

LEET TOWNSHIP BOARD OF COMMISSIONERS
May 9, 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, Carolyn Verszyla, and John Stephansky.

The meeting was called to order and started with the Pledge of Allegiance.

Also present:

Betsy Rengers, Manager	Stephen Chesney, Solicitor
Joe Ferrang, Planning Commission Chair	
Chuck Soman, Resident	Larry Kroner, Resident
Curt Bubb, Resident	Valerie Gaydos, PA Legislative Representative
Pete Pucci, Resident	Cindy Phillips, Sewickley Hills Resident
Bob Gulish, Resident	
Charlie Frederick, Resident	
Tom Weber, Civil Service Chairman	

PUBLIC PARTICIPATION

PA State Representative Valerie Gaydos introduced herself to the Board. Leet Township will be in Ms. Gaydos' district as of December 1st. All of Quaker Valley School District has been included in the 44th District. Ms. Gaydos would like to have the Township's wish list for grants. There will be district-wide projects through the COG. Ms. Gaydos' office is in Moon Township, and she is a lifelong resident of Quaker Valley. Ms. Gaydos is for lower taxes and less government.

Curt Bubb, a resident, addressed the Board about the speed limit on Hill Street. He requested that the speed limit be lowered and was told that it could not be lowered because it could not be enforced. He contacted PennDot about the enforcement of the speed limits and they said it can be enforced if the guidelines in Publications 212.3362 and 212.3363 are followed. There are nine streets in Leet that are designated as 15 mph, but only three are posted. Mr. McDaniel will have the topic researched and it will be on the next regular meeting agenda under unfinished business. Mr. Bubb is concerned for the safety of the children in the neighborhood. He feels that lowering the speed limit will eliminate the need for the stop sign at Hill and Oak.

APPROVAL OF MEETING MINUTES

April 11, 2022, Board of Commissioners Regular Meeting Minutes

Mrs. Verszyla asked about the sentence on page 2 stating "the motions will remain". This sentence referred to the motions that were made on page 7 and that they will remain on the page as written. On page 3, the word "trucks" should be "truck". There was only one truck inspected. On page 5 the last sentence of the first paragraph should say "Mrs. Verszyla asked if there are churches to help with those in need". Under public participation there was a typo: change the word "no" to "not. Mr. Stephansky pointed out that Narris is spelled Niaros. On page 3, regarding Act 172, add to the EIT portion that "the discount cannot be more than what is owed". Under MMO, add 2018 to the pension shortfall sentence. Mr. McDaniel stated that the volunteer firefighter ordinance will be on the next regular meeting agenda.

MOTION: Mrs. Verszyla made a motion to approve April 11, 2022, Board of Commissioners Meeting Minutes, with corrections, seconded by Mr. Stephansky, with all in favor of the motion.

April 25, 2022, Board of Commissioners Workshop Meeting Minutes

The following corrections were made to April 25, 2022, Workshop Minutes: add Civil Service Commission to the first page that talks about Curt Bubb. On page 2, the sentence "there was a concern for" the \$2,500.00 option should say "there was a consensus to explore the \$2,500.00 option".

LEET TOWNSHIP BOARD OF COMMISSIONERS
May 9, 2022
Minutes of the Board of Commissioner's Regular Meeting

MOTION: Mr. Nash made a motion to approve the April 25, 2022, Board of Commissioners Meeting Minutes, with corrections, seconded by Mrs. Verszyla, with all in favor of the motion.

April 15, 2022, Board of Commissioners Special Meeting Minutes

April 15, 2022, Board of Commissioners Meeting Minutes were given to the Board at the meeting. The minutes will be tabled for approval at the next meeting.

Finance Report

Approval of Bill List and Current Invoices

The Board was presented with a bill list. The list has details next to the vendors' names. Mr. McDaniel would like a detail of the expenditure next to the vendor, and not a generalization of the expense.

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

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.

