

LEET TOWNSHIP BOARD OF COMMISSIONERS  
March 12, 2018  
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 President Bradel in the Leet Township Municipal Building, 198 Ambridge Ave., Fair Oaks, PA 15003. Commissioners present were Gary Bradel, John Stephansky, Jeff Besong and Donna Adipietro.

Also present:  
Betsy Rengers, Manager  
Zane Madden, Solicitor  
Dan Slagle, Engineer

**PLUM STREET PROPERTY PURCHASE**

Patty Flevaris, Plum Street property owner, came before the Board to talk about selling her vacant property on Plum Street to the Township. Patty is seeking \$27,500.00 for the property. Engineer Dan Slagle had researched the property, to try to help with an appraisal, and shared his findings with the Board. There are heavy restrictions upon the property because it is located in a flood plain. No variances can be granted for the property. It would be very expensive to build there due to the restrictions. The Municipality should have an appraisal before the purchase. The Township has been trying to obtain an appraisal but has been unable to come up with a value because of the location. The Board will discuss the purchase and let Mrs. Flevaris know the decision in the morning.

**RESIGNATION OF WAYNE HYJEK**

President Bradel read aloud a letter from Wayne Hyjek regarding his resignation from the position of Treasurer and from the Planning Commission effective March 16, 2018.

**APPROVAL OF MINUTES**

**MOTION:** Mr. Stephansky made a motion to approve the minutes of the February 12, 2018 Board of Commissioners Meeting, as submitted, seconded by Mr. Besong, with all in favor.

**APPROVAL OF BILLS PAYABLE**

**MOTION:** Mr. Besong made a motion to approve the February 2018 bill list, seconded by Mr. Stephansky, with all in favor.

**2017 Budget to Actual Review:** The Board discussed the 2017 Budget to Actual Report. The report showed that we were over by \$100,000.00 in the Budget and if not for unexpected revenues we would not have made it through the year. Our current monthly expenses are around \$99,000. If we are not careful with our spending we will not make it through this year. We will look at all expenditures to cut expenses.  
We will write a Resolution to set a limit of \$500.00 with approval from the Manager or Commissioner.

**2017 Payment Summary by Vendor:** The Board was given a copy of the 2017 Payment Summary by Vendor.  
**January 1 through March 8, 2018 Payment Summary by Vendor:** The Board was given a copy of the 2017 Payment Summary by Vendor.

**Manager's Report:** Betsy Rengers reported:

- We received a Verizon Franchise payment in the amount of \$4,448.61.
- We received a Liquid Fuels Allocation in the amount of \$48,650.67.
- The 2017 Act 205 Actuarial Reports for the Uniformed and Non Uniformed Pension Plans have been filed with the Department of the Auditor General.
- The PURTA (Public Utilities Realty Tax Act System) Report and the AG-385 Report for Fire Insurance and Pension State Aid have been filed.
- The Recycling Report has been filed with Allegheny County.

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**COMMITTEE REPORTS**

**Public Works Report:** Mr. Stephansky read aloud the Public Works Report for March as submitted by Andy Wanto, Foreman:

*Activities:*

- 9 call outs for snow removal;
- Minor flooding at Plum Street Park;
- Cleaned storm water pits out;
- Fixed 3 sink holes in Leet Acres;
- Repaired approximately 75% of damaged creek road from the floods;
- Cleared downed tree at Watson;
- Took water samples;

*Upcoming Work:*

- Replace gate at back entrance of Plum Street;
- Begin spring cleanup at all parks;
- Service mowing equipment;
- Maybe start cutting grass at the end of the month.

*Street Resurfacing History:* Andy Wanto put together a detailed Street Resurfacing History back to 1991. This will help with budgeting for roads.

**MS4 Report:** No Report

**Public Safety Report:** The Police Department is requesting to add a line to the contract regarding giving notice if there is a reduction in salary that notice is given. A discussion was had around the wording and different types of wording regarding the same issue. The discussion was tabled until the next meeting since Jim Janaszek was not present.

**Finance Report:** Mr. Besong reported as of February 28th:  
All funds are with First National Bank.

|                       |             |
|-----------------------|-------------|
| FNB General Fund      | \$71,397.14 |
| FNB Liquid Fuels      | \$3,718.73  |
| FNB Escrow Fund       | \$6,686.91  |
| FNB Emergency Reserve | \$1,129.92  |
| FNB Fireman's Truck   | \$16,742.93 |
| FNB Capitol Reserve   | \$12,370.36 |
| FNB Debit Card Fund   | \$429.82    |
| PLGIT Class           | \$1,100.94  |

**Health and Sanitation:** Mrs. Adipietro reported:

John Stephansky, Andy Wanto, Betsy Rengers, and Donna Adipietro met to discuss a code enforcement push. Photos were taken of problem areas. We will put articles in the newspaper about cleaning up, then we will send out letters with photographs to offenders setting a 30 day time limit to clean up and 60-90 days to repair sidewalks. Certified letters will be sent to those who don't respond within the time limit.

