

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, AUGUST 8, 2005

The Regular Meeting of Monday, August 8, 2005 was brought to order at 7:00 PM by President William Wilson. A quorum was present as follows:

Mr. Wilson		Mrs. Martinelli
Mr. Greco	Mr. Padula	Ms. Fialla

(5-157) MOVED MARTINELLI-PADULA to approve the minutes of the Regular Meeting of July 11, 2005. The motion was adopted by a 4-1 vote with Mr. Wilson abstaining

COMMUNICATIONS:

1. Stephen Shurgot, Executive Director of Eastern Area Prehospital Services - apologizing for an error in mailing of subscriptions for Eastern Area to residents who live in the 15145 zip code, including Wilkins Township residents and noting that all subscriptions received from Wilkins Township residents were returned to those residents with a letter of apology
2. Mel and Beverly Pollock on behalf of the Boyce Campus of the Community College of Allegheny County – thanking the Commissioners for permitting them to borrow the art display screens for the Monroeville Arts Festival.
3. Patty Nowikowski, Chairperson of the Recreation Advisory Committee recommending that the Board of Commissioners amend the by-laws of the Recreation Advisory Committee, to change their regular monthly meeting to the first Tuesday of each month at 7:30 PM in the Irene J. Pohl Municipal Building. Also requesting aid in the determination of the 2006 Budget for recreation events.

(5-158) MOVED PADULA-FIALLA to accept the recommendation of the Recreation Advisory Board to amend the by-laws, changing the monthly public meeting to the first Tuesday of each month. The motion was adopted by unanimous roll call vote.

4. Angie Gialloreto, Chair of the Wilkins Township Democratic Committee requesting the use of the Irene J. Pohl Municipal Building on Sunday, September 18, 2005 for the purpose of holding a Spaghetti Dinner.

(5-159) MOVED FIALLA-GRECO to authorize the Wilkins Township Democratic Committee to use the Irene J. Pohl Municipal Building on Sunday, September 18, 2005 to hold a Spaghetti Dinner. The motion was adopted by unanimous roll call vote.

5. Ronald Killins, Sr., Governor's Authorized Representative of the PA Emergency Management Agency – notifying the Township that PEMA has approved \$55,000.00 for the replacement of the Straley Lane Bridge and 39,761.50 for the repair of the Ivy Street Bridge both of which were damaged in September of 2004 in the aftermath of Tropical Depression Ivan.

Ms. Fialla had a question. Requested that Mr. McKeever provide an explanation for the amounts paid to him by the Township as the Township's July budget indicates that he is overbudget and also, asked him to provide a statement of whether he expects that the line-item in the Township budget will be sufficient, and if not, why not.

(5-160) MOVED FIALLA-MARTINELLI to waive the reading of the monthly reports. The motion was adopted by a 4-1 vote, Mr. Padula voting NO

REPORTS: Chief Guthrie's Report for July 2005:

	2004	2005
Total police calls logged	291	344
Total criminal – Offenses reported	39	48
Criminal arrests/persons charged	25	26
Criminal Offenses Cleared	28	30
Traffic citations issued	25	13
Parking tags issued	23	17
Parking citations issued	8	0
Monies collected	\$6,171.37	\$14,316.16

Mr. Vargo's monthly report for July can be found filed in the Manager's Office.

WTVFD #1 reported 8 fires, 4 practices and 2 classes with a total monthly man hours of 259.2

WTVFD #3 reported 10 fires, 3 trainings and 6 non-incident activities, with a total monthly man hours of 414.

WTVFD #4 reported 12 fires, 2 fire schools, 1 drill and 2 public services with a total monthly man hours of 271.75.

Building permits – July 2005

- 2 Additions & Alterations construction cost \$42,000.00
- 1 Industrial (Schwab) Alteration cc: \$18,000.00
- 1 Sign
- 1 Soffer, Building 2, Suite 144 – Interior Alteration cc: \$290,000.00, also a Plan Review

Realty Transfer Tax for the month of July \$5,401.27.

Tax Collector's July Report:

Balance collectable	\$ 247,358.71
Additions	42.16
Deductions	14,232.56
Adjusted Collectable	233,168.31
Less face collections	6,795.57
Exonerations	300.35
Balance collectable	226,372.74
Total refunds to date	1,284.00
Face amount of collections	6,795.57
Plus: Penalties	679.58
Total cash collected	7,475.15

PA MUNICIPAL SERVICES – ACT 511 TAX REPORT

EARNED INCOME TAXES:

Current Month	\$ 25,066.38	Previous Year	\$ 59,498.65	Difference
Current YTD	348,650.91	Previous YTD	349,059.79	( 408.88)

OCCUPATION PRIVILEGE TAX:

Current Month	5,746.00	Previous Year	12,042.40	Difference
Current YTD	43,306.35	Previous YTD	41,128.71	\$2,177.64

MERCANTILE TAX:

Current Month	75.51	Previous Year	205.68	Difference
Current YTD	921,238.71	Previous YTD	966,275.63	(45,036.92)

BUSINESS PRIVILEGE TAX:

Current Month	3,635.53	Previous Year	8,019.30	Difference
Current YTD	152,854.14	Previous YTD	138,850.74	(19,003.40)

(5-161) MOVED GRECO-MARTINELLI to approve the payment of the Schedule Bills In the amount of \$785,306.15 for July 2005. The motion was adopted by unanimous roll call vote.

