

LEET TOWNSHIP BOARD OF COMMISSIONERS
November 14, 2022
Minutes of the Board of Commissioner's Regular Meeting

The Regular Meeting of the Leet Township Board of Commissioners was brought to order at 7:01 p.m. by Vice President Carolyn Verszyla at the Leet Township Municipal Building, 194 Ambridge Ave., Fair Oaks, PA 15003. Roll Call: Commissioners present were Carolyn Verszyla, Rody Nash, Dan Peluso, and John Stephansky. The meeting started with the Pledge of Allegiance.

Absent: President Martin C. McDaniel

Also present:

Betsy Rengers, Manager	Salina Everett, Resident
Brian Jameson, Interim Chief	Jeff Besong, Resident
Steve Chesney, Solicitor	Stacy Ford, Resident
Leaette Cavalerie, Court Reporter	Joe Ferrang, Planning Commission Chairman
Donna Adipietro, Resident	Charlie Frederick, Resident
Robert Glenn, Resident	Chuck Soman, Resident
Peggy Adams, Resident	

PUBLIC HEARING FOR ZONING ORDINANCES

Mrs. Verszyla called the Public Hearing to order at 7:01 p.m. Court Reporter Leaette Cavaliere recorded a transcript of the hearing.

Ordinance 2022-01 (Wireless Communication Devices)

MOTION: Mr. Peluso made a motion to adopt Ordinance 2022-01 to regulate wireless communication devices, seconded by Mr. Nash. Roll call was taken with the vote as follows: Mrs. Verszyla; yes, Mr. Nash; yes, Mr. Peluso; yes, and Mr. Stephansky; yes. The motion carried.

Ordinance 2022-02 (Fences and Walls)

MOTION: Mr. Peluso made a motion to adopt Ordinance 2022-02 to amend Leet Township Code of Ordinances Chapter 27, Part 4, § 412 to add greater regulation fences and walls, seconded by Mr. Nash. Roll call was taken with the vote as follows: Mrs. Verszyla; yes, Mr. Nash; yes, Mr. Peluso; yes, and Mr. Stephansky; yes. The motion carried.

Ordinance 2022-03 (Two-Day Loading period for RVs and Trailers, Trailer Definition)

MOTION: Mr. Stephansky made a motion to adopt Ordinance 2022-03 amending Leet Township Code of Ordinances Chapter 27, Part 1, §108 and Part 4, §410 to allow for a two-day loading period for RVs and trailers, seconded by Mr. Peluso. Roll call was taken with the vote as follows: Mrs. Verszyla; yes, Mr. Nash; yes, Mr. Peluso; yes, and Mr. Stephansky; yes. The motion carried.

Ordinance 2022-07 (Repeal Requirement for Occupancy Permit with the Sale of a House)

MOTION: Mr. Peluso made a motion to adopt Ordinance 2022-07 repealing Leet Township Code of Ordinances Chapter 27, Part 8, §803, Paragraph 2 to repeal the requirement for an occupancy permit with the sale of a house, seconded by Mr. Nash. Roll call was taken with the vote as follows: Mrs. Verszyla; yes, Mr. Nash; yes, Mr. Peluso; yes, and Mr. Stephansky; yes. The motion carried.

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MOTION: Mr. Nash made a motion to close the public hearing at 7:12 p.m., seconded by Mr. Peluso, with all in favor of the motion. The motion carried.

PUBLIC PARTICIPATION

Robert Glenn explained to the Board that he was one of the original owners of the Walker Estate, now the QVSD property where the proposed high school is to be built. He had the property surveyed and had Geotech work done there and found it to be less than 50% buildable because the land is moving. There was a discussion about the property's history and the accommodation that would need to be made to make it buildable and safe. He said the property is full of red bed soil and any buildings should be placed on caissons. He was concerned about the property having the new school built on it and wanted the Board to be aware of the history. A short discussion continued.

APPROVAL OF MEETING MINUTES

October 10, 2022, Board of Commissioners Regular Meeting Minutes

MOTION: Mr. Nash made a motion to approve the October 10, 2022, Regular Meeting Minutes, as submitted, seconded by Mr. Peluso. Roll call was taken with the vote as follows: Mr. Nash; yes, Mr. Peluso; yes, and Mr. Stephansky; yes. Mrs. Verszyla abstained from the vote as she was not present at that meeting. The motion carried.

