

LEET TOWNSHIP BOARD OF COMMISSIONERS
February 12, 2024
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, Dan Peluso, Rody Nash, Donna Adipietro and Martin P. Zimmel. The meeting started with the Pledge of Allegiance.

Also present:

Betsy Rengers, Manager	Kris Shelton, Resident
Brian Jameson, Interim Police Chief	Peggy Adams, Resident
Steve Chesney, Solicitor	Chuck Soman, Resident
John Valinsky, LSSE Engineer	Curt Bubb, Resident
Joe Ferrang, Planning Commission Chairperson	Tom Weber, Civil Service Chair
Buddy Besong, Resident	Debbie & Charlie Frederick, Residents

PUBLIC PARTICIPATION

Resident Kris Shelton asked for an update on the installation of the speed table on Beech Street. Ms. Rengers said the invoice for the speed table would be approved at tonight's meeting and it would be picked up the next day. The table would be installed as soon as the weather permitted. Mr. McDaniel explained that Leetsdale was supposed to install a table on their end of the street but had since decided not to for unknown reasons.

Ms. Shelton asked when the sanitary sewers on Beech Street were scheduled to be cleaned. Mr. McDaniel explained that the Municipal Authority is responsible for cleaning the sewer lines. Ms. Rengers will contact Leet Township Municipal Authority Chairperson Gary Augustine to find out when they will begin work and let Ms. Shelton know. There was a brief discussion about the storm and sanitary sewers on Beech Street and whether they were combined or separate.

APPROVAL OF MEETING MINUTES

Approval of the January 8, 2024, Board of Commissioners Regular Meeting Minutes

MOTION: Mrs. Adipietro made a motion to approve the minutes of the January 8, 2024, Board of Commissioners Regular Meeting as submitted, seconded by Mr. Zimmel. A roll call vote was taken with the vote as follows: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

Approval of the January 22, 2024, Board of Commissioners Workshop Meeting Minutes

MOTION: Mr. Zimmel made a motion to approve the minutes of the January 22, 2024, Board of Commissioners Workshop Meeting as submitted. Mr. Peluso seconded the motion. A roll call vote was taken with the following vote: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes. Mr. Nash abstained from the vote because he was not present at that meeting. The motion carried.

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FINANCE REPORT

Current Bills and Invoices

Today, a bill from Cavalieri Court Reporting for \$605.00 was added to the bill list. Mrs. Adipietro commented that the February Up and Running Computer Services invoices for \$1900.00 seemed high. Mr. McDaniel and Mr. Zimmel will meet with Up and Running Computer Services to discuss the billing and their overall performance.

MOTION: Mr. Zimmel made a motion to pay the bills and invoices as presented, including the Cavalieri Court Reporting invoice, for a total of \$141,859.09. Mr. Peluso seconded the motion. A roll call vote was taken with the vote as follows: Mrs. Adipietro, yes; Mr. Zimmel, 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 accept the reports later in the meeting.

UNFINISHED BUSINESS

Ordinance 2024-01 (Short-term Rental Ordinance)

Mr. McDaniel explained that the proposed ordinance would regulate short-term rentals in the Township, such as Airbnb rentals. Mr. Chesney explained that the ordinance is for rentals that are less than 30 days in length. The owner or a long-time renter, with permission from the owner, may rent out the property. It would prevent someone from purchasing a house to use as an Airbnb. This ordinance prevents the transient nature of short-term rentals.

There was a discussion about the limit on the number of bedrooms and how often occupancy inspections should be conducted.

There was a discussion of what to charge for the fees and how often they should be reviewed.

MOTION: Mrs. Adipietro made a motion to approve Ordinance 2024-01 to regulate short-term rentals with the following amendments: remove the wording that restricts the bedrooms to three and keep the annual inspection wording. Mr. Nash seconded the motion. A roll call vote was taken with the vote as follows: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

Workshop Meeting Time Change

MOTION: Mr. Peluso made a motion to change the Board of Commissioners Workshop Meeting start time from 4 pm to 5 pm to avoid conflicts with work schedules and to advertise the change. Mr. Nash seconded the motion. A roll call vote was taken with the vote as follows: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

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Discussion on the War Memorial Project

Mr. Peluso reported that LSSE refined and scaled back the plans for the War Memorial. The War Memorial Committee will meet because more discussions on the park renovations need to be held. The Township filed for an extension on the grant, and the plans need to be approved so it can be bid out. The grant ends in September. LSSE will revise the numbers for the park improvements. There was a brief discussion about dedicating the property to the War Memorial.

