

LEET TOWNSHIP BOARD OF COMMISSIONERS
June 8, 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, Carolyn Verszyla and Marty McDaniel.

Also, present:

Betsy Rengers, Manager	Rick Hite, Resident
Dan Slagle, Engineer	Charlie Fredrick, Resident
Steve Chesney, Solicitor	Dan Homich, Civil Service Board
Steph Popowich, Resident	Michele Slomka, Resident
Nathan Turner, Resident	Julie Charko, Resident
Becca Popowich, Resident	Neil Ramdhanie, Resident
Twain Popowich, Resident	Joanne McDaniel, Resident

PUBLIC PARTICIPATION

Charlie Fredrick, resident, had an issue with cars parked on Ambridge Ave. that are blocking the view of oncoming traffic when pulling out of Neeley Street. A short discussion was had about how to resolve the issue.

APPROVAL OF MINUTES

In the meeting minutes, under the Manager's report, #2, it says that we have extended the Cargill Agreement for one year. This should have Board approval. A discussion was had regarding the minimum amount of salt that the Township must purchase.

MOTION: Mr. McDaniel made a motion to extend the Cargill Salt Contract for one year at \$78.82 per ton, seconded by Mr. Janaszek, with all in favor.

Mrs. Verszyla would like for the meeting minutes to reflect that she was absent and the times that we go into and come out of Executive Session.

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. Roll call was taken with Mr. McDaniel, Ms. Oslick, Mrs. Adipietro and Mr. Janaszek in favor of the motion. Mrs. Verszyla abstained from the motion because she was absent from that meeting.

APPROVAL OF BILLS PAYABLE

Mr. McDaniel would like to have the Building Inspectors reports in the packet.

MOTION: Mr. Janaszek made a motion to approve Check Detail 05-2020, seconded by Ms. Oslick, with Mr. McDaniel, Ms. Oslick, Mrs. Adipietro and Mr. Janaszek in favor of the motion. Mrs. Verszyla voted no.

2020 Budget to Actual Report: January -May 2020

Mr. McDaniel noted an error in the Budget. The Public Works Insurance line reflected a zero and created a deficit of \$24,612.00. To correct the error, this amount was moved from line item 492.97, Interfund Transfers, Other.

MOTION: Mr. McDaniel made a motion to move \$24,612.00 from Category 492.97: Interfund Transfers, Other to Category 430.196 PW Medical Insurance, seconded by Ms. Verszyla, with all in favor.

The April to May report was reviewed and a comparison was made. There was not a big difference in the Earned Income Tax amounts collected from the same time period last year.

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

Finance Report: Mr. McDaniel reported:

May 2020 bank balances:

FNB General Fund	\$797,044.24
FNB Capital Reserve	\$88,734.38
FNB Emergency Reserve	\$2,654.64
FNB Escrow Fund	\$407.71
Liquid Fuels Account	\$72,004.22
PLGIT Class	\$16,716.27
Fireman's Truck Fund	\$32,610.03

Tax Collectors Report: Ms. Rengers reported that the unpaid taxes to date are \$118,585.34. The Tax Collector's report reflects exonerations in the amount of \$33,878.69. Watson Institute purchased the old Health South Building and was granted tax exempt status. The Township also was granted tax exempt status on the donated Bradel lots and this is reflected in the exoneration number.

Manager's Report: Ms. Rengers reported:

Alberts Heating came in to give us a bid on the broken air conditioner unit and while they were here, they discovered that it was only a blown fuse, so they fixed it.

COMMITTEE REPORTS

Public Works Report: Mrs. Verszyla gave the June 2020 Public Works Report:

- Worked on cleaning storm basins.
- Finished tree/brush removal from all detention ponds.
- Put up U.S. Flags for the holidays.
- Weed killer applications.
- Trimmed back trees on roadways.
- Made mulch deliveries for residents.
- Installed chain gate at Plum Street Park as requested by the Police Department.
- Serviced pickup truck.
- Replaced U-Joint in the backhoe.
- Picked up playground mulch.
- Normal grass cutting and maintenance.

Ms. Rengers will check with Andy to see how many times the streets have been swept this year.

