

LEET TOWNSHIP BOARD OF COMMISSIONERS  
July 11, 2022  
Minutes of the Board of Commissioner's Regular Meeting

The Regular Meeting of the Leet Township Board of Commissioners was called to order at 7:00 p.m. by President Martin C. McDaniel at the Leet Township Municipal Building, 194 Ambridge Ave., Fair Oaks, PA 15003. Roll Call: Commissioners present were Martin C. McDaniel, Rody Nash, Dan Peluso, and John Stephansky.

Absent: Commissioner Carolyn Verszyla

The meeting started with the Pledge of Allegiance.

Also present:

Betsy Rengers, Manager	Stephen Chesney, Solicitor
Joe Ferrang, Planning Commission Chair	
Chuck Soman, Resident	Salina Everett, Resident
Curt Bubb, Resident	David Goerman, Resident
Peggy Adams, Resident	Cindy Phillips, Sewickley Hills Resident
Bob Gulish, Resident	John Bunce, Resident
David Kovacs, Resident	Tim Budacki, Leetsdale Resident
Charlie Frederick, Resident	Julie Charko, Resident
Jim Charlesworth, Resident	Emily Bennet, Resident
Sarah Miller, Resident	April Martin, Resident
Don Birnie, Resident	Stacy Ford, Resident
Bill Jasper, Leetsdale Resident	
Tom Weber, Civil Service Chairman	
Interim Chief Steve Panormios	

**PUBLIC PARTICIPATION**

Resident Salina Everett informed the Board that when the sidewalk company worked on Neely, they left a hole in the asphalt on the corner of Neely and the alley. They also left the port a john. The manager will follow up with Mr. Slagle to resolve these issues.

Civil Service Chairman Tom Weber reported that as of today, he received 3 applications to test for the position of a police officer. Physical testing and the written exam will take place next week.

Leetsdale Resident Bill Jasper participated in the zoning hearings for the proposed new high school and made a diagram regarding the traffic patterns. He felt that the Leet site is more dangerous than the current high school site because it will take longer for first responders to get to the site. The way the site's traffic patterns are configured does not make sense. There is only one way into the site. He is in support of the Zoning Hearing Board's denial of the plan due to safety issues. He asked the Commissioners to support the Zoning Hearing Board.

Leetsdale resident Tim Budacki's property abuts Mr. Russo's property all of which flows through a ditch and a private road. He prepared a letter in March to the school board and would like the Board to admit it into the meeting documents tonight. He is currently retired but worked in safety, environmental, and health assessment work. The insurance limit discussion is inadequate and coverages that should be added such as X, C, U: explosion, collapse, or undermine. He suggested that types of insurance be explored. The former Walker Estate maintained the drainage ditches and they are not maintained now by Quaker Valley School District.

Resident Charlie Frederick made a note of the discount Waste Management gives to the Ambridge customers and asked if we could get the same discount. The Board will investigate the discount and report back on the findings.

Cindy Phillips, Sewickley Hills Resident, has photos from a police officer qualifying event and will put them on a disk for the Board.

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Mr. McDaniel stated that the proposed high school land development application is in the court system, and it may be denied by the Court. If the Court decides in favor of the project, the plan will come to the Planning Commission. At that time, the public may comment on the site plan. This will all be done in public. The site plan will then go to the Board of Commissioners. If the plan meets all the laws, the Board is required to vote in favor of it. If it does not, it should be rejected. There will be public hearings. The Leet Township Zoning Board spent many hours on this and made a decision that was well thought out. The Leet Township Board of Commissioners will be the judge and jury and cannot be prejudiced against the project. Mr. Budacki asked if there had been any negotiations between the Township and the QV School District. On June 16, 2022, Judge Joseph James sent the case back to both parties and asked them to work something out. Mr. Chesney stated the judge ruled that the briefs must be filed within 60 days of June 16, 2022, and directed both parties to attempt to settle. Mr. McDaniel said that the Board has not been approached and explained that the Zoning Hearing Board is a quasi-judicial board, and it has its own solicitor. Mr. Chesney stated that there are settlement discussions between the parties and the information should not be released because it could impact the negotiations. The Leet Township Board of Commissioners are neutral on the subject. Mr. Michael inquired about the appeal. The Township is involved in the appeal in the appellate process. Mr. Chesney said this was correct because the Township was directed by the judge to file a notice of intervention. Mr. Michael asked about the Sunshine Act and if the subject had been discussed in an Executive Session and Mr. Chesney said the Board has not discussed this in Executive Session. Mr. Chesney participated in a Zoom Hearing on June 16<sup>th</sup>. Mr. Jasper is a party to the suit and felt the settlement offer was insufficient. It was totally devoid of information including the emergency road. Mr. Jasper characterized the school board as tone deaf. They ignored documentation from the Leet Township Zoning Hearing Board used to make the decision.