PGH Networks Renewal

The Township currently has an Avaya Phone system for voicemail and call forwarding, and the contract is up for renewal. The Township pays \$99.00 a month, and the contract will increase the charge to \$125.00 a month. Mr. Chesney will review the contract for the Workshop meeting.

Columbia Gas Project Update

Ms. Rengers and Mr. Valinsky with Columbia Gas Representatives in the field on February 1, 2024, to discuss the replacement of service lines, areas for pavement cuts, and the sidewalks on Ambridge, Eckert, Neely, and Willow.

Mr. Valinsky reported that Columbia Gas would trench the road and then restore the trench. The Board may consider sharing the cost of a paving project with Columbia Gas for the entire road. He will present price estimates for paving Eckert, Neely, and Willow at the Workshop Meeting. Columbia Gas notified the residents about the project.

Watson Street Paving Project

This year, the Township received more complaints about the condition of the portion of Watson Street along the retaining wall. John Stephansky reported last year that the road was not built properly because of a faulty base. This issue caused potholes to form in the road.

Watson Street was last paved in 2012. Liquid Fuels funds can be used for the paving project. Mr. Valinsky suggested bidding out the project in March or April. The project will not alleviate the drainage issues along that portion of the street. The Township was not awarded the grant to install a storm drain and may reapply for one.

MOTION: Mr. Nash made a motion to approve bidding out a paving project for Watson, Willow, Neely, and Eckert Street. Mr. Peluso seconded the motion. A roll call vote was taken with the vote as follows: Mrs. Adipietro, yes; Mr. Zimmer, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

Mound Street Mirror Discussion

There was a discussion about the mirror on Mound Street because it is too small and not angled correctly. Interim Chief Jameson and Public Works Chair Nash will meet to assess the correct mirror size and make sure it is ordered.

Excaliber Construction, LLC Final Payment for \$35,850.00

Mr. Valinsky reported that he spoke to a resident who complained about Excaliber damaging their retaining wall during the construction of the new sidewalks in front of their building. Mr. Valinsky will ensure the wall is repaired. He recommended approving the final payment of

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\$35,850.00 to Excaliber for the CDBG Year 48 Orchard and Beech Street Sidewalk Replacement Project pending the resolution of the issue.

MOTION: Mr. Nash made a motion to approve the final payment for Excaliber Construction, LLC, for the CDBG Year 48 Orchard/Beech Sidewalk Replacement Project for \$35,850.00, pending the repair of the retaining wall. Mr. Peluso seconded the motion. A roll call vote was taken with the vote as follows: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

Brian's Property Maintenance Payment for Leaf Pickup Services

Brian Brown submitted an invoice with the dates that he used his leaf machine for leaf pickup services. The invoice listed the days that he came out, but no times were listed. In the future, the Board requested the hours be listed along with the dates on the invoices and approved by the Public Works Foreman. Mr. Chesney is working on a contract for this service.

MOTION: Mr. Zimmel made a motion to approve Brian's Property Maintenance Invoice for \$1800.00. Mr. Nash seconded the motion. A roll call vote was taken with the vote as follows: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

Order of New Police Car

Interim Chief Jameson explained that he researched pricing for a new police vehicle. After looking at different options, the Ford Explorer seemed to be the best and least expensive option. He will continue to research vehicle options and pricing for the workshop meeting.

NEW BUSINESS

2024 ALOM Conference Attendance

Mrs. Adipietro and Ms. Rengers proposed that they attend the ALOM Conference, and Mrs. Adipietro will pay for herself.

MOTION: Mr. Zimmel moved to pay \$275.00 for the ALOM Conference Registration Fee for Ms. Rengers. Mr. Peluso seconded the motion. A roll call vote was taken, with the votes as follows: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

Auditor Mark Turnley Engagement Letter for 2023 DCED Audit

Auditor Mark Turnley asked the Board to approve him conducting the 2023 DCED Audit. The price will remain at \$5,500.00.