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.**

LEET TOWNSHIP BOARD OF COMMISSIONERS

June 8, 2020

Minutes of the Board of Commissioner's Regular Meeting

2. **Ambridge Avenue ADA Sidewalk Project** - The Township was awarded a \$65,412 grant from the ACDD/QVCOG. The project was awarded to Independent Enterprises with a bid of \$67,200. We attended a mandatory preconstruction meeting on February 27, 2020. ACDD/QVCOG has agreed to fund the entire project. The deadline for completing this project is June 30, 2020. We will request an extension. The Contractor is requesting to start. Please setup a meeting to discuss the proposed timetable and scope of work. The Township will set up a meeting as soon as possible.
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. Dan Homich asked about tax revenue from Watson. Watson is tax exempt.
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 QVCOG/ACDD Grant Applications** - We have prepared/submitted the 2020 QVCOG/ACDD Grant Final Application which was due on November 15, 2019 for a multi-phased ADA sidewalk replacement project for the Ambridge Avenue area. **No Action from QVCOG/ACDD.**
6. **2020 Paving Project** - The Commissioners are considering the award of the 2020 paving project to Mele & Mele based on either a partial or full bid of \$42,660 (Spencer Lane) and \$58,720 (Chaucer Court). A discussion was had about the Township finances and if the project should be awarded. The Commissioners will discuss saving money and the amount to budget for next year's project. Mr. Slagle explained how he arrived at the bid amount. Mr. Slagle will speak to the contractor to see if he will hold the bid until next year or the Board may reject all bids.
7. **Sewickley Borough Act 537 Plan** - The Act 537 Plan indicates a 19% to 27% savings in sewage bills to Leetsdale plus a broader base to defray future costs/inflation. A Resolution of approval will be required. We are currently scheduling an Act 537 Plan overview meeting with the Township.
8. **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.

MS4 Report: No report.

Public Safety Report: Mr. Janaszek reported that there were 40 calls in May. Mr. Janaszek listed the calls.

Fire Department Report: Mrs. Adipietro reported that there were 7 calls in May. Training will start on June 15th. The new apparatus has been placed in service.

Code Enforcement: Ms. Oslick reported:

Code Enforcement Report for 2020

Letters Sent by May 15th

24

LEET TOWNSHIP BOARD OF COMMISSIONERS

June 8, 2020

Minutes of the Board of Commissioner’s Regular Meeting

Certified Letters Sent	3
Resolved	16
Door Tags	5
Resolved from Door Tags	4
Letters to send	3

as of 5/27/2020

Door Tags	5
Resolved	2
Certifies Letters sent	2
Letters sent	3
Phone calls	1

Grants approved for sidewalk rehab	1	\$120,000.00
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as of 6/8/2020

Door Tags	9
emails to Landlords	1
Phone calls to Landlords	1

There is a resident in Quaker Heights with an accessory structure in the front yard. The Building Inspector has spoken with the resident.

QVCOG Report: No report.

QVSD Report: No report.

UNFINISHED BUSINESS

Olde Sewickley Highlands Island Tree Removal Bid

A discussion was had about the bids received to remove the oak trees in Old Sewickley Highlands that are dying. Two bids were received: Timber Wolf at \$5,900.00 and Tracy Fennel at \$7,100.00 for 3 trees with another \$2,000.00 for one tree.

MOTION: Mrs. Verszyla made a motion to approve the Timber Wolf Bid, in the amount of \$5,900.00, contingent on Timber Wolf having Workers Comp Insurance, seconded by Mr. Janaszek, with all in favor.

Ms. Rengers will notify the residents that the trees will be removed.

Removal of Tree in Big Sewickley Creek

A discussion was had about the removal of the tree in Big Sewickley Creek and if permits were needed to enter the creek. More information will be obtained, and we will discuss this again at the next meeting.

Mortgage Refinance

John Salopek let the Manager know that the PNC Loan is the best loan that was offered. The loan will require a DCED filing and we will need attorney work on the filing. The offer will expire on June 21st. A discussion was had about the possibility of moving the accounts to PNC and if this would help with the loan cost.

LEET TOWNSHIP BOARD OF COMMISSIONERS

June 8, 2020

Minutes of the Board of Commissioner's Regular Meeting

MOTION: Mr. Janaszek made a motion to have Solicitor Amato engage John Salopek to research/work on the loans for the Township, seconded by Mr. McDaniel, with all in favor.