Question on the motion: Mr. Padula questioned whether the bills presented for payment were from July or August. Mrs. Bradley stated that the majority of the bills presented this evening were for the month of July. However, the bills are listed on the August Schedule of Bills.

(5-162) MOTION FIALLA-MARTINELLI to authorize Senate Engineering to prepare Specifications and advertise for bids for the Straley Bridge in accordance with the project worksheets submitted to and approved by the Federal Emergency Management Agency.

Mrs. Bradley reminded the Commissioners and the residents that the Century Club will be sponsoring a “Welcome to the Community” event on Sunday, August 28, 2005 from 1:30 PM until 3:30 PM in the Irene J. Pohl Municipal Building. Department Heads are required to attend and the Commissioners are encouraged to attend. At this meeting, new residents of the community, or interested residents of the community will have an opportunity to meet with the Board and appointed officials and learn more about the community.

RESOLUTION NO. 08-05

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE DESTRUCTION OF SPECIFIC RECORDS IN CONFORMANCE WITH RESOLUTION NUMBER 08-03 AND THE MUNICIPAL RECORD MANUAL APPROVED BY THE LOCAL GOVERNMENT RECORDS COMMITTEE ON JULY 16, 1993.

(5-163) MOVED MARTINELLI-FIALLA to authorize the first reading of Resolution No. 08-05 for the first time

(5-164) MOVED MARTINELLI-FIALLA to approve the reading of Resolution No. 08-05 for the first time.

(5-165) MOVED PADULA-GRECO to authorize the second reading of Resolution No. 08-05 by title only.

(5-166) MOVED MARTINELLI-GRECO to adopt Resolution No. 08-05, authorizing the disposition of the attached list of municipal records in accordance with the Local Government Records Committee Municipal Records Manual and Wilkins Township Resolution No. 08-05.

Motions 5-163 to 5-166 inclusive were adopted by unanimous roll call vote.

- (5-167) MOTION FIALLA-MARTINELLI to approve the request of N. Leonard Hill to attend an Emergency Evacuation Workshop sponsored by the National Fire Protection Association on September 9, 2005 in Monroeville at a cost of \$145.00. The motion was adopted by unanimous roll call vote.
- (5-168) MOVED MARTINELLI-GRECO to approve the request of the Republican Committee to use the Irene J. Pohl Municipal Building for the purpose of holding a meeting for the single date of September 6, 2005, after which time, the Republican Committee will evaluate whether to keep the first Tuesday of the month, as it is in conflict with the Recreation Advisory Board Committee meetings. The motion was adopted by unanimous roll call vote.
- (5-169) MOVED MARTINELLI-GRECO to authorize Mr. Vargo to advertise for bids for the disposal of Truck #63. The motion was adopted by unanimous roll call vote.
- (5-170) MOVED MARTINELLI-PADULA to authorize the execution of a proposal for the purchase, installation and configuration of two (2) Dell Dimension computers and the execution of a proposal for the purchase and installation of an automated backup system for a total cost of \$3,232.00. The motion was adopted by unanimous roll call vote.

Question on the motion: Padula questioned whether the total cost of the hardware/software was \$3,232.00 or \$3,957.19 as stated in Mrs. Bradley's memorandum. Mrs. Bradley stated that the \$3,957.19 quoted in her memorandum was the total amount of funds expended to date in the Capital Reserve Budget and that \$3,232.00 was the additional amount to be expended for these two proposals.

- (5-171) MOVED GRECO-MARTINELLI to authorize the payment of expenses for those elected officials who wish to attend the Allegheny County and Western Pennsylvania Association of Township Commissioners 33<sup>rd</sup> Annual Joint Fall conference to be held at Seven Springs from Thursday, September 29<sup>th</sup> through October 2<sup>nd</sup>. The motion was adopted by a 4-1 vote with Mr. Padula voting NO.

Question on the Motion: Mr. Greco questioned whether this had already been approved in the Spring. Mrs. Bradley stated that she too thought that a motion had been made prior to the Spring Conference permitting Commissioners to choose to attend one of the two sessions. However, after reviewing the minutes for the year 2005, she was unable to find a motion approving this and therefore, believes that it may have been in 2004 for the 2004 Conferences.

RESOLUTION NO. 09-05

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, DESIGNATING MONEY IN THE TOWNSHIP'S CAPITAL RESERVE TOWARD THE PURCHASE OF A FIRE TRUCK FOR VOLUNTEER FIRE DEPARTMENT #1.