MOTION: Mr. Nash made a motion to engage Auditor Mark Turnley to conduct the 2023 DCED Audit for \$5,500.00. Mr. Peluso seconded the motion. A roll call vote was taken with the vote as follows: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

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Review and Advise of Current Policies for Document Retention

Mr. Chesney recommended that the Board adopt a document retention policy.

MOTION: Mr. Peluso moved that Mr. Chesney create a record retention policy for the Township. Mr. Zimmel seconded the motion, and with all in favor of it, the motion carried.

Ordinance 2005-04 (Landlord Tenant Law)

Mr. Chesney reviewed the Township's Landlord Tenant Ordinance and recommended that the policy be updated to reflect today's laws. There was a brief discussion about the issue, and Mr. Chesney made recommendations to amend the ordinance.

Department Reports

Acceptance of Department Reports

Mr. McDaniel asked that the bank balances be listed for 13 months on the bank balance sheet. Mr. Valinsky reported that the grants for the salt storage shed, building renovation at 198 Ambridge, and Watson stormwater improvements were not awarded. The status of the grants will be discussed at the workshop meeting.

Mr. Valinsky reported that the school district had not yet submitted the responses to LSSE's review letter or any new Geotech information. Mr. Nash questioned the Local Share Account Grant. Mr. Valinsky submitted a \$1M grant for the renovation of 194 Ambridge Ave, and we will hear later in the year if it is awarded.

A test call was sent out on the new RAVE system (reverse 911 resident notification system), and it was successful. The Quaker Valley COG Police Chiefs group received a new grant for an LPR (License Plate Reader) system. It will be located at Beaver and Main Street. This will allow the tracking of vehicles that may have been in hit-and-run accidents and the like. It is a valuable tool to help track criminals.

Public Safety Committee Members Zimmel and Nash met with the Police Department, and one issue with the contract was raised about court time repayment. The Chief's position was advertised after Mr. Zimmel developed a job description and employment ad. The resumes will be reviewed after February 22 by the Personnel Committee.

Mrs. Adipietro reported that if all the details are worked out, the QVCOG will have a hard-to-recycle event in July. Once it is finalized, it will be posted on the website.

There was a discussion about the condition of Mr. Guest's retaining wall along Camp Meeting Road. He will be notified again that it needs to be repaired.

CORRESPONDENCE

There was a discussion about Penn Energy taking 1.5 million gallons of water per day from Big Sewickley Creek. No legal action by the Township was in order.

PUBLIC PARTICIPATION

Ms. Shelton commented on the Penn Energy plan.

EXECUTIVE SESSION

Executive Session to Discuss CBA (Collective Bargaining Agreement) Issues: Hearing and Court Time, Life Insurance Wording Amendments, Spousal Insurance, and Potential Litigation Settlement

MOTION: Mr. Nash moved to enter Executive Session at 8:59 p.m. to discuss hearing and court time, life insurance wording amendments, spousal insurance, and potential litigation settlement matters. Mr. Peluso seconded the motion, and all were in favor of it. The motion carried.

MOTION: Mr. Nash moved to go into Regular Session at 9:23 p.m. after discussing the hearing and court time, life insurance wording amendments, spousal insurance, and potential litigation settlement matters. Mr. Peluso seconded the motion, and all were in favor of it.

MOTION: Mr. Nash moved to authorize the Solicitor and Police Chief to create a Memorandum of Understanding for spousal health insurance, court time pay, and life insurance. Mr. Peluso seconded the motion, and all were in favor of it. The motion carried.

Litigation Settlement

MOTION: Mr. Nash made a motion to approve an increase to \$12,000.00 for a one-time payment for Nicklas Vigliotti for lost wages, also to include his bulletproof vest and the balance of his uniform allowance if he signs a full release and resigns from his position at the township. Mr. Peluso seconded the motion. A roll call vote was taken with the vote as follows: Mrs. Adipietro, yes; Mr. Zimmer, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

Mr. Chesney will work on the wording for the settlement for the workshop meeting.

ADJOURNMENT

MOTION: Mr. Nash moved to adjourn the meeting at 9:30 p.m., seconded by Mr. Peluso, with all in favor of the motion. The motion carried.

/s/Betsy Rengers

BETSY RENGERS, MANAGER

TOWNSHIP OF LEET
/s/Martin C. McDaniel

MARTIN C. MCDANIEL, PRESIDENT

Date: March 11, 2024