

**Workshop Meeting Activity****February 12, 2018**

<b><u>TITLE</u></b>	<b><u>MOTION</u></b>	<b><u>SECOND</u></b>
Approve the Legislative Meeting Minutes of January 15, 2018	Comm. Darragh	Comm. Williams
Defer the conversation regarding the Social Media Policy for one month	Pres. Doeblner	Comm. Williams
Proceed with repairs to the 2007 dump truck as indicated on the handout	Comm. Darragh	Comm. Williams
Defer the motion for one week	Pres. Doeblner	Comm. Darragh
Authorize to place an order for a truck for \$62,457.00 plus \$4,459.00 to order the truck in yellow	Comm. Darragh	Comm. Williams
Defer the motion for one week	Pres. Doeblner	Comm. Darragh
Rescind the motion to authorize the purchase a yellow truck	Comm. Darragh	Comm. Williams
Authorize the purchase of the truck specified on the handout in the color white for a price of \$62,457.00	Comm. Darragh	Comm. Williams
Defer the motion for one week	Pres. Doeblner	Comm. Darragh
Create an ad hoc meeting room improvement committee	Pres. Doeblner	Comm. Williams
Defer the motion for one week	Pres. Doeblner	Comm. Williams
Adjournment		

**TOWNSHIP OF ALEPPO**

**WORKSHOP MEETING MINUTES**

**February 12, 2018**

**CALL TO ORDER:**

President Matthew Doebler called the meeting to order at 7:00 PM with the Pledge of Allegiance and roll call. Those in attendance were Commissioner Arthur Williams, Commissioner Daniel Darragh, Solicitor Christopher Lovato, Manager Gwen Patterson and Secretary Kimberly Koskey. Vice-President George Jones and Commissioner Michelle Duplaga were not in attendance.

**MINUTES:**

Commissioner Darragh made a motion to approve the Legislative Meeting Minutes of January 15, 2018. Commissioner Williams seconded. The motions passed unanimously.

**CODE ENFORCEMENT PROCESSES:**

President Doebler reviewed the Code Enforcement process with Code Enforcement Officer Jeff Frazier. Mr. Frazier explained the process begins with a complaint being filed with Manager Patterson where she then notifies Mr. Frazier of the complaint. He then investigates the complaint to see if it merits action. If any action is needed he will research the International Property Maintenance Code, he will reach out to the resident, notify them of the violation and give a time limit to have the issue corrected. If the issue is not corrected he notifies the Ohio Township Police to have a citation issued. Once the citation is written a court date is set with the magistrate. He also explained that he will work with Manager Patterson to create a formal complaint form to be kept in the property record.

He also discussed the two ongoing issues in the Township. The one offender is working with the Ohio Township Police, the other is an ongoing issue. He stated most offenses he has dealt with in the Township are junk vehicles and tires. He stated with the rural area there are not many complaints or violations. Mr. Frazier also stated he can inspect properties quarterly or continue to work on a reactionary basis.

**SOCIAL MEDIA POLICY:**

President Doebler made a motion to defer the conversation regarding the Social Media Policy for one month. Commissioner Williams seconded. The motion passed unanimously.

**DUMP TRUCK REPLACEMENT BED AND PURCHASE OF NEW PICKUP TRUCK:**

Tom Jarvie from the Public Works Department explained the issues regarding the 2007 dump truck where the hoist cannot be repaired and has damaged the top of the fuel tank. His recommendation is to replace the bed of the truck and replace the hoist. He believes replacing the bed will give the department 5 more years with the dump truck because mechanically the truck is in good shape.

Commissioner Darragh made a motion to proceed with repairs to the 2007 dump truck as indicated on the handout. Commissioner Williams seconded.

President Doebler made a motion to defer the motion for one week. Commissioner Darragh seconded. The motion passed unanimously.

Mr. Jarvie also explained the 2009 pickup has over 96,000 miles on it, the bed has some rust, and several repairs have been made. He would like to purchase a new truck with a utility bed. Manager Patterson stated they would put the truck up for sale on Municibid and the truck would be purchased at a COSTARS recommended vendor, so no bid process would be necessary. Mr. Jarvie explained the price of the truck would be \$66,916.00 for a yellow truck or \$62,457.00 for a white or red factory ready truck.