UNFINISHED BUSINESS

Finance/Personnel Committee

IT/Computer Support Update

Mr. Stephansky reported that the Board has invited the IT companies to attend the May 31st Workshop Meeting to give their proposals to the Board. The Workshop meeting was scheduled for May 23rd, but Mr. Stephansky is out of town on that date, so the meeting will be moved.

Mechanical Device Tax

The Township has a \$50.00 tax per gaming machine, and it only affects the Fair Oaks Bowling Lanes. Mr. Niaros paid the tax for 2021 but did not pay for 2020, because they were closed for COVID, and he believed the Board waived the tax, but they did not. The Board considered eliminating the tax of \$300.00 per year.

MOTION: Mr. Stephansky made a motion to amend Ordinance 24-201 Mechanical Amusement Device Tax to repeal the gaming tax, seconded by Mr. Nash. Roll call was taken with all in favor of the motion.

Public Safety Committee

Appointment of Building Code Official

The Board interviewed three-building inspection companies, our current company BIU, HMT, and Professional Code Services. Some of these companies do not provide zoning permits. The QVCOG has a zoning officer available and zoning permits are filled out online. Mr. Nash is in favor of using the COG and the Board agreed. We will need to adjust the fee schedule to accommodate this and give BIU a 30-day notice.

MOTION: Mr. Peluso made a motion to engage QVCOG Technical Services for zoning permits as of July 1, 2022, seconded by Mr. Nash. Roll call was taken with all in favor of the motion.

MOTION: Mr. Nash made a motion to hire Professional Code Services for building inspection services as of July 1, 2022, seconded by Mrs. Verszyla. Roll call was taken with all in favor of the motion.

Letters will be sent to the companies who applied to let them know that a different company was selected.

Approval to Add Three Police Cell Phones to the AT&T Phone Plan

Mrs. Verszyla explained that the Township should explore different cell phone companies for the best rates, and she would like to meet with the cell phone representatives. She feels that the AT&T bills are high and would like to

LEET TOWNSHIP BOARD OF COMMISSIONERS
May 9, 2022
Minutes of the Board of Commissioner's Regular Meeting

make sure the price we are paying is comparable. Ms. Rengers explained that the Township currently uses AT&T First Net. The issue is that the officers are using their cell phones for Township business. The First Net Phones are for emergency responders and the phone goes to a different band if the frequency jams during an emergency. Verizon may offer the same emergency band. Mr. McDaniel suggested that if we cannot find a cheaper plan, we should probably stay with AT&T.

MOTION: Mrs. Verszyla made a motion to get a quote from Verizon to add three cell phones to the police cars, and to make sure that Verizon can accommodate the frequency that is needed. If Verizon does not have the frequency and a lower price, the Township will stay with the AT&T Plan, seconded by Mr. Nash. Roll call was taken with all in favor of the motion.

NEW BUSINESS

Public Works Committee

Tractor and Trailer Purchase

Mr. McDaniel explained that there were quotes on a new trailer and tractor in the meeting packet. Mrs. Verszyla is working with Mr. Wanto on the equipment needs and would like the tractor decision to be deferred. The quote for the tractor is a CoStar price so we do not need to bid it out. The quote for the trailer is not a CoStar quote and included tax. Mr. Stephansky explained that the trailer is a heavy-duty trailer for hauling equipment in when needed. Mr. Stephansky asked Mr. Wanto to get more quotes for the equipment. The Board will revisit this at the next meeting.

Approval of Wernicki Lot Consolidation

Engineer Kevin Brett explained that the County had one comment regarding a lot/blk number that is incorrect on the lot consolidation plan. The plan has been reviewed by the Planning Commission and referred to the Commissioners for approval. Mr. Brett stated that the applicant will submit the plan for the Township signatures and then Mr. Brett will record the plan with Allegheny County. The Wernicki Hearing for the unpermitted accessory structure is scheduled for May 24, 2022, but the hearing may be continued at that time.