**APPROVAL OF MEETING MINUTES**

**MOTION:** Mr. Stephansky made a motion to approve the May 9, 2022, Board of Commissioner's Regular Meeting Minutes, seconded by Mr. Peluso.

Mr. Nash questioned the May 9<sup>th</sup> minutes regarding the comments made by Ms. Rengers about the Commissioners having keys and objected to the approval of the minutes. He asked that the transcript of the meeting as typed by Jessica Leety be added to the minutes as an addendum with the wording *See Attached*. Ms. Rengers explained that her comment was about her control over items in the room. Mr. Nash did not remember the conversation that way.

**MOTION:** Mr. Stephansky rescinded the motion to approve the May 9, 2022, Board of Commissioners Regular Meeting Minutes, seconded by Mr. Peluso, with all in favor of the motion.

**MOTION:** Mr. Stephansky made a motion to approve the May 9, 2022, Board of Commissioners Regular Meeting minutes with an addendum of the transcript of the discussion about key distribution as typed by Jessica Leety attached to the minutes, seconded by Mr. Peluso, with all in favor of the motion.

**Approval of June 13, 2022, Board of Commissioners Regular Meeting Minutes**

Mr. Stephansky made a correction on page 2 to add the word "public" before the word "safety".

**MOTION:** Mr. Stephansky made a motion to approve June 13, 2022, Board of Commissioner's Regular Meeting Minutes with the correction, seconded by Mr. Peluso, with all in favor.

**Finance Report**

**Approval of Bill List and Current Invoices**

Book Minders abbreviated the word Leet with the word LEE.

**MOTION:** Mr. Stephansky made a motion to pay the bills and current invoices as presented, seconded by Mr. Peluso. Roll call was taken with all in favor of the motion.

**2022 Budget to Actual Report/Department Reports**

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The Department and Budget to Actual Reports were passed around the room for review. The Board will come back to this later in the meeting after the reports have been reviewed.

**Approval to Transfer \$300,000.00 from the Real Estate Tax Account to the General Fund**

**MOTION:** Mr. Peluso made a motion to move \$300,000.00 from the Real Estate Tax Account to the General Fund, seconded by Mr. Nash. Roll call was taken with all in favor of the motion.

**Approval to Transfer \$13,255.00 from the Capital Reserve Account to Reimburse the General Fund for the Purchase of the 2022 Police Car**

**MOTION:** Mr. Nash made a motion to transfer \$13,255.00 from the Capital Reserve Account to reimburse the General Fund for the purchase of the 2022 Police Car, seconded by Mr. Peluso. Roll call was taken with all in favor of the motion.

**UNFINISHED BUSINESS**

**Public Safety Committee**

**Correspondence from PENNDOT regarding Ambridge Ave./Main Street Truck Traffic Study**

There was a recent influx in truck traffic on Ambridge Ave and Main Street. The engineer has researched the issue and the manager was instructed to contact Valerie Gaydos' office for help. Ms. Rengers wrote a letter to Todd Kravits at PENNDOT regarding the issue and he responded with a letter on June 27, 2022, saying they will conduct a traffic study and it should be completed within six to eight weeks. Once the study is completed, they will send us a copy of the results.

**Property Committee**

**Approval of Denny Campbell Quote for Floor Plan Drawing of 198 Ambridge Ave.**

Mr. Peluso explained that we received a quote from Denny Campbell to have a floor plan drawn for 198 Ambridge Ave. Mr. Stephansky explained that there are issues at 198. The air conditioning unit is broken because it is from 1996. A heating element needs to be fixed in the garage and the roof is leaking. There is water leaking into the building and the leaf machine is old. The Public Works Department needs a new tractor and trailer. The building at 198 has been ignored and there has been no planning or maintenance of the building. We need a proper assessment of the building and to put together a 5-year budgeting plan. The Board agreed to hold off on the decision until an assessment of 198 Ambridge Avenue is made. Mr. Nash suggested a survey of the four Leet properties in the complex. Resident Soman said that the fire department paid \$20,000.00 to have the roof re-coated. It has a 25-year guarantee. The discussion continued about planning for needed repairs.

