

LEET TOWNSHIP BOARD OF COMMISSIONERS  
December 9, 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. Formal roll call: Commissioners present were Martin C. McDaniel, Donna Adipietro, Dan Peluso, and Martin P. Zimmel. The meeting started with the Pledge of Allegiance.

Absent: Commissioner Rody Nash

Also present:

Betsy Rengers, Manager

Steve Chesney, Solicitor via phone

John Valinsky, LSSE Engineer

Charlie Frederick, Tax Collector

Chief Brian Jameson

Peggy Adams, Resident

Rick Hite, Resident

David Kovacs, Resident

### **PUBLIC PARTICIPATION**

Resident Rick Hite addressed the Board about his frustrations with the Columbia Gas line replacement project on Neely, Eckert, Willow Streets, and Ambridge Ave. He informed the Board that the traffic mirrors on Ambridge Ave. were out of alignment and asked when the new playground fence would be installed at Ambridge Ave. Park.

Mr. Valinsky said that the park's fencing should be installed this year. He recently met with the Columbia Gas Officials and Youngblood Paving. Youngblood will install temporary paving for the winter and then return in the spring to mill and overlay the road.

### **APPROVAL OF MEETING MINUTES**

#### **Approval of the November 11, 2024, Board of Commissioners Regular Meeting Minutes**

**MOTION:** Mr. Zimmel made a motion to approve the minutes of the November 11, 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. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

#### **Approval of the November 25, 2024, Board of Commissioners Budget Workshop Meeting Minutes**

**MOTION:** Mr. Peluso made a motion to approve the minutes of the November 25, 2024, Board of Commissioners Budget Workshop Meeting as submitted, seconded by Mr. Zimmel. A formal roll-call vote was conducted, and the following votes were recorded: Mrs. Adipietro abstained from the vote because she was not present at that meeting. Mr. Zimmel voted yes, Mr. McDaniel voted yes, and Mr. Peluso voted yes. The motion carried.

## FINANCE REPORT

The bill list included an additional check for \$2,400.00 for the employer's contribution to the employee's 457 accounts, for a total of \$189,573.36 in bills and invoices to be paid. The bill list also included a check from the American Rescue Plan Act Grant for the balance of the police carport, which has been ordered. Ms. Rengers submitted invoices to the QVCOG for reimbursement of engineering fees from the Olde Sewickley Highlands Stormwater Basin Repair Grant. There was a brief discussion about the General Fund's anticipated year-end balance.

**MOTION:** Mr. Zimmel made a motion to pay the bills and invoices as presented for \$189,573.36. Mrs. Adipietro seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

### Circulation of Department Reports

The Department Reports were circulating in the meeting room. Later in the meeting, a vote will be held to accept the reports.

## UNFINISHED BUSINESS

### Pay Request #1 Final for \$48,417.88 to Youngblood Paving for the 2024 Liquid Fuels Roadway Improvement Program

Mr. Valinsky explained that Youngblood Paving had completed the paving project on Watson Street and the installation of a speed table on Plum Street. There was a minor ponding issue on Watson that will be corrected. A pothole was reported at Mrs. Clements' house, but it was not part of this project. Foreman Wanto may be able to repair it using a cold patch. The scope of the project was changed because there was a projected base repair that was not needed. The base was in decent shape, so the total cost was less than anticipated.

**MOTION:** Mr. Peluso made a motion to approve Pay Request #1 Final for \$48,417.88 to Youngblood Paving for the 2024 Liquid Fuels Roadway Improvement Program. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

### Change Order #2 Final for the 2024 Liquid Fuels Roadway Improvement Program for a Net Decrease of \$20,537.42

The project's net decrease was \$20,537.42 because the anticipated base repair on Watson Street was not needed due to its good condition.

**MOTION:** Mr. Peluso made a motion to approve Change Order #2 Final for the 2024 Liquid Fuels Roadway Improvement Program for a net decrease of \$20,537.42 due to the good condition of the base of the road on Watson Street. Mrs. Adipietro seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**El Grande, LLC Partial Payment #2 for \$5,481.00 for Municipal Complex Park Improvements**

Mr. Valinsky explained that the payment was for line striping at the park. Fencing and other items are outstanding. Mr. McDaniel explained that the Township has received over \$1M in grants in the last few years with the help of LSSE and Chief Jameson. The Township used the American Rescue Grant funds to purchase a new backhoe, leaf machine, and leaf box for the public works department, and car port for the police department.

**MOTION:** Mrs. Adipietro made a motion to allow the Quaker Valley Council of Governments to release Partial Payment #2 for \$5,481.00 to El Grande, LLC for the Municipal Park Improvements Grant Project for line striping as reviewed and recommended by the Township Engineer. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Brian Brown Leaf Pickup Contract**

Brian Brown offers numerous services to Leet Township, including street sweeping and cleaning detention ponds. Mr. Chesney wrote the contracts for those services and presented the Board with a draft of the new contract for leaf pickup services.

