

**Commissioners' Meeting Activity****October 17, 2016**

<b><u>TITLE</u></b>	<b><u>MOTION</u></b>	<b><u>SECOND</u></b>
Approve Workshop Meeting Minutes of October 10, 2016 Schollaert	Comm. Darragh	Comm.
Approve the September bill list in the amount of \$31,336.15 Schollaert	Comm. Williams	Comm.
Ratify the September pre-paid bills in the amount of \$6,866.47 Schollaert	Comm. Williams	Comm.
Ratify the September payroll transfers in the amount of \$14,863.93 Schollaert	Comm. Williams	Comm.
Appoint Michal Lea to the Aleppo Township Authority Board for the balance of a term ending December 31, 2019	Comm. William	Comm. Darragh
Adjournment		

**TOWNSHIP OF ALEPPO**  
**BOARD OF COMMISSIONERS**  
**MEETING MINUTES**

**October 17, 2016**

**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 Joanne Schollaert, Commissioner Arthur Williams, Commissioner Daniel Darragh, Solicitor Harlan Stone, Manager Gwen Patterson and Secretary Kimberly Koskey. Vice-President George Jones was not in attendance.

**MINUTES:**

Commissioner Darragh made a motion to approve the Workshop Meeting Minutes of October 10, 2016. Commissioner Schollaert seconded. The motion passed unanimously.

**PRESENTATION OF 2015 AUDIT BY MARK TURNLEY:**

Mr. Mark Turnley presented the Audit for 2015. He stated that the presentation of the Audit was later this year due to the implementation of GASB #68 (Governmental Accounting Standards Board) required by 2015 for all municipalities. He stated this included valuing the Pension Plan Liability and had to be completed by an actuary. He explained the correspondence presented. He also explained the independent auditor's opinion which included no qualifications. He then explained the management discussion and analysis which included comparatives for 2015 and 2014 and recommendations from the Audit which included doing a formal bank reconciliation on a monthly basis.

Mr. Turnley reviewed the 2015 Audit Report highlighting some of the financial information included in the report. He explained that the Unassigned category represented approximately 90% of the Township's fund balance. He also recommended assigning capital expenditures for future projects. He explained that the Township should consider adopting a Fund Balance Policy. Mr. Turnley reviewed the budget amount breakdowns detailed in the report.

**PUBLIC SAFETY REPORT:**

Ohio Township Chief of Police Norbert Micklos gave his report to the Board and the public for the month of September. The report was accepted.

**FIRE DEPARTMENT:**

No report.

**EMERGENCY MANAGEMENT:**

Manager Patterson gave the report prepared by Judy Haluka. She explained that the Emergency Operations Plan is complete and compliant, however new members need to be updated in the system. Judy did a presentation at Masonic Village for their Health & Wellness Committee. She stated that the Township needs to have an Emergency Operations Drill in early 2017. The report was accepted.

**PUBLIC WORKS:**

Manager Patterson gave the monthly report to the Board and the public. The report was accepted.

**COMMUNICATIONS:**

President Doebler stated that he will be meeting with Councilman Tom Baker to do a report on County Programs for the aging. He also stated that he would like to have a screen and projector display for future meetings.

**PLANNING/ZONING:**

No report.

**TAX COLLECTOR:**

Clayton Steup reported to the Board and the public for the month of September. The report was accepted.

**TREASURER:**

Clayton Steup reported to the Board and the public for the month of September. The report was accepted.

**FINANCE:**

Commissioner Williams made a motion to approve the September bill list in the amount of \$31,336.15.

Commissioner Williams made a motion to ratify the September pre-paid bills in the amount of \$6,866.47.

Commissioner Williams made a motion to ratify the September payroll transfers in the amount of \$14,863.93. Commissioner Schollaert seconded. The motions passed unanimously.

**ALEPPO TOWNSHIP AUTHORITY:**

Commissioner Williams made a motion to appoint Michal Lea to the Aleppo Township Authority Board for the balance of a term ending December 31, 2019. Commissioner Darragh

seconded. President Doebler stated that he spoke to Vice-President Jones who could not be at today's meeting and Vice-President Jones would like to recommend Paula Tapia be appointed for the position. After discussion, the motion passed unanimously.

**QVCOG:**

President Doebler stated that he spoke to the new Executive Director Susan Hockenberry. She submitted a survey that she would like the Commissioners to fill in by the next COG meeting.

**AMBULANCE AUTHORITY:**

No report.

**MS4:**

Manager Patterson stated that two Public Works employees are attending an MS4 training session on proper ways to clean and monitor catch basins.

**SOLICITOR:**

No report.

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

None.

**ACTION ITEMS:**

Manager Patterson stated that Pension Analysis will be included in the Draft Budget and will be set up by the new year.

Manager Patterson also stated that she received a list from the manager of the Industrial Park of the buildings, businesses, and vacancies available. Bill Davis of the Water Authority was going to update and make corrections to the list.

President Doebler stated that he sent a letter to the President of the Sewickley Borough Council regarding the cleanup of the Glen Mitchell property. He did receive a response that the clean-up is actively in progress.

Manager Patterson stated that the meeting location change will be advertised, a mailing will be sent out to the residents and signs will be posted.

**CITIZEN PARTICIPATION:**

None.

**At 8:00 PM the Board moved into executive session to discuss legal claims and pending litigation and returned to regular session at 8:29 PM.**

**ADJOURNMENT:**

President Doebler adjourned the meeting at 8:29 PM.

Respectfully submitted,

Kimberly A. Koskey  
Township Secretary