

Commissioners' Meeting Activity

February 17, 2014

<u>TITLE</u>	<u>MOTION</u>	<u>SECOND</u>
Approve W.Shop Mtg.Min.-2-1-14	Comm Schollaert	VP Doebler
Approve Jan. Bill List-\$83,345.95	Comm Schollaert	Comm Seifarth
Ratify Jan. Pre-Paid Bills-\$32,125.33	Comm Seifarth	VP Doebler
Ratify-Jan. Payroll Trans-\$18,817.90	VP Doebler	Comm Schollaert
Trans. \$26,962.58 from Liq. Fuels to General Fund	Comm Schollaert	VP Doebler
Give Sol. Stone Authority to Continue Meeting With Attorneys at Buchanan Ingersoll	Comm Schollaert	VP Doebler
Adjournment	Comm Schollaert	VP Doebler

TOWNSHIP OF ALEPPO
BOARD OF COMMISSIONERS
MEETING MINUTES
FEBRUARY 17, 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 (via phone) John Seifarth, Solicitor Harlan S. Stone and Manager Gwen Patterson. Secretary Martha B. Rogers was not in attendance.

MINUTES:

Commissioner Joanne Schollaert made a motion to approve the Workshop Meeting Minutes of February 1, 2014. Vice-President Doebler seconded. The motion passed unanimously.

REPORTS:

President Gartner announced a new procedure will be initiated this evening. Reports will be given and accepted. Motions will not be made to approve the reports.

PUBLIC SAFETY:

Manager Patterson said Chief Micklos is not present this evening to give the Public Safety Report. She gave his report to the Board and the public.

FIRE DEPT:

No report.

PLANNING/ZONING:

Manager Patterson said there were two pre-application conferences. One was for a group that wants to build a plan of homes in the Township. They are interested in building a cluster of homes off of Waterworks Road. They will be called Aleppo Commons. They are looking to build approximately 24 single-family homes some of which will be

duplexes. The houses will be built close together and keep a lot of the land on the acreage that they have in a natural state. It is the Mendicino property.

A person purchased property on Weber Road and a conditional use approval will be needed for the construction of a single-family home. They will have to have a hearing before the Board. It goes to the Planning Commission first with an application for conditional use. A public hearing will be conducted at a regular Commissioner's Meeting. This is in the Webers' Corner District.

Commissioner Seifarth asked about utilities for Aleppo Commons. Manager Patterson said utilities provided are from Sewickley.

TAX COLLECTOR:

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

TREASURER:

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

FINANCE:

Commissioner Schollaert made a motion to approve the January bill list in the amount of \$83,347.95. Commissioner Seifarth seconded. The motion passed unanimously.

Commissioner Seifarth made a motion to ratify the January pre-paid bills in the amount of \$32,125.33. Vice-President Doebler seconded. The motion passed unanimously.

Vice-President Doebler made a motion to ratify the January payroll transfers in the amount of \$18,817.90. Commissioner Schollaert seconded. The motion passed unanimously.

Commissioner Schollaert made a motion to transfer \$26,962.58 from the Liquid Fuels Fund to the General Fund for the payment of road salt invoices. Vice-President Doebler seconded. The motion passed unanimously.

ALEPPO TOWNSHIP AUTHORITY:

Commissioner Seifarth reported the Authority held their reorganization meeting. Mr. Edward Beaman is the Chairman. The water system map was completed. KLH was asked to submit a proposal for the extension to the garage. They also presented an updated draft of the 2014 budget which shows that the water and sewer income and expenses are balanced. The employee handbook was discussed with a few revisions being suggested. Solicitor Stone will update the draft. The handbook was accepted subject to the changes. The Solicitor will also resubmit the rules and regulations

incorporating some recommended changes. President Gartner asked how the new garage will be funded. Commissioner Seifarth said he feels it will come out of Authority assets. Solicitor Stone said it is a pole building. Specs were to be designed and put out for bids. He feels the cost is in their budget for this year. President Gartner asked for further details when possible. The report was accepted.

QV/COG:

No report.

AMBULANCE AUTHORITY:

Commissioner Schollaert reported restructuring was done. The same president and officers were seated.

PUBLIC WORKS:

Public Works Supervisor Mark Kerr gave his report to the Board and the public. The report was accepted.

SOLICITOR:

Solicitor Stone said he will have a few comments for the Board in executive session.

537 PLAN:

Manager Patterson said Pay Request #23 is a total of \$29,151.40. Power Contracting had two contracts. They have two invoices totaling \$29,151.40. Commissioner Schollaert made a motion to approve Pay Request #23. Commissioner Seifarth seconded. The motion passed unanimously.

