

Commissioners' Meeting Activity

January 19, 2015

<u>TITLE</u>	<u>MOTION</u>	<u>SECOND</u>
Approve Workshop Meeting Minutes of 1-12-15	VP Doebler	Comm. Jones
Appoint Tom Arbogast to the Planning Commission for a four year term ending December 31, 2018.	VP Doebler	Pres. Gartner
Appoint Ronald Barber to the Zoning Hearing Board for a three year term ending December 31, 2017.	Comm. Schollaert	VP Doebler
Approve the December bill list in the amount of \$32,778.51	Comm. Jones	VP Doebler
Ratify the December pre-paid bills in the amount of \$12,667.37	Comm. Jones	VP Doebler
Ratify the December payroll transfers in the amount of \$22,702.44	Comm. Jones	VP Doebler
Accept bond review proposal from Lynch and Lynch for review of sewer bond refinance options.	Comm. Jones	VP Doebler
Withdraw motion to make \$100 donation to Pittsburgh Pet Detectives.	Comm. Jones	Comm. Schollaert
Appoint Sally Shipley to serve as Vacancy Board Chair for a one year term ending December 31, 2015.	Comm. Jones	Comm. Schollaert
Adjournment	Comm. Jones	Comm. Schollaert

TOWNSHIP OF ALEPPO
BOARD OF COMMISSIONERS
MEETING MINUTES

January 19, 2015

CALL TO ORDER:

President Rodney W. Gartner called the meeting to order at 7 PM with the Pledge of Allegiance and roll call. Those in attendance were Vice-President Matthew Doebler, Commissioner Joanne Schollaert, Commissioner George Jones, Commissioner Anthony Lisanti, Solicitor Harlan S. Stone, Manager Gwen Patterson and Secretary Kimberly A. Koskey.

MINUTES:

Vice-President Doebler made a motion to approve the Workshop Meeting Minutes of January 12, 2015. Commissioner Jones seconded. The motion passed unanimously.

PUBLIC SAFETY REPORT:

Sergeant Adam Beck from the Ohio Township Police Department gave his report to the Board and to the public. The report was accepted.

FIRE DEPARTMENT:

Chief Bill Davis from the Aleppo Township VFD gave his report to the Board and to the public. The report was accepted.

EMERGENCY MANAGEMENT:

Judy Haluka gave her report to the Board and to the public. The Quick-Response back-up was discussed. Ms. Haluka stated that Valley Ambulance along with local entities are requesting that the Board validate the need for the QR vehicle. She expressed that there is confusion regarding the need, however, this is County controlled and needs to be followed. She discussed that there appears to be political interference with this system.

Judy discussed the EOP (Emergency Operations Preparedness) of Masonic Village to make sure the Township is aware of the requirements that are to be provided in case of an emergency including water buffalos. She suggested that this EOP should be reviewed. President Gartner questioned where this document is filed. Judy explained that this is a formal document that is filed with the county. Bill Davis explained that the Authority is responsible for providing water in case of an emergency. Commissioner Jones asked Judy if she has a summary of the Masonic Plan.

She did not have one, however, it should be on file at Masonic. She also explained that Aleppo does not have one filed as of yet, and that the Masonic EOP is an Appendix of the Township's EOP. President Gartner asked what needs done. Judy explained the details including a letter to assess the medical needs of the residents during an emergency. Manager Patterson and Commissioner Jones will meet Wednesday, January 21, 2015 to complete the EOP.

President Gartner wanted to discuss the background of the QR issues. Bill Davis explained that he understands as the Fire Chief the need for the QRS Program. He stated that the program was put into effect without the Aleppo VFC being made aware of the program itself. He explained that the issue Judy discussed at the beginning of her report stems from the pedestrian fatality on January 3, 2015. He explained that he was the one that cancelled that QRS because he was the first Emergency Responder on scene, the ice was so bad from the ice storm that his truck spun at the top of the hill, he physically slid to the accident to assess the situation. He gave the county an update immediately, he heard the medic unit request the QRS. Bill cancelled the QRS because he had a Code Zero patient and there was no need to send another unit out on the extremely dangerous conditions. He requested a non-emergency ambulance, the road department was salting, and two police vehicles arrived. He believes that the problem is Valley Ambulance is short-staffed, and dispatching outside agencies.

