

LEET TOWNSHIP BOARD OF COMMISSIONERS
February 9, 2026
Minutes of the Board of Commissioners' 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: The Commissioners present were Paul Magee, Martin Zimmel, Martin C. McDaniel, Donna Adipietro, and Jessica Cindrich. The meeting began with the Pledge of Allegiance.

Also present:

Betsy Rengers, Manager

Chief Brian Jameson

David Kovacs, LSSE Engineer,

Solicitor Steve Chesney

Tom Lench, Resident

Mr. McDaniel stated that the Quaker Valley School District temporarily withdrew the proposed agreement for the Camp Meeting Road Realignment until it reaches an agreement with the owners of the driveway that is located within the easement. The driveway will be extended by 50 feet once the road is realigned, and the district does not want to maintain it since it is private property.

PUBLIC PARTICIPATION

Resident Tom Lench created maps for the Board showing the 450-foot (150-yard) hunting safety zone areas on Township land behind Pilgrim Drive, Kenney Drive, and Leet Acres.

APPROVAL OF MEETING MINUTES

Approval of the January 12, 2026, Board of Commissioners Regular Meeting Minutes

Mr. Magee had one correction to the meeting minutes: on Page 1, the 2nd paragraph should read: "150 yards."

MOTION: Mrs. Adipietro made a motion to approve the minutes of the January 12, 2026, Board of Commissioners Regular Meeting as amended, seconded by Mr. Zimmel. The following votes were recorded: Mr. Magee, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mrs. Adipietro, yes; and Mrs. Cindrich, yes. The motion carried.

Mr. Chesney advised the Board that a separate roll call wasn't necessary for each vote, but each Commissioner's vote would be documented individually in the meeting minutes.

FINANCE REPORT

Mr. McDaniel raised concerns about the financial reports, particularly the lack of detail on each of the credit card charges, despite the total invoice amount being correct. Earlier in the day, Ms. Rengers had the bookkeeper correct these errors, and she then presented the revised reports to the Board at the meeting. Mr. McDaniel also noted that the payment for the War Memorial flag poles would be reimbursed through the grant. In response to several questions, it was noted by Chief Jameson that he was unable to renegotiate the Coraopolis jail rental fees at this time. Ms. Rengers clarified that the two invoices for the Uniformed and Non-Uniformed Pension GASB reports are paid annually from the General Fund. The occupancy inspector also sent a bill for invoices from 2025, which is a pass-through payment, as the property owner covers the inspection fee.

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MOTION: Mr. Magee made a motion to pay the bills and invoices as presented in the amount of \$124,815.24. Mrs. Cindrich seconded the motion. A formal roll-call vote was conducted, and the following votes were recorded: Mr. Magee, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mrs. Adipietro, yes; and Mrs. Cindrich, 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

Resolution 2026-21 (Solicitor's Appointment)

Mr. McDaniel explained that Mr. Chesney had provided the malpractice insurance certificate and a written statement that, if he became incapacitated, Anna Jewart from Babst Calland would serve as Township Solicitor. The Township already has an engagement with Babst Calland as Special Land Use Counsel, so no new engagement is necessary.

MOTION: Mrs. Adipietro made a motion to adopt Resolution 2026-21, appointing Steve Chesney as Township Solicitor. Mr. Zimmel seconded the motion. The following votes were recorded: Mr. Magee, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mrs. Adipietro, yes; and Mrs. Cindrich, yes. The motion carried.

Agenda Amendment

Mr. McDaniel outlined two proposed agenda amendments. First, at the February 5th Workshop Meeting, after the Executive Session, the Board voted to approve the agreement with Girard Pension Services to manage the Police and Non-Uniformed Pension Plans. Since the audience had been excused before that vote, Mr. McDaniel requested an amendment to tonight's agenda to allow a public re-vote. Second, the Board was also considering a resolution to establish paid days off for the Administrative Assistant.

MOTION: Mr. Zimmel made a motion to amend the agenda to vote on the Girard Pension Services Agreement and Resolution 2026-20, which sets paid time-off hours for the Administrative Assistant. Mr. Magee seconded the motion. The following votes were recorded: Mr. Magee, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mrs. Adipietro, yes; and Mrs. Cindrich, yes. The motion carried.

Girard Pension Agreement

MOTION: Mr. Zimmel made a motion to approve the Girard Pension Services Agreement. Mrs. Cindrich seconded the motion. The following votes were recorded: Mr. Magee, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mrs. Adipietro, yes; and Mrs. Cindrich, yes. The motion carried.

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Resolution 2026-20 (Administrative Assistant Appointment)

Mr. McDaniel and Mr. Zimmel previously met with Administrative Assistant Jen Dugan to discuss her request for paid time off. They agreed to grant Mrs. Dugan two paid personal days and seven paid holidays.

MOTION: Mrs. Cindrich made a motion to approve Resolution 2026-20, to allow Mrs. Dugan to have two paid personal days off with no time carried over from year to year, and the following paid holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, and Christmas Day. The following votes were recorded: Mr. Magee, yes; Mr. Zimmel, yes; Mr. McDaniel, yes; Mrs. Adipietro, yes; and Mrs. Cindrich, yes. The motion carried.

NEW BUSINESS

There was no new business.

DEPARTMENT REPORTS

Chief Jameson reported receiving calming kits from the Watson Institute. These kits contain sensory items for children with disabilities; each police car will carry a kit, and there will be one at the police station as well. Mr. McDaniel is a member of the Sewickley Valley Community Fund, which supports various activities in the Quaker Valley area. They are sponsoring sensory-friendly screenings for autistic children on Saturday mornings at the Lindsay Theater in Sewickley, open to anyone interested.

Chief Jameson reported that the new police car is at the dealership now. He is working on the upfitting quotes for the vehicle and will have the information ready for discussion at the Workshop Meeting.

Officer Josh Armstrong is training to become a CPR instructor. He is currently enrolled in the course, and once he completes it, we will organize CPR training sessions for the community. Encompass Health has CPR mannequins and could be a potential partner for future training. Chief Jameson intends to apply for the Firehouse Subs Grant to fund the purchase of CPR mannequins and a practice AED.

Safety Committee Chairman Zimmel and second chair Cindrich recently met with the Police officers.

Engineer Dave Kovacs mentioned that they contacted the contractors regarding the two upcoming projects—the Quaker Heights Stormwater Project and the Plum Street Sidewalk Project—to inquire about the start dates. The contractor is waiting for improved weather conditions to start construction. LSSE has also contacted the county to obtain approval to use a CoStars vendor for the public works garage project, but has not yet received a response.

Mr. McDaniel expressed gratitude to the Public Works Department for their efforts during the recent snowstorms. Mr. Magee mentioned that Camp Meeting Road was closed on Saturday night, Feb. 7th, amid the snowstorm. Ms. Rengers was informed that Allegheny County was

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notified of the closure of Camp Meeting Road that evening and that they needed to plow and salt it.

Mrs. Adipietro reported that she will attend an upcoming fire department merger meeting on Friday, Feb. 6. She has requested the bylaws and articles of incorporation from Mark Brooks, but has not yet received them.

Public Works Committee Chairman Paul Magee and Committee Member Marty Zimmel will meet with the Public Works employees in early March.

MOTION: Mr. Magee made a motion to accept the department reports, seconded by Mrs. Adipietro. All were in favor of the motion.

PUBLIC PARTICIPATION

No public participation occurred at this time.

ADJOURNMENT

MOTION: Mr. Zimmel moved to adjourn the meeting at 7:33 p.m., seconded by Mrs. Cindrich, 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 9, 2026