- (5-172) MOVED PADULA-FIALLA to read Resolution #09-05 for the 1<sup>st</sup> time.
- (5-173) MOVED MARTINELLI-FIALLA to accept the 1<sup>st</sup> reading of Res. #09-05.
- (5-174) MOVED GRECO-FIALLA to read Resolution #09-05 by title only for the second time.

(5-175) MOVED MARTINELLI-GRECO to adopt Resolution #09-05, accepting the Application of Volunteer Fire Company #1 for assistance in the purchase of a Pierce Enforcer Custom Rescue Pumper, in the amount of \$406,649.00 and earmarking Township funds in the 2006 Capital Reserve budget for the Township's contribution in the fire apparatus, in accordance with Wilkins Township Resolution Number 02-09 adopted on July 8, 2002.

Motions 5-172 to 5-175 inclusive were adopted by unanimous roll call vote.

(5-176) MOTION GRECO-MARTINELLI to accept the recommendation of Mr. Olshefski to purchase a Minolta RP603Z reader-printer from Access Imagery Microforms in the amount of \$8,913.00 in accordance with the grant received from the PA Historical and Museum Commission for the purpose of accessing microfilmed records. The motion was adopted by unanimous roll call vote.

Question on the motion: Mr. Padula questioned whether the reader/printer would be able to read other media besides microfilm, such as microfiche. Mr. Olshefski responded that yes, it would and that is part of the reason that he is recommending this specific reader/printer.

Question on the motion: Mr. Wilson questioned whether additional funds will be needed for the storage of the reader/printer. Mrs. Bradley stated that currently, the microfilmed minutes are stored in the vault. There is ample room at present for these records. The new reader/printer will be placed on a wheeled cart and kept in either the Recreation Storage area or the area where the Township keeps its' paper supplies. When needed by the public, it can easily be wheeled out and used in either the auditorium or the conference room.

The Commissioners held a lengthy discussion on the proposed amendment of the Civil Service Rules & Regulations, specifically whether to require a candidate to hold a bachelor's degree in Public Law Enforcement as a qualification for a police officer position. Mr. Wilson requested that each member of the Board express an opinion and then the issue would be put to a vote.

Commissioner Martinelli stated that she believes that a candidate for a position within the police department should be required to hold a bachelor's degree. Today's police work is more sophisticated than in the past. She feels it is imperative that the Township hire the most qualified individuals for these positions and that the requirement of a bachelor's degree is a part of that qualification. She does not want to short-change the residents of the community.

Commissioner Greco stated that he is comfortable with requiring a four-year degree, however, he also believes that experience in the military should be considered as a part of that qualification. He believes that we should require the equivalent of experience and education.

Commissioner Fialla stated that she wants to make sure that the Township hires the best candidate. In hiring the best candidate, we must differentiate between who can do the best job and who is the most qualified for the position. These two are not always the same. She recommends that the Civil Service Commissioner devise a plan that requires a four year degree but allows for a year substitution based upon years of experience.

Commissioner Padula stated that he agrees with the other Commissioners that years of experience are equally as important as college education and years of experience should have some value.

Commissioner Wilson stated that the most important skill of a police officer is common sense. Common sense is not taught in college. If there exists a kid within the community who all his life wants to be a cop and he is unable to attend college, we should not take

away this opportunity. He further stated that it was time to vote on the issue of whether or not a bachelor's degree should be required.

Commissioner Padula questioned what the current rules and regulations state. This became an issue of debate, as some member of the board believe that the rules were amended prior to this evening to include educational requirements and some members of the board believe that the rules were never amended

(5-177) MOVED PADULA-GRECO to table the amendment of the Civil Service Rules and Regulations until such time as additional clarification of the issue of the requirement of a bachelor's degree is received. The motion was adopted by a 4-1 vote with Mrs. Martinelli voting NO.

COMMISSIONERS' COMMENTS:

Mr. Padula commented that the Township's website is coming along. He was happy to be able to view the front page, although content has not yet been added. He reminded the residents that any input from them on the website is important. Also once again invited the residents to attend the "Meet the Community" event sponsored by the Century Club on August 29<sup>th</sup>. Finally, Mr. Padula questioned whether Mr. Hill had sent a notice to Myer's Bus Service regarding the temporary banner sign that is hanging on the side of a bus on Brown Avenue. Mrs. Bradley indicated that Mr. Hill had sent the notice.

Ms. Fialla congratulated the McGraths on their recent anniversary of fifty years of marriage and thanked all who came to the meeting this evening for their attendance. Stated that the date of the next regular meeting is September 12, 2005.

Mrs. Martinelli did not have a report.

Mr. Greco questioned whether Myer's was paying taxes. Mrs. Bradley indicated that the property owner is in bankruptcy and the property has been on the Sheriff's Sale list for some time, however, according to Mr. Lear, the Act 511 Tax Collector for the Township, Myers is paying Act 511 taxes to the Township.

President Wilson thanked all for coming to the meeting and reminded residents that beginning in September, the Board will move back to two meetings per month.

(5-178) MOVED PADULA-FIALLA to adjourn. The meeting was adjourned at 7:55PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley  
Secretary