

LEET TOWNSHIP BOARD OF COMMISSIONERS
December 13, 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. Commissioners present were Donna Adipietro, Rody Nash, Carolyn Verszyla, and Martin McDaniel. The meeting started with the Pledge of Allegiance.

Absent: Commissioner Erika Oslick

Also present:

Betsy Rengers, Manager	Tom Jones, Resident
Stephen Chesney, Solicitor	Charlie Frederick, Resident
Dan Slagle, Engineer	Bob Gulish, Resident
William Bubb, Resident	Katie Melodini, Resident
Dan Peluso, Resident	Deb Cheddar, Resident
Emily Bennett, Resident	Dane Birks, Resident
Jeff Besong, Resident	Justin Miller, Resident
Stephen Ford, Resident	Jessica Leety, Resident
Nate Turner, Resident	

Mrs. Adipietro welcomed everyone to the meeting and gave the rules of public participation.

PUBLIC PARTICIPATION

Tom Jones, a resident, asked about a tree limb at 148 Pilgrim Drive and who would be taking care of it as it was becoming an issue. Public Works looked at it and determined it was on private property. The resident was notified to have a tree professional take it down as it was on private property. If they do not respond Mr. Chesney would write a letter, and if they don't remedy it, then the township would take care of it and charge the resident.

Katie Melodini, a resident, asked for the status of the zoning hearing with Wernicki. Mr. Chesney explained that there were three surveys done by the same engineer with different results and there is a problem with that. Mr. Wernicki was to get a new survey from a different engineer, and we have not received it yet. As soon as it is received, the Zoning Hearing Board will move forward with the hearing. The Township will contact Vince Restauri for an update on the timeline.

The discussion continued about the survey. Citations that are to be issued are pending and Wernicki's engineer has acknowledged this. The Township was advised not to issue any citations until the issues are resolved. The building inspector must issue citations as he sees fit and there is a concern about the floodplain. The Township is not purposely delaying, but there have been many factors such as COVID19, hearings being canceled, and the three conflicting reports.

Mr. McDaniel stated that the building would never have been given a permit as it is in a floodplain, and a citation should have been issued then.

Kurt Bubb, a resident, requested the agenda be posted on Friday before the meeting, and that minutes be posted two weeks after, or as timely as possible. Agendas are posted 24 hours before the meeting and the Board must approve the minutes before they can be posted online.

APPROVAL OF MINUTES

MOTION: Mr. McDaniel made a motion to approve the August 2, 2021, minutes. Mrs. Verszyla seconded the motion. Roll call was taken with Mrs. Verszyla, Mr. McDaniel, and Mrs. Adipietro in favor of the motion. Mr. Nash abstained from the vote because he was not present for that meeting.

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MOTION: Mr. McDaniel made a motion to approve October 25, 2021 minutes, seconded by Mrs. Verszyla. Roll call was taken with Mrs. Verszyla, Mr. McDaniel, and Mrs. Adipietro in favor of the motion. Mr. Nash abstained from the vote because he was not present for that meeting.

APPROVAL OF BILLS PAYABLE

MOTION: McDaniel made a motion to approve check detail 11-2021, seconded by Mrs. Verszyla. Roll call was taken with Mrs. Verszyla, Mr. McDaniel, and Mrs. Adipietro in favor of the motion.

2021 Budget to Actual Report:

Mr. McDaniel, Finance Commissioner, stated that the total revenue through November 2020 was \$1,747,000.00. This year's revenues are slightly up by \$17,000.00 through November 2021. Some expenses in a few departments are up, but it is hard to compare due to non-recurring expenses between years. The expenses through last year up until November 2020 were \$1,472,000.00 and this year by November 2021, it is \$1,671,000.00 roughly \$200,000.00 more. But the Township spent funds on street paving this year whereas it didn't last year. The Zoning Hearing Board has spent \$37,000.00 through November and we will owe more than \$20,000.00 next year. Mr. Wernicki's zoning hearing legal advertisement was \$510.00. Mrs. Adipietro has saved the Township around \$6,000 by operating the Zoom meeting technology rather than hiring a tech person. Leet Township is financially responsible since the property is in our township. The year-end balance for the general fund is estimated to be around \$200,000 as compared to 4 years ago when we had \$6,000 at year-end.

