

## Commissioners' Meeting Activity

July 15, 2013

| <u>TITLE</u>   | <u>MOTION</u>                         | <u>SECOND</u>   |
|--|---------------------------------------|-----------------|
| Approve Special Mtg Min-5-16-13  | VP Beaman                             | Comm Schollaert |
| Appoint Bruno Russo to Zoning Hearing Board-3-year term  | VP Beaman                             | Pres Vescio     |
| Accept Police Report   | VP Beaman                             | Pres Vescio     |
| Accept Lesser Grade Audit for Fire Dept.   | VP Beaman                             | Pres Vescio     |
| Accept Zoning Officer's Report & Sweep of Code Enforcement   | Do a Township wide<br>Comm Schollaert | Pres Vescio     |
| Accept Tax Collector's Report  | Comm Schollaert                       | VP Beaman       |
| Exonerate 2013 Property Tax Assessment Refunds   | VP Beaman                             | Pres Vescio     |
| Accept Treasurer's Report  | VP Beaman                             | Pres Vescio     |
| Ratify May Bill List-\$210,762.27; Ratify May Pre-Paid Bills-\$8,257.39 and to Ratify May Payroll Transfers-\$15,094.94  | VP Beaman                             | Comm Schollaert |
| Approve June Bill List-\$19,111.43; Ratify June Pre-Paid Bills-\$10,996.00 and Ratify June Payroll Transfers-\$15,382.80 | VP Beaman                             | Comm Schollaert |
| Accept Township Authority Report   | Comm Schollaert                       | Pres Vescio     |
| Accept Ambulance Authority Report  | VP Beaman                             | Pres Vescio     |
| Accept Public Works Report   | VP Beaman                             | Pres Vescio     |
| Turn Issue of Contacting KLH Regarding Road Paving   | VP Beaman                             | Pres Vescio     |
| Authorize Solicitor Stone to Approve the Contract Terms & Authorize Him to Execute Them on the Township's Behalf         | VP Beaman                             | Comm Schollaert |
| Accept Solicitor's Report  | Comm Schollaert                       | VP Beaman       |

Authorize Payment of  
Pay Req4est 16 and 17

VP Beaman

Comm Schollaert

Accept 537 Plan Report

Comm Schollaert

Pres Vescio

Adjournment

VP Beaman

Comm Schollaert

**TOWNSHIP OF ALEPPO**  
**BOARD OF COMMISSIONERS'**  
**MEETING MINUTES**  
**JULY 15, 2013**

**CALL TO ORDER:**

President Linda S. Vescio called the meeting to order at 7 PM with the Pledge of Allegiance and roll call. Those in attendance were Vice-President Edward K. Beaman, Commissioners Joanne Schollaert, Solicitor Harlan S. Stone, Manager Gwen Patterson and Secretary Martha B. Rogers. Commissioners Clayton Steup and Rodney Gartner were not in attendance.

**MINUTES:**

Vice-President Beaman made one motion to approve the minutes of the Special Meeting of May 16, 2013 and minutes of the Legislative Meeting of May 20, 2013. Commissioner Schollaert seconded. The motion passed unanimously.

**ZONING HEARING BOARD-BRUNO RUSSO:**

Vice-President Beaman made a motion to appoint Bruno Russo to the Zoning Hearing Board for a three year term ending December 31, 2015. President Vescio seconded. A roll call vote was taken. The motion passed unanimously.

**PUBLIC SAFETY REPORT:**

Ohio Township Chief of Police Norbert Micklos gave his June report to the Board and the public. Vice-President Beaman made a motion to accept the Police Report. President Vescio seconded. The motion passed unanimously.

**FIRE DEPT:**

Manager Patterson reported the Fire Department is required to do an annual audit and financial report. They have done a full audit for the last couple of years. There have been no questions or findings to date. They would like to do a lesser grade audit which is a financial evaluation for a few years. It is less expensive. If there are any findings, etc., they will switch back to the full audit. Vice-President Beaman made a motion to accept the lesser grade audit. President Vescio seconded. The motion passed unanimously.

**PLANNING/ZONING:**

Manager Patterson said there has been a question of a Township wide code enforcement sweep. Commissioner Schollaert asked why this would be done. President Vescio said there are several properties that have been neglected. There is one in particular that has been cited before. Commissioner Schollaert made a motion to accept the Zoning Officer's Report and to do a Township wide sweep of the Code Enforcement. President Vescio seconded. The motion passed unanimously.