MOTION: Mr. Stephansky made a motion to approve the Wernicki Lot Consolidation Plan, seconded by Mr. Peluso. Roll call was taken with all in favor of the motion.

Property Committee

Office Space Planning

Mr. McDaniel explained that the Township is looking into secure access for the building at 194 Ambridge Ave. Before any work is done to the building, Mr. Peluso would like to have a master plan designed for the use of both Township buildings that would include administration and police department office spaces. There may be a better use for the space.

Approval to Install Little Free Library in Quaker Heights Park

Resident Jessica Cindrich would like to donate a Little Free Library to be placed at Quaker Heights Park. Mr. Wanto will assist Ms. Cindrich with the installation of it.

MOTION: Mr. Peluso made a motion to approve the installation of a Little Free Library at Quaker Heights Park, seconded by Mrs. Verszyla, with all in favor of the motion.

Approval of 194 Ambridge Front Door Key Distribution

The manager presented a key distribution list to the Board. Interim Chief Panormios stated that on April 15, 2022, after the Board of Commissioners Special Meeting, we had a locksmith come in and change the locks. Chief Panormios would like for no one who is not a police officer to have access to the police office. Ms. Rengers had a key to the interior police door, but she does not need to access it. The police department does not have access to the manager's office. There is a federal policy about who may access the police department. The thermostat is in the police department and should be moved to the breakroom area. Ms. Rengers and Ms. Leety have keys to the front door. The public works department has one key to the front door because they clean the building in the morning before the

LEET TOWNSHIP BOARD OF COMMISSIONERS
May 9, 2022
Minutes of the Board of Commissioner's Regular Meeting

administration comes in. The public works department does not have access to the police department and the officers clean their own offices. Elaine Macurak works for the Sewer Authority and Gary Augustine is the Chairman. They both have a key for meetings and accessing the Sewer Authority Office. Ms. Rengers let the Board know that if more keys are distributed, she bequeaths the files and the computer located in the main room to the Board of Commissioners' responsibility. (See Addendum) The building has cameras outside but not inside. Chief Panormios will investigate a key fob system for the front door that can produce an audit trail. Mrs. Verszyla would like a key to the front door.

MOTION: Mrs. Verszyla made a motion to direct Chief Panormios to bring proposals to the May 31, 2022, Workshop Meeting to secure the building without key entry and record the access, seconded by Mr. Peluso, with all in favor.

MOTION: Mr. Peluso made a motion for Mrs. Verszyla to have a key to the Leet Township Municipal Building, seconded by Mr. Nash, with all in favor.

Mr. Chesney stated that the Commissioners should be trusted to have access to any room in the building. Elected officials have a fiduciary duty and legally it is the highest duty of all. They would be covered if any files were missing.

Discussion on Building Use by QVSD Bus Stop Book Tour

Mr. McDaniel explained that there has been a request to use the Township Building for the Bus Stop Book Tour Program to distribute free books to children. This event is usually held at the Fair Oaks Fire Department. The Solicitor has advised holding the event at the Fair Oaks Fire Hall because the Township does not have a policy for building use and does not want to set precedent by letting the public use the building.

MOTION: Mrs. Verszyla made a motion to not allow the QVSD Bus Stop Book Tour to use the Township building for the event, and to recommend them to the Fair Oaks Fire Department, seconded by Mr. Nash, with all in favor of the motion.

Finance Committee

Renewal of Cyber Insurance Policy

Hiscox Insurance notified the Township that the Cyber Security Policy is coming up for renewal in September and some of the requirements of the policy have changed. The policy will require multi-factor authentication. No action by the Board is needed at this time.

Approval to Donate to the Sewickley Memorial Parade Fund

MOTION: Mrs. Verszyla made a motion to donate \$100.00 to the Sewickley Memorial Day Parade Fund, seconded by Mr. Peluso. Roll call was taken with all in favor of the motion.