October 24, 2022, Board of Commissioners Workshop Meeting Minutes

Ms. Verszyla made corrections to the minutes: at the bottom of page 1, bullet 2 should say "for the purchase of future equipment" and remove the word "as needed", and on the last page bullet 4 should say "Township does not provide family benefits" instead of the word "pay for family benefits".

MOTION: Mr. Stephansky made a motion to approve the October 24, 2022, Workshop Meeting Minutes with corrections, seconded by Mr. Nash, with all in favor of the motion. The motion carried.

November 7, 2022, Board of Commissioners Budget Workshop Meeting Minutes

Ms. Verszyla made corrections to page 1, the first paragraph under Public Participation, changing the phrase "officers would be open to it" to "officers would be interested". On the last page under the 2023 Budget discussion, bullet 6 should say "the office phone system to be reviewed", and on the second to last bullet add the word "day" to 20-day viewing and add the year "2023" before the word budget.

MOTION: Mr. Nash made a motion to approve the November 7, 2022, Budget Workshop Meeting Minutes with corrections, seconded by Mr. Peluso, with all in favor of the motion. The motion carried.

Finance Report

Approval of Bill List and Current Invoices

Ms. Verszyla asked about credit card purchases, and it was clarified that the Microsoft Office Software would need to be billed to the credit card. She asked about the paint purchased from Sherwin Williams. Ms. Rengers stated it was for line painting on the crosswalks.

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Purchases orders are given to the Manager for all purchases. Mrs. Verszyla suggested that the Manager set a dollar amount and anything over the amount would require a purchase order.

Interim Chief Jameson went to Harrisburg for PA Justice Network Training on the Turnpike and the toll fees were paid online using the Township credit card.

The Public Works Department went to Roppa's for the oil change for the 2015 Ford F550 Dump Truck.

MOTION: Mr. Stephansky made a motion to approve the bill list and current invoices, seconded by Mr. Peluso. Roll call was taken with the vote as follows: Mrs. Verszyla; yes, Mr. Nash; yes, Mr. Peluso; yes, and Mr. Stephansky; yes. The motion carried.

2022 Budget to Actual Report

The department reports were circulated.

UNFINISHED BUSINESS

Property Committee

Municipal Building Sign Design Discussion

Mr. Peluso presented the design for the sign for the Municipal Building at 194 Ambridge Ave. to the Board and the audience. Ms. Verszyla stated she would like the sign to state "194 Ambridge Ave". Resident Stacy Ford agreed with Mrs. Verszyla that adding the street name would be helpful. The Board agreed to come back to the subject later in the meeting.

Approval of Key Fob Quote from Smart Wired

Interim Chief Jameson stated he, Ms. Rengers, Mr. Peluso, and Mr. Stephansky met and reviewed all the bids to install key fobs systems on the front door, and interior and exterior police office doors at 194 Ambridge Ave. Interim Chief Jameson spoke with Dave at Smart Wired and checked their references. He found their references to be good. Ms. Rengers and Interim Chief Jameson recommended the Board approve the Smart Wired bid to install the key fob system.

MOTION: Mr. Peluso made a motion to approve the Smart Wired bid for the installation of the key fob system for the front door, and interior and exterior police office doors located at 194 Ambridge Ave., seconded by Mr. Stephansky. Roll call was taken with the vote as follows: Mrs. Verszyla; yes, Mr. Nash; yes, Mr. Peluso; yes, and Mr. Stephansky; yes. The motion carried.

Olde Sewickley Highlands Island Landscaping Project

Mr. Peluso stated the plans were posted on the website and then residents were notified that they could review the proposed landscaping design there. Resident feedback was mostly positive, there was a minority not in favor. One resident suggested the installation of a new sign. Mr. Peluso suggested keeping the plans as in and addressing the improvement of the sign there in the future. Planting may start this fall pending the weather and the availability of the trees. The total proposal is around \$5,000.00. There will be tree gators to water the trees and deer guards, as well. Native trees will be planted.

MOTION: Mr. Peluso made a motion to approve the Olde Sewickley Highlands Island Tree Plan to not exceed \$5,000.00, and the planting will be done based on the nursery's recommendations for the time of year, seconded by Mr. Nash. Roll call was taken with the vote as follows: Mrs.

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Verszyla; yes, Mr. Nash; yes, Mr. Peluso; yes, and Mr. Stephansky; yes.
The motion carried.