**TAX COLLECTOR:**

Manager Patterson gave the Tax Collector's Report for May and June to the Board and the audience. Commissioner Schollaert made a motion to accept the Tax Collector's Report. Vice-President Beaman seconded. The motion passed unanimously.

Vice-President Beaman made a motion to exonerate the list of 2013 property tax assessment refunds, copy attached. President Vescio seconded. The motion passed unanimously.

**TREASURER:**

Manager Patterson gave the Treasurer's Report for May and June to the Board and the audience. Vice-President Beaman made a motion to accept the Treasurer's Report. President Vescio seconded. The motion passed unanimously.

**FINANCE:**

Vice-President Beaman made one motion to ratify the May bill list in the amount of \$210,762.27; Ratify May pre-paid bills in the amount of \$8,257.39 and to ratify May payroll transfers in the amount of \$15,094.94. Commissioner Schollaert seconded. The motion passed unanimously.

Vice-President Beaman made one motion to approve the June bill list in the amount of \$19,111.43; Ratify June pre-paid bills in the amount of \$10,996.00 and ratify June payroll transfers in the amount of \$15,382.80. Commissioner Schollaert seconded. The motion passed unanimously.

**ALEPPO TOWNSHIP AUTHORITY:**

Vice-President Beaman reported lines that are in the ground will be put on the computer. The Authority received a cost of calibrating a meter. He has asked their engineer to check with Manager Patterson and Sewickley regarding this issue. The sewers went from the Authority to the Township in order to receive bonds. The maintenance went back to the Authority. The Authority has nothing in their budget for this type of maintenance. He wonders why the meters were not calibrated before being turned over to the Authority.

Manager Patterson said it was calibrated when it was initially set in. It will need to be calibrated in routine intervals. This will be for future maintenance to be done either quarterly or annually.

Vice-President Beaman said Sewickley is not taking the readings. The Authority does not have the technology to read the meter. An internet explorer is necessary and a lap top which the Authority does not have.

Manager Patterson said the initial calibration is being paid for in the invoices to be paid to Wells Fargo. It is presently calibrated. Ongoing maintenance is a different issue. A software upgrade needs to be purchased to make the reading easier. It can be purchased through the bond fund because it is capital construction of the project. Anything that is purchased for a capital improvement as part of this project can be purchased through bond funds. Ongoing maintenance fees cannot be purchased through bond funds. The only issue to be discussed is necessary maintenance. Calibration is done because of the flow going through the meters. They can get off a little over time. This would insure that Sewickley billing is correct.

President Vescio asked how many times a year the meters should be calibrated. Vice-President Beaman said the Authority has to see if Sewickley will accept readings once a year or twice a year. Manager Patterson said the meter reading will occur monthly by KLH for the first year. Meter readings will be given to Sewickley quarterly and they will bill the Authority quarterly for the flow that goes down. The calibration is in house maintenance. Vice-President Beaman said he believes it will be twice a year.

President Vescio said we should discuss this with KLH and Sewickley. Commissioner Schollaert made a motion to accept the Township Authority Report. President Vescio seconded. The motion passed unanimously.

**At 7:20 PM, Solicitor Stone entered the meeting.**

**After Citizen Participation, the Board will go into a short executive session on litigation concerning the Masonic Village lawsuit.**

**QV/COG:**

No report.

**AMBULANCE AUTHORITY:**

Commissioner Schollaert reported the fiscal year has ended. Valley and Quaker Valley Ambulance's finances are in the black. Sewickley Valley has been designated as a certified medical facility to receive patients with strokes. Vice-President Beaman made a motion to accept the Ambulance Authority Report. President Vescio seconded. The motion passed unanimously.

**PUBLIC WORKS:**

Public Works Supervisor Mark Kerr gave his report to the Board and the public. Vice-President Beaman made a motion to accept the Public Works Report. President Vescio seconded. the motion passed unanimously.

Manager Patterson said the updated road study has been received from KLH. This was built on the initial study which was completed in 2006. It assessed all the roads and put them in a priority order. They have been re-evaluated by KLH. The gentleman who re-evaluated the roads has adjusted the list. Some of the roads have been paved as part of the sewer project. The Board should consider their paving priorities and use the list provided by KLH. There are some gaps in a few areas. Berms need to be done on Merriman Road and there are drainage problems. The Board should consider finishing out portions of the roads.