Approval to Advertise Workshop Meeting for May 31st

At the workshop meeting, we will invite the IT vendors to give their proposals for services and equipment, we will invite Auditor Mark Turnley to attend to review the 2021 DCED Audit, and we will have the manager's evaluation.

MOTION: Mrs. Verszyla made a motion to advertise to cancel the May 23, 2022, Workshop Meeting and have the meeting on Tuesday, May 31, 2022, at 4 pm, seconded by Mr. Peluso, with all in favor.

Financial Interest Forms

Mrs. Verszyla asked who should fill out the Financial Interest Forms for the previous year. Mr. Chesney stated that any person that makes a financial decision, or is on a Board that makes decisions, such as the Zoning Hearing Board Members and Board of Commissioners. Former Commissioners and the Auditor submit them. They are used for the Pension Audit every three years.

Amend Agenda to Vote on 2022 Police Car Purchase/Outfitting

LEET TOWNSHIP BOARD OF COMMISSIONERS
May 9, 2022
Minutes of the Board of Commissioner's Regular Meeting

MOTION: Mr. Stephansky made a motion to amend the agenda to vote on the 2022 police car purchase and outfitting, seconded by Mrs. Verszyla. Roll call was taken with all in favor.

Chief Panormios was asked to list the 2016 Ford Police car on Municibid. The car was purchased for \$9809.00; the car has been transferred and the Township has been paid. Chief Panormios then located a car to purchase because the car that was ordered had not been put into production yet. The contact at IVSUS Tech recommended McCandless Ford and they had a car on the lot. This car will be marked. We took advantage of the Dealer Program and that means the car will be driven for no more than 5000 miles and that will reduce the cost by \$1,000.00. The engine will be broken in when we get the car. There is a new quote from IVSUS Tech for outfitting the car. Some equipment from the prior car will be transferred to the new car. The car will have the doors wrapped in white and will be a black and white car. The IVSUS Tech quote is a higher amount than the last quote. The Township will have two marked cars and one unmarked car. The window tint can be removed. The new car will have factory windows. The Township budgeted \$10,001.00 for the customization of the car. The total cost of the car with interest is \$45,325.00. We will finance \$14,284.00. The car should be ready by July.

MOTION: Mr. Nash made a motion to purchase the car and do the modifications, as laid out by the Interim Chief, seconded by Mrs. Verszyla. Roll call was taken with all in favor of the motion.

MOTION: Mr. Stephansky made a motion to purchase the 2022 Ford Police Car Inceptor for \$34,039.00 with the Municibid sale of the 2016 Ford for \$9,809.00, with a down payment of \$13,255.00 from Capital Reserve, General Fund of \$7,534.00 and to finance \$14,284.00 for two years at 2.95%, seconded by Mrs. Verszyla. Roll call was taken with all in favor of the motion.

MOTION: Mr. Stephansky made a motion to approve the IVSUS Tech quote to outfit the 2022 Ford Police Car for \$10,843.00, seconded by Mrs. Verszyla. Roll call was taken with all in favor of the motion.

Truck Traffic on Ambridge Ave.

Mr. McDaniel and Mr. Stephansky have been researching the issue of truck traffic on Ambridge Ave. There were local ordinances on this and there was a Supreme Court case that allowed Leet to regulate the traffic, however, recently Mr. Stephansky noticed increased truck traffic on Ambridge Ave. Chief Panormios found a PennDot technical information sheet from 2019. Act 31-2018 amended the state vehicle code for the regulation of the width and height of vehicles. The Act allows those vehicles to access certain state and local roads that were previously not open as a part of the PA STAA network. It also says this change did not affect roads and bridges that are already posted for size and weight, however, many roads that are not posted are now open to STAA vehicles. Despite the fact we had an ordinance, it would be unenforceable under this act. There are steps to restrict truck traffic in this area. We can conduct an engineering study and run a test with Penn Dot. The vehicles cannot encroach in opposing traffic lanes, which they do, and the road cannot be on a local road, which it is, or if the road is nearby schools and parks. The engineer will have to look at this.