Approval to Remove Tree from Oak Street Right of Way

The survey revealed the trees belong to the Township. Ms. Rengers stated that she would need to have a company come in and remove the trees on Oak St right of way. Mr. Stephansky asked her to get a bid from Fennell Tree Service to see what the cost would be. Mrs. Verszyla suggested that we get several more bids. There was a short discussion about the subject.

**Public Works Committee
Beech Traffic Update**

Interim Chief Jameson stated they compiled almost 2 weeks' worth of data from the Traffic Logistic Digital Speed Sign placed on Beech Street. The speeding issues are coming from Orchard Street with vehicles traveling up to 30 mph. The sign was reversed with no issues from the Ambridge side. The data showed 46% traveled 20-30 miles per hour from Orchard Street. The data has been submitted to the engineer for the traffic study. There was further discussion regarding how to patrol and ensure slower speeds on Beech Street.

Approval to send Fair Oaks Fire Department Proposed Agreement to the Solicitor for Legal Review

MOTION: Mr. Nash made a motion to send Fair Oaks Fire Department Proposed Agreement to the Solicitor for legal review, seconded by Mr. Stephansky. Roll call was taken with the vote as follows: Mrs. Verszyla; yes, Mr. Nash; yes, Mr. Peluso; yes, and Mr. Stephansky; yes. The motion carried.

Approval of Resolution 2022-14 (Act 57 of 2022- Failure to Receive Tax Notice)

Mr. Chesney stated that Governor Wolf approved Act 57 of 2022 for the purpose of real property. The resolution is to direct the tax collector to implement the act's provisions for the tax year beginning on or after January 1, 2023. Act 57 directs the Tax Collector to waive additional charges for real estate property taxes when the homeowner failed to receive the tax notice within 12 months of taking ownership of the property.

MOTION: Mr. Peluso made a motion to approve resolution 2022-14 Act 57 of 2022 to implement ACT 57 of 2022: Failure to Receive a Tax Notice, seconded by Mr. Nash, with all in favor of the motion.

NEW BUSINESS

Public Safety Committee

Approval of Resolution 2022-13 (Appointment of QVAA Board Member)

Quaker Valley Ambulance Board Member Sarah Miller resigned from her position on the Board due to personal issues. Her term was through 12/31/2025. Two candidates applied for the position. The Board discussed the candidate's qualifications. Both were well qualified.

MOTION: Mr. Peluso made a motion to approve Resolution 2022-13 to appoint Marcie Razete to be the Leet Township Representative on the Quaker Valley Ambulance Authority Board to fill the remaining term of Board Member Sarah Miller ending on December 31, 2025, seconded by Mr. Nash, with all in favor of the motion.

Approval of Resolution 2022-15 (Appointment of Zoning Hearing Board Member and Alternate)

Ms. Rengers contacted both David Kovacs and Daphne Homer about retaining their positions as Zoning Hearing Board members and alternates. Both candidates agreed to be re-appointed through 12/31/2025.

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MOTION: Mr. Nash made a motion to approve Resolution 2022-15 to re-appoint David Kovacs through 12/31/2025 to the Leet Township Zoning Hearing Board as a regular member, seconded by Mr. Stephansky. Mrs. Verszyla, Mr. Stephansky, and Mr. Nash were in favor of the motion. Mr. Peluso voted no. The motion carried.

MOTION: Mr. Nash made a motion to approve Resolution 2022-15 to appoint Daphne Homer as an alternate to the Zoning Hearing Board through 12/31/2025, seconded by Mr. Stephansky. Mrs. Verszyla, Mr. Stephansky, and Mr. Nash were in favor of the motion. Mr. Peluso voted no. The motion carried.

Department Reports

Acceptance of Department Reports

MOTION: Mr. Stephansky made a motion to accept the Department Reports, seconded by Mr. Peluso, with all in favor of the motion.

Mrs. Verszyla and Mr. Stephansky thanked Interim Chief Jameson for the new format of the police report. He submitted a vehicle mileage report and a schedule for the officers on duty.

Ms. Rengers attended the October Quaker Valley Council of Governments Manager's Meeting and contacted Mr. Chesney and Mr. McDaniel directly afterward regarding the need for an Act 57 of 2022 Resolution or Ordinance.

