

LEET TOWNSHIP BOARD OF COMMISSIONERS
September 10, 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	Fabian O'Connor, Auditor
Zane Madden, Solicitor	Bob Simmons, Lieutenant
Cindy Phillips, Treasurer	Sam Capezzuto, Fern Hollow Nature Center
Bill Wanto, Chief	Mike Christ, Waste Management
Andy Wanto, Foreman	Matthew Lind, Waste Management
Tom Jones, Resident	Larry Buchanan, Waste Management

WASTE MANAGEMENT

Ms. Rengers invited representatives from Waste Management to attend the meeting to discuss the numerous weekly complaints that she has been receiving. Mike Christ apologized for the issues. Matthew Lind explained that not only have they had truck issues, but they also have staffing issues. They are working to correct the problems. They will not pick up a garbage bag if it contains construction materials, bricks or dirt, which has been an issue for them. The Township has unlimited service, but they ask that only one large item a week is placed in the garbage. A discussion was had around the issue.

GENERAL AUDIT

Fabian O'Connor, Leet Township Auditor, met with the Manager to review the year, read the minutes and review the year's events. Mr. O'Connor and Ms. Rengers also reviewed the 2016 Audit. During the process with Ms. Rengers, we looked at the General Fund at revenues over expenses. There is no surplus. Mr. O'Connor and Ms. Rengers focused on the expenditures in their review. Mr. O'Connor reviewed the Audit with the Commissioners. The Audit can be used to secure bonds or bank loans. Mr. O'Connor is available for any questions.

APPROVAL OF MINUTES

MOTION: Mrs. Adipietro made a motion to approve the minutes of the August 13, 2018 Board of Commissioners Meeting, as submitted, seconded by Mr. Janaszek, with all in favor.

APPROVAL OF BILLS PAYABLE

Page 2 of the bill list shows an FNB payment which is for a building improvement loan. This loan is paid monthly.

MOTION: Mr. Stephansky made a motion to approve the 08-2018 bill list, seconded by Mr. Janaszek, with all in favor.

2018 Budget to Actual: There was a question about the Net Income category, on page 7, that showed 3,856.9% of the budget as being received. This is because of a large portion of the taxes have already been collected. This line will be changed on the next report.

MOTION: Mr. Besong made a motion to accept the Budget to Actual Report, seconded by Mr. Janaszek, with all in favor.

Finance Report: Mr. Besong reported the reconciled balances as of 8-31-2018:

All funds are with First National Bank.

FNB General Fund	\$419,705.54
FNB Liquid Fuels	\$32,156.86
FNB Escrow Fund	\$28,406.91

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FNB Emergency Reserve	\$1,133.06
FNB Fireman’s Truck	\$16,819.05
FNB Capitol Reserve	\$12,426.98
PLIGIT Class	\$2,425.59

Projected Year End for 2018: Cindy Phillips presented a projection of numbers for year end. This report reflects a tight budget with about \$12,000.00 over in revenues. Ms. Rengers bid out the Township Liability and Worker’s Comp without success. The liability quote was about \$5,000.00 over what we are currently paying, and no one will quote the Workman’s Comp because the company we are with now will not cover any claims if we switch companies. We also received a quote from our health insurance with a 15% increase. Ms. Rengers went back to the insurance broker and he is working with the company to negotiate a lower rate. Also, Mrs. Rengers is working with another insurance company to receive a quote. The projected number for Portnoff is low, the budgeted number is high. We reviewed the delinquent list and it is getting smaller due to home sales. We will go back to Portnoff for projected numbers.

Tax Collector’s Report: Delinquent notices have been mailed out.

Manager’s Report: Betsy Rengers reported:

1. One application for the Allegheny Side Yards Program was submitted for 132 Mound Street.
2. I submitted two preapplications for CDBG Projects: one for playground equipment for Mound Street and one for ADA compliant sidewalks on Ambridge Ave. These are in the preliminary stage. If accepted by the County as viable projects and we accept the grant monies, the cost incurred to the Township would be up to 15% local share of the total cost of the project, \$500.00 per accepted application and 2% of total cost of the project.
3. Over the summer I received a bid on our Liability and Workers Comp insurance. The bid came in \$5,000.00 higher for Liability and no one will bid on our Workers Comp because if we leave the current company, they will not cover any claims that may occur from the time we did have them.

