

**Workshop Meeting Activity**

**April 12, 2021**

**TITLE**

Approve the March 16, 2021 Legislative Meeting Minutes.

Adjournment

**MOTION**

Commissioner Darragh

**SECOND**

Commissioner Haluka

DRAFT

**TOWNSHIP OF ALEPPO**

**WORKSHOP MEETING MINUTES**

**April 12, 2021**

**CALL TO ORDER:**

President Jones called the meeting to order at 7:00 p.m. with roll call. Those in attendance were Vice President Arthur Williams, Commissioner Daniel Darragh, Commissioner Judy Haluka, Solicitor Harlan Stone, and Manager Gwen Patterson. Commissioner Amy Richert joined the meeting at 7:02 p.m. Secretary Patty Krecek was not in attendance. The meeting is being recorded and conducted remotely using video communications.

**EXPLANATION OF MEETING FORMAT:**

Solicitor Stone said the Board is meeting under the guidelines established by the governor and the Commonwealth of Pennsylvania for public meetings during the COVID-19 crisis.

**MINUTES:**

Commissioner Darragh made a motion to approve the March 16, 2021 Legislative Meeting Minutes. Commissioner Haluka seconded. The motion passed unanimously.

**KATI DOEBLER - QVSD SCHOOL BOARD:**

Kati Doebler introduced herself to the Board and the residents of Aleppo and stated that she is running for re-election to the Quaker Valley School Board. She said she can be reached by email at [kdobler@gmail.com](mailto:kdobler@gmail.com), on her Web site at [voteforkati.com](http://voteforkati.com) or on her Facebook Page at Vote for Kathryn. She also said she has a Facebook Group called QV School Board Updates where she puts updates on what is happening in the district.

**79 NORTH PARCEL B LAND DEVELOPMENT - MYGRANT GLASS PRESENTATION AND SEWER MODULE:**

Mike Galet from Gateway Engineers provided the following summary of the project for Mygrant Glass. In July 2020, there was an approval for build to suit. This project is a revision for less office space and more warehouse space with approximately 5,600 square feet for office space and 94,400 square feet for warehouse space. Mygrant also wants to enlarge the building and reduce the parking because of the need for less office space (previous approval was for 21,700 square feet of office space). Mygrant would occupy 70% of the facility and a second tenant would occupy the remaining 30%. There is no proposed tenant yet for the second portion of the facility.

There will be parking on both sides of the site. Mygrant is proposing 114 parking stalls to meet Zoning (previous approval was 121 parking stalls). They will have 12 employees on site on peak hour shifts, so they will need much less parking. This building has loading in the front with 10 stalls, so there will be fewer trucks (previous approval was 15 stalls). When obtaining the previous approval, residents had concerns about noise and lighting because the loading area was in the rear portion of the lot and parking was in the front. This proposes to move everything to the front, which should reduce the noise and lighting. Mygrant is proposing to put in a stormwater detention tank facility. They are requesting a modification for grading within three feet of the property line on the right side because of the existing paving. They will work with the sewer Authority to get the force main relocated.

Mygrant has more parking stalls than they need, so they made the following change after the submission: they propose to convert six parking stalls into drive in/turnaround areas, and they will not stripe them for parking at this time. If Mygrant would move out, they would stripe them for parking.

Mr. Galet also said that since there is access to only three sides of the building and no access in the rear, emergency vehicles would not be able to drive all the way around. He said they had discussions with the Fire Chief, and he is okay with the set up. On the left side of the site, there is enough room for a fire truck to turn around. They are waiting for the formal letter with the approval.

### **OLD BUSINESS:**

#### **GLASS DUMPSTER SITE COMMITMENT:**

Manager Patterson stated that last month the Commissioners voted to approve participation and funding for the Township's share of a glass recycling dumpster for a project with the QVCOG and the PRC (Pennsylvania Resources Council). Manager Patterson asked the Commissioners for their approval to put the dumpster in the Municipal Building parking lot for a five day period. She said the dumpster does not need to be staffed, and it would be available 24 hours a day so people can drop off their glass recycling. She said there will be a list of acceptable glass items posted on the dumpster. Manager Patterson said she does not have the dates yet; however, when she has the dates, they will be publicized. All of the Commissioners gave their approval.

### **NEW BUSINESS:**

#### **DOCUMENT DESTRUCTION RESOLUTION:**

Manager Patterson said there is a process for destroying old records, which is described in the PA Records Retention Manual. Part of the process is creating a Resolution and a list of the documents to be destroyed. She said the Resolution will be on the agenda for the Legislative Meeting on April 19, 2021.