Overlook Drive is at the top of the list as far as condition. We will address the paving as soon as the drainage is repaired. Tenants in the Park are not aware of the situation regarding Overlook Drive. A suggestion has been made to write a letter to some of the people on Overlook explaining the situation. We could let them know that we are waiting for their property owners to make repairs. Solicitor Stone said he feels a letter would be totally appropriate and would like to review the letter before it is mailed.

President Vescio asked about McCoy Road. Manager Patterson said the County needed a tax form from the owner of the property at the corner. She has signed it and sent it back to the County. Solicitor Stone said this represents a very small project to the County.

The priority list for the roads indicates Overlook Drive as first and Upper Sewickley Heights Drive is second. Manager Patterson said there are some smaller and partial sections that could be accomplished and would make a big difference.

Mark Kerr said the other side of the Township should not be forgotten. There are two very small roads that should be done. They are Bixwood and Berdine Drive.

Commissioner Schollaert asked about Sewickley Heights Drive. Manager Patterson said there is a legal issue. Vice-President Beaman said the roads are not up to what they are supposed to be.

The Board would like Manager Patterson to contact KLH to see what can be done this year.

Vice-President Beaman made a motion to turn the issue over to Manager Patterson who will talk to our engineers and get back to the Board. President Vescio seconded. The motion passed unanimously.

**SOLICITOR:**

Solicitor Stone said Masonic litigation will be discussed in executive session. He has been following up on McCoy Place. Months ago a settlement was approved in which Sewickley Heights Manor and Minnock were going to pay us each a certain amount of money. We were going to accept roads in the Manor. When he and Minnock's attorney sat down to paper the deal and create the appropriate document, the Manor's attorney wanted to include a number of additional items in the agreement that were not part of the negotiated terms. Solicitor Stone could not agree to the additional items in the final agreement. He rejected all the changes that the Manor's lawyer submitted. He received the new document. The form is now acceptable to Solicitor Stone and Minnock's lawyer. It has previously been approved by the Board subject to Solicitor Stone's reviewing it as to form. He is certain the Board has given him authorization to sign on the Board's behalf. He would like to be authorized again.

Vice-President Beaman made a motion to authorize Solicitor Stone to approve the contract terms and authorize him to execute them on the Township's behalf. Commissioner Schollaert seconded. A roll call vote was taken. The motion passed unanimously.

Commissioner Steup had asked about the status of the appraisal for the Glenfield properties. Two perspective purchasers were in the audience at a previous meeting. They mentioned that they were not interested in pursuing the purchase unless the property could be rezoned commercially. Solicitor Stone said it is not ours to zone. It belongs to Glenfield. He said as the Aleppo Township Solicitor he would not mind making a call to find out if Glenfield has any interest in rezoning. Glenfield has said there is no chance that they will rezone that property for commercial use. They feel the best use of the property is residential. Solicitor Stone will not spend money on the appraisal.

Election notices go out any time there is a tie in voting. It would be significant if President Vescio and Vice-President Beaman did not have a seat on the Board. There is no reason for anyone to respond to these notices.

Commissioner Steup had also asked about the status of upper Sewickley Heights Drive. Solicitor Stone said we collected all but two quit claim deeds for upper Sewickley Heights Drive as a result of the litigation and settling. Frank Bialek's position was when people returned their quit claim deeds, we should record them as they came in. When people didn't return quit claim deeds, it wasn't our responsibility to force them to do that. The people who objected came to a meeting. They had an issue regarding the metes and bounds description that was contained on the quit claim deed. They didn't think it matched the survey. The survey was attached as an exhibit to the quit claim deed and specifically incorporated in the quit claim. The survey expert says where the drawing is attached and forms an exhibit overrides the metes and bounds description if there is a discrepancy. Solicitor Stone said the title people inform him, it is perfectly acceptable and that the plan drawing would override the metes and bounds description. A gentleman

asked for an explanation. In order to say that we own all the interests in that road, we would have to collect all the quit claim deeds. At this time, it means we own 99.9 per cent of the interests in the road. This indicates no major legal problem. The road can be paved. Solicitor Stone said we agreed to take over the road and make it a public street. We own the road. Commissioner Schollaert made a motion to accept the Solicitor's Report. Vice-President Beaman seconded. The motion passed unanimously.

**537 PLAN:**

Manager Patterson reported Graziani who worked on the Red Gate side of the Township will be back this Thursday. They have a punch list of everything that needs to be done. The list was reviewed by inspectors at KLH and approved.

