

LEET TOWNSHIP BOARD OF COMMISSIONERS
September 9, 2019
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 Gary Bradel in the Leet Township Municipal Building, 198 Ambridge Ave., Fair Oaks, PA 15003. Commissioners present were Gary Bradel, Jim Janaszek, and Donna Adipietro.

Also, present:

Betsy Rengers, Manager	Tim Jones, Resident
Zane Madden, Solicitor	Tom Weber, Residents
Dan Slagle, Engineer	Shelley Newlin, Resident
Tom Weber, Resident	Carolyn Verszyla, Resident
Sonya Charlesworth, Resident	

Note: Tape inaudible.

Statement of Special Meeting: We held a Special Meeting on September 3, 2019 to approve advertisement of ordinances for the purchase of 194 Ambridge Ave and to receive donated property from Gary Bradel.

General Audit Results

Auditor Fabian O'Connor reviewed the results of the 2018 General Audit with the Board. Mr. O'Connor met with Ms. Rengers and Ms. Phillips on August 15th and went through the results page by page. Mr. O'Connor pointed out that the theme from 2017 was to keep from overspending. The Manager had improved on the spending and ended 2018 with a \$122,000.00 fund balance. In Mr. O'Connor's opinion, the audit did not disclose anything bad, the assets had been stated properly. Mr. O'Connor let the Board know that the Manager had worked on all the suggestions from the 2017 Audit and they were improved upon.

APPROVAL OF MINUTES

MOTION: Mr. Janaszek made a motion to approve the minutes of the Regular Meeting on August 12, 2019 and the Special Meeting Minutes on September 3, 2019 as submitted, seconded by Mrs. Adipietro, with all in favor.

APPROVAL OF BILLS PAYABLE

MOTION: Mr. Janaszek made a motion to approve Check Detail 08-2019, seconded by Mrs. Adipietro, with all in favor.

2019 Budget to Actual Report:

MOTION: Mr. Janaszek made a motion to approve the 2019 Budget to Actual Report, seconded by Mrs. Adipietro, with all in favor.

Finance Report: Ms. Phillips reported the reconciled bank balances as of August 2019:

FNB General Fund	\$398,194.10
FNB Liquid Fuels	\$44,228.11
FNB Emergency Reserve	\$1,944.45
FNB Fireman's Truck	\$32,208.82
FNB Capital Reserve	\$52,994.20
PLGIT Class	\$10,325.13

Manager's Report: Betsy Rengers reported:

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- The Pension Auditor completed her audit and found that there are no comments or findings against the Township. Her audit goes through two other reviews for a final decision.
- I talked to Dan Cohen about our Comcast Franchise Agreement and a small wireless ordinance. Cohen Law Group are experts in the field, and they did our cell tower ordinance and are working on our Verizon Franchise Agreement. The Comcast Agreement is a 10-year agreement and we receive approximately \$18,000.00 a year from it. With the Boards permission, I would like to engage the Cohen Law Group to work on the Comcast Franchise Agreement and a small cell tower ordinance. They have given us a quote of \$7,900.00 for the franchise agreement and up to \$2,500.00 for the small cell tower ordinance.

MOTION: Mrs. Adipietro made a motion to engage Cohen Law Group to work on the Comcast Franchise Agreement and to write a small cell tower ordinance, in the amount of \$10,400.00, seconded by Mr. Janaszek, with all in favor.

- We will hold another Special Meeting on Wednesday September 11th at 7 pm here at the building to consider for approval two ordinances: one for purchase of 194 Ambridge Ave. and on to receive donated property from Gary Bradel. If approved, we will close on Jehovah's Witness Hall on Monday, September 16th at First National Bank. Time to be determined.
- We have calculated and Girard has approved the Minimum Municipal Obligations for 2020. The Police Pension Minimum Municipal Obligation is \$24,006.00. The Non-uniformed Minimum Municipal Obligation is \$57,146.00. The MMO numbers need to be approved by the Board.

MOTION: Mr. Janaszek made a motion to approve the Minimum Municipal Obligation for the Police Pension Plan for the year 2020, in the amount of \$24,006.00, seconded by Mrs. Adipietro, with all in favor.

MOTION: Mr. Janaszek made a motion to approve the Minimum Municipal Obligation for the Non-Uniformed Pension Plan for the year 2020, in the amount of \$57,146.00, seconded by Mrs. Adipietro, with all in favor.

COMMITTEE REPORTS

Public Works Report: Ms. Rengers went to Quaker Heights after dark to look at the issue with visibility at the entrance to the plan. Although lighting has been installed in the island and there is a LED light pole at the entrance, visibility was an issue. Ms. Rengers spoke to Foreman Andy Wanto about installing reflectors around the curb at the entrance. Resident Tom Weber request that the island is line striped. Mr. Wanto ordered the reflectors and will install them as soon as they arrive.

Solicitor's Report: Report to be given in Executive Session.

Engineer's Report: Mr. Slagle reported:

1. **Municipal Separate Storm Sewer System (MS4)** - The next MS4 Annual Progress Report is due October 2, 2019. We are currently preparing the NPDES MS4 Permit renewal. We request authorization for the appropriate people to sign and post a check for made payable to the Commonwealth of Pennsylvania in the amount of \$2,500.

MOTION: Mr. Janaszek made a motion for Betsy Rengers to sign a check made out to the Commonwealth of PA in the amount of \$2,500.00 for the MS4 Permit renewal, seconded by Mrs. Adipietro, with all in favor.

