

LEET TOWNSHIP BOARD OF COMMISSIONERS

June 12, 2023

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 Martin C. McDaniel at the Leet Township Municipal Building, 194 Ambridge Ave., Fair Oaks, PA 15003. Roll Call: Commissioners present were Martin C. McDaniel, Carolyn Verszyla, Dan Peluso, Rody Nash, and John Stephansky. The meeting started with the Pledge of Allegiance.

Also present:

- |  |                            |
|--|----------------------------|
| Betsy Rengers, Manager                                 | Chuck Soman, Resident      |
| Brian Jameson, Interim Police Chief                    | Peggy Adams, Resident      |
| Steve Chesney, Solicitor                               | Kristine Shelton, Resident |
| Joe Ferrang, Planning Commission Chairman              |                            |
| John Valinsky, LSSE Engineer                           |                            |
| Donna Adipietro, Resident                              |                            |
| Amy Harkins and Sean O’Neil, Edgeworth Water Authority |                            |

**PUBLIC PARTICIPATION**

Edgeworth Municipal (Water) Authority Board Chairwoman Amy Harkins asked the Commissioners to waive the enforcement of Leet Township Street Opening Ordinance 2017-02 for Edgeworth Water Authority because they had served the community of Leet since 1898. Other municipalities do not charge the Authority for street openings. Leet charged the Authority \$250.00 per street opening and they had paid Leet over \$3,000.00 this year. The street openings are to replace lead water lines as required by the EPA. Mr. McDaniel said the Township should be notified by Edgeworth Water Authority when they are opening the streets. Ms. Harkins stated that they replaced 11 separate lines on Plum Street. Mr. Stephansky stated that the ordinance was passed because the Township was going to pave Mound Street in 2016. Before the paving was to be done, the Township went to the different utility companies and asked if they had any impending projects to open the street. They said no and as soon as Mound Street was paved, the utility companies came in and opened the street. The Township spent a lot of money to pave the street. The discussion continued.

Mr. McDaniel suggested changing the ordinance to waive the fee for municipal entities. He asked Ms. Harkins to send a letter to the Board of Commissioners agreeing to notify the Township of street openings. She said that they would discuss it at the upcoming Edgeworth Municipal Authority Board meeting, and she would be in touch with the Township.

**APPROVAL OF MEETING MINUTES**

**Board of Commissioners May 8, 2023, Regular Meeting Minutes**

Mrs. Verszyla had the following corrections:

Page 1, third paragraph, change “Mr. Nash attended the meeting at 7:04 pm” to “Mr. Nash arrived at the meeting at 7:04 pm.” Page 2, second paragraph from the bottom, she asked that the resident Mr. Stephansky referred to be named in the minutes. Mr. Stephansky responded that he declined to disclose the resident’s name as the comment was given to him in confidence. Page 3, add the year to the sentence where Mr. Peluso commented on the purchase of the building. In the paragraph below the second paragraph, Mrs. Verszyla did not like the word “there” and asked

LEET TOWNSHIP BOARD OF COMMISSIONERS

June 12, 2023

Minutes of the Board of Commissioner's Regular Meeting

that it be removed. Mr. McDaniel suggested using the phrase "in attendance". On the last page, under Adjournment, change "Mr." to "Mrs."

Mr. Nash was impressed with the meeting minutes because they were well-written and thorough. He complimented Ms. Rengers on their preparation. Mrs. Verszyla agreed with Mr. Nash.

**MOTION:** Mr. Peluso made a motion to approve the minutes of the May 8, 2023, Board of Commissioners Regular Meeting, with corrections, seconded by Mrs. Verszyla. Roll call was taken with a vote as follows: Mr. McDaniel; yes, Mrs. Verszyla; yes, Mr. Stephansky; yes, Mr. Nash; yes, and Mr. Peluso; yes. The motion carried.

**FINANCE REPORT**

Mrs. Verszyla asked to have the total amount of the bill and invoice list included in the motion.

**MOTION:** Ms. Verszyla made a motion to approve payment of the bill list and invoices presented, in the amount of \$110,144.85, seconded by Mr. Stephansky. Roll call was taken with a vote as follows: Mr. McDaniel; yes, Mrs. Verszyla; yes, Mr. Stephansky; yes, Mr. Peluso; yes, and Mr. Nash: yes. The motion carried.