D&M is working on the other side of the Township from a list. They have completed some of it. Their paving crew will be back the week of the 22nd of July. One of their issues is an area along Glen Mitchell that continues to slide into the road when it rains.

There is a letter from Anthony Floro in Board Members packets. He owns a lot along Glen Mitchell Road. He says he has a drainage issue in the center of his lot. The area has been walked. KLH has provided a letter which can be forwarded on to Mr. Floro. The letter states his area of concern is a pre-existing condition. All the land slopes down toward this one flat spot.

There is also a letter from Richard Brandt regarding the property at the end of South McCoy Place. One issue is a lot of trees stacked on the property. They belong to an adjoining neighbor who will have the trees removed.

Also, the people who purchased the property wanted to fill dirt in where the sewer line was cut through the hillside. KLH looked at this also and spoke with the Authority personnel. It was agreed that eight feet of dirt cannot be added on top of the sewer line. If there would be a problem, there is no way to make repairs. A letter will be sent out to them.

Mrs. Roberta Gillespie lives at the end of Merriman Road at the Township line with Glenfield. She was originally on the sewer project but was then taken off because she was the only house at the end of a line. The cost was going to be \$50,000.00. Last Spring the Board voted to cancel the line. She is interested in moving and cannot sell her home without septic repairs. She would like to have sewage. It has been taken out of the contract. We cannot call the contractors back.

Solicitor Stone said he does not see this as a legal issue. A solution would be available grant money. It could be a CDBG grant. It would have to be either income based or qualify for some type of a special project. He suggests that we ask John Mowry if there are any kind of funds available. Solicitor Stone also suggested checking with John Jakiela of COG.



Manager Patterson said the first debt service check from the Authority has been received by the Township. The Township is setting up a separate account to receive those checks only. We will write a check twice a year to pay back the bond. Those funds are being kept separate.

Pay Request #16 is a requisition authorizing Wells Fargo to pay to D&M Contracting the amount of \$53,270.91 and \$9,897.59 to KLH Engineers for a total of \$63,168.50.

Pay Request #17 is authorizing Wells Fargo to pay \$110,879.14 to Kukurin Construction, \$850.00 to Blarnik Environmental (spelled phonetically) j for meter set up and calibration and \$20,595.58 to KLH Engineering for a total of \$132,324.72.

Vice-President Beaman made a motion to authorize payment of Pay Request 16 and 17. Commissioner Schollaert seconded. A roll call vote was taken. The motion passed unanimously.

Vice-President Beaman asked about the company receiving the \$850.00. Manager Patterson said it did the initial calibration when it first got running.

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

#### **UNFINISHED BUSINESS:**

President Vescio reported a chip has been taken out of one of the new tables in the conference room when cleaning was being done by the people that installed the flooring. This affected the construction of the table which makes it unsafe to use. A bill was received for \$2,000.00 from them. She has asked Board Members to not pay the bill until a resolution is reached. The Board agreed.

#### **NEW BUSINESS:**

Manager Patterson said the audit is being done.

Manager Patterson said Waste Management's contract is done through COG. It is negotiated every four or six years. Our house number was obtained and used from the prior contract. The drivers periodically do a house count. Our house count was not accurate. We are being under billed by 84 properties. We are billed by house. We agree there are 84 more houses for a total of 603. It increases the cost to the Township for trash collection. The drivers are paid per house. They do not want to go back into past years. They will go back to the beginning of the present contract which started in January of 2012. This is approximately a year and a half of back billing and the continued billing at a new corrected rate. Solicitor Stone will review the contract.

**CITIZEN PARTICIPATION:**

Barbara and Tim Steinour who own the two houses across the street from the Municipal Building would like to add offices onto their little home. They would like to have that area rezoned commercial. Solicitor Stone suggests they start with a request for rezoning in writing. It should include what they plan to do and why they think it should be rezoned.

Mrs. Tammy Morrow, Rhodes Avenue, asked if work will be done on the road. Manager Patterson said millings will be rolled into the upper section of the driveway involved. She also asked about the lip on the road. Penn Dot said they would come and take care of the area. Manager Patterson will check with Penn Dot.

**At 8:30 PM, the Board moved into executive session and returned to regular session at 9:08 PM.**

**ADJOURNMENT:**

Vice-President Beaman made a motion to adjourn the meeting. Commissioner Schollaert seconded. The motion passed unanimously. The meeting was adjourned at 9:09 PM.

Respectfully submitted,

Martha B. Rogers  
Township Secretary