

LEET TOWNSHIP BOARD OF COMMISSIONERS
July 13, 2020
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 Donna Adipietro in the Leet Township Municipal Building, 194 Ambridge Ave., Fair Oaks, PA 15003. Commissioners present were Jim Janaszek, Donna Adipietro, Erika Oslick, and Marty McDaniel.

Absent: Commissioner Carolyn Verszyla

Also, present:

Betsy Rengers, Manager	Rick Hite, Resident
Dan Slagle, Engineer	Joanne McDaniel, Resident
Steve Chesney, Solicitor	
Nathan Turner, Resident	
Stephanie Popowich, Resident	
Twain Popowich, Resident	

PUBLIC PARTICIPATION

Mrs. Adipietro asked for public participation from the audience. There were no comments from the audience at that time.

APPROVAL OF MINUTES

MOTION: Mr. Janaszek made a motion to approve the minutes of the May 26, 2020 Board of Commissioners Meeting, as amended, seconded by Ms. Oslick, with all in favor.

APPROVAL OF BILLS PAYABLE

MOTION: Mr. Janaszek made a motion to approve Check Detail 06-2020, seconded by Ms. Oslick, with all in favor.

2020 Budget to Actual Report: January -June 2020

Mr. McDaniel reviewed compared the reports from 2019 and 2020 and found that our income and expenditures were almost the same for the year to date. Mr. Janaszek mentioned that the manager has been working towards not having to take a TAN loan every year.

MOTION: Mr. Janaszek made a motion to accept the 2020 Budget to Actual Report, seconded by Ms. Oslick, with all in favor.

Liquid Fuels Audit: The Township was audited by Penn Dot and the Auditor General's office. The audits revealed no findings. A portion of the DCED Audit has been completed and filed. The management letters are still with the Auditor. Once completed, the Auditor will come in with the Auditor's copy and update QuickBooks. The General Audit is currently being conducted.

Finance Report: Mr. McDaniel reported:

June 2020 bank balances:

FNB General Fund	\$659,659.47
FNB Capital Reserve	\$88,789.81
FNB Emergency Reserve	\$2,655.22
FNB Escrow Fund	\$397.71
Liquid Fuels Account	\$68,735.14

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PLGIT Class	\$16,945.52
Fireman's Truck Fund	\$32,630.40

Tax Collectors Report: Ms. Rengers reported that there are \$107,247.86 in uncollected taxes.

Pension Plan Report: The Board was given the April 1 through June 30, 2020 Aggregate Report for both the Uniformed and Non- Uniformed Pension Plans.

Solicitor's Report: No report.

Engineer's Report: Mr. Slagle reported:

- 1. Health South Site Plan - The Developer has requested the release of the Performance Bond. We performed a follow-up final inspection and updated the letter of final matters. The site work at Health South is nearing completion. Due to the work that needs to be done, we cannot recommend the release of the bond at this time. We will investigate the bonds we have in place to pay for the work that needs to be done.**
- 2. Ambridge Avenue ADA Sidewalk Project – Work should begin on the week of July 20th.**
- 3. Watson Renovation Site Plan - The Site Plan was approved on October 14, 2019. The Developers Agreement has been executed and bonding posted. Demolition is currently underway. We are providing periodic Construction Surveillance. The prime contractor is PJ Dick.**
- 4. Quaker Heights Detention Basin Renovation Project - We have reviewed the historical construction drawings for the Quaker Heights Development and Settlement Agreement and believe that this Detention Basin was constructed on private property by the prior landowner. **We are currently waiting for a legal interpretation regarding Detention Basin ownership/responsibility.****
- 5. 2020 Paving Project - The Commissioners are considering the award of the 2020 paving project to Mele & Mele. Mr. Slagle is in the process of finding out if Mele will hold the financing on the project until next year.**
- 6. Sewickley Borough Act 537 Plan – We had a meeting today regarding this project.**
- 7. Oil and Gas Ordinance - We met with the Planning Commission on 2/27/2020 to discuss modifications to the Township's Oil and Gas Ordinance to stop unauthorized fracking within the Township from adjoining municipalities.**
- 8. OVHS Project: On June 26, 2020 the Manager, Mrs. Adipietro, Mr. McDaniel, and Mr. Sagle met with the school district to discuss their preliminary site plan. The District was given a directive to consolidate the lots as a first step. The District has put different costs scenarios on their website. A short discussion was had about the project.**

Manager's Report: Ms. Rengers reported: Allegheny County has received a federal COVID relief grant. The grant is based on population and the Township will receive \$40,000.00. We are still gathering information on the expenditures that will be reimbursable.

COMMITTEE REPORTS

Public Works Report: Mr. A. Wanto reported that the Township had budgeted for stormwater issues. Mr. Wanto and Mr. Slagle investigated a stormwater drain issue in Olde Sewickley Highlands. Mr. Wanto reported that we will

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do work in that area in the future. Mr. Slagle stated that a tree fell over and this raised concerns. The Township has a financing vehicle to help maintain stormwater facilities in the future.

MS4 Report: The Township has 10 detention basins that we maintain. The new high school is projected to have 3 detention basins. This will help with water issues. We had all the trees in the Old Sewickley island removed. A resident called the Manager and asked about designing a plan for the island. The Board will need to decide how to proceed with the island.

Next year the crosswalks should be painted red and include glass beads for better reflection.

Public Safety Report: Mr. Janaszek reported that there were 42 calls in June. Mr. Janaszek listed the calls.