Code Enforcement Report

Mrs. Verszyla asked about the Code Enforcement Report:

A landlord violated the Landlord Tenant Law and Ms. Rengers has been unable to get her to comply with the ordinance. Ms. Rengers will have to file a citation with the magistrate as a last resort.

A resident has a pile of bricks in her backyard. Ms. Rengers had written several letters to the homeowner; however, the Township has a stormwater issue that affects the resident's yard. LSSE presented a plan to fix the issue for approximately \$180,000.00. Mr. Slagle had suggested a remedy many years ago. He was going to install a cistern in the park and tie it into her French drain system, but she decided not to install the French drains.

Ms. Rengers sent letters to a resident on Ambridge Ave stating that no junkyards were allowed. The resident recently passed away so we will have to wait to see what happens with the property.

Ms. Rengers sent 39 letters to residents on Beech and Plum Street asking them to disconnect their roof leader lines from the storm sewer and to direct the water into the yard. Since that time there have been no issues with stormwater.

A resident on Plum Street has been notified many times about garbage outside of his house. Edgeworth Municipal Authority had been working on the street to install new pipes and this caused the resident to have to cancel the dumpster he was going to bring in for the garbage. Ms. Rengers and Interim Chief Jameson both contacted the resident about the issue.

A resident on Beech Street was sent a notice about his garbage cans. Ms. Rengers has not heard any complaints about him since then.

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EXECUTIVE SESSION

Mrs. Adipietro asked if there would be a vote after the Executive Session. Mr. Stephansky said there probably would not be a vote.

MOTION: Mr. Stephansky made a motion to go into Executive Session at 8:19 pm to discuss Public Works Contracts and wages, seconded by Mr. Peluso, with all in favor.

MOTION: Ms. Verszyla made a motion to come out of the Executive Session at 9:29 pm after discussing Public Works Contracts and wages, seconded by Mr. Peluso, with all in favor.

Approval of 2023 Public Works Contracts

MOTION: Mr. Peluso made a motion to approve Public Works Contracts to be rewritten and reviewed by the Solicitor, seconded by Mr. Nash, with all in favor.

MOTION: Mr. Peluso made a motion to draft an agreement for the Manager and to work with the Personnel Committee, seconded by Mr. Nash, with all in favor.

MOTION: Mr. Nash made a motion to give a 5% increase to all employees of the Township, except for the Interim Chief, effective January 1, 2023, seconded by Mr. Peluso. Roll call was taken with the vote as follows: Mrs. Verszyla; yes, Mr. Nash; yes, Mr. Peluso; yes, and Mr. Stephansky; yes. The motion carried.

Ms. Verszyla asked to budget a total of \$70,000.00 for the 2023 Paving Project for Plum and Orchard Street. There was a discussion about moving money from other budgeted categories to pay for the cost of paving Orchard and Plum Street. The Board decided to leave the budget as it was.

Approval to Advertise Ordinance 2022-08/08A (2023 Budget and Millage for 20-day Inspection Period)

MOTION: Mr. Nash made a motion to advertise Ordinance 2022-08/08A for the 2023 Budget, as amended, for a 20-day inspection period, seconded by Mr. Peluso. Roll call was taken with the vote as follows: Mrs. Verszyla; yes, Mr. Nash; yes, Mr. Peluso; yes, and Mr. Stephansky; yes. The motion carried.

PUBLIC PARTICIPATION

Resident Donna Adipietro stated that the earlier audience had no idea there would be a vote after the Executive Session. Several Board Members and Mr. Chesney stated the items were on the agenda to vote on. Mr. Stephansky stated early in the meeting that no voting would take place after the Executive Session. He apologized and said this was not done intentionally, and he will address that at the next Board Meeting.

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Ms. Rengers stated that she will be on vacation next week, Monday-Wednesday, and the office is closed Thursday and Friday for Thanksgiving. Elaine Macurak will need to be reappointed to the LTMA Board next month and Gary Augustine will send a letter to the Board requesting that she is. There is a workshop meeting on Monday, November 28, 2022, at 4:00 pm.

ADJOURNMENT

MOTION: Mr. Nash made a motion to adjourn the meeting at 9:40 pm, seconded by Mr. Peluso, with all in favor of the motion. The motion carried.

TOWNSHIP OF LEET

 /s/Betsy Rengers
BETSY RENGERS, MANAGER

 /s/Carolyn Verszyla
CAROLYN VERSZYLA, VICE PRESIDENT

1/9/2023
Date