

LEET TOWNSHIP BOARD OF COMMISSIONERS  
August 14, 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, and Rody Nash. The meeting started with the Pledge of Allegiance.

Absent: Commissioner John Stephansky

Also present:

Betsy Rengers, Manager

Chuck Soman, Resident

Brian Jameson, Interim Police Chief

Peggy Adams, Resident

Steve Chesney, Solicitor

Tom Weber, Civil Service Chairperson

John Valinsky, LSSE Engineer

Donna Adipietro, Resident

Katie and Brian Melodini, Residents

Deb Cheddar, Bell Acres Resident

Joe Ferrang, Planning Commission Chairperson

### **PUBLIC PARTICIPATION**

Interim Chief Brian Jameson informed the Board of a new type of traffic camera system for automated license plate readers (LPR Camera System). The overhead cameras monitor traffic through town and would not be used for speeding tickets. The database to view the camera footage is called "Plate Smart." Access to Plate Smart is \$2,800.00 per year. Mrs. Verszyla asked about the Township's liability for using this type of camera system. Interim Chief Jameson explained that there was no liability, and the cameras were widely used in places on Route 65 through Beaver and in other areas in Pittsburgh and Moon Township. He reached out to Kathleen Chigos at Plate Smart and determined that the system was cost-prohibitive to the Township. Ms. Chigos investigated and found a program offered by Secure X. Secure X uses Plate Smart to identify uninsured motorists and affords them a diversionary insurance program instead of giving them a citation. Secure X would pay for the cost of the cameras, installation of the cameras, and access to Plate Smart at no cost to the Township. When an uninsured motorist is identified by Secure X, using PennDOT records, Secure X will identify the car and notify the owner that they may participate in a diversionary insurance program. If they failed to comply with the program, the Township would then issue a citation. The Secure X database contains records from other states, too. Secure X will provide access to the Plate Smart system for no cost to the Township. PA has the highest incidents of uninsured motorists. The Township would receive 50% of the revenues from the diversionary program. Interim Chief Jameson has forwarded the Secure X contract to Mr. Chesney for review. Mr. McDaniel asked Interim Chief Jameson to write a proposal for the Board's review. The discussion continued. Mr. McDaniel thanked the Chief for all the grant application work he has done and for doing a great job finding money for the Police Department.

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Resident Katie Melodini asked the Board for an update on the Wernicki Zoning Variance Appeal. Mr. Chesney explained that the briefs are due to the Court by September 18, 2023. Mr. Wernicki could bring the building into compliance with the ordinance, and that would resolve the issues if approved by the Court and Township. One of the issues was that the building raised the base flood elevation. The ordinance does not allow that. The building was also too big. A variance could be granted for the size of the building if it did not raise the base flood elevation. Deb Cheddar said that the building was three times the size allowed, and it raised the base flood elevation. Mr. Chesney said the Court will have to decide on the issue. There has been a pretrial meeting with Judge McGinley.

The Township has denied the variance, but the decision is with the Judge now. Mrs. Cheddar asked if Mr. Chesney was obligated to bring the issue back to the Board of Commissioners. Mr. McDaniel stated that any decisions will be discussed and voted on in a public meeting.

Civil Service Chair Tom Weber stated that on August 2, 2023, the Commission accomplished the testing of part-time police officers. At 10 a.m., a physical agility test was given, with both candidates receiving a passing grade. At 11:30 a.m., the candidates were given a written exam, and both candidates passed the exam. At 1:30 p.m., the candidates were given an oral exam, and both passed. That evening, the Civil Service Commission had a Regular Meeting, and the commission unanimously passed a motion to recommend that the candidates be given conditional offers of employment conditioned on passing the medical and psychological examinations. Mr. McDaniel stated that the Board has the candidates' applications in their packet, and he recommended having an Executive Session at the end of the meeting to discuss the hiring of the new part-time police officer candidates.

**MOTION:** Mr. Nash made a motion to amend the agenda to hold an Executive Session at the end of the meeting to discuss the hiring of part-time officers for the Leet Township Police Department, seconded by Mrs. Verszyla, with all in favor of the motion.

