

**Commissioners' Meeting Activity****September 18, 2017**

<b><u>TITLE</u></b>	<b><u>MOTION</u></b>	<b><u>SECOND</u></b>
Approve the Workshop Meeting Minutes of September 11, 2017	VP Jones	Comm. Darragh
Consider Appendix B to the HRG Township Roadway and Rehabilitation Analysis a public document and permit circulation with appropriate explanatory notes as provided by Vice-President Jones	Pres. Doeblner	VP Jones
Appoint William Barnes to the Zoning Hearing Board to complete the balance of a term ending December 31, 2017	VP Jones	Comm. Darragh
Re-approve Minick/Wick Subdivision Plan due to prior approval expiration	Comm. Darragh	VP Jones
Approve the August bill list in the amount of \$28,162.56	VP Jones	Comm. Darragh
Ratify the August pre-paid bills in the amount of \$12,487.69	VP Jones	Comm. Darragh
Ratify the August payroll transfers in the amount of \$17,300.27	VP Jones	Comm. Darragh
Grant the Township Manager and the President of the Board of Commissioners the authority to declare a local disaster emergency pursuant to Chapter 75 Section 7501	Pres. Doeblner	Comm. Darragh
Table the motion to install a mass notification and public alert proposal from Swift 911	VP Jones	Comm. Darragh
Table the motion to install the mass notification public alert proposal from Swift 911 or any similar service until there is a proper data base in place	VP Jones	Comm. Duplaga
Authorize the Township Manager to begin to collect data for a mass notification system	Pres. Doeblner	VP Jones
Purchase \$1 million cyber liability policy and approve the contract with Laserfiche	VP Jones	Comm. Darragh
Accept the 2018 pension plan MMOs of \$0 for the Police Pension Plan and \$13,883 for the Non-Uniformed Pension Plan	VP Jones	Comm. Williams
Adjournment		

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

**September 18, 2017**

**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 Vice-President George Jones, Commissioner Arthur Williams, Commissioner Daniel Darragh, Commissioner Michelle Duplaga, Solicitor Harlan Stone, Manager Gwen Patterson and Secretary Kimberly Koskey.

**MINUTES:**

Vice-President Jones made a motion to approve the Workshop Meeting Minutes of September 11, 2017. Commissioner Darragh seconded. The motion passed unanimously. President Doebler abstained due to his absence.

**PRESENTATION OF 2016 AUDIT BY KIM TURNLEY:**

Kim Turnley presented the 2016 Audit Report to the Board and the public. She stated that the Township received an unmodified opinion on the financial statements which means the Township is in compliance with the GAAP requirements. She reviewed the balance sheet for the governmental funds. She reviewed the profit and loss totals for the year. Mrs. Turnley also reviewed the revenues and expenditures for actual purposes, the budget and the variance between them.

**PUBLIC SAFETY REPORT:**

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

**EMERGENCY MANAGEMENT:**

Manager Patterson gave an update on the purchases and status of Emergency Management preparedness.

**PUBLIC WORKS:**

Tom Jarvie gave the monthly report to the Board and the public. The report was accepted.

President Doebler made a motion to consider Appendix B to the HRG Township Roadway and Rehabilitation Analysis a public document and permit circulation with appropriate explanatory notes as provided by Vice-President Jones. Vice-President Jones seconded. The motion passed unanimously.

**COMMUNICATIONS:**

President Doebler read an email from a resident strongly objecting to the removal of the islands in Sewickley Heights Manor.

**PLANNING AND ZONING:**

Solicitor Stone stated that he and Manager Patterson had a meeting with a resident from Glen Osborne. Solicitor Stone stated that this resident as well as other residents have expressed interest in purchasing several "bingo" lots in Aleppo Township. After some discussion of costs to the Township, Commissioner Darragh requested to defer this topic to a future meeting.

Vice-President Jones made a motion to appoint William Barnes to the Zoning Hearing Board to complete the balance of a term ending December 31, 2017. Commissioner Darragh seconded. The motion passed unanimously.

Commissioner Darragh made a motion to re-approve Minick/Wick Subdivision Plan due to prior approval expiration. Vice-President Jones seconded. The motion passed unanimously.

**TAX COLLECTOR:**

No report. Manager Patterson stated that Clayton Steup will report for August and September at the October Legislative meeting.

**TREASURER:**

No report. Manager Patterson stated that Clayton Steup will report for August and September at the October Legislative meeting.

**FINANCE:**

Vice-President Jones made a motion to approve the August bill list in the amount of \$28,162.56.  
Vice-President Jones made a motion to ratify the August pre-paid bills in the amount of \$12,487.69.  
Vice-President Jones made a motion to ratify the August payroll transfers in the amount of \$17,300.27.  
Commissioner Darragh seconded. The motions passed unanimously.

**ALEPPO TOWNSHIP AUTHORITY:**

Commissioner Williams reported on the Authority's meeting that was held on August 24, 2017. He gave an update on the failing pumps at the pump station. He also gave an update on the Culligan issues. Commissioner Darragh had questions regarding Culligan's permits and possible DEP involvement. Solicitor Stone stated that he believes Culligan has made progress establishing the source to prevent this from happening again.

**QVCOG:**

President Doebler reviewed a memo submitted by the COG. He stated that the COG is sponsoring a Household Hazardous Waste event on September 23, 2017. President Doebler also stated that Aleppo offers an "at your door" hazardous waste service at no charge to Aleppo Township residents. Manager Patterson explained that

she is a part of the COG recycling committee to discuss long-term recycling strategies. He also stated that the COG PI Team is working on asset management, zoning, technical assistance, and emergency management. The COG is hosting a candidates' night September 20, 2017.