Mr. Stephansky stated that Jordan Tax Collection was doing a much better job of collecting real estate tax revenues than previous collectors and he was glad the Board made the move to use them. Ms. Rengers reported that more revenues were received for Earned Income Tax and Regional District Asset Tax so far this year.

**Pension Plan Update**

On May 11, 2023, John Stephansky and Ms. Rengers met with Ron Bittner, Girard Representative, to discuss the performance of the Uniformed and Non-Uniformed Pension Plans in 2022. The news was not good. In 2019-2021, the Pension Plans performed well with 35 to 40% returns. In 2022, we saw a market correction, and stocks and bonds had the worst year since 2008.

The Federal Reserve should be finished raising interest rates now and it will take a full 6 to 9 months to see the effects of the rate increases. There are 8 indicators that a recession is coming and 5 have already happened. Short-term rates are currently higher than long-term rates.

The markets resulted in a 19% loss in both plans. We are in the 2<sup>nd</sup> year of the 2-year cycle for the assessments of the plans and the new assessment will affect the upcoming Minimum Municipal Obligations (MMOs). The Township should count on a substantial increase to the MMOs and may pay more than the MMO calculation starting this year to try to offset the expense.

Mr. Stephansky explained that the Township should make additional payments to the Municipal Minimum Obligation to offset the increases that will occur over the next two years.

LEET TOWNSHIP BOARD OF COMMISSIONERS

June 12, 2023

Minutes of the Board of Commissioner's Regular Meeting

Mrs. Verszyla asked Ms. Rengers to resume writing a Manager's Report to be read and included in the minutes at each meeting, similar to other departments' operating reports. The Board agreed.

**Approval to Pay Off the TAN Loan**

**MOTION:** Mr. Peluso made a motion to pay off the Tax Anticipation Note for \$150,659.00, seconded by Mr. Stephansky. Roll call was taken with a vote as follows: Mr. McDaniel; yes, Mrs. Verszyla; yes, Mr. Stephansky; yes, Mr. Peluso; yes, and Mr. Nash: yes. The motion carried.

**Circulate Department Reports**

The Department Reports were circulating in the meeting room. A vote to approve the reports will be taken later in the meeting.

**UNFINISHED BUSINESS**

**Public Works Committee**

**Approval to Purchase Public Works Truck and Loan Financing**

**Approval of Resolution 2023-12 (Public Works Pick-Up Truck Purchase)**

The Township shopped interest rates from different banks: PNC, Uninvest, and FNB. The Township does not have an account with PNC, so they declined to quote a rate, Uninvest came in at 5.33%. FNB was the lowest rate at 4.77% for 60 months.

**MOTION:** Mrs. Verszyla made a motion to approve Resolution 2023-12 for the purchase of a 2022 Ford 250 Pickup Truck for the CoStar price of \$48,345.55 plus loan fees, to be purchased with a First National Bank loan for a 60-month term with an interest rate of 4.77%, for use by the Leet Township Public Works Department. President Martin C. McDaniel and Manager Betsy Rengers are authorized to sign the loan documents. The motion was seconded by Mr. Nash. Roll call was taken with a vote as follows: Mr. McDaniel; yes, Mrs. Verszyla; yes, Mr. Stephansky; yes, Mr. Peluso; yes, and Mr. Nash: yes. The motion carried.

**Approval of Resolution 2023-13 (LGUDA Filing for Purchase of Pick-Up Truck)**

**MOTION:** Mrs. Verszyla made a motion to approve Resolution 2023-13 to file the Local Government Debt Act (LGUDA) paperwork to incur non-electoral debt by the issuance of a general obligation note from First National Bank for the purchase of a 2022 Ford 250 Pickup Truck in the amount of \$48,345.55 plus loan fees, seconded by Mr. Peluso. Roll call was taken with a vote as follows: Mr. McDaniel; yes, Mrs. Verszyla; yes, Mr. Stephansky; yes, Mr. Peluso; yes, and Mr. Nash: yes. The motion carried.