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In house fines will be set if no response is received as written in Resolution 2015-20 and then they will be taken to the magistrate, if necessary. A short discussion was had around the issue. Zane Madden was asked to create wording for the letter for the sidewalk/slab replacement.

There was another issue with the sidewalks: Ms. Rengers received a call from a resident about the conditions of the new sidewalks on Mound Street (bad concrete). She called Columbia Gas immediately and told them about the situation. They were already aware and are testing the concrete.

**QVCOG:** Ms. Rengers reported:

A copy of the 2017 Yearend Report was given to the Commissioners.

**Tax Collector:** The Commissioners received copies of the 2017 Delinquent taxes and the Portnoff Delinquent tax list. Jordan will collect School District taxes this year.

**Solicitor's Report:** No report.

**Engineer's Report:** Dan Slagle reported:

- **MS4:** The next Municipal Storm Sewer Annual Progress Report is due May 30, 2018.
- **QV School District:** Quaker Valley High School is under sales agreement for property in Leet Township.
- **SALDO:** We have prepared Draft Construction Standards for review by the Planning Commission.
- **Health South Site Plan:** They are having issues with permitting. The Solicitor has been working with Mr. Slagle to set the bonding amounts for the Developer's Agreement. They have started to demolish part of the building.
- **2018 Paving Project:** Mr. Slagle was asked to incorporate the Leet portion of Beech Street in with the Leetsdale Paving Bid. Leetsdale bid out paving for Beech Street and we included Leet Township. Leet Township would pay 60% of \$33,000.00 which would be around \$20,000.00. We did not budget anything for paving but we had about \$12,370.00 in Capitol Reserve and we have \$30,878.00 in Capitol Reserve Equipment.

**MOTION:** Mr. Stephansky made a motion to participate in the 2018 Leetsdale Paving Project to pave Beech Street and to pay our appropriate share of the project, seconded by Mr. Besong, with all in favor.

The Township did not crack seal last year. A crack sealing plan will be made for this year.

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

- In February the Department responded to the seven calls listed on the report. Held three training drills and a monthly business meeting.
- A mutual fire aid practice was held at Health South on February 26<sup>th</sup> with 32 firefighters from Fair Oaks, Sewickley, Leetsdale, and Bell Acres participating.
- The 2017 fund drive raised \$13,740.00 from 202 donors.

**QV School District Report:** The Commissioners received a report on the February 21, 2018 Meeting.

**UNFINISHED BUSINESS**

**Approval Ordinance 2018-01: Occupancy Permit Ordinance**

**MOTION:** Mr. Besong made a motion to approve Ordinance 2018-01, establishing the requirement for an Occupancy Permit with each and every change on occupancy, seconded by Mrs. Adipietro, with all in favor.

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**Swift 911 Policy**

**MOTION:** Mrs. Adipietro made a motion to approve the Swift 911 Policy as written by Chief Wanto, seconded by Mr. Besong, with all in favor.

**NEW BUSINESS**

**Resignation of Andy Wanto from Planning Commission**

Andy no longer lives in Leet Township and cannot serve on the Board. The position will be advertised in the Newsletter.

**Purchase of Playground Equipment for Quaker Heights**

The Township budgeted \$12,000.00 to purchase new playground equipment for Quaker Heights.

**MOTION:** Mr. Besong made a motion to approve the quote to purchase new playground equipment for Quaker Heights Park from Play and Park Structures, in the amount of \$10,990.17, seconded by Mr. Stephansky, with all in favor.

**Marcellus Shale Ordinance:** Bell Acres has approached Mrs. Adipietro regarding Marcellus Shale Ordinances. The Township is at risk with no ordinance in place. Rosemary Stewart, resident from Bell Acres, spoke to the Board about the ordinances. A discussion was had around the issue. If there is drilling in Bell Acres, they can come across to Leet. We will look into the ordinances.

**Loss of Tax Revenue:** The school district has bought a significant amount of property in Leet Township that will lead to a loss of tax dollars.

**Leash Law:** There is a black lab that is running loose on Ambridge Ave at times. We will put an article about the leash law in the newsletter.

**PUBLIC PARTICIPATION**

Rosemary Stewart, Bell Acres resident, came before the Board to discuss the new Shell Cracker Plants plan to drill through the water shed that services the area.

**R&B Paving:** Dan Slagle reported on R&B Paving issues.

**EXECUTIVE SESSION**

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

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

**MOTION:** Mr. Besong made a motion to advertise the Treasurer's position in the newsletter and on the website, seconded Mrs. Adipietro, with all in favor.

**ADJOURNMENT**

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

Respectfully Submitted:  
*Betsy Rengers, Manager*