Department Reports

Mrs. Verszyla would like for the manager's report to reflect that Chief Panormios did all the work on the police car. Mr. McDaniel questioned the statement on the manager's report regarding the Tull property. The property has commercial use, and the building has holding tanks only. To add an accessory structure, they will need to submit a site plan and fill out a building permit for the property. The use could be changed to residential, and a septic tank could be installed. That would solve the issue of the use and the accessory structure.

Police Department Report

Chief Panormios made several observations since his appointment as Interim Chief of Police on April 15th. Three Rivers Locks changed all the locks in the building. The main concern was how evidence is stored outside of the police department and it is open to non-police personnel. The areas are not monitored by cameras. He recommended the Board take steps to secure the evidence, relocate it and monitor the area. The body cam footage has no backup and there is no redundancy to the storage. This will be addressed at the workshop meeting. He made note of the thermostat located in the Police Department and that it should be relocated. The body cam footage was being kept on an external hard drive under Chief Molinaro's control and possession. The hard drive has not been located. Planit has been

LEET TOWNSHIP BOARD OF COMMISSIONERS
May 9, 2022
Minutes of the Board of Commissioner's Regular Meeting

reinstated for scheduling in the police department. Chief Panormios has set up Township e-mail addresses and this allows the officers to participate in training. We have registered with Police One Training and it is a cost-effective tool for training. The department has been brought into compliance with proper background checks and clearances. Policies have been reviewed and sent to the solicitor for his review.

Chief Panormios was approached by Officer Galzarano to host a Street Cop Training seminar. The company would have an 8-hour seminar in June or July. The seminar could be upwards of 40 officers, and we would like to hold the class here. Mr. McDaniel thanked Chief Panormios for his work at Leet.

Amendment to the Agenda to Approve Hosting a Street Cop Training Seminar

MOTION: Mr. Nash made a motion to amend the agenda to include a vote on hosting the Street Cop Training Seminar at Leet Township Municipal Building, seconded by Mrs. Verszyla, with all in favor of the motion.

MOTION: Mr. Nash made a motion to allow the acting chief to host the Street Cop Training program at the Leet Township Municipal Building for no more than \$300.00, seconded by Mr. Peluso. Roll call was taken with all in favor of the motion.

Department Reports

Mr. McDaniel asked about the Building Inspection report which had the same address listed 13 times. This is an apartment building. Mrs. Verszyla questioned the Code Enforcement report that listed certain violations from year to year. Ms. Rengers tracks enforcement by property address. The person may have corrected the issue one year and then started the issue again in the next year.

MOTION: Mrs. Verszyla made a motion to accept the reports as presented, seconded by Mr. Nash, with all in favor of the motion.

PUBLIC PARTICIPATION

Civil Service Chairman Tom Weber spoke to the Board about the entry-level testing and a job description. Mr. Weber received a job description from Officer Wilson. Bill Gamble has a job description if the Board is interested in it. Chief Panormios was going to meet with Mr. Weber about the job description. Ms. Rengers provided Mr. Weber with the job application packet, and it will be reviewed by Mr. Chesney. The Township should have received a quote from Harry Fruecht for testing of the officers. The Civil Service Commission would like to outsource the entire testing procedure. Oral exams are conducted by three police chiefs and Chief Panormios can organize the oral testing. Mr. McDaniel stated that most municipalities have the testing outsourced so if there is a complaint that the testing isn't fair, the Civil Service Board will have to get involved.

Resident Curt Bubb would like for the Township to dedicate property to the War Memorial. The Board will investigate this.

Resident Chuck Soman asked if there is an AED in the police cars and there is. He is happy the new police car is marked. There is also a Little Free Library in Fair Oaks.