#### **HAZARD MITIGATION PLAN ADOPTION RESOLUTION:**

Commissioner Haluka said the Allegheny County Hazard Mitigation Plan is revised and submitted to the state every five years. The County allows the various townships, boroughs, etc. to use their plan instead of creating their own. The County has completed their updated plan, so it now has to be adopted by the Township. Manager Patterson said that adopting the Plan is a requirement for future disaster funding eligibility, and that the Township adopted the County Plan five years ago. She said the Resolution will be on the agenda for the Legislative Meeting on April 19, 2021.

**QVCOG REFUSE/RECYCLING BID COMMITMENT RESOLUTION:**

Manager Patterson said this is a Resolution requested by the QVCOG for the trash and recycling contract negotiations. She said the Resolution is the commitment from the Township to participate in the process, agree to pay the \$200 up front participation fee to cover the process of the bids and advertising, and allow the QVCOG to determine the lowest responsible bidder. Solicitor Stone said he reviewed the Resolution and made some small edits, and he is now satisfied with the document. The Resolution will be on the agenda for the Legislative Meeting on April 19, 2021.

**ALDERMAN/NORTH WAY CHRISTIAN COMMUNITY DEVELOPER'S AGREEMENT  
ADDENDUM:**

Solicitor Stone stated that North Way Christian Community is the tenant of Alderman. North Way previously requested a variance for the parking requirements, which was approved by the Zoning Hearing Board. Part of the agreement stated that North Way did not have to do all of the paving at once because they were not going to be using the entire church space at the beginning; however, they had to complete all of the paving within one year of the development. Currently, they do not have as many people using the church as they had thought, so they are asking for an amendment that would allow them to remove this condition. This item will be on the agenda for the Legislative Meeting on April 19, 2021.

**POLICE CONTRACT RENEWAL:**

President Jones said the only change in the contract is a 2% or 3% price escalator. Solicitor Stone said he reviewed the contract, and it needs to be adopted by an Ordinance. Commissioner Haluka asked if the Township looked at other police services before deciding to renew this contract. Manager Patterson said when the contract was up for renewal three years ago, other departments in the area were contacted with the offer to submit bids. The Ohio Township Police provided a better price for the level of service. Manager Patterson said she has received positive feedback from residents about the Ohio Township Police. She said the Ordinance will be on the agenda for the Legislative Meeting on May 17, 2021.

**TAX COLLECTOR STIPEND INCREASE:**

President Jones stated that the Treasurer/Tax Collector salary has always been the same as the Commissioners salary. He said the Ordinance recently approved on March 16, 2021 for Maximum Allowable Salary for Commissioners did not include the Treasurer/Tax Collector salary. All of the Commissioners agreed that the Treasurer/Tax Collector salary should be increased to the amount approved on March 16, 2021. This item will be on the agenda for the Legislative Meeting on April 19, 2021.

**ROAD WEIGHT LIMIT STUDY PROPOSAL:**

Manager Patterson said HRG submitted a revised proposal to study weight limits for Weber Road, Ferndale Avenue, Weber Road Extension, and Sycamore Road Extension by doing a visual inspection and four core samples. After the study, if HRG has any concerns, they would provide recommendations for possible weight limit restrictions. President Jones said it may not be feasible to do a study that is inadequate for the enforcement of the weight limit. He said the scope of the study needs a more thorough review before a decision is made. Solicitor Stone said he will review the PennDOT regulations and the revised proposal and determine if it is adequate. This item will be on the agenda for the Legislative Meeting on May 17, 2021.

**SALE OF TOWNSHIP PERSONAL PROPERTY RESOLUTION:**

Manager Patterson said the First Class Township Code allows the Board to authorize a manager or a staff member to sell township-owned property with a value of less than \$2,000 without Board approval. This would be done by a Resolution. President Jones said that family members or close friends of employees would have access to this information more than the general public. He asked Solicitor Stone if this would be a problem. Solicitor Stone said he would do some research to include reviewing the Ethics Act. Manager Patterson suggested adding language to the Resolution stating that if anyone interested in purchasing a piece of property is affiliated with the Township, the bids would go to the Board for approval (or develop a policy that would go with the Resolution). Solicitor Stone suggested that part of the procedure could be to list the item for sale on the Township Web site for one week. This item will be on the agenda for the Legislative Meeting on April 19, 2021.

**ALOM SUMMER AND FALL CONFERENCES:**

Solicitor Stone said the ALOM (Allegheny League of Municipalities) Summer Conference will be held in June 2021 at Seven Springs and the Fall Conference will be at the Sheraton on The Lake in Erie. He said he will get information about the conferences to Manager Patterson. Manager Patterson said the conferences are educational about municipal government.

**CITIZEN PARTICIPATION:**

None.

**EXECUTIVE SESSION:**

Not requested.

**ADJOURNMENT:**

The meeting was adjourned by President Jones at 7:47 p.m.

Respectfully submitted,

Patty Krecek  
Township Secretary