**MOTION:** Mr. Peluso made a motion to approve the contract for leaf pickup services, if needed, with Brian Brown. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Ordinance 2024-03 and 03A (2025 Budget and Millage Rate)**

The 2025 Budget has revenues and expenditures of \$2,212,757.00. Mr. McDaniel explained that the millage rate of 7.7 had not increased in seven years since 2018. In 2024, the Township was behind in Earned Income Tax Collection, which resulted in a decrease of \$80,000.00. The other issue is the police department. The Board agreed that the police department should be competitive with other departments in order to attract and retain officers. The Township needs to offer family health insurance, which is an increase of \$50,000.00. The department also has an issue recruiting part-time officers and has since hired a sixth full-time officer to alleviate the need for part-timers. Hiring the sixth officer affects wages by an additional \$75,000.00 and the minimum municipal obligation for the pension plan. The Township is forced to raise taxes by 1.4 mills. The median assessed value for a home in Leet is \$127,000.00. The annual tax increase for a house assessed at this value will be approximately \$190.00 per household. Allegheny County will also raise taxes in 2025.

The amount of the tax increase will depend on the assessed value of the house. The Township has a small staff, with six full-time police officers, three public works employees, and two administrative staff, and it is not practical to reduce employees' hours to generate significant savings.

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Mr. Hite asked if the Township could start a real estate tax installment payment plan. The Board will look into it.

**MOTION:** Mr. Zimmel made a motion to approve Ordinance 2024-03 for the adoption of the 2025 Budget. Mr. Peluso seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**MOTION:** Mrs. Adipietro made a motion to approve Ordinance 2024-03A, setting the millage at 9.1 for the year 2025. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Resolution 2024-40 (TAN Loan)**

**MOTION:** Mr. Peluso made a motion to approve Resolution 2024-40 for a \$150,000.00 Tax Anticipation Note (TAN) loan for 2025. The interest rate is set at 5.39% from First National Bank. Additionally, Mr. McDaniel and Ms. Rengers are designated as the signatories for the loan. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

Mr. McDaniel excused Mr. Valinsky from the meeting because the engineering discussion had concluded.

**American Rescue Plan Act Confirming Resolutions**

Mr. Chesney presented the Board with confirming resolutions for the purchase of public works equipment and a police carport.

**Resolution 2024-42 (ARPA Backhoe Purchase)**

**MOTION:** Mr. Peluso made a motion to approve Resolution 2024-42 for the purchase of a backhoe from Stephenson Equipment at the Costars' price of \$84,000.00. A total of \$83,655.73 will be allocated from the funds provided by the American Rescue Plan for coronavirus relief. The remaining balance of \$344.27 will be paid from the General Fund. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Resolution 2024-43 (ARPA Leaf Machine and Leaf Box Purchase)**

**MOTION:** Mrs. Adipietro moved to approve Resolution 2024-43 to purchase a leaf vacuum machine and a leaf box from Stephenson Equipment for the Costars' price of \$80,000.00 using the American Rescue Plan Coronavirus funds. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

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**Resolution 2024-44 (ARPA Police Carport Purchase)**

**MOTION:** Mr. Peluso moved to approve Resolution 2024-44 for the purchase of a carport for the police department from Garage Buildings at a cost of \$6,450.00. Of this amount, \$5,348.20 will be funded through the American Rescue Plan Coronavirus funds, while the General Fund will cover the remaining balance of \$1,041.80. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmer, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Employee Health Insurance Stipend**

There was a brief discussion about a family health insurance stipend for a police department member. The officer has family health insurance through his wife's employment, but he pays for it. If the Township reimburses the officer for the benefit, it is considered compensation. The discussion will be tabled until the January meeting while under consideration by the Board.

**Approval of Brian Brown Leaf Pickup Invoice**

The invoice was not included in the packet, so the topic was tabled until the January meeting.

**Resolution 2024-35 (Reappointment of Gary Augustine to the LTMA Board)**

**MOTION:** Mrs. Adipietro made a motion to approve Resolution 2024-35, reappointing Gary Augustine to the Leet Township Municipal Authority Board for a five-year term ending in 2029. Mr. Peluso seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmer, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Resolution 2024-36 (Reappointment of Chuck Soman to the Zoning Hearing Board)**

**MOTION:** Mr. Peluso made a motion to approve Resolution 2024-36 to reappoint Chuck Soman to the Leet Township Zoning Hearing Board for a three-year term ending in 2027. Mr. Zimmer seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmer, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Resolution 2024-37 (Appointment of Jeff Besong to the Leet Township Planning Commission)**

**MOTION:** Mrs. Adipietro made a motion to approve Resolution 2024-37 appointing Jeff Besong to the Leet Township Planning Commission for a four-year term ending in 2028. Mr. Zimmer seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmer, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**NEW BUSINESS**

**Resolution 2024-38 (Eliminating Employee Contributions to the Police Pension Plan)**

**MOTION:** Mr. Peluso made a motion to approve Resolution 2024-38, which eliminated employee contributions to the police pension plan. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Resolution 2024-39 (Eliminating Employee Contributions to the Non-Uniformed Pension Plan)**