Finance Report: Mr. McDaniel reported:

November 2021

FNB General Fund	\$267,858.95
FNB Capital Reserve	\$72,946.04
FNB Emergency Reserve	\$20,686.50
Liquid Fuels Account	\$55,551.81
Mortgage Acct/PNC	\$771.07
PLGIT Class	\$29,705.34
PLGIT Tax Refund	\$25,583.28
Fireman's Truck Fund	\$21,774.75
War Memorial Fund	\$10,172.91
ARPA Fund	\$83,005.02

Tax Collectors Report: No report.

Managers' Report

Ms. Rengers reported:

- The Zoning Hearing Board approved both variances without any restrictions for the Martin Fence. Those results are on the website.
- The Zoning Hearing Board approved variances without any restrictions for the Peace front porch. We are waiting on the written decision, and it will be posted on the website.

MOTION: Mr. McDaniel made a motion to add a money transfer to the Fireman's Truck Fund, in the amount of \$15,000, to the agenda, Mrs. Verszyla seconded the motion. Roll call was taken within favor of the motion

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MOTION: Mr. McDaniel made a motion to move \$15,000.00 from the General Fund to the Fireman's Truck Fund before end of the year, seconded by Mrs. Verszyla. Roll call was taken with all in favor of the motion.

COMMITTEE REPORTS

Building Inspector/Code Enforcement Report:

Ms. Rengers spoke to the residents with the broken tree limb on Pilgrim Drive and they are working on having it removed.

Public Safety Report: Mr. Nash read Leet Township Police Department Reporting November 2021. Total of 108 calls, with 14 traffic stops. He listed all calls in the report.

Public Works Report:

Mrs. Verszyla gave the December 2021 report:

- Picked up leaves.
- Had leaf truck breakdown and repaired.
- New tires were put on the dump truck.
- Parks were cleaned up.
- 2 salt/snow removal outings.
- Cold patch work.
- 67 loads to date of leaf pick up (one more leaf pick up).

Upcoming Work:

- Take off leaf box and put on all salt spreaders.
- Service plows.
- Clean up garage.

Solicitor's Report: No report.

Fire Department Report: Mr. Turner said the Fire Department roof was repaired. The Fire Department received COVID money from the County which will go towards the driveway in the spring. The Annual Santa on the Fire Truck event is scheduled for this Saturday, December 18th starting in Quaker Heights at 3:00 pm.

MS4Report: Mr. Slagle reported:

The MS4 has been filed with the state. The next report is due September 30, 2022.

Engineers Report: Mr. Slagle reported

1. 2022 QVCOG/ACDD Grant Applications: we prepared/submitted the 2022 QVCOG/ACDD grant pre-application on August 31, 2021. We have completed and submitted the final grant application which is due on November 12, 2021. The project scope included ADA sidewalk throughout the township at a cost of \$116,000.
2. Ambridge Avenue ADA Sidewalk Project PH II: we have completed the design for the Ambridge Avenue ADA Sidewalk Project Phase II for the residual ADA Sidewalks along Neely Street. The project was advertised by QVCOG for a bid opening on January 12, 2022.
3. Ambridge Avenue ADA Sidewalk Project Phase I: The township was awarded a grant in the amount of \$220,000 to replace the sidewalks in the Eckert/Neely/Willow area of the Township with new ADA

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sidewalks. Bids were received on April 1, 2021, by QVCOG/ACDD and awarded to El Grande Enterprises at the unit price amount of \$211,395. Construction started on September 27, 2021. The project is 75% complete, moving at a pace of 70 feet per day. We have prepared for the Commissioners' review and approval Estimate No.2 in the amount of \$81,192.41 to El Grande Industries payable from ACDD.

MOTION: Mr. McDaniel moved to approve \$81, 192.41 to El Grande Industries payable from ACDD. Mrs. Verszyla seconded the motion. Roll call was taken with Mrs. Verszyla, Mr. McDaniel, Mr. Nash, and Mrs. Adipietro all in favor of the motion.

