

Board of Commissioners'

Meeting Activity

January 20, 2014

<u>TITLE</u>	<u>MOTION</u>	<u>SECOND</u>
Approve W.Shop Mtg. Min. 1-13-14	VP Doebler	Comm Schollaert
Accept Police Report	Comm Jones	Comm Seifarth
Accept Fire Dept. Report	Comm Jones	VP Doebler
Accept Bldg Inspec.Zon.Off. Report	Comm Schollaert	VP Doebler
Re-Approve Cortese Plan of Lots Sub-Div. Plan	Comm Seifarth	Comm Schollaert
Accept Tax Collector's Report	Comm Jones	Pres Gartner
Accept Treasurer's Report	Comm Schollaert	Comm Jones
Approve Dec. Bill List-\$48,483.05	Comm Jones	Pres Gartner
Ratify Dec. Pre-Paid Bills-\$7,803.84	Comm Schollaert	Comm Jones
Ratify Dec. Payroll Trans-\$26,185.03	Comm Jones	Pres Gartner
Trans. \$14,263.23 LF to GF	Comm Seifarth	Comm Jones
Accept QV/COG Report	Comm Jones	Comm Schollaert
Accept Public Works Report	Comm Seifarth	Pres Gartner
Accept Solicitor's Report	Comm Jones	Comm Seifarth
Approve Pay Req. #22	Comm Jones	Comm Seifarth
Accept 537 Plan Report	Comm Jones	Comm Schollaert
Adopt Roberts Rules	VP Doebler	NA
Defer Roberts Rules Issue	VP Doebler	Comm Jones

Adjournment

VP Doebler

Comm Jones

TOWNSHIP OF ALEPPO
BOARD OF COMMISSIONERS
MEETING MINUTES
JANUARY 20, 2014

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, Commissioners Joanne Schollaert, George Jones, John Seifarth, Manager Gwen Patterson, Solicitor Harlan S. Stone and Secretary Martha B. Rogers.

President Gartner announced there will be an executive session at the end of the meeting. The engineers and attorneys will provide an update to the Board on the lawsuit from Masonic Village.

MINUTES:

Vice-President Doebler made a motion to approve the minutes of the Workshop Meeting of January 13, 2014. Commissioner Schollaert seconded. The motion passed unanimously.

PUBLIC SAFETY REPORT:

Ohio Township Chief of Police Norbert Micklos gave his report to the Board and the public. Commissioner Jones made a motion to accept the Police Report. Commissioner Seifarth seconded. The motion passed unanimously.

FIRE DEPT:

Fire Chief William Davis, Jr. gave his report for 2013 to the Board and the public. The Fire Company responded to 115 calls. There were 22 calls to Masonic Village. Commissioner Jones asked what the majority of calls were to Masonic. Due to the new construction, old alarms were activated when tearing down the old buildings. There were

water flow alarms and system malfunctions. There was one kitchen fire estimated at \$90,000.00 to \$100,000.00 damage. In 2014, they have responded to date to 8 calls at Masonic Village.

Vice-President Doeblner asked Chief Davis if any of the reported numbers were unusual or upsetting. Mr. Davis said, no. They have responded to 20 calls less than last year at this time. Commissioner Jones made a motion to accept the Fire Department Report. Vice-President Doeblner seconded. The motion passed unanimously.

PLANNING/ZONING:

Manager Patterson gave the Building Inspector/Zoning Officer's Report for the month of December. There were no building permits issued. There was a grading permit issued for Glenfield Road. He is working with the Allegheny County Health Department with septic and sewer problems at 100 Berdine Drive and 241 Weber Road. Commissioner Schollaert made a motion to accept the Building Inspector/Zoning Officer's Report. Vice-President Doeblner seconded. The motion passed unanimously.

Manager Patterson reported the Cortese Plan was a simple lot consolidation plan. They went through all the proper approvals. It was approved by the Planning Commission. Recording at the County is not always done on a timely basis in the 90-day period. This resulted in a time delay. The Board needs to re-approve the plan so they can get it recorded. There have been no changes. Commissioner Seifarth made a motion to re-approve the Cortese Plan of Lots Subdivision Plan originally approved on August 19, 2013. Commissioner Schollaert seconded. The motion passed unanimously.

TAX COLLECTOR:

Tax Collector Charlotte Pierce gave her report to the Board and the public. Commissioner Jones made a motion to accept the Tax Collector's Report. President Gartner seconded. The motion passed unanimously.

