

LEET TOWNSHIP BOARD OF COMMISSIONERS
May 13, 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, Donna Adipietro, Rody Nash, and Martin P. Zimmel. The meeting started with the Pledge of Allegiance.

Also present:

Betsy Rengers, Manager
Brian Jameson, Police Chief
Steve Chesney, Solicitor
John Valinsky, LSSE Engineer
Charlie Frederick, Resident

Chuck Soman, Resident
Buddy Besong, Resident
Peggy Adams, Resident
Salina Everette, Resident

PUBLIC PARTICIPATION

During the public participation section, Resident Charlie Frederick commended the fire department and the Public Works Department for their efforts during the recent flooding in Fair Oaks. Another resident, Salina Everette, raised concerns about sewage backup during the flooding event and the need for a backflow preventer.

Mr. Valinsky suggested that Mrs. Everette install a backflow preventer to stop the sewage from backing up into the house and explained to her how the preventers work. Mr. McDaniel suggested that Mrs. Everett attend the Leet Township Sewer Authority's upcoming meeting on June 4th to discuss the issue with them. The discussion continued about the sanitary sewers.

Resident Chuck Soman spoke about putting covers on the manhole lids to prevent water from going into them. This is an LTMA matter and has already been done in other locations.

Mrs. Everette asked about dredging the creek. The township would need a permit from the DEP to enter the creek and dredge it out. Mrs. Everette gave Ms. Rengers a contact email for the DEP so she could distribute it to the board.

APPROVAL OF MEETING MINUTES

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

MOTION: Mr. Zimmel made a motion to approve the minutes of the April 8, 2024, Board of Commissioners Regular Meeting as submitted, seconded by Mr. Peluso. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. Peluso, yes; and Mr. McDaniel, yes. Mr. Nash abstained from the vote because he was not in attendance at that meeting. The motion carried.

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FINANCE REPORT

Mr. Nash asked if the monthly bill list was higher due to the TAN loan payoff, which it was. There is a payment for Turnpike fees that is listed as a fine instead of a fee.

MOTION: Mrs. Adipietro made a motion to pay the bills and invoices as presented for \$314,277.92. Mr. Peluso seconded the motion. A formal roll call vote was taken, with the following votes: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

2024 Tax Anticipation Note Pay-Off

MOTION: Mr. Nash made a motion to pay off the 2024 TAN Loan for \$150,942.94. Mr. Zimmel seconded the motion. A formal roll call vote was taken, with the following votes: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

Transfer from Capital Reserve to General Fund for Police Vehicle Outfitting

MOTION: Mr. Zimmel made a motion to transfer \$11,994.00 from the Capital Reserve Account to pay back the General Fund for the Police vehicle outfitting from Team Force. Mr. Peluso seconded the motion. A formal roll call vote was taken, with the following votes: 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. Later in the meeting, a vote will be held to accept the reports. The fire department did not submit a report and will be reminded to do so for the next regular meeting. The speed table, along with signage and road paint indicators, will be installed on Beech Street this week.

UNFINISHED BUSINESS

Memorial Tree/Plaque Policy

The trees planted in Olde Sewickley Highlands entrance island survived the winter and are doing well. A resident would like to put a memorial plaque on one of the trees. Still, Mr. McDaniel suggested a resolution to regulate their installation before allowing it to take place. Mr. McDaniel will work on drafting the resolution.

Ms. Rengers sent out friendly reminders to some residents in Quaker Heights and Fair Oaks to mow their lawns.

2024 Paving Project Bid

Mr. Valinsky explained the Alternate bids for the 2024 Paving Project. Alternate #1 was for the Apron on Watson; Alternate #2 was to pave Willow, Eckert, and Neely, which Columbia Gas is currently working on, and Alternate 3 was for ADA ramps on Spenser Drive. Mr. Valinsky recommended that the Board approve the Base Bid for \$38,208.65 and Alternate #1

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for \$26,246.65 to Youngblood Paving. Alternate #2 may be awarded at a later date, and Columbia Gas would share in the costs of that project. Liquid fuel funds will fund this project.

MOTION: Mr. Nash made a motion to accept the Base Bid for \$38,208.65 to pave the beginning of Watson Street and Alternate #1 for \$26,246.65 for the apron for a total of \$64,452.30 from Youngblood Paving for the 2024 Paving Project. The project will be paid for using Liquid Fuel Funds. Mr. Zimmel seconded the motion. A formal roll call vote was taken, with the following votes: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

Up and Running IT Services Contract

After considering the options for Up and Running IT Services, Chief Jameson recommended that the Police Department select Gold Workstation Monitoring and Maintenance for \$200.00 per month and the NAS Monitoring and Maintenance for \$100.00 per month, as outlined in Estimate 1976. The Administration will select Estimate 1975, Silver Workstation Monitoring and Maintenance, for a total of \$225.00 per month.

MOTION: Mr. Peluso moved to accept the Police Department's selection of the Gold Workstation Monitoring and Maintenance for \$200.00 per month and the NAS Monitoring and Maintenance for \$100.00 per month, as outlined in Estimate 1976 from Up and Running IT Services. The Administration will select Estimate 1975, Silver Workstation Monitoring and Maintenance, for a total of \$225.00 per month. Mr. Zimmel seconded the motion. A formal roll call vote was taken, with the following votes: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

Sale Price of 2015 Ford Police Vehicle

MOTION: Mr. Zimmel made a motion to relist the 2015 Ford Police Vehicle on Municibid for \$2500.00 with no reserve. Mr. Nash seconded the motion. A formal roll call vote was taken, with the following votes: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

NEW BUSINESS

Sewickley Memorial Day Parade Donation

MOTION: Mr. Zimmel made a motion to donate \$200.00 to the Sewickley Memorial Day Parade Fund. Mr. Nash seconded the motion. A formal roll call vote was taken, with the following votes: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

Duquesne Light Pole Replacement in Quaker Heights

MOTION: Mr. Peluso made a motion to approve Duquesne Light to replace a pole at 112 Kenney Drive. Mr. Nash seconded the motion. A formal roll call vote was taken, with the following votes: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

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New Copier Lease

Ms. Rengers presented a new copier lease to the Board. By leasing a new machine, the Township will save \$1,500.00 a year in printing costs. The Township owns the current copier and can sell it outright.