4. Watson Site Plan: We performed a follow-up final inspection on October 20, 2021. The majority of the punch list items have been completed. We requested a NOT from ACCD/PaDEP before we can Close Out the project.
5. Health South Site Plan: we performed a follow-up final inspection on October 20, 2021. The majority of the punch list items have been completed. The Township still holds their Performance Bond in the amount of \$338,580 and Cash Bond to cover outstanding costs. We requested a NOT from the ACCD/PaDEP before we can Close Out the project.
6. MS4 Annual Report: The next MS4 Annual report for 2021 is due on September 30, 2022.
7. Wernicki Accessory Use Plan: we have reviewed the written response regarding the Wernicki Accessory Use Plan.
8. Quaker Valley High School Site Plan: The Quaker Valley High School submitted the Conceptual Site Plan on 10/13/2020 for review/comment at the last Planning Commission Meeting on October 22, 2020. The Planning Commission Meeting recommended that the Developer gain approval from the Township's Zoning Hearing Board for a Special Exception to the Townships' AAA-Residence District. Upon approval from the Township's Zoning Hearing Board for the Special Exception, the Developer will complete the required Township's Site plan application. We understand that the Zoning Hearing process was completed.
9. Sewickley Borough ACT 537 Plan was updated based on the meeting with Edgeworth Borough to provide force main from Sewickley Borough to the sewage plant. The updated plan indicates a 19% to 27% savings in sewage bills to Leet Township pls a broader base to defray future costs/inflation. A Resolution of approval will be required by the Township.

Mr. McDaniel stated that it is his understanding that the lawyers have until January 10th to file briefs with the Zoning Hearing Board regarding the proposed high school. At the February 9, 2022 Zoning Hearing, the members will discuss the briefs, deliberate, and come to a conclusion on their decision regarding the land use for the proposed new high school.

Mr. Nash asked for clarification on the Sewickley Borough Act 537. Mr. Slagle stated Sewickley Borough would like to get rid of the wastewater plant and send their waste to the Leetsdale plant. Studies must be done, and all 8 municipalities must agree. To date, only 2 of 8 have signed. If it is approved, it would also have to be approved by DEP. Once they look at it, it becomes the implementation of the plan. It is a work in progress with a 2–3-year time frame. Mr. McDaniel stated that he volunteered to look for engineers and did get one proposal for an impartial review of the plan. He will reach out to other municipalities to see if they are willing to share in the cost of the review. Mr. Slagle asked to be excused from the meeting.

Health and Sanitation: Mr. McDaniel reported: Mr. McDaniel and Mrs. Adipietro had a zoom conference with Waste Management Officials. Collection day will change from Monday to Friday beginning 12/31/2021. That week will have two pickups: last Monday 12/27/21 and 12/31/21 to begin the new Friday schedule. Waste Management feels they can provide better service on Fridays and will place signs in each neighbor regarding the change in pickup days and send out a mailer regarding the same.

Quaker Valley Council of Governments: There was a discussion about the need for Leet Township to be more active with the Quaker Valley Council of Governments and the appointment of the Delegate and Alternate to the Board.

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Quaker Valley School District Report: No report.

UNFINISHED BUSINESS

Approval of Ordinance 2021-04 (Comcast Franchise Agreement)

This is a 10-year agreement.

MOTION: Mr. McDaniel made a motion to approve Ordinance 2021-04, Comcast Franchise Agreement, seconded by Mrs. Verszyla. Roll call was taken with Mrs. Verszyla, Mr. McDaniel, Mr. Nash and Mrs. Adipietro all in favor of the motion.

Approval of Ordinance 2021-05 and 05A (2022 Budget and Millage)

There will be an Executive Session later in the meeting to discuss Public Works contracts. There could be changes, so the Board will hold off on approval of the budget until after the session. Everyone agreed.

MOTION: Mr. McDaniel made a motion to table the approval of the 2022 Budget until after the Executive Session, seconded by Mrs. Verszyla. Roll call was taken with Mrs. Verszyla, Mr. McDaniel, Mr. Nash, and Mrs. Adipietro in favor to table the motion.

Oak/Hill Street Traffic Study Results and Action

Mr. McDaniel reported that recently residents had approached him about a stop sign that was placed at Oak and Hill Street that was approved by the Township. Under the PA motor vehicle code, a stop sign is required under certain conditions. Trans Associates conducted a traffic study on November 19, 2021 and confirmed the sign should stay. Additional plaques will be added to the stop sign, for example, oncoming traffic does not stop, traffic from left/right does not stop.

Mrs. Verszyla asked about the stop sign at Kenney and Pilgrim. She thought that it is a seasonal sign (to come down in November and back up in April). She stated she felt that it needed to be researched to see if it is seasonal.

NEW BUSINESS

Approval of Resolution 2021-17 (Appointment of Bill Wanto to LTMA Board)

Mr. McDaniel read a letter from Leet Township Municipal Board Members requesting that Mr. Wanto be appointed for a five-year term beginning January 1, 2022 through December 31, 2026.

A short discussion was had over ways for residents to pay the sewer authority bills.