Bill explained that he would like the VFC to be certified as a QRS Program to relieve this issue. He would like to have the firemen AED certified. He explained that the only other issue that the Aleppo VFC had with Valley dispatching Sewickley's QR vehicle was on a lift-assist that Aleppo VFC was already on site. Judy asked if Bill agreed that if there is a medical emergency and Valley cannot respond, that Sewickley should respond. Chief Bill Davis responded that without a doubt Sewickley should respond.

Judy explained that she believes Aleppo needs to work with Valley Ambulance what should be dispatched to Aleppo and what should not. Judy stated that if an AED is purchased and the VFC are trained, this would eliminate the QRP issues. Sergeant Beck explained that the Ohio Township Police Department responds to all medical calls and that there is an AED on 7 cars with each officer AED trained and first aid trained.

Commissioner Schollaert asked if the Fire Department is trained will the problem be solved. Judy explained that having the Aleppo VFD a licensed QRP and her licensing and training she has the ability to have Aleppo certified as an ALS QRP with the ability to have medication and monitors on the ATV and be anywhere in Aleppo before Valley could respond.

Commissioner Jones believes that the system is working for now. He agrees that enhancing the capabilities of the Fire Department will give Aleppo even better service. Commissioner Lisanti stated that the Board needs to know what is involved financially to present a proposal to the Board to help the VFC get certified. Chief Bill Davis explained that the VFC discussed outfitting two vehicles with the equipment necessary.

Judy Haluka explained that the QRP service would like a letter of support from the Board of Commissioners. Bill Davis believes that Valley Ambulance is under-staffed and that the response time of Valley Ambulance is not adequate. Solicitor Stone responded that there are two legal points: 1) Who has overall legal jurisdiction to respond. Judy responded that if Valley cannot respond then Sewickley is the allocated Emergency Medical Provider for Quaker Valley School District. The County and the State will require somebody to respond which is Sewickley. Solicitor Stone believes that if this is the law Aleppo cannot tell Sewickley not to come to an

Emergency Response. 2) On an individual call basis, is Bill Davis, as the first person on the scene, properly advising Valley to cancel. Solicitor Stone suggested that Bill Davis or Judy Haluka needs to clear the perception that Aleppo is prohibiting Sewickley to respond.

The report was accepted.

COMMUNICATIONS:

Vice-President Doebler had no report, however, he did request that all talking during the meeting be kept to a minimum because the noise is interfering with the taping and the public's ability to hear the details of the meeting.

PLANNING/ZONING:

VP Doebler made a motion to appoint Tom Arbogast to the Planning Commission for a four year term ending December 31, 2018. President Gartner seconded. The motion passed unanimously.

Commissioner Schollaert made a motion to appoint Ronald Barber to the Zoning Hearing Board for a three year term ending December 31, 2017. VP Doebler seconded. The motion passed unanimously.

TAX COLLECTOR:

Treasurer Charlotte Pierce gave her report to the Board and the public. She explained that the Realty Transfer Tax has an increase for January 2015. She also explained that Aleppo is about \$40,000 above budget. The report was accepted.

TREASURER:

Charlotte Pierce reported to the Board and the public. Commissioner Lisanti asked if she could present a year-end of the two bond funds. Manager Patterson said that she has the year-end and she will get that report for him. The report was accepted.

FINANCE:

Commissioner Jones made a motion to approve the December bill list in the amount of \$32,778.57. Vice-President Doebler seconded. The motion passed unanimously.

Commissioner Jones made a motion to ratify the December pre-paid bills in the amount of \$12,667.37. Vice-President Doebler seconded. The motion passed unanimously.

Commissioner Jones made a motion to ratify the December payroll transfers in the amount of \$22,702.44. Vice-President Doebler seconded. The motion passed unanimously.

Commissioner Jones made a motion to accept bond review proposal from Lynch and Lynch for review of sewer bond refinance options. Vice-President Doebler seconded. Commissioner Jones stated that two other entities called to tell him that this is a good time to refinance. One was the underwriter on the initial bond issue, and the other was part of the bond counsel. He believes this emphasizes the fact that they should have an independent review. A roll call vote was taken. The motion passed unanimously.

ALEPPO TOWNSHIP AUTHORITY:

Commissioner Lisanti explained that there is still no candidate that has stepped forward for the Aleppo Township Authority for a five year term. The Authority would like to have somebody with some business background and knowledge of basic science. President Gartner may have an interested person, he will forward the information to Commissioner Lisanti. Sally Shipley stated that she may have a couple of ideas for interested parties.