MOTION: Mr. Janaszek made a motion to advertise a Special Meeting at 7 p.m. on June 18, 2020 to decide on the mortgage loan, seconded by Ms. Oslick, with all in favor.

Approval of Ibis Tek Invoice

The Board has already approved the Ibistek Invoice in the amount of \$7,078.00, but the invoice came in at \$8,614.00. The invoice is \$1,536.00 more than what the Board had already approved due to some added equipment. The bill included graphics, lights, cage and computer stand, etc.

MOTION: Mr. Janaszek made a motion to pay the Ibistek Invoice in the amount of \$8,614.00, seconded by Ms. Oslick, with all in favor.

Extension of Tax Collection Period at Face for 90 Days

A discussion was had about extending the Tax Collection Period at face for 90 days due to Covid 19.

MOTION: Mr. McDaniel made a motion to extend the Leet Township Real Estate Tax Collection period at face for 90 days, seconded by Ms. Oslick, with all in favor.

NEW BUSINESS

Strategic Planning

Mrs. Adipietro explained to the Board that the Planning Commission is working towards creating a strategic plan to work towards a Comprehensive Plan. The Comprehensive Plan will be a map of our future and goals. We will start this process with a survey that will be sent out to residents. The Comprehensive Plan will include inventories of natural resources, topography, water resources, etc. This will help us create a vision of the future and assist us in the budgeting process.

Approval to Participate in Duquesne Light's LED Program

The Board was given a list of light poles that need to be switched to LED bulbs. The Township has participated in this program for many years.

MOTION: Mrs. Verszyla made a motion to participate in the Duquesne Light LED Program with the list of poles as presented, seconded by Ms. Oslick, with all in favor.

Valuation Engineer's Bid

The Board was presented with a bid from Valuation Engineers for an appraisal of all Township assets. The Township conducts a general audit annually and the auditor has requested a professional valuation of assets. The Township will seek more bids from other companies.

Front Counter Modification

The Manager explained that for safety reasons, she is requesting the front counter be modified to prevent anyone from walking past it without permission. A discussion was had around the issue. We will investigate the best way to do this.

QVAA Representative

Mrs. Adipietro has been the QVAA Board member for 19 years and has recently resigned. We will advertise the position in the upcoming newsletter. It requires attendance at a monthly meeting.

PUBLIC PARTICIPATION

Step Popowich, resident, thanked the new Police Officers for doing a great job with traffic control. Ms. Popowich is having an issue with walking on Ambridge Ave. because of the parking on the sidewalks. This causes her to have to walk in the street. Ms. Popowich has a nice neighbor that has many dogs and is not keeping up on cleaning the yard. A discussion was had with the Officers in attendance about the parking on the sidewalk. There were comments about parking against the flow of traffic.

LEET TOWNSHIP BOARD OF COMMISSIONERS
June 8, 2020
Minutes of the Board of Commissioner's Regular Meeting

CORRESPONDENCE

Residents in Quaker Heights thanked Chief Wanto with his help to resolve their issue.

Food Trucks: A resident scheduled food trucks in Quaker Heights. Chief Wanto recommended that they park the trucks on Alden Drive. A discussion was had over where they are parking and if they should have registered with the Township. This is a private event. The Solicitor will create a waiver for the vendors. The Chief will look at the parking situation.

PUBLIC PARTICIPATION

Charlie Frederik, resident, spoke about moving the parking sign at the Township building to Neely.

Mr. Hite, resident, noticed markings on his new sidewalk. This is due to a PA One Call being placed for the sidewalk project. He addressed the Engineer to ask if sewer rates will go down for the entire township. The sewer rate is combined.

Mr. McDaniel asked if Ms. Rengers had a commitment from Watson for a polling place in the fall. She has received a confirmation and will follow up on it.

EXECUTIVE SESSION

MOTION: Mr. Janaszek made a motion to go into Executive Session at 8:31 p.m. to discuss employee issues, seconded by Ms. Oslick, with all in favor.

MOTION: Mrs. Verszyla made a motion to come out of Executive Session at 9:01 p.m. after discussing employee issues, seconded by Ms. Oslick, with all in favor.

ADJOURNMENT

MOTION: Mr. Janaszek made a motion to adjourn at 9:03 p.m., seconded by Ms. Oslick, with all in favor.

Respectfully Submitted:
Betsy Rengers, Manager