Fire Department Report: Mrs. Adipietro reported that there were 10 calls in June. The Department is in the process of applying for a grant through the office of the State Fire Commissioner for shortfalls in fundraising due to COVID-19.

Building Permits: The Building and Occupancy Permit logs were presented in the Commissioners packets.

Code Enforcement: Ms. Oslick reported:

June 10-July 13, 2020

Letters Sent	3	
Certified Letters Sent	2	
Door Tags	10	
Grants awarded	1	\$220,000.00
Newsletter Articles re: CE	1	

We will be reviewing the Ordinances to see what should be updated and changed.

Ms. Rengers reported that we have some residents that are refusing to comply with the ordinances, and we may have to file citations. Occupancy Inspections are to check for safety issues such as handrails, smoke detectors and condition of property. It is an important tool to fight blight in the Township.

QVCOG Report: CD46-7.4a ADA Sidewalk Agreement: Ms. Rengers was notified that the Township was awarded \$220,000.00 through the Community Development Block Program for Phase II of the sidewalk project. The COG is seeking approval to bid the project.

MOTION: Mr. Janaszek made a motion to authorize Engineer Slagle to do the design work for Phase II of the ADA sidewalk project, seconded by Mr. McDaniel, with all in favor.

MOTION: Mr. Janaszek made a motion to enter into the agreement and allow the COG to bid the CD46-7.4a ADA Sidewalk Project, seconded by Mr. McDaniel, with all in favor.

A short discussion was had about Columbia Gas sidewalks.

QVHS Report: Mr. McDaniel reported that the school district informally presented a proposed site plan for the new high school. There is much more design work to be done before they formally submit the plan to the Township.

MS4 Report: Mr. McDaniel reported that a tree had fallen across the Big Sewickley Creek and debris had started to collect there causing concerns for flooding. Mr. McDaniel researched Township code and contacted the DEP and the ACCD regarding the regulations to remove a tree from the creek. He found that we can remove it as long as no heavy equipment goes into the creek. Mr. A. Wanto has looked at the issue. This year is hugely different from last year with

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the lack of rain, the creek is low. Also, the water has pushed the tree closer to the bank to a more accessible site. The Township has rented a chipper and can chip the debris. A discussion was had about the process of removing the tree.

MOTION: Mr. Janaszek made a motion to have the foreman and the Public Works crew remove the tree from Big Sewickley Creek, seconded by Mr. McDaniel, with all in favor.

UNFINISHED BUSINESS

Mortgage Refinance: Ms. Rengers gave a report on the process of refinancing the building mortgage. The refinance will be through PNC with a 2.85% interest rate for 10 years. We will meet with First National Bank to see if they will waive the prepayment penalty.

MOTION: Mr. Janaszek made a motion to move forward with the PNC mortgage refinance, seconded by Mr. McDaniel, with all in favor.

MOTION: Mr. Janaszek made a motion for Manager Rengers to sign the non-binding agreement with PNC Bank and send it in, seconded by Ms. Oslick, with all in favor.

NEW BUSINESS

Approval to Open QVHS Escrow Account

The Township received an escrow check in the amount of \$5,000.00 from the high school to pay for Township Engineering fees and we would like to open an PLGIT escrow account for these funds. Ms. Rengers also asked for permission to separate out two accounts: one for Public Works in the amount of \$20,000.00 and one for the Police Department in the amount of \$20,000.00. The Board discussed this and felt that it would create too many accounts.

MOTION: Mr. McDaniel made a motion to open a QVHS Escrow Account in the amount of \$5,000.00, seconded by Mr. Janaszek, with all in favor.

Salt Storage Agreement: Due to the mild winter, Cargill is extending the time they will store the salt for the 2019-2020 season. The Township lowered the minimum purchase for 2020-2021 season to 150 tons.

MOTION: Mr. McDaniel made a motion to enter into the Cargill Salt Storage Agreement for the remaining salt for the 2019-2020 season, seconded by Mr. Janaszek, with all in favor.

Cell Phone Bill

A discussion was had about paying the cell phone bill for Captain Molinaro and Manager Rengers.

MOTION: Mr. Janaszek made a motion to pay for Captain Molinaro and Manager Rengers cell phone data plans, seconded by Mr. McDaniel, with all in favor.

Liability/Cyber/Data Breach/Public Officials Insurance Renewal

MOTION: Mr. McDaniel made a motion to approve the Liability/Cyber/Data Breach/Public Officials Insurance Renewal as presented, seconded by Ms. Oslick, with all in favor.

Alberts Heating and Cooling Annual Plan

MOTION: Mr. McDaniel made a motion to approve the Alberts Heating and Cooling Annual Plan for three units, in the amount of \$297.00, seconded by Mr. Janaszek, with all in favor.

Approval to Engage with HomeTown Press for the Newsletter

The Board discussed using Hometown Press for the newsletter. The Commissioners are satisfied with the current newsletter. The consensus from the Board was not to use Hometown Press.

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JoAnn McDaniel, Resident, let the Board know that sometimes it is hard to hear the Board during the meetings. There is a PA system in the building, and we are working on getting it to work.

Mr. McDaniel asked Mr. Wanto to update him on the installation of the mirrors and no parking signs on Ambridge Ave. The signs and mirrors have been ordered and will be installed as soon as they are received. Ms. Popowich reported that the parking on the sidewalks has not been as bad as it was last time, but residents are still parking on the sidewalks.

ADJOURNMENT

MOTION: Mr. Janaszek made a motion to adjourn at 8:13 p.m., seconded by Ms. Oslick, with all in favor.

Respectfully Submitted:
Betsy Rengers, Manager