MOTION: Mr. Peluso made a motion to enter into a new copier lease, subject to the solicitor's review of the lease. Mrs. Adipietro seconded the motion. A formal roll call vote was taken, with the following votes: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

Purchase of Township-wide Yard Sale Signs

Mrs. Adipietro is working with Steph Turner from the Fire Department Women's Auxiliary group to organize a township-wide yard sale. Mrs. Turner would like to make this an annual event, and the signs will be reusable from year to year. Mr. McDaniel asked to table the subject until the Workshop meeting until more information about the sign purchase is obtained.

POD/Shipping Container Ordinance

Ms. Rengers received a complaint from a resident about a shipping container placed on Skrabut Road. She asked the Board to authorize the solicitor's drafting of an ordinance to regulate these types of storage containers and dumpsters. Mr. McDaniel asked Mrs. Adipietro to take the ordinance to the Planning Commission to discuss it and then make a recommendation to the Board, and she agreed to do so.

Amendment to the Parking Ordinance

Chief Jameson compiled a list of parking signs in the Township and compared it with the ordinance. Some of the signs posted do not match the ordinance lists, and the wording needs to be updated as well. He will continue to work on the updates for the ordinance with the Solicitor.

Encompass Health Bond Release

LSSE submitted a recommendation letter to the Board regarding the release of the bond for Encompass Health. There were three outstanding items listed: recording the as-built drawings, removing the E&S controls, and reseeding the site. The recommendation was to release \$154,143.00, leaving a remaining balance of \$4,584.80 for the outstanding items.

MOTION: Mr. Nash made a motion to reduce the Encompass Health bond amount from \$158,727.80 to \$4,584.80. Mr. Zimmel seconded the motion. A formal roll call vote was taken, with the following votes: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

DEPARTMENT REPORTS

The annual Audit Report was included in the meeting packet. Auditor Chris Robertson, from Mark Turnley's office, will attend the Workshop meeting to discuss the audit with the Board.

MOTION: Mrs. Adipietro made a motion to approve the Department Reports. The motion was seconded by Mr. Peluso, with all in favor of it.

CORRESPONDENCE

The Board received a letter from the Municipal Authority of Edgeworth to inform them that they were applying for a Water Allocation Permit for metered connections with Ambridge Water Authority.

The Board was copied on a letter from LSSE to Patrick Connors regarding the bidding of Contract #24-PK1 Municipal Complex Park Improvements.

The Board received notification of low-cost loans offered to flood victims. The affected residents will be able to take advantage of these loans if they choose to do so.

Mr. Zimmel informed the Board that the Civil Service Commission tested two applicants for the Police Department, and both passed. The department will conduct background checks on the applicants before moving forward with hiring them.

The Planning Commission is still reviewing the site plan submission for the high school project and is waiting for third-party approvals as well as additional information from the school district.

PUBLIC PARTICIPATION

Resident Chuck Soman stated that Steph Turner had done a lot to raise money for the fire department's expenses. She is a member of the Women's Auxiliary Group, which raises money to purchase equipment for the department. Mr. McDaniel will send her a note to thank her for her service to the fire department.

Mr. Soman spoke about the lack of parking on Willow during the Columbia Gas line replacement project. Mr. Valinsky stated they will keep one lane open and cover the openings at night so people can park. Residents may park in the Township lot during the project.

Mrs. Everette asked if she needed a permit to install a backflow preventer, and there was a brief discussion about it. A permit from Allegheny County may be required.

EXECUTIVE SESSION

MOTION: Mr. Peluso made a motion to go into Executive Session at 8:39 pm to discuss a benefits agreement for Chief Brian Jameson. Mr. Zimmel seconded the motion, with all in favor of it.

MOTION: Mr. Peluso made a motion to go into Regular Session at 9:09 pm after discussing benefits for Chief Brian Jameson. Mr. Nash seconded the motion, with all in favor of it.

Mr. McDaniel listed the benefits for Chief Jameson: 15 vacation days, 15 sick days with a 50% buyback of days not used, 5 personal days, 1 to 3 bereavement days, a minimum 2.5% increase in pay in 2025 to \$89,182.00, \$750.00 uniform allowance plus carryover of the unused amount in 2024 to 2025, one time only, to purchase a dress uniform, education

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allowance with approval from the Board on a case-by-case basis, bonus paid if no other officer is available to work, 9 holidays excluding birthday, \$300.00 matching annual 457 payment, life insurance equal to one year's salary, short-term and long-term insurance, and Commissioners will vote on Civil Service testing by April 2025.

MOTION: Mr. Zimmel made a motion to authorize the Solicitor to draft an employment resolution with the above details included. Mr. Nash seconded the motion. A formal roll call vote was taken, with the following votes: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mr. Peluso, yes; and Mr. Nash, yes. The motion carried.

ADJOURNMENT

MOTION: Mr. Peluso moved to adjourn the meeting at 9:16 p.m., seconded by Mr. Peluso, with all in favor of the motion. The motion carried.

TOWNSHIP OF LEET

/s/Betsy Rengers

/s/Martin C. McDaniel

BETSY RENGERS, MANAGER

MARTIN C. MCDANIEL, PRESIDENT

Date: June 10, 2024