MOTION: Mrs. Verszyla made a motion to approve the appointment of Bill Wanto to the Leet Township Municipal Authority Board for a five-year term, seconded by Mr. Nash. Roll call was taken with Mrs. Verszyla, Mr. McDaniel, Mr. Nash, and Mrs. Adipietro all in favor of the motion.

Approval of Resolution 2021-18 (Appointment of Jessica Leety to the position of Administrative Assistant)

MOTION: Mrs. Verszyla made a motion to approve the appointment of Jessica Leety to the position of part-time Administrative Assistant at \$16.00 per hour for 20 hours per week, seconded by Mr. McDaniel. Roll call was taken with Mrs. Verszyla, Mr. McDaniel, Mr. Nash, and Mrs. Adipietro in favor of the motion.

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CORRESPONDENCE

The Commissioners received a letter from John Schwend, Borough Manager of Edgeworth, to Dan Slagle regarding the Sewickley Act 537. The Edgeworth Borough Council reviewed the plan and needed more information on it.

Approval to Advertise Meeting Dates and Times for BOC and Planning Commission

Mr. McDaniel suggested that Executive Sessions be scheduled for 6:30 p.m. if needed, and the Regular Meeting will start at 7:00 p.m. on the second Monday of every month. Everyone agreed it is a good idea.

MOTION: McDaniel made a motion to approve the 2022 Board of Commissioners Meetings and have Executive Session begin at 6:30 p.m. and Regular Meetings at 7:00 p.m., seconded by Mrs. Verszyla. Roll call was taken with Mrs. Verszyla, Mr. McDaniel, Mr. Nash, and Mrs. Adipietro in favor of the motion.

Planning Commission Meetings are held on the Fourth Thursday each month at 6:00 p.m. in Municipal Building. The next meeting is on January 27th, 2022.

MOTION: McDaniel made a motion to approve the Planning Commission meeting advertisement, seconded by Mrs. Verszyla. Roll call was taken with Mrs. Verszyla, Mr. McDaniel, Mr. Nash, and Mrs. Adipietro in favor of the motion.

PUBLIC PARTICIPATION

Tom Jones stated that he has noticed that Ms. Oslick is not present. He asked if she is still interested in being on the Board. Mrs. Adipietro said she is in a full-time position with different shifts which makes scheduling difficult.

Mrs. Cheddar continued the discussion about the Zoning Hearing Board and the Wernicki Hearing. The Board will make every effort to encourage the matter to be resolved by the Zoning Hearing Board as soon as possible.

EXECUTIVE SESSION

MOTION: Mrs. Verszyla made a motion to go into Executive Session to discuss Public Works contracts at 8:40 p.m., seconded by Mr. McDaniel. Roll call was taken with Mrs. Verszyla, Mr. McDaniel, Mr. Nash, and Mrs. Adipietro in favor of the motion

MOTION: Mrs. Verszyla made a motion to go into Regular Session after discussing Public Works Contracts at 9:05 p.m., seconded by Mr. McDaniel, with all in favor.

MOTION: Mr. McDaniel made a motion to amend the agenda to add amending the Budget. Mrs. Verszyla seconded the motion, with all in favor.

MOTION: Mrs. Verszyla made a motion to approve Ordinance 2021-05 and 05A, 2022 Budget and Millage, with an amendment to the category for Public Works full-time wages, increasing the amount by \$2,600.00, seconded by Mr. McDaniel. Roll call was taken with Mrs. Verszyla, Mr. McDaniel, Mr. Nash, and Mrs. Adipietro in favor of the motion.

MOTION: Mrs. Verszyla made a motion to approve the Public Works contract for Andy Wanto. Mr. McDaniel seconded the motion, with all in favor.

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MOTION: Mrs. Nash made a motion to approve the Public Works contract for Cody Blumling. Mrs. Verszyla seconded the motion, with all in favor.

MOTION: Mrs. McDaniel made a motion to approve the Public Works contract for Jake Mosholder with an hourly rate of \$19.20 per hour. Mrs. Verszyla seconded the motion, with all in favor.

ADJOURNMENT

MOTION: Mrs. Verszyla made a motion to adjourn the meeting at 9:40 p.m., seconded by Mr. McDaniel. Roll call was taken with Mrs. Verszyla, Mr. McDaniel, Mr. Nash, and Mrs. Adipietro in favor of adjournment.

/s/Betsy Rengers
Betsy Rengers, Manager

/s/Martin C. McDaniel
Martin C. McDaniel, Commissioner

2/14/2022
Date