**Olde Sewickley Highlands Island Landscaping**

Mr. Peluso stated that several residents have expressed that they would like landscaping on the entrance way and island. Mr. McDaniel suggested using an arborist to suggest the tree types and using gator bags for watering. Mr. Peluso would like to have this started in early fall.

**Key Fob Proposals Discussion and Possible Vote**

Interim Chief Panormious asked for three quotes and received two quotes from Smart Wired and Allegheny Lock and Safe. The bids are for auditable lock systems. Smart Wired quoted a key fob system for the front door and a mag lock system for the inner doors, and they have a monthly fee. Allegheny Lock and Safe gave the most information. They quoted a do not duplicate key, a keypad with an audit trail, and a key card computer system that shows each time someone comes in.

**Public Works**

**Close out of Neely Street ADA Sidewalk Project**

**Approval of Reconciliation Change Order Reducing Cost by \$3,136.92 from \$65,050.00 to \$61, 913.90**

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**MOTION:** Mr. Peluso made a motion to approve Reconciliation Change Order #1 reducing costs by \$3,136.92 from \$65,050.00 to \$61,913.90, seconded by Mr. Nash. Roll call was taken with all in favor of the motion.

**Approval of Final Estimate No. 1 for \$61,913.90 Payable to Independent Enterprises**

Resident Frederick has photos of the issues on Neely left by the sidewalk company. There were some sealing and asphalt issues. Mr. McDaniel thanked Mr. Frederick for the information. The project was a sidewalk replacement project and did not include additional sidewalks where there were none. Ms. Rengers will follow up with Mr. Slagle about the issues prior to the final payment.

**Correspondence from Engineer Regarding Hill Street Complaint**

The engineer went to Hill Street to look at the road after the Township received a complaint about the road sinking at the catch basins. They found minor settling in the area and suggested the Township monitor the road.

**Approval of Maple House Studio Site Plan if Engineer's Requirements are Completed**

On Little Sewickley Creek Road there is a property with 40 acres with a structure. The structure was for maple sugar processing, and they want to build an accessory structure. The site plan went to the Planning Commission and was reviewed by the engineer. The engineer had several requirements including a stormwater plan and he asked for the height of the building. Since then, the contractor called Ms. Rengers to say that they may amend the plan. There is a time clock that started when the site plan was submitted, and it must be decided on within 90 days. The conditions of the engineer's letter dated June 20, 2022, were not met by the contractor as of this meeting.

**MOTION:** Mr. Peluso made a motion to deny the Maple Studio House Site Plan because the conditions of the engineer's letter dated June 20, 2022, were not met by the contractor as of this meeting, seconded by Mr. Nash. Roll call was taken with all in favor.

Ms. Rengers will contact the contractor and ask them to resubmit the plan with a schematic of the building showing the height.

**Solicitor Updates**

**Act 172, Fire Fighters Tax Ordinance, Occupancy Permit Amendment, and Amusement Tax Ordinance Update**

Mr. Chesney stated that these ordinances will be ready for the August meeting. The amusement tax has been abolished and the Board eliminated the need for an occupancy permit with the sale of a house.

**Portnoff Update**

Portnoff collects delinquent real estate taxes for Leet, and we are in the process of switching to Jordan Tax Service for this, however, there are outstanding accounts with Portnoff. Mr. Chesney has been working with Portnoff on the issue, and updated information was sent to them. Mr. Chesney has not heard back from them.

**Dedication/Deed Restriction for War Memorial Update**

The War Memorial Committee asked for a deed restriction or dedication of property for the location of the memorial so that it cannot be torn down in the future. Mr. Chesney is researching the best way to accomplish this.

**Statement of Financial Interest Forms**

Mr. Chesney researched the requirement for who should file a Statement of Financial Interest form. This form is for elected officials or anyone who makes financial decisions or recommends financial decisions to the Board should file form with the office. Mr. Chesney recommended that the Police Chief and the Foreman should fill them out.