TREASURER:

Treasurer Charlotte Pierce gave her report to the Board and the public. Commissioner Jones asked if the funds in the General Fund are unrestricted. Manager Patterson said \$100,000.00 of the General Funds is from the Infrastructure Fund which is accounted for in the budget. The Capital Improvement Fund is money that has been set aside through various budgets for paving. The Reserve Fund is set up for emergencies. Liquid Fuels is only for certain purchases - mostly salt. The two that have the most freedom are the PLGIT and PLGIT Plus.

Commissioner Jones asked if it was a unanimous decision to drop the millage to 3.5. President Gartner said, yes. The budget can be reopened until February 15, 2014. He said a comment has been made by the AG3 Group that the property tax millage has been reduced. They asked if the PILOT payment from Masonic could be reduced equally.

Commissioner Schollaert made a motion to accept the Treasurer's Report. Commissioner Jones seconded. The motion passed unanimously.

FINANCE:

Commissioner Jones made a motion to approve the December bill list in the amount of \$48,483.05. Discussion - Manager Patterson said there is nothing unusual on the list. Vice-President Doebler asked about the salt invoices. Public Works Supervisor explained salt use this year is over what was estimated. We must estimate a year in advance as part of SHACOG Purchasing Alliance. We choose 600 tons and are obligated to 75 per cent of that number. Our maximum that we can purchase at the price they give us in contract is 125 per cent of that order. We have ordered 650 tons. We will be ordering again within the next two weeks. We will be able to buy 100 tons more at the guaranteed price. We probably will go over budget this year on cost. Liquid Fuels can be used for payment. When we order, it usually is for 200 to 300 tons. President Gartner seconded. The motion passed unanimously.

Commissioner Schollaert made a motion to ratify December pre-paid bills in the amount of \$7,803.84. Commissioner Jones seconded. The motion passed unanimously.

Commissioner Jones made a motion to ratify December payroll transfers in the amount of \$26,185.03. President Gartner seconded. The motion passed unanimously.

Commissioner Seifarth made a motion to transfer \$14,263.23 from the Liquid Fuels Fund to the General Fund for payment of road salt invoices. Commissioner Jones seconded. A roll call vote was taken. The motion passed unanimously.

ALEPPO TOWNSHIP AUTHORITY:

No meeting.

QV/COG:

Vice-President Doebler reported he attended a COG meeting on January 15, 2014. There was a re-organization. R.J. from Ben Avon stated he feels COG should be more focused on managers rather than on representatives from the Board. They also discussed Waste Management E-Waste which Manager Patterson said we also participate in. We pay \$1 per household per month for collection of E-Waste. We have a three-year contract. Discussion should be held as to renewal. May 10, 2014 will be the next COG recycling day to be held in Bellevue. President Gartner said COG represents group purchasing benefits. Manager Patterson said our annual fee is \$1,650.00. Commissioner Jones made a motion to accept the QV/COG Report. Commissioner Schollaert seconded. The motion passed unanimously.

AMBULANCE AUTHORITY:

No report.

PUBLIC WORKS:

Public Works Supervisor Mark Kerr gave his report to the Board and the public. Commissioner Schollaert complimented the Public Works Department on the condition of the roads again this Winter. Commissioner Seifarth made a motion to accept the Public Works Report. President Gartner seconded. The motion passed unanimously.

SOLICITOR:

Solicitor Stone reported the date for adopting an amended budget is February 15, 2014. It must be amended in January and advertised. Ten days must be allowed after advertising for public inspection. Also, it cannot be revised upward in excess of 10 per cent in the aggregate or as to an individual item in excess of 25 per cent in the amount of the item. Solicitor Stone said the PILOT should be discussed as a negotiation or contract issue. Commissioner Jones commented on the Act 537 \$100,000 tap fee to Sewickley. He understands we are making the second of four. We do not have a contract which defines that amount. He would like to see what obligates us to do that. Vice-President Doebler asked about the Janney issue. Solicitor Stone said he will give the Board an update at a later date. Commissioner Jones made a motion to accept the Solicitor's Report. Commissioner Seifarth seconded. The motion passed unanimously.

