

LEET TOWNSHIP BOARD OF COMMISSIONERS
November 13, 2023
Minutes of the Board of Commissioner's Regular Meeting

President Martin C. McDaniel called the Regular Meeting of the Leet Township Board of Commissioners to order at 7:00 p.m. 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, John Stephansky, and Rody Nash. The meeting started with the Pledge of Allegiance.

Also present:

Betsy Rengers, Manager	Marty Zimmel, Resident
Brian Jameson, Interim Police Chief	Peggy Adams, Resident
Steve Chesney, Solicitor	Dave Kovacs, Resident
John Valinsky, LSSE Engineer	Pam Beeman, Resident
Donna Adipietro, Resident	William J. McGivern, McDonald, PA
Joe Ferrang, Planning Commission Chairperson	
Kris Shelton, Resident	
John Macurak, Resident	

PUBLIC PARTICIPATION

Resident Pam Beeman explained to the Commissioners that the police department had ticketed her for parking on the sidewalk in front of her house while unloading her car from a shopping trip. She had a handicapped placard and asked to have an accessible parking space placed in front of her house. She requested the Commissioners give her a waiver to park on the sidewalk to unload the car because her driveway was too far from the front door. She went on to complain about parking in the area.

Interim Chief Jameson reminded the Commissioners about a complaint from a resident that they received about Ms. Beeman completely blocking the sidewalk with her car. After receiving the complaint from a resident, he sent an officer to the area to see if Ms. Beeman was parked on the sidewalk, and she was. The officer then issued Ms. Beeman a citation. The car was parked on the sidewalk for at least 45 minutes.

There was a discussion about the handicapped parking ordinance. Ms. Beeman has a driveway, and her front door is in front of a crosswalk. The Interim Chief explained that when Ms. Beeman parked on the sidewalk, she completely blocked the crosswalk. The discussion continued. Ms. Beeman's friend, William McGivern, complained about the 18-wheelers that deliver products to Markaloy Manufacturing, located near Ms. Beeman's house. The Board asked Ms. Beeman to apply for an accessible parking space. The issue will be placed on the December 11, 2023, Board of Commissioners meeting agenda for further consideration.

APPROVAL OF MEETING MINUTES

Approval of the October 9, 2023, Board of Commissioners Regular Meeting Minutes

MOTION: Mrs. Verszyla made a motion to approve the minutes of the October 9, 2023, Board of Commissioners Regular Meeting, as submitted, seconded by Mr. Nash. A roll call

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vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; and Mr. Nash, yes. Mr. Stephansky and Mr. Peluso abstained from the vote because they did not attend the meeting. The motion carried.

Approval of the October 23, 2023, Board of Commissioners Workshop Meeting

MOTION: Mr. Peluso made a motion to approve the minutes of the October 23, 2023, Board of Commissioners Workshop Meeting, as submitted, seconded by Mr. Nash. A roll call vote was taken with the vote as follows: Mr. Peluso, yes; Mr. McDaniel, yes; and Mr. Nash, yes. Mr. Stephansky and Mrs. Verszyla abstained from the vote because they did not attend the meeting. The motion carried.

FINANCE REPORT

MOTION: Mrs. Verszyla made a motion to approve the bill list and invoices for \$97,652.59, seconded by Mr. Peluso. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; Mr. Stephansky, 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 accept the reports later in the meeting.

UNFINISHED BUSINESS

Public Works

Installation/Purchase of Beech Street Speed Tables

Mr. Valinsky reported that Pleasant Hills Borough had two temporary/removable speed tables for sale. The Pleasant Hills Borough Council decided to sell one speed table for \$3,500.00 or both for \$5,000.00.

MOTION: Mr. Peluso made a motion to purchase one speed table for \$3500.00 with the option to purchase both tables if Leetsdale agrees in writing to share in the cost. If Leetsdale agrees to pay \$2,500.00, the Township will purchase both speed tables for \$5,000.00. The tables are to be installed as soon as possible. Mrs. Verszyla seconded the motion. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; Mr. Stephansky, yes; and Mr. Nash, yes. The motion carried.

Approval of Olde Sewickley Highlands Stormwater Improvements Base Bid of \$81,150.00 from Boney Construction

The Township received a \$100,000.00 GEDTF Grant, administered by the Quaker Valley Council of Governments, to repair a detention basin in Olde Sewickley Highlands. LSSE designed the repair work and bid specs. Once the bid is approved, LSSE will send the award letter, and the project will begin after the holidays.

MOTION: Mr. Stephansky made a motion to award the Olde Sewickley Highlands Stormwater Basin Improvement Project to Boney Construction, LLC for the Base Bid of

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\$81,150.00, seconded by Mr. Peluso. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; Mr. Stephansky, yes; and Mr. Nash, yes. The motion carried.

Personnel Committee

Appointment of Tax Collector

The position of Tax Collector was on the ballot for the November election. There were 55 write-in votes for the position, and the County will announce the winner very soon. The winning candidate will need to be bonded and pass the Tax Collector certification test.