**NEW BUSINESS**

**Finance/Personnel Committee**

**Add Budget Line Item: Civil Service Expense \$2,000.00**

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**MOTION:** Mr. Stephansky made a motion to add 410.77 Civil Service Commission Expenses under public safety to the budget with \$2,000.00 allocated to it, seconded by Mr. Nash. Roll call was taken with all in favor of the motion.

**Refund of Building Permit Fees for a Resident**

The issue resolved itself, so no action was needed at that time.

**FEMA Flood Insurance Renewal**

Ms. Rengers explained the renewal coverage prices for FEMA Flood Insurance for 198 Ambridge Ave. The building at 194 Ambridge Avenue is not located in the floodplain and would require an elevation certificate to get flood insurance on it.

**MOTION:** Mr. Stephansky made a motion to renew the FEMA Flood Insurance Policy with Option A for the building at 198 Ambridge Ave, in the amount of \$4,481.00, seconded by Mr. Peluso. Roll call was taken with all in favor of the motion.

**Uniformed and Non-Uniformed Pension Plan Update**

The Board received a copy of the annual report for the Uniform and Non-Uniformed Pension Plan. Mr. Stephansky and Ms. Rengers are meeting with Ron Bittner to review the plan.

**Public Works Committee**

**Approval to Contract Brian's Property Maintenance to Cut Detention Ponds at Watson, Encompass, and Kenney Drive**

Brian Brown has specialized equipment used to cut the detention ponds. The Township has escrow accounts that are invoiced for the work at Watson Institute and Encompass Health. Mr. Stephansky asked why Public Works is not maintaining Kenney Drive. The Board tabled the contract until more information is provided.

**Approval to Contract Brian's Property Maintenance for Street Sweeping Services between March and October**

Brian Brown has been providing street sweeping service for Leet. Our MS4 program suggests regular street sweeping. Mr. Chesney reviewed the contract and would like to add some language. We will create a schedule for street sweeping. The Board tabled the contract until further information is given. Resident Emily Bennet would like to have notice of the sweeping, so she can move her car.

**Approval of Cargill Salt Contract at \$88.96 per ton Delivered**

Mr. Chesney reviewed the Cargill salt contract and was in favor of it.

**MOTION:** Mr. Peluso made a motion to approve the Cargill Salt Contract at \$88.96 per ton of salt delivered, seconded by Mr. Nash. Roll call was taken with all in favor of the motion.

**Department Reports**

**Acceptance of Department Reports**

**MOTION:** Mr. Stephansky made a motion to accept the department reports as submitted, seconded by Mr. Peluso, with all in favor of the motion.

**Public Participation**

Resident Soman asked the Board about the FEMA flood insurance. He stated that during the biggest flood that Fair Oaks had, 198 Ambridge Ave was not flooded. The building itself would be covered by insurance in the event of a flood. Several residents had their basements flood, and the insurance was not helpful. Mr. Stephansky and Ms. Rengers are meeting with the insurance agent tomorrow and it will be discussed. The renewal date is 7/26.

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Resident Stacy Ford asked for more enforcement of the speed limit on Ambridge Ave. There was a short discussion about the issue.

Resident Julie Charko would like to have a DOT officer stop trucks and have them weighed. There was a short discussion about the issue.

Ambridge Avenue is being prepared to be tarred and chipped in August.

**Executive Session to Discuss Police Personnel Issues**

We will have an Executive Session with Chief Panormious to discuss police personnel issues. No voting will take place and the meeting will be adjourned immediately after the session.

**MOTION:** Mr. Peluso made a motion to amend the agenda to add an Executive Session for police personnel matters, seconded by Mr. Nash, with all in favor of the motion.

**MOTION:** Mr. Nash made a motion to go into Executive Session to discuss police personnel matters at 8:57 pm, seconded by Mr. Peluso, with all in favor of the motion.

**MOTION:** Mr. Stephansky made a motion to go back into Regular Session at 9:50 pm, seconded by Mr. Peluso, with all in favor of the motion.

**ADJOURNMENT**

**MOTION:** Mr. Nash made a motion to adjourn the meeting at 9:51 pm seconded by Mr. Peluso, with all in favor of the motion.

/s/Betsy Rengers  
BETSY RENGERS, MANAGER

TOWNSHIP OF LEET

/s/Martin C. McDaniel  
MARTIN C. MCDANIEL, PRESIDENT

8/8/2022  
Date