2. **Quaker Valley High School (QVHS) Site Investigation** - We understand that the QVHS has purchased the 130-acre Parcel with intentions on building a new school. The Site

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Plan is currently being prepared.

3. Health South Site Plan - The site work at Health South is currently underway. We performed a final inspection and prepared a letter of final matters.
4. Ambridge Avenue ADA Sidewalk Project - The Township was awarded a \$65,412 grant from the ACDD/QVCOG for the Ambridge Avenue ADA Sidewalk Project from Willow Street approximately 800 feet long along Ambridge Avenue. We attended a public meeting on May 29, 2019. The project was well received by the Township residents. We have designed the ADA sidewalk based on 4 foot wide sidewalks. Prior to bidding, we plan on having a site visit with the Commissioners to confirm the sidewalk location. ACDD/QVCOG has still not finalized the County Agreement. The deadline for completing this project is June 30, 2020.
5. D.T. Watson Renovation Site Plan - The Developer submitted a Site Plan on August 8, 2019 for consideration at the last Planning Commission meeting on 8/29/2019. The Plan involves renovating the existing Old HealthSouth Hospital, demolishing portions of the building and renovating the remainder of the existing structure to accommodate administration offices and classrooms to support the adjacent Watson Institute campus. The Planning Commission recommended tabling the site plan based on the items contained in the engineer's letter dated 8/15/2019. The major concern involves the sharing of the sewerage facilities and stormwater facilities.
6. Quaker Heights Detention Basin Renovation Project - On July 18, 2019, we met with the Public Works Superintendent to inspect recent damage to the Quaker Heights Detention Basin which occurred during the July 11, 2019 microburst which resulted in areawide flooding. We have reviewed the research regarding the ownership of the Quaker Heights Detention Basin. We will discuss the issue in Executive Session due to potential litigation.

Property owner Shelly Newlin addressed the Board regarding the issue. She was very upset and felt the Board wasn't moving fast enough to resolve the issue.
7. Columbia Gas Sidewalk Replacement Project - Columbia Gas completed the sidewalk replacement project along Mound Street. We understand through the Public Works Superintendent that a water issue exists from a hillside spring.
8. 2020 QVCOG/ACDD Grant Applications - We prepared/submitted the 2020 QVCOG/ACDD Grant Pre-Applications due on September 1, 2019 for a multi-phased ADA sidewalk replacement project for the Ambridge Avenue area.

Public Safety Report: Mr. Janaszek reported that there were 61 calls in August. He then listed the calls.

Fire Department Report: No report.

Health and Sanitation: A resident had an issue in her home with poor living conditions for the dogs living there. The dogs have since then been removed from the home.

QVCOG Report: Ms. Rengers reported:
We have been working on the COG Budget. We may see a small due increase this year.

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MS4 Report: No report.

QVSD Report: No Report.

UNFINISHED BUSINESS

Health Insurance Quote

Ms. Rengers asked Municipal Benefit Services to bid on our Health Insurance. MBS has an excellent reputation, is well known, and used by many municipalities including Sewickley. This company pools several hundred municipalities. The insurance is Highmark PPO Blue and UPMC is considered out of network. Their average rate increase per year since 2013 is 3.3%. The bid is a 19% decrease in Health Insurance rates.

MOTION: Mr. Janaszek made a motion to move health, eye and dental insurance to Municipal Benefits Services, seconded by Mrs. Adipietro, with all in favor.

NEW BUSINESS

Rock Salt Prices/Agreement

The township currently pays \$70.47 per ton for rock salt through SHACOG. We must commit to a tonnage amount early in the year before SHACOG bids out the salt. (175 tons). Cargill was the lone salt bidder with bids coming in at \$82.24 per ton. This is approximately a 17% increase. Mr. Wanto and Ms. Rengers will shop other salt companies for next year.

MOTION: Mr. Janaszek made a motion to accept the 2019-2020 Cargill Salt Contract, seconded by Mrs. Adipietro, with all in favor.

PUBLIC PARTICIPATION

Resident Sonya Charlesworth let the Board know that the Allegheny Land Trust would hold a meeting on Wednesday at 6:30 pm at the Economy Fire Hall to discuss the new Big Sewickley Creek Watershed Association.

Resident Tom Weber will submit a newsletter article about the visibility issue at entrance to Quaker Heights

Resident Carolyn Verzsyla commented that Movie Night at Quaker Heights Park was very nice, and many residents attended.

EXECUTIVE SESSION

MOTION: Mr. Janaszek made a motion to go into Executive Session to discuss employee issues and possible litigation, seconded by Mrs. Adipietro, with all in favor.

MOTION: Mr. Janaszek made a motion to go into Regular Session after the Executive Session that discussed employee issues and possible litigation, seconded by Mrs. Adipietro, with all in favor.

MOTION: Mr. Janaszek made a motion to authorize Mr. Janaszek and Mrs. Adipietro to negotiate a contract buy out, seconded by Mrs. Adipietro, with all in favor.

MOTION: Mr. Janaszek made a motion to offer Chief Bill Wanto a two-year contract for the years 2020 and 2021 at 32 hours per week, at \$40,000.00, with personal health insurance and 2 weeks PTO, contingent on approval by Chief Wanto, seconded by Mrs. Adipietro, with all in favor.

MOTION: Mr. Janaszek made a motion to authorize Engineer Slagle to run a CCTV on the pipes at the Quaker Heights Detention Basin and have a survey done of the area, seconded by Mrs. Adipietro, with all in favor.

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ADJOURNMENT

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

Respectfully Submitted:
Betsy Rengers, Manager