

LEET TOWNSHIP BOARD OF COMMISSIONERS

January 11, 2021

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 via Zoom and phone. Commissioners present were Jim Janaszek, Donna Adipietro, Erika Oslick, and Marty McDaniel. Carolyn Verszyla joined the meeting after the reconciled bank balances were read.

Also, present:

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|---------------------------------|---------------------------|
| Andy Wanto, Foreman | Cindy Phillips, Treasurer |
| Betsy Rengers, Manager | Joe Ferrang, Resident |
| Steve Chesney, Solicitor | Cody Blumling, Employee |
| Chuck Soman, Resident | Jake Mosholder, Employee |
| Deb and Katie Cheddar, Resident | |
| Rick Watach, Former Resident | |

Mrs. Adipietro gave the Solicitor's Statement and asked that the meeting attendees speak one at a time and direct all questions to her. A roll call vote will be taken throughout the meeting. She then gave the public participation rules.

PUBLIC PARTICIPATION

Deb and Katie Cheddar, residents, asked about the status of the Zoning Hearing for her neighbor with the unpermitted garage on Neely Street. Ms. Rengers received all of the paperwork from the resident for the unpermitted garage this past week, however it was in different pieces and the narrative was weak. The Flood Plain Application is going to Dan Slagle for review and the Zoning Hearing Application is going to the Zoning Hearing Solicitor. The Zoning Hearing Board has 60 days to schedule the hearing. Ms. Rengers spoke with PEMA about the issue. PEMA said that he can be granted a variance, but it is a Zoning Hearing Board decision. The Township has done everything with in their power and it has been turned over to the Zoning Hearing. The resident must comply with the flood plain ordinance and it is under Engineer's review. We have received an escrow deposit for this review. A discussion was had about the ordinances, setbacks and the process of the Zoning Hearing Board.

APPROVAL OF MINUTES

MOTION: Mr. Janaszek made a motion to approve the minutes of the December 14, 2020 Board of Commissioners Meeting, as presented, seconded by Mr. McDaniel. Roll call was taken with all in favor.

APPROVAL OF BILLS PAYABLE

MOTION: Mr. McDaniel made a motion to approve Check Detail 12-2020, seconded by Mr. Janaszek. Roll call was taken with all in favor.

2020 Budget to Actual Report:

There was a hidden cell on the budget to actual report, so in order to pull it forward, \$0.01 was added to the Budget column. The expenditure was for the Solvency Fee. The miscellaneous income category is typically very small. This year it is too high because of the way the car loan came in and the Cares Grant. Ms. Phillips will speak with the Auditor about creating a category for these incomes.

MOTION: Mr. Janaszek made a motion to approve the 2020 Budget to Actual Report, seconded by Mr. McDaniel. Roll call was taken with all in favor.

Payroll Report: The Board was given a payroll report in their packets.

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Finance Report: Mr. McDaniel reported:

December 2020

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| FNB General Fund | \$161,945.02 |
| FNB Capital Reserve | \$166,508.66 |
| FNB Emergency Reserve | \$22,759.27 |
| Liquid Fuels Account | \$44,657.42 |
| Mortgage Acct/PNC | \$2500.00 |
| PLGIT Class | \$18,863.52 |
| PLGIT Tax Refund | \$25,001.01 |
| Fireman's Truck Fund | \$47,709.17 |

Commissioner Verszyla joined the meeting.

Tax Collectors Report: Ms. Rengers reported that the December Tax Collector's Report reflected \$53,265.51 in unpaid taxes.

Managers' Report

Ms. Rengers reported that Lou Simpronio will begin receiving his pension payments as of January 1, 2021. Mr. Simpronio is still on the payroll in an extremely limited capacity.

COMMITTEE REPORTS

Building Inspector/Code Enforcement Report: Ms. Rengers reported:

- I was notified about a resident who had posted no parking signs in front of their house. I contacted the landlord, and the signs were removed.
- I will be sending out the Landlord Tenant Registration letters this month. There are about 35 landlords. They will register their property and have an occupancy inspection.
- I will try to have the newsletter out by the end of the month.

Public Safety Report: Mr. Janaszek reported that there were 53 calls in December. Mr. Janaszek listed the calls. Mrs. Verszyla commented on the report. The report that was given in the Commissioners packet was incorrect and will be corrected for next month.

Public Works Report: Mr. A. Wanto reported:

The Public Works responded to several snow events. They will be renting a chipper in the next few months to help clean up the Lunak Dump from the collection of Christmas trees. Olde Sewickley Highlands has an issue with three detention basins. There are three standpipes that need to be fixed and we start that soon. There is a biodegradable dump on Lunak for leaves and brush.

Solicitors Report: No Report

Engineers Report: Ms. Rengers reported about the Columbia Gas Mound Street Project. Ms. Rengers found them staging to start the project on January 4th, however they had not placed any bonding or complied with any of the Engineers requests. Ms. Rengers shut them down until the bonds are placed.