Commissioner Lisanti reported that the Authority has approved the 2015 Sewer Budget with no sewer rate increase necessary. The Authority will start taking the credit that Sewickley has offered as of January 2015. The amount of \$50,000 will be broken into 10 months. The bills to Sewickley will be significantly less in 2015. The water department increased the rate by 15% as of January 1, 2015. The Authority has approved to send a letter to all of the customers explaining the increase. The water budget was approved with the rate increase which should leave the water budget in the black for a while. He explained that there has to be a main water line replaced. There is an AIM Loan that will pay for the Engineering and front end costs for \$100,000, but once they go out to bid they do not have that money.

The Authority has decided not to be involved with respect to the Sewickley Borough's \$4,000 new tap fee. The Authority has indicated to the Township to also not be involved in demanding that any new client pay Sewickley's tap fee before the Authority connects their tap. If the customer pays Aleppo's tap fee the line will be connected. The Authority will vote next month to repeal the present \$5,000 tap fee recommended by KLH, which is the maximum allowed under the ACT 537 plan. The Authority had their consulting engineer review the 537 plan. The Authority will change the tap fee. The total cost will be \$770 per tap plus the cost of the Authority to install the collection line.

President Gartner asked if this will cause any legal discussion with Sewickley. Commissioner Lisanti explained that they are taking the position that this is not the Authority's fight. Solicitor Stone explained that it is not Aleppo's responsibility to collect Sewickley's tap fees. It is between Sewickley and the customer as far as the tap fees are concerned. They cannot find a contractual undertaking on the part of the Authority or the Township to collect those fees for Sewickley. In the past there was an informal practice to collect the fees, however, the Authority's position is to no longer continue this practice. If Sewickley feels they are owed a tap fee, that is between them and the customer. Solicitor Stone stated that Masonic's lawyer did send a letter to Sewickley stating their position that they do not intend to pay any tap fees because they do not see any basis for it in the law or in the contract. He believes that the Township continue to take a legal position that the Aleppo customers are in the Aleppo service territory, they are Aleppo's customers, and unless there is something the Sewickley contract with Aleppo that suggests that we are taking on the responsibility to collect Sewickley's tap fee, that it is Aleppo's responsibility to do that. This was discussed at the Authority meeting last week.

Commissioner Lisanti stated that Masonic had no problem with the water rate increase. They are not passing the rate increase on to the residents.

Commissioner Lisanti explained that the Authority has directed their consulting engineer to prepare a percent of water loss in their consulting engineer report that has never been done. He believes this a very important criteria that must be looked at every year. He has asked them to go back three years and chart that. He stated that the preliminary figures indicate that the water loss appears to be reasonable, they want to be sure that the water system is tight also so that they are

not paying for water that is not going out to the clients. The Aleppo consulting engineer has already arranged a meeting with Sewickley's consulting engineer to determine what the total flow is through Osborne. The Authority directed him to calculate the percentage based on November, December, and January when the Aleppo flow was correct.

Commissioner Lisanti explained that another correction has been made to help the Authority. The expenses were split into 70% was charged to water, and 30% was charged to sewer. This was discussed and will now be split 50/50 except for the field service because the water lines are much older and will require more maintenance. The field maintenance will still be divided 70/30.

Commissioner Lisanti reported that the Landside low pressure arm system is up and running. They are getting a lot of useful data from it. The system shows that West View Water pump cycles on and off quite frequently which changes the pressure quite drastically in the line which tells them that the design criteria has to be able to withstand 320-350 PSI. The low alarm is set to go off at 260 PSI to alert that there is a break.

Commissioner Lisanti gave the schedule for the new line that needs built. All technical work is finished. The final report is due to the consulting engineer by the end of January. He will obtain all of the permits by the end of March. He will begin the design and be ready to go out for bids in late April. A contractor should be awarded the job in June. The AIM Loan will be used to pay for all of the steps just mentioned. After the bids are received the Authority will need more money for the project. This project should be done by September. The County has a new grant program called the Community Infrastructure and Tourist Fund - CITF. The Authority is applying for this grant, however, they would take the loan if offered.