**APPROVAL OF MEETING MINUTES**

**Board of Commissioners July 10, 2023, Regular Meeting Minutes**

Mrs. Verszyla had the following corrections: Page 2, last paragraph, remove the "c" from Andrew Novak's name. Change the sentence that says, "but had not had a resolution" to "there was no resolution." Remove the line "Mr. Novak will investigate the issue." Page 3, remove "her street" and add "Neely Street" to the sentence with Salina Everette's comment about Neely Street not being swept by the Leet Township Street Sweeper. The bill list should include the amount of the bills for the month. Page 4, remove the word "all." Mrs. Verszyla did not like the word because it sounded all-encompassing, and it should be up to the Board to decide if a municipal authority is exempted from paying street opening fees. Mr. Chesney explained that he could remove the word "all" from the ordinance. There was a brief discussion about the wording of the ordinance to exempt all and any municipal agencies and authorities from paying the street opening fees. Mr. Chesney said the Board would need to have a directive to set the parameters on which agencies would be exempt and when they would be exempt if the wording were changed. Mrs. Verszyla withdrew her request. Page 4, under the resignation of Kristine Shelton, change the wording "due to a work conflict" and add "due to employer workplace policy." Page 5, under the

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manager's report, add "Andy" before "Wanto" and correct the name "John Callendar" to "Josh Callendar." Page 6, change the signature line to Carolyn Verszyla because Mr. McDaniel did not attend that meeting.

**MOTION:** Mrs. Verszyla made a motion to approve the minutes of the July 10, 2023, Board of Commissioners Regular Meeting, with corrections, seconded by Mr. Nash. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Nash, yes; and Mr. Peluso, yes. The motion carried.

**FINANCE REPORT**

Mrs. Verszyla asked Ms. Rengers to put together a total of the Molinaro Civil Service Hearing cost because rumors were floating around the Township about the incorrect hearing expenses. Ms. Rengers has yet to receive all the invoices for the hearing. Mrs. Verszyla wants all the bills for the hearing to be reflected on one spreadsheet.

**MOTION:** Mrs. Verszyla made a motion to approve payment of the bill list and invoices presented in the amount of \$177,319.23, seconded by Mr. Peluso. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

**Circulate Department Reports**

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

**UNFINISHED BUSINESS**

**Public Works Committee**

**Installation of Beech Street Speed Tables to Slow Down Traffic**

Mrs. Verszyla went with Interim Chief Brian Jameson to look at speed tables on Park Hill Road in Economy Borough. LSSE Engineer John Valinsky reported meeting with Foreman Andy Wanto to walk Beech Street on Thursday, August 17, 2023, at 10 a.m. to decide where to install the speed tables. Leetsdale officials were notified of the meeting time and place. Interim Chief Jameson said that Leetsdale installed a new caution sign to make the left turn onto Beech Street at the curve on Beaver Street at the intersection of Beech Street. Interim Chief Jameson spoke with the owners of Markaloy Manufacturing on Beech Street, and the owner was concerned about the placement of the speed tables. He requested that the speed tables be placed beyond the entrance to his parking lot to not impede the forklift from entering the parking lot when they needed to unload trucks. Mr. Valinsky suggested using temporary rubber speed humps, to begin with, so the Township could collect more data on their effectiveness before installing permanent ones. Mr. Valinsky will find out the prices for the several types of speed tables. The Township will install a speed table in the area in front of Kristine Shelton's house. The ramp will be twenty-two feet in length.

**Watson Street Paving Bid**

Mrs. Verszyla explained that the Township received one very high bid from El Grande Corporation to pave the beginning of Watson Street, but there was prominent deterioration on both ends of the street. Mrs. Verszyla spoke with Mr. Stephansky and Mr. McDaniel, and

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they decided to put the work off until the beginning of next year, and they may decide to pave the entire street. Mrs. Verszyla would like to budget for this project in 2024.

**MOTION:** Mrs. Verszyla made a motion to reject the El Grande Watson Street Paving Base Bid of \$54,745.00 and an Alternate Bid for \$26,431.25, seconded by Mr. Nash. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

**Public Safety Committee**

**Approval to Hire Part-Time Officers**

The Board will have an Executive Session at the end of the meeting to discuss the hiring of part-time officers.

**Solicitor**

**Approval to Advertise Ordinance 2023-01 (Street Opening Waiver)**

**MOTION:** Mr. Peluso made a motion to advertise Ordinance 2023-01 to amend the Leet Township Code of Ordinance Chapter 21, Part 1, to waive all street opening permit fees for any applicant that is a Pennsylvania Municipal Agency or Authority, seconded by Mr. Nash. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes, Mr. McDaniel; yes, Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

**Approval to Advertise Ordinance 2023-02 (Handicapped Parking Space Regulations)**

Mr. Chesney reported that a resident may apply for an accessible parking sign. The ordinance gives the Chief the ability to assign spaces if the resident has a registered handicapped vehicle.

**MOTION:** Mr. Peluso made a motion to advertise Ordinance 2023-02 to adopt a procedure to assign accessible parking spaces to qualified residents, seconded by Mr. Nash. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash: yes. The motion carried.

**NEW BUSINESS**

**Finance Committee**

**Approval of Insurance Renewals: Liability, Cyber, Police, and Public Officials**

Mrs. Verszyla asked Ms. Rengers to shop for the insurance policies next year. Ms. Rengers explained that the insurance pays dividends on the Liability and Workers Comp Insurance. MRM is a consortium of municipalities, and rates are based on the losses. Ms. Rengers will shop for insurance next year. Last year, we received a Cyber Insurance quote for \$25,000.00 and one for \$3,100.00. Ms. Rengers asked to have the policies approved separately.