**Approval for Manager Betsy Rengers to Sign for the Truck at Allegheny Trucks**

**MOTION:** Mr. Nash made a motion to approve for Manager Betsy Rengers to sign for the purchase of the 2022 Ford 250 Pickup Truck at Allegheny Trucks, seconded by Mr. Peluso. Roll call was taken with a vote as follows: Mr. McDaniel; yes, Mrs. Verszyla; yes, Mr. Stephansky; yes, Mr. Peluso; yes, and Mr. Nash: yes. The motion carried.

LEET TOWNSHIP BOARD OF COMMISSIONERS

June 12, 2023

Minutes of the Board of Commissioner's Regular Meeting

Mrs. Verszyla suggested paying a lump sum on the loan using Liquid Fuels funds to shorten the length of the loan.

**PennDOT Ambridge Avenue Weight Study Meeting Update**

Interim Chief Jameson, Manager Betsy Rengers, and Commissioner Rody Nash attended the PennDOT Ambridge Ave Weight Study Meeting with State Representative Valerie Gaydos, and PennDOT Representatives Lori Musto, Nicole Haney, Kathryn Fink, and Doug Seeley to discuss the need for PennDOT to conduct a weight study on Ambridge Ave. Commissioner Verszyla attended the meeting by phone. Interim Chief Jameson explained that the PennDOT Representatives said the road did not meet the criteria to have a weight study. They suggested adding signage to the road and suggested the Township install digital speed signs that flash "slow down". Interim Chief Jameson asked them about grants for signage. Mr. Nash asked for a truck length restriction of 30'. PennDOT Representatives said that the trucks are not paying attention to the 40' sign, so they will not pay attention to the 30' sign. PennDOT sent the Township a list of grants to apply for and some suggestions to paint the crosswalks. The list of grants they sent did not apply to the Township's needs. Interim Chief Jameson explained that there are already three sets of signs on Ambridge Ave. Mrs. Verszyla will call State Representative Gaydos about the issue. Mrs. Verszyla questioned PennDOT Representatives regarding the budgeting for the road and if it was put into the Beaver County budget. They said they would research the question and let Mrs. Verszyla know.

**Schedule Beech Street Traffic Study Meeting with Residents**

Interim Chief Jameson sent a memo to the Commissioners regarding the Beech Street Traffic Study. Mr. McDaniel read the memo aloud:

"Jeff Weatherby got back to me on Monday. He reported that Leetsdale approved at their meeting to place a speed table (speed hump) on their portion of Beech Street. I also spoke with Chief Raible who reported that there used to be a sign on Beaver Street at Beech to yield at the turn to oncoming traffic. Chief Raible reported that the sign was in place years ago and disappeared. He is in the process of having his Street Department replace the sign. Jeff Weatherby reported that the Leetsdale Council had concerns about placing a stop sign at that location. He reported that they were going to continue to investigate it.

We need to discuss if we are going to put a speed table in place and what is the proper way to do it. I will have Betsy place it on the agenda for discussion and approval. I am guessing that LSSE would be the resource to find out the proper way to erect the speed table.

Jeff advised me to have Leet Public Works Foreman Andy Wanto coordinate with Leetsdale Public Works Foreman Doug Ford to make the necessary changes when we are ready."

The Board had a brief discussion about the memo. Kris Shelton spoke with the residents on Beech Street. They asked to have the road turned into a one-way. Interim Chief Jameson explained that the subject was discussed, but Mr. Weatherby felt it would increase the speed of the traffic there. Ms. Shelton asked that the meeting be scheduled in the evening when the residents were home from work. The Board decided to have the meeting at the July Board of Commissioners Regular

LEET TOWNSHIP BOARD OF COMMISSIONERS

June 12, 2023

Minutes of the Board of Commissioner's Regular Meeting

Meeting on July 10<sup>th</sup> at 7 p.m. Interim Chief Jameson will deliver notices to the residents regarding the meeting.

**Approval of LSSE Service Order for Leet Township Park Improvements**

Mr. McDaniel explained that LSSE presented a Service Authorization letter to the Board of Commissioners for approval to start work on the Park Improvements design. Mr. Valinsky would like to start with a survey and the work included the War Memorial. Mr. Nash requested Mr. Valinsky include all the Township property in the survey from 198 Ambridge Ave to the Fire Department. The grant allows for up to 30% of the total of \$300,000.00 to be used for design work.