Commissioner Darragh made a motion to authorize to place an order for a truck for \$62,457.00 plus \$4,459.00 to order the truck in yellow. Commissioner Williams seconded.

President Doebler made a motion to defer the motion for one week. Commissioner Darragh seconded. The motion passed unanimously.

### **GIS PROPOSAL FROM QVCOG:**

Susan Hockenberry, Executive Director of the QVCOG gave a presentation on the possibility of the Township participating in a shared purchase of a QVCOG-wide Geographic Information System. She explained the system could be beneficial as an asset management system, a work flow system, or a permitting system. All these systems are based on the maps provided by the GIS system. She stated there are 15 towns within the COG that could benefit from participating with this system. She also stated there are many features available when a license is purchased. There are applications available that can provide details of the roads, sewage systems, the water systems and street signs. There is an app store available where service credits can be used to make specific purchases. The cost would be shared between the participating municipalities for the system, the technical support and the service credits. One license is provided with the purchase price, however more licenses can be purchased. There is an annual price for the license and an annual price for the technical support. There would also be extra costs for more storage. There is also information available through open data systems that can be added to the GIS system. There is also information available that municipalities can share with other servers. President Doebler questioned the benefits purchasing the GIS through the Township Engineer as opposed to purchasing through the COG. Ms. Hockenberry also stated the Townships would be entering all their own information into the data base. She explained that if municipalities choose to share their information with others there would be more information available to the participating municipalities.

### **DUMP TRUCK REPLACEMENT BED AND PURCHASE OF NEW PICKUP TRUCK:**

Commissioner Darragh questioned the price of purchasing a yellow truck with the premium pricing instead of purchasing the factory ready red or white truck.

Commissioner Darragh made a motion to rescind the motion to authorize the purchase a yellow truck. Commissioner Williams seconded. The motion passed unanimously.

Commissioner Darragh made a motion to authorize the purchase of the truck specified on the handout in the color white for a price of \$62,457.00. Commissioner Williams seconded.

President Doebler made a motion to defer the motion for one week. Commissioner Darragh seconded. The motion passed unanimously.

**UPDATES TO MEETING ROOM: MOTION TO CREATE AD HOC MEETING ROOM IMPROVEMENT COMMITTEE:**

President Doebler explained the updates to the meeting room would include replacing the computer, adding furniture that would house the wires and computer, and painting the room.

President Doebler made a motion to create an ad hoc meeting room improvement committee. Commissioner Williams seconded.

President Doebler made a motion to defer the motion for one week. Commissioner Williams seconded. The motion passed unanimously.

**SNOW SHOVELING FOR THE ELDERLY:**

President Doebler stated he received a phone call from an elderly citizen who needed help shoveling her driveway during the inclement weather. This resident explained the State Police removed the snow for her. President Doebler questioned if there may be somebody that would want to start a group to help the elderly in Aleppo Township with shoveling during the snow conditions.

**MASONIC VILLAGE VILLA EXPANSION:**

Manager Patterson explained the Township received three applications from Masonic Village to accomplish one goal. First is a lot consolidation application, second is a land development to build villas on these lots, and third is a conditional use application to allow them to expand. The Planning Commission had a few questions after the Engineer's review. She also explained the Planning Commission will review this again on March 7, 2018 after the correctios are made. The Planning Commission would then send the application to the Board for consideration.

**TRAPIZONA PROPERTY SALE TAX PROPOSAL:**

Manager Patterson explained the Commercial Realtor for the Trapizona property contacted her asking if the parcels could be subdivided with a proposal that the owed back taxes could be paid at the sale of the property. There needs to be a written proposal presented to the Board.

**VECTOR AGREEMENT:**

Manager Patterson explained a Vector truck will come around in the summer and clean out the catch basins to be compliant with MS4. The contract is with the CharWest COG. President Doebler would like the Solicitor to review the contract. He also expressed his concerns regarding the price of \$925.00 per day for 5 days. He will contact the Solicitor with his concerns. Manager Patterson called for pricing and this was the least expensive.

**CITIZEN PARTICIPATION:**

None.

**ADJOURNMENT:** The meeting was adjourned at 8:45 PM.

Respectfully submitted,

Kimberly A. Koskey  
Township Secretary