EXECUTIVE SESSION

The Board went into Executive Session to discuss the investigation results for the police department. When the Executive Session ended, there was no voting or discussion. The meeting was adjourned.

MOTION: Mr. Nash made a motion to go into Executive Session at 9:35 pm to discuss police matters, seconded by Mr. Peluso, with all in favor of the motion.

LEET TOWNSHIP BOARD OF COMMISSIONERS
May 9, 2022
Minutes of the Board of Commissioner's Regular Meeting

ADJOURNMENT

The Board went into Regular Session after discussing police personnel matters and then the meeting was adjourned.

TOWNSHIP OF LEET

/s/BETSY RENGERS
BETSY RENGERS, MANAGER

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

7/11/2022
Date

June 14, 2022

To: Leet Township Board of Commissioners

From: Betsy Rengers, transcribed by Jessica Leety

Approval of 194 Ambridge Front Door Key Distribution (Meeting Time 1 hour 25 seconds begins conversation)

Mr. McDaniel stated he felt there should be an approval for who receives a key to the building. A list was distributed to each board member in their meeting packets. Mr. McDaniel asked Interim Chief Panormios to give background on why this came to light. Chief Panormios explained that after the April 15, 2022, meeting, he had a locksmith come in, with the goal to secure the building and eliminate keys that are out there. The locksmith secured the front door, perimeter doors, the police office doors, utility room. Police Department issued keys for themselves. The Township will issue keys for the building. Ms. Verszyla asked his thoughts on who should have access to the police department and the building. Chief Panormios stated it is his opinion that no one, besides the police, have access to the police department. He stated there is no reason. The thermostat is located in the police office right now and we are working on having it moved to the employee break room area. He stated as far as the building goes, he would go with the recommendation as long as the police department and utility room are secured. Mr. Nash asked Ms. Rengers, that in the past did she have access to the whole building. Ms. Rengers stated she did have access to the police interior door. Mr. Nash clarified that it would be separate from the administrative doors and police doors. Ms. Rengers stated she has no need to be in the police department. Mr. Nash asked if the police department would have access to the manager's office. Ms. Rengers stated no. Chief Panormios stated no they would only have access to his department and the temporary evidence room. Mr. Chesney asked if there is a law that governs who can and can not have access to the police department. Chief Panormios stated there is, there is a federal policy that governs the access, especially access to anywhere that might store criminal records, and descriptors of defendants. Anyone who has access to any of those rooms pertaining to those documents must go through approval, must be fingerprinted. SO, when you eliminate the need for anyone to enter in, we eliminate the need for these background checks. Ms. Rengers stated that the police do have her fingerprints and background check. Chief Panormios stated there is one more option he needs to finish with her and it won't take long at all. Ms. Verszyla stated Ms. Rengers still shouldn't have access to the police department. Chief Panormios stated that is correct. That only governs where police files are kept, not the meeting room areas. Mr. McDaniel asked that someone could be escorted into the police department. Chief Panormios stated that is correct as long as a police officer is with them. Ms. Verszyla asked who has keys to the police department right now. Chief Panormios stated the police officers do. It was his understanding that Ms. Rengers had a key when the issue

with the thermostat came up. Ms. Rengers stated she does not have a key, unless it is in the key box that we have. Ms. Verszyla stated Ms. Rengers can't remember that she got a key, and Chief Panormios thinks Ms. Rengers has a key. Chief Panormios stated there was a lot going on that day. Ms. Rengers stated she would check the key box and if there is one will give it back.