**MOTION:** Mr. Peluso made a motion to approve Resolution 2024-38, which eliminated employee contributions to the non-uniformed pension plan. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Employer Contribution to the 457 Plan**

**MOTION:** Mr. Peluso made a motion to approve the employer contribution match of \$300.00 to each employee who contributed as much, for a total of \$2400.00 to the employees' 457 plan. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Christmas Gift Cards for the Employees**

**MOTION:** Mr. Peluso made a motion to approve the same employees as last year to receive a \$50.00 Giant Eagle gift card for Christmas from the Board of Commissioners. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Transfer of \$10,000.00 into Capital Reserve Savings**

**MOTION:** Mr. Peluso made a motion to approve the transfer of \$10,000.00 from the General Fund to the Capital Reserve Account. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**QVSD High School Project Sewerage Capacity Study**

Geoff Phillips, the engineer for Quaker Valley School District, informed the Board that the DEP requires the Township to sign the Act 537 Sewerage Planning Module for the new high school plan.

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**MOTION:** Mrs. Adipietro made a motion to allow Ms. Rengers to sign the DEP Act 537 Quaker Valley School District Sewage Facility Planning Module for the new high school plan. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Advertisement of 2025 Board of Commissioners Meeting Dates**

**MOTION:** Mr. Peluso made a motion to approve the advertisement of the 2025 Board of Commissioners Meeting dates. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Advertisement of 2025 Planning Commission Meeting Dates**

**MOTION:** Mr. Peluso made a motion to approve the advertisement of the 2025 Planning Commission Meeting dates. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Advertisement of 2025 Civil Service Commission Meeting Dates**

**MOTION:** Mr. Peluso made a motion to approve the advertisement of the 2025 Civil Service Commission Meeting dates. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**Resolution 2024-41 (Act 172 Fire Fighters Tax Relief)**

**MOTION:** Mr. Peluso made a motion to approve Resolution 2024-41, setting forth the requirements to qualify for the Act 172 Fire Fighters Tax Relief Program. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

**DEPARTMENT REPORTS**

Chief Jameson informed the Board that Watson Institute had donated \$3,300.00 for equipment for the police department. He felt that the best use of the money would be to purchase another electronic speed sign to be placed on Camp Meeting Road. He reported that the Township had received the \$21,000.00 grant reimbursement from the Public Commission of Crime Delinquency for the new police car computers. Chief Jameson created a flyer to promote the open police officer position.

The police department completed its annual CPR and use-of-force training. The carport has been ordered. Watson Institute asked Chief Jameson to have another round-table discussion with some

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of the students who were having issues. Officer Wilson and Chief Jameson met with the students and had an enjoyable conversation. Encompass Health is holding a weather event training for the emergency management personnel.

Quaker Valley Council of Governments will host an intern program. They are still working on the Route 65 study. The fire department reported eight calls, with one in Leet Township. The department is still investigating ways to repair or replace the old fire truck.

Ms. Rengers spoke with the homeowners on Myrtle Hill Road about the condition of the burned-down house and asked them when it would be torn down. They informed her that they were in litigation with the insurance company and felt it would be torn down by the end of the year 2024 or early in 2025.

**Agenda Amendment to Cancel the December 23, 2024, Workshop Meeting**

**MOTION:** Mr. Peluso made a motion to amend the agenda to cancel the December 23, 2024, Workshop Meeting. Mr. Zimmel seconded the motion, with all in favor of it.

**MOTION:** Mr. Peluso made a motion to cancel the December 23, 2024, Workshop Meeting. Mr. Zimmel seconded the motion. A formal roll call vote was conducted, and the following votes were recorded: Mrs. Adipietro, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; and Mr. Peluso, yes. The motion carried.

Mr. McDaniel discussed with the Board two pending ordinance items that the Planning Commission had worked on: the dumpster ordinance and the accessory structure ordinance. He spoke with Chair Joe Ferrang about the Planning Commission's decision that no changes were needed to the accessory structure ordinance. Mr. Ferrang explained that the Commission was not interested in revisiting the issues for either ordinance. Mrs. Adipietro explained that the Planning Commission had reviewed the dumpster and storage container ordinances, and they were still fine-tuning the wording. Mr. Chesney felt that the proposed wording from the Planning Commission was not sufficient for the ordinances. The Commissioners will work on the wording for the ordinances.

**PUBLIC PARTICIPATION**

There was no public participation.

**ADJOURNMENT**

**MOTION:** Mr. Nash moved to adjourn the meeting at 8:40 p.m., seconded by Mr. Peluso, with all in favor of the motion. The motion carried.

/s/Betsy Rengers

TOWNSHIP OF LEET

/s/Martin C. McDaniel

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BETSY RENGERS, MANAGER  
January 13, 2025

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MARTIN C. MCDANIEL, PRESIDENT: