janaszek, with all in favor.

Waste Management Issue

Mr. Stephansky received a bill from Waste Management and called the company to see if there was a discount or rebate for senior citizens. On the back of his bill, it stated that if the bill was paid by February 1, he would receive a 5% discount. While on the phone with the representative, she said that he was not eligible for the discount due to the terms of the agreement, but she would honor it for him because it was

printed on the bill. Mr. Stephansky would like for this to be brought to the attention of the COG. Mr. Stephansky would like for the COG to do a better job with the contracts.

EXECUTIVE SESSION

MOTION: Mr. Janaszek made a motion to go into Executive Session to discuss personnel issues seconded by Mr. Stephansky, with all in favor.

MOTION: Mr. Janaszek made a motion to come out of Executive Session after discussing personnel issues, seconded by Mr. Stephansky, with all in favor.

ADJOURNMENT

MOTION: Mr. Janaszek made a motion to adjourn, seconded by Mr. Besong, with all in favor.