**AMBULANCE AUTHORITY:**

No report.

**MS4:**

Manager Patterson stated that Ben Gilberti from HRG Engineering gave a presentation on MS4 last month. She also stated the application has been sent in with the payment. She explained that there are now catch basin cleaning forms which is an important step complying with MS4. A small dumpster will also be onsite to dispose of all catch basin debris.

**SOLICITOR:**

Solicitor Stone stated that during an emergency the Board should delegate an authority to declare a local emergency. President Doebler made a motion to grant the Township Manager and the President of the Board of Commissioners the authority to declare a local disaster emergency pursuant to Chapter 75 Section 7501. Commissioner Darragh seconded. The motion passed unanimously.

Solicitor Stone also stated that he reviewed the actual terms of the Cyber Insurance Policy and believed the policy covered more than he expected. His recommendation was to purchase the policy.

Solicitor Stone reported that the Township already has a record retention resolution in place. The Township is covered by this resolution as long as no documents are destroyed. He also explained that if there is a list of documents that are going to be destroyed a new resolution would have to be created with the list of documents to be destroyed. He recommended not destroying any documents.

**OLD BUSINESS:**

**A. ABANDONED VEHICLE ISSUE ON WEBER ROAD:**

Manager Patterson reported that there is a hearing on October 4, 2017 regarding the issue on Weber Road. This will be reviewed again at the next meeting.

**B. INDUSTRIAL PARK OCCUPANCY UPDATE:**

Manager Patterson stated that she received an update from the marketer of the Industrial Park. The report states that as of August 31, 2017 the Industrial Park is 87% occupied. As of September 1, 2017, they are 69% occupied due to FedEx's lease expiring.

**C. MOTION ON THE TABLE: INSTALL A MASS NOTIFICATION AND PUBLIC ALERT PROPOSAL FROM SWIFT 911:**

Commissioner Darragh asked for an update on the collection of information for the data base. Manager Patterson state that she spoke with Eric Gross from Masonic Village who is going to collect voluntary

information from the residents to add to our data base. She also spoke to Susan from Sewickley Heights Manor who will ask their board to vote to approve sharing their information with the Township for the data base. She spoke to the Authority and their mailing states that the information will not be shared.

Manager Patterson explained that she did receive two other quotes from 911 alert systems, but both were around \$4,000.

Vice-President Jones made a motion to table the motion to install the mass notification public alert proposal from Swift 911 or any similar service until there is a proper data base in place. Commissioner Duplaga seconded. The motion passed unanimously.

President Doebler made a motion to authorize the Township Manager to begin to collect data for a mass notification system. Vice-President Jones seconded. The motion passed unanimously.

**D. MOTION ON THE TABLE: PURCHASE \$1 MILLION CYBER LIABILITY POLICY AND APPROVE THE CONTRACT WITH LASERFICHE:**

Vice-President Jones made a motion to purchase \$1 million cyber liability policy and approve the contract with Laserfiche. The motion passed unanimously.

**E. ACT 172 VOLUNTEER FIREFIGHTER AND EMT TAX CREDIT:**

Manager Patterson stated that the COG's recommendation was to just do the earned income tax credit; however, some municipalities already include the real estate tax credit, and the fire chief suggested to offer both credits to make volunteering more attractive. She suggested the earned income tax refund could be up to \$300 per fire fighter, and the real estate tax refund could be 20% off the Township assessment millage. She also explained the fire fighters would have to qualify as an active member of the fire department. Manager Patterson will get an ordinance ready, advertise, and have it ready to be voted on next month.

**F. GOALS:**

President Doebler reviewed several goals the he and Manager Patterson have set for 2017 which included chair repairs, installing the projection system, finalize the SWAT analysis, hold an Earth Day event, complete Quickbooks conversion, a system for electronic archiving of Township documents, produce 4 non-meeting videos, and create and populate property folders.

**NEW BUSINESS:**

**A. PENNDOT REQUEST TO ADD TOM'S RUN TOAD TO STATE WINTER MAINTENANCE CONTRACT:**

Tom Jarvie from the Public Works department recommended to respectfully decline. The Board agreed.

**B. MOTION TO ACCEPT 2018 PENSION PLAN MMOs OF \$0 FOR POLICE PENSION PLAND AND \$13,883 FOR NON-UNIFORMED PENSION PLAN:**

Vice-President Jones made a motion to accept the 2018 pension plan MMOs of \$0 for the Police Pension Plan and \$13,883 for the Non-Uniformed Pension Plan. Commissioner Williams seconded. The motion passed unanimously.

**CITIZEN PARTICIPATION:**

Resident Art Capuzzi expressed his concerns regarding the deer population that he believes is growing out of control. He also expressed his concerns regarding cars speeding. Resident Don Black of Weber Road expressed his concerns regarding the speeding cars. His concerns are also with the service trucks, pick-up trucks, and box trucks. Chief Micklos will install a timing device to track the speeds of the cars on Weber Road.

**At 9:05 PM the Board moved into executive session to discuss legal claims and pending litigation and returned to regular session at 9:40 PM.**

**ADJOURNMENT:**

President Doebler adjourned the meeting at 9:40 PM.

Respectfully submitted,

Kimberly A. Koskey  
Township Secretary