COMMITTEE REPORTS

Public Works Report: Mr. Stephansky read aloud the Public Works Report for September 2018, as submitted by Andy Wanto, Foreman:

Activities:

- Finished painting all traffic lines and crosswalks.
- Dug out all storm water retention basins.
- Serviced all trucks with oil changes, brakes, etc.
- Had a big diesel fuel spill on Ambridge Ave. Penn Dot had to clean it up. Public Works crew assisted.
- Treated all catch basins for West Nile Virus.
- Cleaned up leaf dump in prep for leaf season.
- Trimmed several trees on Township Streets. Handled another downed tree at Plum Street Park.
- Handled several Code enforcement complaints.

Upcoming Work:

- Prep for leaf season.
- Finish backhoe hood.
- Continue grass cutting.

We did receive a check from the insurance company to cover the costs we incurred working on the oil spill.

Solicitor’s Report: No report currently.

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Engineer's Report: No report currently.

MS4 Report: Ms. Rengers worked the MS4 Public outreach booth at the Sewickley Harvest Fest on Saturday, September 8th. This is our 3rd Public Outreach event this year through the COG.

Public Safety Report: Mr. Janaszek reported that there were 79 calls for the months of August and listed the various calls. We tested for the Sergeants position on Saturday. Officer Mike Molinaro, Officer Angel Moore and Officer Ron Wilson tested for the position. Mr. Janaszek shared a letter of commendation with the Commissioners regarding Officer Molinaro's extra effort and time spent helping with the new computer set up this summer. A discussion was had about the fire department's financial reports.

Health and Sanitation: Mrs. Adipietro reported that her neighbor complained to her about another neighbor who is a hoarder. The Township has dealt with this resident before and condemned the house, but because the resident is of sound mind, cannot force her out of her home. If the resident was removed from the home, the condition of the home would remain. A discussion was had around the issue.

QVCOG: After many Budget Meetings, a tentative Budget was decided upon. There will be no increase in dues and fees. There will be a 10% decrease in Administration fees.

UNFINISHED BUSINESS

Approval of Resolution 2018-21 (Emergency Management Plan)

MOTION: Mr. Stephansky made a motion to approve Resolution 2018-21, for the Emergency Management Plan, seconded by Mr. Janaszek, with all in favor.

Approval of Resolution 2018-22 (National Incident Management System)

MOTION: Mrs. Adipietro made a motion to approve Resolution 2018-22 for the National Incident Management System, seconded by Mr. Janaszek, with all in favor.

Approval of Ordinance 2018-2 (Lowering Non-Uniformed DROP Age)

MOTION: Mr. Stephansky made a motion to approve Ordinance 2018-2, lowering the DROP age to 57 for the Non-uniformed Pension Plan, seconded by Mr. Janaszek, with all in favor.

Auditor Request for Proposals

Ms. Rengers sent out 5 requests for Proposals for Auditor. We received two bids, two not interested and one no response. A discussion was had around the issue. The Board has been pleased with Mr. O'Connor's work.

MOTION: Mr. Stephansky made a motion to accept the proposal from Fabian O'Connor, as submitted, with all in favor.

Police Sergeant's Stipend

Mr. Madden is concerned that there is no language in the CBA regarding a Sergeants Stipend. Mr. Madden recommended tabling the issue until we receive the test scores. A discussion was had around the issue.

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NEW BUSINESS

Approval of Uniformed and Non-uniformed Pension Plan Minimum Municipal Funding Obligation (MMO)

For the past two years the Police Pension MMO was zero due to Chief Wanto being on the DROP. The MMO is reassessed every two years. For 2019, it will be \$22,000.00. The Non-uniformed Plan MMO is \$56,000.00 and we will budget to receive \$56,000.00 in State Aid, as recommended by Uninvest.

MOTION: Mr. Stephansky made a motion to approve the MMO's for both the Uniformed and Non-uniformed Pension Plans, seconded by Mr. Besong with all in favor.

Budget Calendar

A discussion was had about the scheduling of the Budget meetings.

Approval to Advertise Budget Meetings

A short discussion was had about the Budget. The roof of the building is leaking.

MOTION: Mr. Stephansky made a motion to advertise the Budget Meetings for October 10th at 6 pm and November 12th, seconded by Mr. Janaszek, with all in favor.

Gazebo Lighting in December

The Township will have a Gazebo Lighting in November for the Holiday Season.

MOTION: Mr. Besong made a motion to approve spending up to \$300.00 for a gazebo lighting event, seconded by Mr. Janaszek, with all in favor.

PUBLIC PARTICIPATION

Sam Capezzuto, Fern Hollow Nature Center, gave a presentation on the nature center. They are looking for support from the Quaker Valley Municipalities.

ADJOURNMENT

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

Respectfully Submitted:
Betsy Rengers, Manager