**MOTION:** Mrs. Verszyla made a motion to approve the Liability, Cyber, Police, and Public Officials insurance policies for \$16,394.00, effective September 1, 2023, seconded by Mr. Nash. A roll call vote was taken with the vote as follows: Mrs. Verszyla; yes, Mr. McDaniel; yes, Mr. Peluso, yes; and Mr. Nash: yes. The motion carried.

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**Abuse and Molestation Policy:** Ms. Rengers explained that the Abuse and Molestation Policy has been removed from the Public Officials and Police Policies because these types of claims are on the rise. The policy is \$1,000.00 per year for \$500,000.00 worth of coverage. Mr. Chesney felt the Township should have the coverage in case there was an allegation against a Township employee.

**MOTION:** Mrs. Verszyla made a motion to approve the purchase of the Abuse and Molestation Insurance Policy for \$1,000.00, seconded by Mr. Nash. A roll call vote was taken with the vote as follows: Mrs. Verszyla; yes, Mr. McDaniel; yes, Mr. Peluso, yes; and Mr. Nash: yes. The motion carried.

**Approval of Resolution 2023-16 (Participation in Community Development Block Grant)**

Ms. Rengers explained that the Township must pass the resolution to opt in to participate in the Community Development Block Grant program for the years 2024, 2025, and 2026. The opt-in process is new this year. Previously, the Township was automatically opted in and would only have to opt out. The Township will not be allowed to apply for CDBG grants in the future if the resolution is not approved. The Township has received over \$800,000.00 over the past ten years from this program. The Township will enter into a Cooperation Agreement with Allegheny County to participate in the program.

**MOTION:** Mrs. Verszyla made a motion to approve Resolution 2023-16 to participate in the Community Development Block Program with Allegheny County for the years 2024, 2025, and 2026, seconded by Mr. Nash. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

2023 Proposed Grant Applications

Ms. Rengers recommended that the Board apply for the following grants:

Local Share Account	Project Type:	Application Process:	Grant Fee:	QVCOG Fee:
<b>Grant: App Submission</b>	Renovation of 194 Ambridge	QVCOG/LSSE	\$100.00 per Application	Application \$500.00
9/1/2023- 11/30/2023	Renovation of 198 Ambridge Equipment: Backhoe, Leaf Machine Police Car		no match	2% grant award
<b>CDBG: App Submission</b>	Fair Oaks ADA Sidewalk Replacement Program	QVCOG	0	Application \$500.00
8/7-9/15/2023			no match	2% grant award

The Township currently has a CDBG grant for the Orchard/Beech Street ADA Sidewalk Replacement Program for \$31,000.00. The QVCOG has put the project out for bid, and the opening will be held on August 15, 2023, at the QVCOG office. The Township has been awarded two Gaming Economic Development Tourism Fund Grants (GEDTF) for park improvements at Ambridge Ave for \$300,000.00 and repair of the Olde Sewickley Highlands detention basin for \$100,000.00. The Township has applied for a Multimodal CFA Grant to

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continue the ADA sidewalk replacement initiative. Other projects were applied for and not awarded, including the replacement of the salt shed and the Quaker Heights open space stormwater project. Mr. McDaniel spoke with resident Gwen Clements about a stormwater issue at her house on Watson Street. Allegheny County has a catch basin on Camp Meeting Road that drains into her yard. Her husband signed an agreement years ago with Allegheny County to maintain the pipe that Allegheny County put in their yard. There is also stormwater coming from Watson Street that is draining into her yard. Foreman Andy Wanto has looked at the pipe, and it is clogged or collapsed. Mr. McDaniel suggested applying for a grant to add stormwater inlets on Watson Street along her property.

**Public Works Committee**

**Resident Notification**

Mrs. Verszyla spoke about an incident involving Edgeworth Water. They issued a boil water alert but did not notify all the residents. Ms. Rengers put the notification on the website and linked Edgeworth Water's notification page to the Leet Township home page. Edgeworth Water sent a reverse 911 call to the residents. Some residents did not receive the call because Edgeworth Water did not have their phone numbers. Emergency Management Coordinator Dave Volk was not notified, either. Mr. McDaniel said that the residents need to make sure that Edgeworth Water has the correct phone number. There was another incident when LSSE surveyors came to the Municipal Complex on Ambridge Ave to survey the property. They did not notify Ms. Rengers that they were coming, and she did not know that they were walking into the neighbor's backyard. The neighbor complained about the surveyors walking into her backyard. Mrs. Verszyla asked LSSE to notify Ms. Rengers next time so she could notify the residents. Mrs. Verszyla asked that anyone who is awarded a bid notify the manager of the start date. Mr. Valinsky said that there is a stipulation in their contracts that the managers are notified of the start date.

