

LEET TOWNSHIP BOARD OF COMMISSIONERS  
August 13, 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, Jim Janaszek, Jeff Besong and Donna Adipietro.

Also present:  
Betsy Rengers, Manager  
Zane Madden, Solicitor  
Cindy Phillips, Treasurer  
Bill Wanto, Chief  
Andy Wanto, Foreman  
Tom Jones, Resident

**APPROVAL OF MINUTES**

**MOTION:** Mr. Besong made a motion to approve the minutes of the June 11, 2018 Board of Commissioners Meeting, as submitted, seconded by Mr. Stephansky, with all in favor.

**APPROVAL OF BILLS PAYABLE**

**Finance Report:** Mr. Besong reported the reconciled balances as of 7-31-2018:

All funds are with First National Bank.

FNB General Fund	\$598,910.56
FNB Liquid Fuels	\$36,414.07
FNB Escrow Fund	\$28,406.91
FNB Emergency Reserve	\$1,132.53
FNB Fireman's Truck	\$16,806.20
FNB Capitol Reserve	\$12,417.49
PLIGIT Class	\$2,425.99

A discussion was had about the charge to use Malarik's Lawn Service. We will discontinue use of Malarik's Lawn Service since the Public Works Department can perform the service.

**MOTION:** Mr. Stephansky made a motion to approve the 6-2018 and 7-2018 bill lists, seconded by Mr. Besong, with all in favor.

A copy of the 2018 Budget to Actual Report was presented to the Board.

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

- Today, we had an emergency road closure when a truck traveling down Ambridge Ave spilled diesel fuel all over the road from the bowling alley to Beaver Road. The road remained closed and Hazmat was brought in from Allegheny County to clear the spill. Our reverse 911 system was used to alert residents of the closure and then once again when the road reopened.
- In your packets, you will find a copy of the Examination Engagement Letter from the 2017 Liquid fuels Audit that took place on August 1, 2018. No adverse opinions or findings were found.
- For your information, I have placed copies of the Non-Uniformed and Police Pension Statement of Accounts for April through June 30, 2018 in your packets.
- The Planning Commission has been working diligently on the Marcellus Shale ordinance and should have something ready for review in September.
- The Auditor will be here Wednesday for the next phase of our Township Audit.

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- The payoff for the TAN Loan is \$150,386.07 with one day's interest at \$10.42. I would like permission to pay this off.

**MOTION:** Mrs. Adipietro made a motion to pay off the TAN Loan, seconded by Mr. Janaszek, with all in favor.

- Several residents in Quaker Heights have complained about residents' parking in the grass and the garbage being put out before 6 pm the night before. A discussion was had about an ordinance to remedy these issues. Resident Tom Jones spoke to the Board about his concerns over parking in the grass and the definition of single family homes. The Board discussed the issues, along with the Chief. The Chief will keep an eye on the parking issues in Quaker Heights.

**COMMITTEE REPORTS**

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

***Activities:***

- Completed crack seal on all streets;
- Put down 3 tons of hot asphalt in various areas;
- Cleaned up Lunak Drive dump;
- Cut back trees and branches on most Township streets;
- All trees and stumps were removed from Pilgrim Drive due to Oak Wilt;
- Completed all traffic line painting on the hill;

***Upcoming Work:***

- Finish cross walk line painting;
- Hosting a Public Works Supervisor meeting in September here at the building for members of the COG;
- Will begin catch basin repairs;
- Prep for leaf season.

Mr. Stephansky thanked Andy and the crew for their response to the oil spill this morning. A discussion was had about the spill. The driver's insurance company will be billed for expenses incurred by the Township.

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

**Engineer's Report:** We will need two motions regarding the Stormwater Ordinance Grant we received from Allegheny County in the amount of up to \$2,000.00:

**MOTION:** Mr. Besong made a motion to accept the \$2,000.00 grant from Allegheny County to aid the Township in the review/adoption of the required Act 167 Stormwater Management Ordinance as required by the PADEP, seconded by Mr. Janaszek, with all in favor.

**MOTION:** Mr. Stephansky made a motion to authorize the Township Engineer, Solicitor and Manager to begin the review of the Model Ordinance in preparation for review by the Planning Commission, seconded by Mr. Janaszek, with all in favor.

We have not received the bill for the paving project.

**MS4 Report:** No report.

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**Public Safety Report:** Mr. Janaszek reported that there were 125 calls for the months of June and July and listed the various calls.

**Health and Sanitation:** Mrs. Adipietro reported that houses were missed due to the road closure caused by the oil spill.

**QVCOG:** QVCOG had a very successful recycling event at the high school with over 900 cars passing through. Sewickley has decided to quit the COG at the end of the year. A discussion was had about the possibility of leaving the COG, however; their fees have remained reasonable. Ms. Rengers has fought a fee increase during COG Budget meetings. The CDBG Grant is open currently. A discussion was had about CDBG Grants and Administration fees.

**Fire Department Report:** Mr. Bradel presented a copy of the Fire Department Report to the Board. A copy of the fire departments financial statements should be included with the next invoice for Board review.

**QV School District Report:** The high school is on temporary hold until the new superintendent gets up to speed. A discussion was had about the anticipated tax increase when the new school is built.

**UNFINISHED BUSINESS**

**Resolution 2018-20 (Emergency Management Promulgation)**

**MOTION:** Mrs. Adipietro made a motion to approve Resolution 2018-20 to adopt the updated Emergency Management Plan, seconded by Mr. Janaszek, with all in favor.

**Approval to Advertise Ordinance 2018-2 (Lowering Non-Uniformed DROP Age)**

**MOTION:** Mr. Stephansky made a motion to advertise Ordinance 2018-2 to lower the Non-uniformed DROP age to age 57, seconded by Mr. Janaszek, with all in favor.

**Allegheny County Side Yards**

The Township received a copy of the court order "Declaration of Taking" for property at 12 Ambridge Ave. This is the next step in the Side Yards program for the acquisition of 12 Ambridge by the neighbors. A discussion was had about 47 Ambridge Ave. Ms. Rengers talked to Portnoff about consolidating the 3 lots at 47 Ambridge and then putting the property up for Sheriff Sale. At some point the Township will have to waive taxes owed on 12 Ambridge Ave.

**NEW BUSINESS**

**Approval of Sergeant's Position and Testing for the Police Department**

Chief Wanto explained to the Board the need for a Sergeant in the Police Department:

The Chief has one more year until retirement and may have some surgeries in the winter. He may also retire next November 2019 so he can run for the Board. This would leave the Lieutenant to run the department during the Chief's absence. The Chief handles calls over the weekend, which the Lieutenant will not. The Department needs another person in charge when the Chief and Lieutenant are off.

A discussion was had about paying a stipend for the position. There is no Sergeant position in the contract. The three full time officers will be tested through the Civil Service Commission for the position.

Mr. Madden will investigate the stipend pay.

**MOTION:** Mr. Besong made a motion to test for the Sergeant's position through the Civil Service Commission, seconded by Mr. Janaszek, with all in favor.

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**150 Year Township Celebration**

A discussion was had regarding events and budgeting for the Township's 150-year anniversary. The Manager will arrange some events.

**PUBLIC PARTICIPATION**

There was no public participation.

**EXECUTIVE SESSION**

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

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