

Workshop Meeting Activity

August 10, 2015

TITLE

MOTION

SECOND

Approve July 20, 2015 Legislative Meeting Minutes.

Comm. Lisanti

Comm. Jones

Adjournment

VP Doeblen

Comm. Jones

TOWNSHIP OF ALEPPO

WORKSHOP MEETING MINUTES

August 10, 2015

CALL TO ORDER:

President Rodney 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, Commissioner Joanne Schollaert, Commissioner George Jones, Commissioner Anthony Lisanti, Solicitor Lovato and Secretary Kimberly Koskey. Manager Gwen Patterson was not in attendance.

MINUTES:

Commissioner Lisanti made a motion to approve the July 20, 2015 Legislative Meeting minutes. Commissioner Jones seconded the motion. The motion passed unanimously.

PRESENTATION OF 2014 AUDIT BY MARK TURNLEY:

Mr. Mark Turnley presented the Audit for 2014. He explained the correspondence attached. The first was a letter informing the Board of any issues while performing the Audit to obtain all of the necessary information. He stated that this is a required letter and that there were no issues obtaining information while performing the Audit. The second was a management letter issued to the Township on an annual basis stating the findings and recommendations from the Audit.

Mr. Turnley explained that he is preparing the financial statements with information received directly from the Township and this must be reported in the correspondence. He also recommended that the fixed asset and depreciation schedule be prepared at the Township to keep the auditor independent from the process. He suggested that the Township review annually all policies to protect any financial matters. Commissioner Jones will follow up on the policy review. Mr. Turnley recommended doing a formal bank reconciliation on a monthly basis. He also explained that a defined benefit pension plan requires an actuarial evaluation to determine liability.

Mr. Turnley reviewed the 2014 Audit Report highlighting some of the financial information included in the report. He explained that the Unassigned category represented approximately 94% of the Township's budget. He also recommended assigning capital expenditures for future projects. He explained that if the Township assigns funds there are two options: commit or assign a portion of the fund balance. If a project amount is assigned, changes in the assignment amount can be changed. If the Township commits to an amount a formal resolution must be made to change the amount or purpose. Mr. Turnley reviewed the budget amount breakdowns detailed in the report. Commissioner Jones would like to review the 2014 Audit with Manager Patterson before the Commissioners vote to accept the report.

DISCUSSION OF STAPLE-O'NEILL SUBDIVISION APPLICATION:

Secretary Kimberly Koskey explained the details of the Staple-O'Neill Subdivision Application. She explained that Ben Gilberti from HRG had three simple revisions and that the Planning

Commission voted to recommend approval of the application subject to satisfying the conditions from the engineer and the County recommendations. Solicitor Lovato explained that the application can be voted to approve at the next Legislative meeting subject to any comments from the County, or wait until the following month after the County reviews the application and sends the review to the Township. He stated that the Commissioners have 90 days to approve from the last meeting. The Commissioners will wait until the September Legislative meeting to review the County's comments and vote on approval of the application.

DISCUSSION OF MCCOY & SOUTH MCCOY PLACE ROAD MEETING:

Secretary Kimberly Koskey presented a letter written by Commissioner Schollaert. Commissioner Schollaert would like to host an informal meeting of the residents of McCoy Place Road and South McCoy Place Road on Wednesday, August 26, 2015 at 7 pm to discuss any concerns and ideas to attempt to resolve the problems with the shared street addresses. Vice President Doebler explained that the Board of Commissioners will make a final vote on the solution.

UNFINISHED BUSINESS:

Commissioner Lisanti stated that the paving project is complete. He explained that the engineer will be at the Legislative meeting to present the final documents to close the El Grande contract. Commissioner Lisanti encouraged everyone to go look at Overlook Drive and the significant improvement. He would like to have a ribbon cutting ceremony to publicly promote the project and the Commercial Park.

NEW BUSINESS:

Commissioner Lisanti stated that the Authority will notify all sewer customers that as a result of the refinancing of the sewer bond issue their September 2015 bill will show a reduction of \$4.00 in debt service per EDU per month.

President Gartner announced that Masonic Village is building a gazebo with money donated by the family of a former resident. He did question if a building permit was issued or needed. Secretary Koskey will get an answer from the building inspector.

CITIZEN PARTICIPATION:

Commissioner Jones explained that Judy Haluka did research the feral cat issue on Nancy Drive and found that the cats are feral. Secretary Koskey will contact Animal Rescue or the Humane Society to see if they offer any programs to help resolve this problem.

ADJOURNMENT:

Vice President Doebler made a motion to adjourn the meeting. Commissioner Jones seconded. The motion passed unanimously. The meeting was adjourned at 8:00 pm.

Respectfully submitted,

Kimberly A. Koskey
Township Secretary