**MOTION:** Mrs. Verszyla made a motion to approve the LSSE Service Authorization, in the amount of \$22,500.00, to begin design work for the Park Improvements Grant, seconded by Mr. Nash. Roll call was taken with a vote as follows: Mr. McDaniel; yes, Mrs. Verszyla; yes, Mr. Stephansky; yes, Mr. Peluso; yes, and Mr. Nash: yes. The motion carried.

**Public Safety Committee**

**Approval for the Civil Service Board to Test for Part-time Officers**

Interim Chief Jameson found several police officers who were interested in working at Leet Township part-time. The Civil Service Commission will conduct the testing. Many retired part-time officers may not be able to pass the physical agility test, but Interim Chief Jameson has officers who are interested and can pass the physical agility test. He told the Board about the candidates.

**MOTION:** Mr. Peluso made a motion to notify the Civil Service Commission to test for part-time officers, seconded by Mrs. Verszyla. Roll call was taken with a vote as follows: Mr. McDaniel; yes, Mrs. Verszyla; yes, Mr. Stephansky; yes, Mr. Peluso; yes, and Mr. Nash: yes. The motion carried.

**Solicitor**

**Handicapped Parking Ordinance Update**

Mr. Chesney has been working on the handicapped parking ordinance and will send a draft to Ms. Rengers.

Mr. Chesney reported that an employment lawsuit against the Township had recently been dismissed by the Federal District Court.

**NEW BUSINESS**

**Public Works Committee**

**Purchase of Park Benches**

The Public Works Department removed old benches from Plum Street Park and will replace them with composite benches that should not deteriorate.

**MOTION:** Mr. Nash made a motion to purchase four Kirby benches in the amount of \$648.85 each for a total of \$2595.40, seconded by Mr. Peluso. Roll call was taken with a vote

LEET TOWNSHIP BOARD OF COMMISSIONERS

June 12, 2023

Minutes of the Board of Commissioner's Regular Meeting

as follows: Mr. McDaniel; yes, Mrs. Verszyla; yes, Mr. Stephansky; yes, Mr. Peluso; yes, and Mr. Nash: yes. The motion carried.

**Approval of Watson Street Paving Project**

Mrs. Verszyla stated that the 2023 paving project for Plum Street was done by Edgeworth Water, so the project had been tabled. Mrs. Verszyla spoke with Mr. Wanto about road conditions in Leet and he identified the top of Watson Street as being in the worst condition. Mr. Valinsky inspected the road with Mr. Wanto and provided the Board with a cost estimate to re-pave it. The estimate came in higher than the amount the Township budgeted for paving. Mr. Valinsky noticed significant potholes at the bend and the beginning of the street. The bid included work on a drain. Mr. Valinsky took the drain out of the bid and thought the bend would cost about \$28,000. To do the bend to the beginning of the street should be around \$50,000.00. Mr. Valinsky will bid the project out two ways; one for a 4" mill and asphalt and the other will include the apron.

**MOTION:** Mrs. Verszyla made a motion to bid out the Watson Street Paving Project in two separate bids; one for the mill and pave and a separate bid for the apron, seconded by Mr. Nash. Roll call was taken with a vote as follows: Mr. McDaniel; yes, Mrs. Verszyla; yes, Mr. Stephansky; yes, Mr. Peluso; yes, and Mr. Nash: yes. The motion carried.

Mrs. Verszyla reported that the Public Works Department was watering the new trees at Olde Sewickley Highlands with tree gators. Mrs. Verszyla asked if the Township used rubber mulch for safety material under playground equipment. The Township uses sand for safety material under playground equipment.

**Approval to Apply for the Multimodal Transportation Fund Program**

Mr. Valinsky reported on the Multi-Modal Grant opportunity. The Township was not awarded the CDBG Year 49 grant for the installation of ADA sidewalks. The multi-modal grant has a 30 % match and will be used to put in ADA sidewalks.

**MOTION:** Mrs. Verszyla made a motion to approve John Valinsky to apply for the Multi-Modal Grant for the installation of ADA sidewalks in the Township, seconded by Mr. Peluso. Roll call was taken with a vote as follows: Mr. McDaniel; yes, Mrs. Verszyla; yes, Mr. Stephansky; yes, Mr. Peluso; yes, and Mr. Nash: yes. The motion carried.