Ms. Verszyla stated that she would like the boards thoughts on the key distribution list. Mr. McDaniel read the list of who the keys were distributed to: Betsy Rengers, Jessica Leety, administrative assistant. Both obviously need a key. Andy Wanto, public works foreman, why does he need a key. Ms. Rengers stated because they come and clean the building in the morning before administration gets in. Ms. Verszyla asked what time do they start work. Ms. Rengers stated they are on summer hours, so they start at 6:00am. Ms. Verszyla asked if they come in on a regular basis every day. Ms. Rengers stated they are to come in every day, they have a log to fill out to tell what they are doing, their daily work. Ms. Verszyla questioned, Police are on duty 24/7, so if they want to come in at 7, there is a police officer that could probably let them in. She stated what they are trying to do is limit keys to access our building. Ms. Rengers stated it doesn't matter to her, she was just telling them why he has a key. Ms. Verszyla stated she is just passing thoughts along to some discussions they have had. Mr. Chesney stated that for any of those individuals who come in to clean, if there wasn't an officer present, would they be able to clean where evidence is stored or in the police department. Chief Panormios stated no. Mr. Chesney said they would have to have clearances in order to clean then. Chief Panormios stated correct. Ms. Verszyla stated so they would need to be cleared as well. Ms. Rengers stated they don't have access. Ms. Verszyla said so a police officer would definitely have to be here to clean the police offices, after they get cleared. Mr. Chesney stated correct. Ms. Verszyla stated as well as the building. So, there is really no need for him to have a key. Ms. Rengers stated Ron Wilson is typically the officer that cleans the police office. Andy has never had access to the police department or public works. Mr. Nash asked if the keys are numbered and say do not duplicate on them. Chief Panormios stated that these keys do not due to the circumstances we delt with on the 15th. This is a temporary thing. We are looking into options as far as a more secure, as far as whether it be a locked keypad entry or do not duplicate keys, we are exploring those options right now.

Ms. Verszyla stated the next person on the list is Elaine Macurak, and she works for the sewer authority. Ms. Rengers stated that is correct. Ms. Verszyla stated Gary Augustine? Ms. Rengers stated he is the president of the sewer authority. Ms. Verszyla stated that they both work for the sewer authority, but her question is why can't she come in and work during regular business hours. Ms. Rengers stated she does, but if she would happen to be off there are times, she comes in at 8 or 9:00 in the morning and Jessica wouldn't be in yet. Ms. Verszyla stated a police officer is always on duty to let somebody in. Ms. Rengers stated she could call them to be let in. Ms. Verszyla stated she was just passing out thoughts. Mr. McDaniel asked why Gary would need a key. Ms. Rengers stated there are times he comes in the evenings and their meetings, and he

locks up when they are done. He asked her to make sure he got a key and that is why he has one. Mr. McDaniel asked if he has always had a key. Ms. Rengers stated he has and had a key to the old building as well. Mr. McDaniel stated so if they have a meeting at 6:00, he comes in and opens the door. Mr. Rengers stated he comes in and opens up and closes. Ms. Verszyla stated, and the Board of Commissioners should also have the opportunity to have a key to the building. Ms. Rengers stated that if we hand out more keys and she does not know who is coming and going at any given time, then she is going to have to bequeath the files and computers in this room to the Board of Commissioners responsibility. Because as it stands right now, we know who is coming and going. Mr. Nash asked how Ms. Rengers knows that. She stated because only certain people have keys. Ms. Verszyla stated don't you have outside cameras, so you know who is coming and going. Ms. Rengers stated the building is camera'd. Ms., Verszyla stated so you would know who is coming and going. Ms. Rengers stated that if we are going to give out more keys, she is not comfortable with the files. Mr. McDaniel asked if these files sitting out here are not locked. Ms. Rengers stated everything is locked. Mr. Verszyla stated if you can't trust the Board of Commissioners then I don't know who you can trust. There were multiple people talking at once, a statement of stating if you can't trust the Board of Commissioners and I don't want a key. Ms. Verszyla stated it should be an option if you don't want a key or want a key. She doesn't know of any municipality where the board doesn't have a key to their building. Ms. Rengers stated if we do that she would like to turn over the responsibility of the files and computer to the Board of Commissioners. Ms. Verszyla stated the Board is in charge of the decision of what we do. Ms. Rengers stated she is just saying the way she feels about it and Ms. Verszyla stated she heard her. Ms. Rengers stated this room is full of files, that are locked. Ms. Verszyla stated they understand that, but even with files that are locked, sometimes they still get into them anyway.