**Sale of 1998 Car Mat Trailer**

Foreman Andy Wanto had a buyer for the 1998 Car Mat trailer. The trailer will be listed on Municibid. The salt spreaders are on Municibid now. Mr. McDaniel suggested listing the trailer for \$400.00 and checking the Accountable Assets appraisal amount to see if it was higher.

**Public Safety Committee**

**Reverse 911 Call System Renewal**

Mr. Peluso stated that the issue of a multi-municipal reverse 911 call system had been discussed at the QVCOG Board of Directors Meeting. Ms. Rengers explained that the Township used Swift 911, which Rave Mobile Safety recently purchased. The Township could renew the current system through Rave, and they would migrate all the phone numbers from Swift 911 to Rave. The Township had over four hundred phone numbers registered with Swift 911. There was a discussion about the issue. Mr. Peluso suggested that Ms. Rengers speak with QVCOG Executive Director Patrick Connors to see if there has been any progress with the COG signing up for a joint system.

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**Renewal of PlanIt Software**

The PlanIt scheduling software has increased in price significantly. Officer Wilson has been researching scheduling software platforms, and the findings will be presented at a future meeting.

**Selling of Township Property in Reference to the Sale of the Trailer**

Mr. Chesney stated that Township property valued over \$2,000.00 should be put out for bid. Ms. Rengers will check the appraisal list to see the value of the trailer.

**Personnel Committee**

**Acceptance of Resignation of Jessica Leety from the Position of Part-time Administrative Assistant**

**MOTION:** Mrs. Verszyla made a motion to accept the resignation of Jessica Leety from the position of Part-time Administrative Assistant effective July 25, 2023, seconded by Mr. Peluso, with all in favor of the motion.

**MOTION:** Mrs. Verszyla made a motion to advertise the position of Part-time Administrative Assistant, seconded by Mr. Nash. A roll call vote was taken with a vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

**Approval of Resolution 2023-16 (Reappointment of Terry Soster to the Zoning Hearing Board)**

Mr. McDaniel asked that all terms for board positions end at the end of the year. Mr. Soster will be reappointed until December 31, 2023, and at that time, a vote will be taken to reappoint him for a three-year term to the Zoning Hearing Board.

**MOTION:** Mr. Peluso made a motion to extend Terry Soster's appointment to the Zoning Hearing Board, term ending December 31, 2023, seconded by Mrs. Verszyla. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

**Appointment of Tax Collector**

Mr. McDaniel spoke to a resident who may be interested in the position. The position will not be appointed at this meeting.

**DEPARTMENT REPORTS**

Interim Chief Jameson highlighted the officer's time off due to COVID-19 in red on the department report. Mr. Peluso noted that the Public Works Report was the same as last month and asked that they update the report monthly.

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**MOTION:** Mrs. Verszyla made a motion to approve the Department Reports as submitted, seconded by Mr. Nash, with all in favor.

Mrs. Adipietro handed the Board a photo of the intersection of Ambridge Ave. and Main Street, noting that the crosswalk paint at the intersection had worn off. The Public Works Department was in the process of painting the crosswalks. Mr. Nash said that PennDOT said they would paint the crosswalks on Ambridge and Main. Ms. Rengers will check with PennDOT to see when this will be done.

**MOTION:** Mrs. Verszyla made a motion to have all crosswalks in Leet painted to PennDOT specs, seconded by Mr. Nash. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

**EXECUTIVE SESSION**

**MOTION:** Mr. Nash made a motion to go into Executive Session at 9 p.m. to discuss the hiring of part-time police officers, seconded by Mr. Peluso, with all in favor of the motion

**MOTION:** Mr. Nash made a motion come out of Executive Session at 9:30 pm after discussing the hiring of part-time police officers, seconded by Mr. Peluso, with all in favor of the motion.

Public Safety Committee Members Rody Nash and Carolyn Verszyla will meet with the potential part-time officer candidates before the August 25, 2023, Workshop Meeting for an interview.

**MOTION:** Mrs. Verszyla made a motion to table the hiring of the part-time police officer candidates and put the topic on the August 25, 2023, Board of Commissioners Workshop Meeting Agenda, seconded by Mr. Nash, with all in favor of the motion.

**ADJOURNMENT**

**MOTION:** Mr. Nash made a motion to adjourn the meeting at 9:35 p.m., seconded by Mr. Peluso, with all in favor of the motion.

/s/Betsy Rengers

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BETSY RENGERS, MANAGER

TOWNSHIP OF LEET  
/s/Martin C. McDaniel

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MARTIN C. MCDANIEL, PRESIDENT

Date: September 11, 2023