

Township of Aleppo
Commissioner Meeting Activity

April 21, 2014

<u>TITLE</u>	<u>MOTION</u>	<u>SECOND</u>
Approve Special Mtg. Min. 4-14-14 & Workshop Mtg. Min. 4-14-14	Comm Seifarth	Comm Schollaert
Approve March Bill List-\$24,139.67; Ratify March Pre-Paid Bills-\$9,536.64 & Ratify March Payroll Transfers-\$15,817.64	VP Doebler	Comm Schollaert
Adopt Act 44 Municipal Pensions Regulation Resolution	Comm Seifarth	Pres Gartner
Approve Pay Request #24-\$11,596.00	VP Doebler	Comm Schollaert
Adjournment	Comm Schollaert	VP Doebler

TOWNSHIP OF ALEPPO
BOARD OF COMMISSIONERS
MEETING MINUTES
APRIL 21, 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, John Seifarth, Solicitor Harlan S. Stone, Manager Gwen Patterson and Secretary Martha B. Rogers. Commissioner George Jones was not in attendance.

President Gartner announced this meeting is being taped by our Communications Chairman. Vice-President Doebler said the proceeding is being both recorded and streamed live to only one person at this time for testing purposes. It is a permanent part of the record.

President Gartner said the Board will be going into executive session later in the meeting to discuss personnel and legal matters.

MINUTES:

Commissioner Seifarth made a motion to approve the Special Meeting Minutes of April 14, 2014 and Workshop Meeting Minutes of April 14, 2014. Commissioner Schollaert seconded. The motion passed unanimously.

PUBLIC SAFETY:

Ohio Township Chief of Police Norbert Micklos gave his report to the Board and the public which was accepted.

FIRE DEPT:

No report.

PLANNING/ZONING:

No report.

TAX COLLECTOR:

Tax Collector Charlotte Pierce gave her report to the Board and the public which was accepted.

TREASURER:

Treasurer Charlotte Pierce gave her report to the Board and the public which was accepted.

FINANCE:

Vice-President Doeblner made one motion to approve the March bill list in the amount of \$24,139.67; Ratify March pre-paid bills in the amount of \$9,536.64 and Ratify March payroll transfers in the amount of \$15,817.64. Commissioner Schollaert seconded. The motion passed unanimously.

Solicitor Stone said several years ago there were concerns with regard to pensions. Our consulting services or contracts are not subject to competitive bidding requirements. Several years ago the legislature established an act which requires all municipalities that have pension funds to go through a process of shopping and inquiring from different investment advisors to make sure that there is not an insider making a pitch or having a conflict of interest. The Attorney General's office passed guidelines and required all municipalities to adopt an Act 44 policy. We have always had an Act 44 policy and it has always been enforced. The formality of adopting it by a resolution of the Board was never done.

Commissioner Seifarth made a motion to adopt an Act 44 Municipal Pensions Regulation Resolution. President Gartner seconded. Discussion-Vice-President Doeblner feels this is not written to what we need. He would prefer spending time rounding it out and making it more applicable to us. Also, we will need this done in time for the pension audit.

A roll call vote was taken. The motion carried with three yes votes and one no vote from Vice-President Doeblner.

ALEPPO TOWNSHIP AUTHORITY:

Commissioner Seifarth said financial reports were discussed. Chairman Lisanti and Mr. St. Clair had recommendations. Mr. Lisanti wants to engage an outside auditor who has experience in municipal authorities. They would advise the staff on how to structure the financial reports.

There is a landslide on Old Hill Road in Glenfield. The 12 inch main from West View is our sole source of supply from West View. The Authority's engineer retained Achenheil Associates to review the slide. There is considerable concern with the slide. It hasn't moved very much. The engineers have talked to the owner of the property. The owner has dumped a lot of building materials on the site which the engineers and soils

consultants feel have contributed to the slide. There is a meeting scheduled to discuss a solution.

Vice-President Doebler asked about injunctive relief. Solicitor Stone said Chairman Lisanti has been in touch with him and Bill Bresnehan. They have prepared a complaint and a motion for injunctive relief. Notices have been sent out to Glenfield Borough and to the property owner. It tells them they should remove any and all obstructions or fill from the easement that is being dumped on that hillside. The complaint is ready to be filed. A copy of the actual easement for the water line is needed. It is an original line.

Vice-President Doebler asked for an update about accepting electronic payments. Commissioner Seifarth said there was no action at the last meeting. The Authority report was accepted.

QV/COG:

Vice-President Doebler said the bulk of his report will have to be presented in executive session because it deals with personnel issues. Recycling day is scheduled for May 10 from 9 AM to 1 PM in Bellevue. President Gartner asked if this information can be sent to Masonic Village. Manager Patterson said she will put it on the web site.

AMBULANCE AUTHORITY:

No report.

PUBLIC WORKS:

Mr. Mark Kerr gave the public works report to the Board and the public. He thanked this Board and previous Boards for the opportunity to work for the Township. President Gartner read a prepared letter to Mr. Kerr congratulating him on his new job in Florida and thanking him for his 12 years spent working for the Township. The Board wished him good luck in his new venture.

Vice-President Doebler said there was damage done to the roads in the Ridge by the snow plow this winter. Manager Patterson said it is on the spring repair list. The report was accepted.

SOLICITOR:

Solicitor Harlan S. Stone said he will make his comments in executive session. The discussion in executive session will be about the ongoing Masonic litigation, DEP investigation relating to the sewer project and personnel matters.

537 PLAN:

Manager Patterson said this is a pay request through the bond funds. When funds are spent through the bond fund, it comes to this Board. The invoice goes to KLH and they make sure it's correct and comes here for approval. This pay request is for the purchase in the fall of a spare pump. The company didn't invoice us for a while. It's a backup pump for both pump stations. This is a purchase that was requested by the operators at the Authority. Vice-President Doebler made a motion to approve Pay Request #24 in the amount of \$11,596.00 from bond proceeds for the purchase of a spare pump. Commissioner Schollaert seconded. A roll call vote was taken. The motion passed unanimously.

UNFINISHED BUSINESS:

The Board has appointed a person for the Emergency Management Plan. Vice-President Doebler suggested she be invited to the next workshop meeting to discuss duties.

NEW BUSINESS:

Manager Patterson said we received a notice this week that our Public Entity Liability insurance policy will not be renewed. They will continue to provide representation on the current case but they will not renew our policy. We will have to fill out applications and seek a new policy. She has contacted our insurance agent and has one application to start with.

Vice-President Doebler said this is a claims made policy of 60 days. If we switch between a claims made policy and a occurrence based policy, we must make sure we are covered. There should be no gap in our coverage.

CITIZEN PARTICIPATION:

NA.

At 7:40 PM, the Board went into executive session and re-entered regular session at 8:55 PM.

ADJOURNMENT:

At 8:55 PM, Commissioner Schollaert made a motion to adjourn the meeting. Vice-President Doebler seconded. The motion passed unanimously.

Respectfully submitted,

Martha B. Rogers
Township Secretary