537 PLAN:

Mr. John Mowry, Engineer, KLH Engineers explained Pay Request #22. He reported it was an addition to pave several roads impacted by the 537 project. It is final payment to the paving contractor, Michael Facchione in the amount of \$12,349.99. Commissioner Jones asked if the funds come from bond proceeds. Manager Patterson said the costs were split between Township funds and bond funds. Bond funds were not used for roads that were not affected. Commissioner Jones asked how the funds are being transferred between the collection of the monthly payment of debt. Manager Patterson explained the bond repayment funds are collected through the sewer bills. Once a month, they write us a check in the amount that was billed. That is deposited and shown on Treasurer Pierce's report. Every six months a check is produced from that account to pay the bond. The borrowing is at Wells Fargo. This payment request is the process for accessing those funds. Mr. Mowry said Wells Fargo disperses funds to each of the payees listed on the payment request. Wells Fargo is administering the funds. Commissioner Jones asked if there is a ledger of the disbursements from Wells Fargo. He also knows Manager Patterson is working on a balance of the proceeds from the fund.

Mr. Tony Lisanti, Masonic Village said he understands this is paving paid out of the fund. Mr. Mowry said it is the final pay request. This closes the contract for paving. He asked how excess funds are accessed. Mr. Mowry said the excess funds are from the borrower. There are certain restrictions on the funds. Solicitor Stone said you have to

wait at least five years to prepay. At that time, you can refinance. Commissioner Jones asked if there is a listing of the restrictions on what the money can be used for that the Board can review. Solicitor Stone said there is an executive summary in the bond document. Also, on KLH's Amended 537 statement to DEP, a question was what portion of the eight million dollar bond issue remains in the construction fund and how will it be used. Does the Township or the Authority have jurisdiction. The funds are held by the Township and will be used to complete capital related projects which would be the paving.

Commissioner Jones asked if there are any plans for the expense of that balance or any obligations against that balance. Mr. Mowry said no. Mr. Mowry said anything that happens from this point on falls under the bond period. The contractors are obligated to come back in the Spring under the contract no extra charge. Commissioner Jones asked if any obligations have to be approved by this Board. Mr. Mowry said yes.

Solicitor Stone said Attorneys Nicholas and Hollowood have been doing the condemnation work associated with the project. There still at least 20 condemnations that remain open that could result in damages and liability. We must make sure there is a budget for that.

Commissioner Jones said there in the budget there is \$100,000 for legal expenses and \$40,000 for engineering expenses. He asked if the \$60,000 under the 537 legal line item in anticipation of problems. Manager Patterson said there are a few wrap-up issues. It is mostly an estimate because of litigation. Manager Patterson said we will have to take action against four people.

Commissioner Jones made a motion to approve Pay Request #22. Commissioner Seifarth seconded. A roll call vote was taken. The motion passed unanimously.

Mr. Mowry said from an engineering standpoint, the project is done. It is now in the performance and maintenance bond phase. There is an 18 month maintenance bond.

Commissioner Jones made a motion to accept the 537 Plan Report. Commissioner Schollaert seconded. The motion passed unanimously.

UNFINISHED BUSINESS:

Mr. Mark Kerr asked about the Masonic employees who park in our municipal lot to smoke and dump cigarettes into the parking lot. Chief Micklos spoke with Masonic. They told him it could be posted as a cigarette-free zone. We would need an ordinance to impose fines and penalties. Solicitor Stone said we may be able to enforce the County No Smoking Ordinance. We may have an anti-littering ordinance. Vice-President Doebler said he encourages us to exhaust all diplomatic options.

Vice-President Doebler said he spoke to Mark Mustio regarding the air pollution from Neville Island. He wants us to deal with Allegheny County Health Department.

Manager Patterson said on the County Health Department Website there is an air quality department which lists a phone number or a link to file a complaint. He will give this information to the complaining resident.

He also said the lights at the pumping station have been turned off. Manager Patterson said there needs to be future planning about motion sensors. Fire Chief Bill Davis said the Authority will put them on. It is a security issue.

NEW BUSINESS:

Vice-President Doeblner made a motion to have Roberts Rules adopted for our meetings. Solicitor Stone said he believes that has been done. He believes there is a resolution that was adopted as modified for municipal meetings. Vice-President Doeblner also made a motion to defer this issue until the next meeting. Commissioner Jones seconded. The motion passed unanimously.

CITIZEN PARTICIPATION:

Mrs. Lannie Gartner, Masonic Village, asked about Emergency Management. President Gartner said we have a person in charge of Emergency Management. The situation will be reviewed.

At 8:05 PM, the Board went into executive session to discuss the lawsuit between Masonic and the Township and returned to the Public Meeting at 10:25 PM.

ADJOURNMENT:

Vice-President Doeblner made a motion to adjourn the meeting. Commissioner Jones seconded. The motion passed unanimously. The meeting was adjourned at 10:25 bPM.

Respectfully submitted,

Martha B. Rogers
Township Secretary