Finance Committee

Approval of Resolution 2023-22 (Local Share Account Grant Application for Municipal Building Renovations)

MOTION: Mrs. Verszyla made a motion to approve Resolution 2023-22 to apply for a Local Share Assessment grant in the amount of 1,000,000.00 from the Commonwealth Financing Authority to renovate the municipal building at 194 Ambridge Ave. Quaker Valley Council of Governments Executive Director Patrick Connors is designated as the official to execute all documents and agreements between Leet Township and the Commonwealth Financing Authority. Mr. Peluso seconded the motion. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; Mr. Stephansky, yes; and Mr. Nash, yes. The motion carried.

Approval of Resolution 2023-23 (Local Share Account Grant Application for Equipment Purchases)

MOTION: Mr. Peluso made a motion to approve Resolution 2023-23 to apply for a Local Share Assessment grant for \$425,000.00 from the Commonwealth Financing Authority for equipment purchases. Quaker Valley Council of Governments Executive Director Patrick Connors is designated as the official to execute all documents and agreements between Leet Township and the Commonwealth Financing Authority. Mr. Nash seconded the motion. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; Mr. Stephansky, yes; and Mr. Nash, yes. The motion carried.

Approval of Resolution 2023-24 (Approval to Sell 1998 Cargo Mate Trailer to Scott McGinn Landscaping after Successful Muncibid of \$500.00)

MOTION: Mrs. Verszyla made a motion to approve Resolution 2023-24 to sell the 1998 Cargo Mate Trailer to Scott McGinn Landscaping for \$500.00 since he won the bid on Muncibid, and allow Foreman Andy Wanto to execute the sale, seconded by Mr. Peluso. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; Mr. Stephansky, yes; and Mr. Nash, yes. The motion carried.

Commissioners

Approval to Advertise Ordinance 2023-02 (Short Term Rental Ordinance)

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Mr. Ferrang explained to the Commissioners that the Planning Commission had finished working on the short-term rental ordinance to regulate short-term rentals in the Township. Mr. Ferrang worked with Mr. Chesney on the ordinance. Mr. Chesney suggested a few minor changes be made to the ordinance that the Planning Commission presented. There was a short discussion about the ordinance.

MOTION: Mr. Nash made a motion to approve the advertisement of Ordinance 2023-02 to regulate short-term rentals in the Township, subject to Mr. Chesney's changes, seconded by Mrs. Verszyla. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; Mr. Stephansky, yes; and Mr. Nash, yes. The motion carried.

NEW BUSINESS

Finance Committee

Approval to Pay 2024 Solvency Fee for \$1,142.33

Mr. Chesney explained that the Township is a reimbursable employer, and the Solvency Fee could provide relief from paying unemployment charges in certain circumstances. Mr. Chesney felt that the Township should pay the Solvency Fee, as some relief from unemployment charges may be granted in 2024.

MOTION: Mr. Stephansky made a motion to pay the 2024 Solvency fee of \$1,142.33, seconded by Mr. Nash. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; Mr. Stephansky, yes; and Mr. Nash, yes. The motion carried.

Approval to list the 2015 Ford SUV on Muncibid

The transmission in the 2015 Police Ford Explorer is in need of replacement, and rodents destroyed the interior. Ms. Rengers researched the sale price on Kelly Blue Book, and they do not list prices for vehicles in bad repair. The SUV has 110,000 miles on it.

MOTION: Mrs. Verszyla made a motion to list the 2015 Ford SUV on Muncibid for a minimum price of \$4,500.00, seconded by Mr. Peluso. A roll call vote was taken with the vote as follows: Mrs. Verszyla, yes; Mr. McDaniel, yes; Mr. Peluso, yes; Mr. Stephansky, yes; and Mr. Nash, yes. The motion carried.

Commissioners

Approval to Sign Allegheny Land Trust Consent Letter for Big Sewickley Creek Study

The Township received a letter from Casey Markel at the Allegheny Land Trust requesting permission from the Township to allow the Army Corp of Engineers to provide technical assistance to the Land Trust for a study on Big Sewickley Creek. Mr. Chesney reviewed the letter and felt it was too ambiguous. He re-wrote the letter to specify the request made and sent it to Mr. Markle. Mr. Chesney was waiting to see if they approved of the wording changes.

MOTION: Mr. Nash made a motion to approve Mr. Chesney's revisions to the letter sent from Casey Markle at Allegheny Land Trust to approve the Army Corp of Engineers to give

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technical assistance to Allegheny Land Trust for a Big Sewickley Creek Study. The letter will be signed and mailed if Allegheny Land Trust approves the revisions as written by Mr. Chesney. Mr. Peluso seconded the motion, with all in favor of it. The motion carried.

Acknowledgment of Receipt of LTMA Request for QVSD Documents

The Commissioners received a letter from LTMA Chairman Gary Augustine requesting copies of all submissions from the school district regarding the high school site plan. Ms. Rengers will notify Mr. Augustine that the Commissioners received the letter and agreed to comply with the request.