Commissioner Lisanti stated that the AIM Loan for \$100,000 for the addition to the garage must be used by March 25, 2014 or lose the loan. The debt would be carried 50% by water and 50% by sewer. The Authority went out and received bids, the low bid came in at \$107,940. Bill Davis will be overseeing the contract. Once the garage is finished the parking lot will have to be redone. The electrical work is estimated at about \$6,000 which will come out of the Authority budget, the parking lot expansion will cost about \$10,000 which he hopes can be negotiated. The Authority needs a Township Building Permit. Bill Davis is working with the building inspector. He is asking the Township to waive the fee for the building permit.

QVCOG:

Vice President Doeblen stated that they did not meet that December 2014. The next meeting is this Wednesday in Avalon. On the Agenda is they still need to approve the budget for 2015. They are missing one board member and one alternate on the Uniform Construction Code Appeals

Board. They are looking for a contractor or engineer to fill this position. They are also reorganizing a new president, vice president, secretary, and treasurer. This report was accepted.

AMBULANCE AUTHORITY:

Commissioner Schollaert reported that there was no meeting in December 2014. There is a meeting this Thursday. This report was accepted.

PUBLIC WORKS:

Commissioner Lisanti stated that the Paving report was done by a committee which included Tom Jarvie, Len Kinter, Gwen Patterson, and Commissioner Lisanti. The report indicates that the 4-5 roads that are recommended to be paved can be done as soon as the funds are available with the goal of being completed by 2019.

Thomas Jarvie gave a report to the board and the public. The report was accepted.

SOLICITOR:

Solicitor Stone has two reports to give during executive session. President Gartner announced that there will be an executive session after audience participation.

SEWER PROJECT:

No report.

UNFINISHED BUSINESS:

Vice President Doebler put out a suggestion regarding making a donation to the Pittsburgh Pet Detectives. The vast majority from the public response believe it is a bad precedent to set and do not want to make the donation from the Township funds.

President Gartner and Commissioner Lisanti will personally make the donations.

Commissioner Jones made a motion to withdraw to make \$100 donation to Pittsburgh Pet Detectives. Commissioner Schollaert seconded. The motion passed 4 to 1. Commissioner Lisanti voted no.

Commissioner Jones made a motion to appoint Sally Shipley to serve as Vacancy Board Chair for a one year term ending December 31, 2015. Commissioner Schollaert seconded. The motion passed unanimously.

NEW BUSINESS:

None.

ACTION ITEMS:

A. Audit recommendations:

Manager Patterson handed out a packet that included sample policies based on the audit recommendations to be reviewed by the Board in the next couple of months.

B. Financial Management:

Commissioner Jones addressed the need to invest some of the funds effectively as possible after the analysis of the roads which is now complete. Manager Patterson explained that she has a question out regarding the sewer bond proceeds and how they are allowed invest.

Commissioner Jones explained that they will not lose the fund if it is not spent within a certain time, however, it has to be properly invested.

Commissioner Lisanti questioned if the pension fund for the staff is being handled by an investment advisor. Manager Patterson answered yes and that it is audited every year. She explained that there are two pension funds, the police pension fund for former police officers which is fully funded with one person drawing on it with another person drawing on it next year. The second is the non-uniform pension with a contribution made every year and it is audited. She explained that the Authority's pension fund is completely separate.

Commissioner Jones asked Len Kinter if he will check on the Authority's pension fund. He agreed that he will check with Nicole tomorrow.

C. Ordinance Codification:

Solicitor Stone has reviewed most of the codification and once he has reviewed it with Manager Patterson, and they can send it to General Code. This should be completed within the next couple of weeks.

D. Renaming of South McCoy Place Road:

Manager Patterson has the letter ready for the Board approval and signature, the letter will be mailed tomorrow.

E. Letter to state lawmakers about RADAR:

Officer Beck brought a sample letter, Manager Patterson will have a letter ready for President Gartner to sign and she will send asap.

CITIZEN PARTICIPATION:

None

At 8:50 PM the Board moved into executive session to discuss legal claims and pending litigation and returned to regular session at 9:05 PM.

ADJOURNMENT:

Commissioner Jones made a motion to adjourn the meeting. Commissioner Schollaert seconded. The motion passed unanimously. The meeting was adjourned at 9:05 PM.

Respectfully submitted,

Kimberly A. Koskey
Township Secretary