Grinder pumps were provided to residents as part of the sewage project. Originally it was stated that the Authority would own and maintain the pumps. It was decided because of liability reasons that the homeowners would own and maintain the grinders. It was explained to homeowners the bond funds would purchase slightly more extended warranties for the grinders. The grinders come with a two-year warranty and the manufacturer sells three additional years to the warranty. The cost was approximately \$300.00 per warranty for a total of approximately \$9,000.00 from the bond proceeds.

In our bond contract, we purchased 33 grinders and only needed 28. A refund was received from the grinder company for approximately \$17,000.00. That puts us under budget for the original grinder contract. Some people returned their grinder maintenance agreement to the Authority and some have not. The Authority will send out a reminder letter and a new agreement. Warranties will not be purchased until residents send the agreement back. This will be an upcoming expense of approximately \$9,000.00.

Commissioner Seifarth asked what happens after the five-year warranty. Manager Patterson said it would be the homeowners' responsibility because it would be out of warranty. The report was accepted.

UNFINISHED BUSINESS:

Vice-President Doebler said the first communications meeting is planned for Monday, February 24th. Live streaming our meetings has been discussed. He is working on a plan for that. He would like to have a vote permitting him to do so. There is one component whereby the meetings can be viewed only. That would be through the website. It can also be made interactive. He would like to engage people from Masonic Village. Vice-President Doebler made a motion that the Communications Committee be authorized to move forward towards streaming meetings. Commissioner Jones seconded. Discussion - President Gartner said he would be in favor of broadcasting out. Commissioner Schollaert said parameters would have to be set. She feels we would also need to know the cost. Vice-President Doebler said there is no cost at this time to his plan. Commissioner Schollaert asked if it will record the amount of viewers. Vice-President Doebler said yes. Solicitor Stone said there would be no legal issue broadcasting out, but there may be issues in allowing people to participate in who aren't at the meeting. He will check the issue. Authorization would be needed through Google. The motion passed unanimously.

RFPs are on hold at the present time.

Commissioner Schollaert will check into the emergency management plan.

NEW BUSINESS:

Commissioner Jones asked if we've heard from KLH in regard to communications with DEP. Manager Patterson has sent out an e-mail last week to two different addresses with no response at this time. She asked if public comment questions need to be answered now. She asked if the plan can be submitted without answering the questions first. The e-mail also stated the Board is interested in having a meeting with DEP to learn about procedures going forward and to make sure we are in compliance with all DEP requests.

Vice-President Doebler said he feels we should not be discussing public business via e-mail. We should not be debating issues also. The Sunshine Law is one reason. He also does not believe debate via e-mail is productive. Also, if litigation is involved in an issue, e-mails will be the first items checked. If there is anything that falls under executive session protection, it should be marked explaining why. No one should be included in an e-mail that is not a member of the Board. Solicitor Stone said he cautions all his clients, any time they have more than a quorum communicating back and forth on matters of public interest, violations of the Sunshine Act must be considered. Manager Patterson said shared e-mail accounts can violate confidentiality.

President Gartner asked if guidelines can be set up as to how e-mails can be used. Vice-President Doebler suggested he send that to the Communications Committee for handling.

President Gartner said before adjourning the meeting this evening, there will be an executive session to discuss litigation.

CITIZEN PARTICIPATION:

Mrs. Lannie Gartner, Scottish Rite Lane asked who markets the printing building in the Industrial Park. Manager Patterson said realtors. Oxford Development is the management company of the Industrial Park. They market and manage the Industrial Park. Vice-President Doebler asked if we get paid real estate taxes if buildings are occupied or not. Manager Patterson said, yes. The Township would be concerned with business privilege taxes. Solicitor Stone said we do not have a business or development plan. We do have a comprehensive plan and the 741 visioning study.

Mrs. Charlotte Pierce, Masonic Village said the website does not have the minutes only the agendas. Manager Patterson said the minutes will be posted.

At 8:00 PM, the Board moved into executive session.

At 9:20 PM, the Board returned to public session. Commissioner Schollaert made a motion to give Solicitor Stone the authority to continue meeting with attorneys at Buchanan Ingersoll. Vice-President Doebler seconded. The motion passed unanimously.

Commissioner Schollaert made a motion to adjourn the meeting. Vice-President Doebler seconded. The motion passed unanimously. The meeting was adjourned at 9:20 PM.

Respectfully submitted,

Martha B. Rogers
Township Secretary