MS4 Report: Mr. A. Wanto reported that he has been working on the annual reports. The three detention basins in Olde Sewickley Highlands will be the main focus this year.

Fire Department Report: No report.

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Health and Sanitation: Ms. Rengers reported that the COG has notified everyone that the Waste Management contract will end this year. Ms. Rengers e-mailed Ms. Oslick and Mrs. Adipietro about the services that are currently offered and if we would like to keep that amount of service. We let the COG know that we would like to keep the services that we have. The COG will do all of the footwork on the agreement. A short discussion was had about the service and expenses.

Quaker Valley Council of Governments: No Report

QVHS Report: No report.

UNFINISHED BUSINESS

Paper Street/Township Right of Way

Mr. McDaniel and Mr. Janaszek met at the property and looked at how the utilities run through the right of way. There are gas lines and sewer lines that meander at an angle through the property. If there were no utilities, we could vacate it. They looked at different ways to try to accommodate the resident. The Solicitor will have to get involved in this issue due to the utilities that are located there. We need to know how many feet are needed from the applicant to see if it is feasible. Mr. Chesney stated that if the street is vacated, the utility lines are then trespassing and would need to be moved. There is a Supreme Court case that speaks to the issue and says that a Township cannot vacate a street while maintaining a right of way to a utility line. We need to consult with the utility companies before any decisions are made.

Approval of Ordinance 2021-01 (Verizon Franchise Agreement)

MOTION: Mr. McDaniel made a motion to approve the Verizon Franchise Agreement, seconded by Mr. Janaszek. A roll call vote was taken with all in favor.

A discussion was had about Cohen Law Group and the expense to have the agreements done.

Payroll Audit: Fabian O'Connor gave the Township a quote of \$750.00 to \$950.00 to audit the payroll. They would review the Planit software and hours as a part of their audit. A discussion was had about the other quote from another auditor and the scope of work. Mr. McDaniel stated we are looking for confirmation of the work that has already been done by the Administration. Mrs. Adipietro stated that they understand the attention to detail that is needed.

MOTION: Mr. Janaszek made a motion to use Fabian O'Connor for the payroll audit, seconded by Ms. Oslick. Roll call was taken with a vote as follows: Mr. Janaszek, yes, Ms. Oslick, yes, Mr. McDaniel, yes, Mrs. Verszyla, no because she does not know if the proposals are comparable. Mrs. Adipietro voted yes. The motion carried.

NEW BUSINESS

Real Estate Township Tax Collector

Mr. McDaniel explained that the Tax Collector's term is on the ballot for 2022. The salary has been \$10,000.00 plus expenses like bonding, postage and printing. The Township may be able to save money by lowering the pay for the Tax Collector and then having Jordan collect the taxes. This is a money saving idea. Aleppo, Sewickley and Edgeworth all use Jordan. We would have to approve this before the municipal filing deadline on February 16th. We would have a Tax Collector and make Jordan the Deputy Tax Collector. They charge \$3.50 per tax bill. We have 730 properties in Leet. We could save about \$8,000.00. We would still have to pay for a bond. The deputy tax collector would do all of the work. The Tax Collector would collect the reports. We will see if this is done by ordinance and advertise it. The discussion continued.

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MOTION: Mr. McDaniel made a motion to set the compensation for the real estate tax collector at \$1,000.00 per year with the understanding that they will deputize Jordan Tax Collectors and Leet Twp will name Jordan deputy tax collector at 3.50 per bill and bonding, seconded by Mrs. Verszyla. Roll call was taken with all in favor.

Commissioner Stipends

A discussion was had about the Commissioners Stipend and whether it should be done away with. The Commissioners do commit time and resources to the position. Mrs. Adipietro does not take a stipend and donates the money to the Fire Department. Other Commissioners in the past have donated to the Fire Department as well. Mrs. Adipietro would have to pay taxes on the stipend if she took it and then donated it. Mr. Chesney will investigate how the donation is made. The Board will leave it up to the individual as to whether they take the stipend or not.

CORRESPONDENCE

We received a copy of a letter from Edgeworth to Leetsdale Municipal Authority regarding the Sewickley Act 537 Plan. We have not heard any other information on this plan since last summer.

PUBLIC PARTICIPATION

Mr. McDaniel noted that the website needs to be updated with the agendas and minutes from last year. There was no other public participation.

EXECUTIVE SESSION

MOTION: Ms. Oslick made a motion to go into Executive Session at 8:23 p.m. to discuss employee issues, seconded by Mr. Janaszek. Roll call was taken with all in favor.

MOTION: Mr. Janaszek made a motion to return to Regular Session, seconded by Mr. McDaniel, with all in favor.

MOTION: Mr. McDaniel made a motion to extend Cody Blumling and Jake Mosholder the 2021 employment contracts as presented, seconded by Mrs. Verszyla. Roll call was taken with all in favor.

ADJOURNMENT

MOTION: Mr. Janaszek made a motion to adjourn at 9:07 p.m., seconded by Mrs. Verszyla, with all in favor.

Respectfully Submitted:

Betsy Rengers, Manager