**Finance Committee**

**Approval to Pay QVCOG RAD Tax Payment**

**MOTION:** Mr. Stephansky made a motion to pay Quaker Valley Council of Governments \$2,009.70 for the Regional Asset District Tax according to the enabling legislation of the Regional Asset District, Act 77 of 1993, seconded by Mr. Peluso. Roll call was taken with a vote as follows: Mr. McDaniel; yes, Mrs. Verszyla; yes, Mr. Stephansky; yes, Mr. Peluso; yes, and Mr. Nash: yes. The motion carried.

### **Edgeworth Water Street Opening Refund**

**MOTION:** Mr. Nash made a motion to refund Edgeworth Water Authority \$2250.00 for the street opening permits previously applied for and change Street Opening Ordinance 2017-02 to reflect the waiver if they notify the Township of every street opening, seconded by Mr. Peluso. Roll call was taken with a vote as follows: Mr. McDaniel; yes, Mrs. Verszyla; yes, Mr. Stephansky; yes, Mr. Peluso; yes, and Mr. Nash: yes. The motion carried.

### **Possible Waive of Building Permit Fees for Resident**

There was a discussion about a resident who applied for a building permit in 2020 but did not complete the work at that time. He has since changed the design of the project and reapplied for a building permit. He requested a waiver from payment for the second permit since he paid for the first permit but never finished the work. The Board agreed that he should pay for the new permit because the Township must pay the Zoning Officer and Building Inspector for the new permits.

### **Department Reports**

#### **Acceptance of Department Reports**

Mrs. Verszyla asked Ms. Rengers about the code enforcement issue with a resident who has a hole in her garage roof. The resident is indigent and will need financial assistance to fix the roof. Ms. Rengers will send her a list of agencies she may use for assistance.

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

### **CORRESPONDENCE**

#### **Notice of Verizon 36-Month Notice to Renew Franchise Agreement**

Verizon gave the Township a 36-month notice of its intent to renew the franchise agreement. The Township previously used Cohen Law Group for franchise agreements and worked with the QVCOG municipalities to receive a reduced rate. The COG has been notified about the renewal.

#### **Leetsdale Municipal Authority Letter**

Leetsdale Municipal Authority sent the Township a copy of a letter they sent to Sewickley about the Sewickley Act 537 Plan and Sewickley's plans for the sewer treatment plant. Mr. McDaniel explained that Edgeworth, Leet, and Leetsdale paid for the Leetsdale Treatment plant by borrowing millions of dollars and Sewickley should pay a tap-in fee to use the Leetsdale Sewer Plant and compensate for purchasing unused capacity. Mr. Nash stated that Sewickley should reimburse for any incurred fees. The Sewickley plant is overcapacity now. Most of Leet's sewage goes to Ambridge so cost savings would be minimal. Mr. McDaniel would support the plan if there were a tap-in fee. The discussion continued. Leet Municipal Authority blends the rates so that the residents receive the same rates no matter where the sewage goes. No action needs to be taken at this time.

LEET TOWNSHIP BOARD OF COMMISSIONERS

June 12, 2023

Minutes of the Board of Commissioner's Regular Meeting

**Watson Thank You Letter**

Mrs. Verszyla wrote a letter to Watson CEO Barry Bohn thanking him for the purchase of two AED machines for \$3100.00 for the Township. The current AEDs were leased from Cintas. Interim Chief Jameson gave Cintas a 30-day notice to terminate the AED lease and has received the new AED machines. The machines have a self-check mode to make sure they are working right.

Mrs. Verszyla asked to set up the Emergency Management meeting to discuss a Township municipal building emergency plan with the Interim Chief and asked Ms. Rengers to work on getting prices to update the employee handbook.

**PUBLIC PARTICIPATION**

There was no public participation at that time.

**ADJOURNMENT**

**MOTION:** Mr. Nash made a motion to adjourn the meeting at 8:37 p.m., seconded by Mrs. Verszyla, with all in favor of the motion.

TOWNSHIP OF LEET

/s/ Betsy Rengers  
BETSY RENGERS, MANAGER

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

Date: July 10, 2023