DEPARTMENT REPORTS

Department Reports

There was a brief discussion about the Department Reports. Private Contractor Brian Brown arranged with the Public Works Department to use his leaf machine. There was a discussion about how Mr. Brown is to be paid for the use of the machine going forward, and the Township needs to contract his services in writing for the use of the machine. Mr. Nash asked Ms. Rengers to have Mr. Brown send an invoice for the use of his machine. The Township has leaf dumps at Watson Institute and Lunak Drive. The leaves are composted, and the leaf mulch is free. The owner of the Lunak Drive property allowed the Township to use the lot but has since passed away. A resident is trying to purchase the property through the Allegheny Side Yards program, but the sale still needs to be completed. Mr. McDaniel stated that the Township should have a permit from the DEP for the leaf dump.

Mr. Valinsky reported that Excalibur was issued a notice to proceed to start work on the sidewalk replacement on Orchard and Beech Street. The War Memorial Concept Plan is almost done and will be sent to Ms. Rengers to distribute to the War Memorial Committee and Commissioners once completed.

Interim Chief Jameson informed the Board that training will begin on the new Report Management System, and the system will be implemented once training has finished.

The Police Department was able to receive free training for Officer Galzarano at Beaver County Community College for homicide investigations. The Department hosted a sexual assault course at the fire department and was able to have two officers attend the training for free. Senior Officer Wilson attended a safety day program at Watson Institute.

Interim Chief Jameson contacted Quaker Valley School District about bus stop locations and pick-up times in Leet. He sometimes goes to the bus stops in the morning. Mrs. Verszyla and Mr. Nash complimented Interim Chief Jameson for the police coverage on Halloween.

CORRESPONDENCE

Edgeworth Water Authority Foreman Sean O'Neill notified the Commissioners of an impending water line replacement project on School Street. The Township will review project specifications.

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Solicitor

Changes to the Sunshine Act

Mr. Chesney informed the Board that there had been changes to the Sunshine Act regarding agenda amendments. The act was amended in 2021, and it required that all agenda items be posted 24 hours before the meeting. It left four exceptions. They have since changed the exceptions, and the agenda can only be amended if it is emergency business, business arising 24 hours before the meeting, or business arising during the meeting, such as directing the solicitor to research an issue. The act was changed on November 8th.

Title 42 Resolution

The municipality needs to adopt, by Resolution, procedures for warrantless arrests on summary offenses. The guidelines should be in place. Mr. Chesney suggested passing a resolution to address this issue.

MOTION: Mrs. Verszyla made a motion to have Mr. Chesney draft a resolution for Act 42 summary arrest procedures, seconded by Mr. Peluso, with all in favor of the motion.

Acceptance of Department Reports

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

2024 Budget

The Budget will be advertised for a 20-day review period, and it will be adopted at the Regular Meeting on December 11, 2023. The Budget reflects revenues of \$1,786,722.00 and expenditures of \$1,757,489.00. There are a few decisions to be made regarding wages and collective bargaining issues, and they will be discussed in the Executive Session. Payments for paving projects in 2024 will come directly from the Liquid Fuels account.

MOTION: Mr. Peluso made a motion to advertise the Budget for a 20-day viewing period, seconded by Mr. Stephansky. A roll call vote was taken with the vote as follows: Mr. McDaniel, yes; Mr. Peluso, yes; Mr. Stephansky, yes; and Mr. Nash, yes. Mrs. Verszyla abstained from the vote. The motion carried.

PUBLIC PARTICIPATION

Resident Peggy Adams complained about the condition of her neighbor's sidewalk at 88 Main Street. Ms. Rengers explained that the Township has applied for a CFA Grant and a CDBG grant to continue the Township's sidewalk replacement initiative. Mr. McDaniel asked for residents with dangerous sidewalks to be notified to fix it. The Budget contains a \$55,000.00 match for a sidewalk replacement grant, and if the Township receives it, it will cover the replacement of the remaining sidewalks. Mr. McDaniel asked Ms. Rengers to contact the resident to fix the sidewalk temporarily until at which time a grant can be obtained to replace it. Mr. Nash will look at it and see if he has a solution.

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Resident Kris Shelton thanked all the Veterans for their service to the country. She asked if Interim Chief Jameson was going to be hired permanently. Mr. McDaniel stated that Molinaro had 30 days to appeal the Civil Service decision, and then the Board would decide on how to proceed with the selection of a police chief.

EXECUTIVE SESSION

Mr. McDaniel announced that there would be no voting after the Executive Session.

MOTION: Mrs. Verszyla made a motion to go into Executive Session at 8:43 p.m. to discuss wages and collective bargaining issues, seconded by Mr. Nash, with all in favor of the motion.

MOTION: Mrs. Verszyla made a motion to come out of the Executive Session at 10:18 p.m. after discussing wages and collective bargaining issues, seconded by Mr. Peluso, with all in favor of the motion.

ADJOURNMENT

MOTION: Mr. Stephansky made a motion to adjourn the meeting at 10:19 p.m., seconded by Mr. Nash, with all in favor of the motion.

TOWNSHIP OF LEET

/s/Betsy Rengers

/s/Martin C. McDaniel

BETSY RENGERS, MANAGER

MARTIN C. MCDANIEL, PRESIDENT

Date: December 11, 2023