Mr. Peluso stated down the road there should be a better system, a fob or something. Multiple people talked at the same time. Chief Panormios said he is looking into it. Example with a keypad "it would be Rody and date and time."

Ms. Verszyla said as far as the police car key ring 1, 2, and 3, what does that stand for. Mr. McDaniel stated the car number. Ms. Rengers stated the three key rings for the police cars each have a building key.

Mr. McDaniel stated this is what is proposed by the manager, he assumes and if anyone wanted to change it. Ms. Verszyla stated that perhaps Gary Augustine and Andy Wanto and the Board should have the option of having a key for entry. She stated a Board member might be meeting someone in the evening at the building to have a conversation about something. Mr. Peluso stated to keep in mind that we will have a better system in the near future, a more modern system as opposed to keys. Ms. Verszyla asked do we want to leave this as is. Mr. Nash stated he thinks it should be left as is and hopefully in the very near future we do some kind of keypad system that records who is in the building and who is not in the building. Ms. Verszyla stated that

she would like a key to Ms. Rengers. She asked if any other Board member would like a key. Mr. Peluso, Mr. Nash, Mr. Stephansky, and Mr. McDaniel all stated they do not want a key. Mr. Nash stated he thinks Ms. Verszyla should get a key. Mr. Stephansky stated that years ago, all the Board members had a key to the old building. Ms. Rengers stated she does not remember anyone having a key to the old building. Mr. Stephansky stated it was not when she was on, but prior to that they all had keys. Ms. Rengers stated it is up to you guys, that the room is full of files and also a computer and if she is not knowing who is coming in the building, she is not going to take responsibility for the files and the computer. Mr. Peluso stated if Mr. Augustine, Mrs. Macurak, or Mr. Wanto are coming in that's not a problem, but the problem develops when a commissioner is coming in. Ms. Rengers said she is not saying that. Ms. Verszyla stated yes you are. Mr. Peluso stated yes you are, I don't understand that. Ms. Rengers said the problem develops when people are coming in and she doesn't know who is here. Mr. Nash stated we have cameras, you just said. Ms. Rengers stated there are cameras. Mr. Nash stated so you can see who came in if something bad happens, right. Ms. Rengers stated on the outside, but not on the inside. Ms. Verszyla stated but you don't have a problem with any of these other people having keys. Ms. Rengers said it's because they are employees of the township. Ms. Verszyla stated she is a Commissioner of the Township. Ms. Rengers stated they are employees of the Township, and she is just telling the Board how she feels, and that it is up to them, of course, it is their decision. At the other building they were all in the same building together. Public works was there cleaning the building.

Ms. Verszyla made a motion to amend the agenda for the Interim Chief to research a better option for entry into our building that will keep it secure and limit access and record access. Mr. Chesney stated that because you are directing a third party to do something they don't need to amend the agenda. Ms. Verszyla stated she won't amend it. Chief Panormios stated he will have options at the next meeting. The next workshop meeting.

MOTION: Ms. Verszyla made a motion to have the Interim Chief bring to the next workshop meeting a proposal(s) to secure our building without having to use key entry. Seconded by Mr. Peluso, with all in Favor.

MOTION: Mr. Peluso made a motion that Ms. Verszyla have a key to the municipal building. Mr. Nash seconded that with all in favor.

Mr. Chesney made a comment that The Board of Commissioners, just by their office they have a fiduciary duty. So, they should be able to be trusted anywhere in this building because of that duty. Legally it's the highest duty of all. Fiduciary duty is the highest duty of all. It is a very serious duty, and they should be covered if any files are here. (1.17.07)