

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, DECEMBER 14, 2009

The Regular Meeting of Monday, December 14, 2009 was brought to order at 7:00 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson Mr. Szoko
Mr. Padula Mr. Costa

(9-327) MOVED PADULA-COSTA to approve the minutes of the Public Hearing. Budget Meeting and Second Stated Meeting of Monday, November 23, 2009 as presented. The motion was adopted by a unanimous roll call vote.

Communications:

Correspondence was submitted by Mrs. Karen Bloch, Principal of Wilkins Elementary thanking the Wilkins Police Department for placing the speed trailer in front of the school, for visiting with the children and for their continued support and cooperation.

Correspondence was submitted by Jacqueline Parker, Deputy Secretary for Community Affairs & Development, Commonwealth of Pennsylvania, advising that the Township's grant application for laptops for the police cars in the amount of \$50,000 had been preliminarily approved. This grant application was filed by Wilkins on behalf of Wilkins, Churchill and Forest Hills Borough.

Citizens' Comments:

None.

(9-328) MOVED SZOKO to waive the reading of reports. The motion died for lack of a second.

Reports:

Police Report for November 2009:

	<u>2008</u>	<u>2009</u>
Total Police Calls Logged	170	273
Total Criminal Offenses Reported	23	20
Criminal Arrests/Persons Charged	12	10
Criminal Offenses Cleared	10	12
Traffic Citations Issued	10	52
Parking Tags Issued	4	39
Parking Citations Issued	8	0
Monies collected during November	\$7,225.36	\$4,703.14

Mr. Ed Bruener's Department of Public Works Report is on file in the Manager's Office.

The Wilkins Township VFD #3 reported the following:

8 Fires, 18.74 man-hours
1 Training Class, 6 man-hours
12 Non-Incident Activities, man-hours 359.92
Total man-hours 384.66

The Wilkins Township VFD #4 reported the following:

13 Fires, 41.5 man-hours
13 Fire Schools, 124 man-hours
1 Drill, 20 man-hours

9 Work Details, 41.75 man-hours
 2 Meetings, 45 man-hours

Building Permits Issued during the month of November, 2009:
 Repairs to porch roof – 137 Orchard Street – Cost \$300.00
 Structural repairs – 816 Thompson Street – Cost \$500.00
 Structural alteration – 808 Alpine Boulevard – Cost \$20,000.00
 Retaining wall – 1241 Lower Rodi Road – Cost \$15,000.00

The Township received \$3,485.99 in real estate transfer taxes during the month of November, 2009 representing deed transfers which were recorded by the County in October, 2009. Total Real Estate Transfer Tax collection to date are \$79,989.06 or 159.98% of budget.

November Monthly Tax Collector’s Report:

Balance Collectable – Beginning of Month	\$ 92,270.11
Deductions (Exonerations)	- 201.04
Adjusted Collectable	92,069.07
Less Face Collections	- 5,677.81
Balance Collectable – End of month	86,391.26
Face Amount of Collections	5,677.81
Plus: Penalties	575.94
Less Discounts	-2.62
Total Cash Collected	\$ 6,251.13
Face Refunds	\$25,890.64

PA Municipal Services – Act 511 Tax Report for November

Earned Income Taxes:

Current Month	\$38,956.61	Previous Year	\$52,216.44	Difference
Current YTD	565,545.55	Previous YTD	551,628.41	\$13,917.14

Local Service Tax:

Current Month	12,399.95	Previous Year	15,595.49	Difference
Current YTD	157,096.02	Previous YTD	146,324.64	\$10,771.38

Business Tax (Mercantile & Business Privilege)

Current Month	19,580.35	Previous Year	6,915.58	Difference
Current YTD	549,749.56	Previous YTD	544,715.96	\$ 5,033.60

The Solicitor’s Report is on file in the Manager’s Office.

The Engineer’s Report is on file in the Manager’s Office.

(9-329)MOVED SZOKO-COSTA to approve the schedule of bills in the amount of \$136,381.96 as presented. The motion was adopted by unanimous roll call vote.

ORDINANCE NO. 1001

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROPRIATING OUT OF REVENUES AVAILABLE FOR FISCAL YEAR 2010 SPECIFIC SUMS REQUIRED AS SHOWN BY THE BUDGET AND FIXING THE REAL ESTATE TAX LEVY FOR THE FISCAL YEAR 2010.

(9-330)MOVED PADULA-SZOKO to read Ordinance Number 1001 for the first time by title only. The motion was adopted by unanimous roll call vote.

(9-331)MOVED PADULA-SZOKO to accept the first reading of Ordinance Number 1001. The motion was adopted by unanimous roll call vote.

(9-332)MOVED PADULA-SZOKO to read Ordinance Number 1001 for the second time by title only and to adopt Ordinance Number 1001, contingent upon the following policy statement:

- 1) Funds remaining in the Emergency Contingency Fund at the end of 2010 in the amount of \$890,600 shall be split between 2011 (\$400,000) and 2012 (\$490,600);
- 2) The Board will seriously consider permitting positions vacated during 2010 to remain unfilled.

The motion was adopted by unanimous roll call vote.

RESOLUTION 22-2009

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE EXECUTION OF A RIGHT-OF-ENTRY AGREEMENT BETWEEN THE COMMONWEALTH OF PENNSYLVANIA, DEPARTMENT OF ENVIRONMENTAL PROTECTION, BUREAU OF ABANDONED MINE RECLAMATION AND THE TOWNSHIP OF WILKINS FOR THE PURPOSE OF CONDUCTING RECLAMATION WORK ON THE GINSBURG MINE DRAINAGE EMERGENCY.

(9-333)MOVED PADULA-COSTA to adopt Resolution Number 22-2009. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 23-2009

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPOINTING ROBERT J. TOMASIC AS AUDITOR FOR THE TOWNSHIP.

(9-334) COSTA-PADULA to adopt Resolution Number 23-2009. The motion was adopted by unanimous roll call vote.

(9-335)MOVED PADULA-COSTA approving a one year agreement between Wilkins Township and Hoffman Kennels for the provision of animal control services at a monthly fee of \$205.00 and a per call fee of \$55.00. The motion was adopted by unanimous roll call vote.

(9-336) MOVED PADULA-COSTA approving the agreement between the Township of Wilkins and the United States Census Bureau for provision of space during the upcoming census. The motion was adopted by unanimous roll call vote.

(9-337)MOVED SZOKO-COSTA approving the meeting schedule for 2010 and authorizing the Manager to advertise. The motion was adopted by unanimous roll call vote.

(9-338)MOVED PADULA-COSTA authorizing the Township to enter into a Stormwater Management Cooperative Planning Agreement and supporting the submission of

letters of support to the Heinz and Mellon Foundations, contingent upon the review and approval of the Solicitor. The motion was adopted by unanimous roll call vote.

(9-339)MOVED PADULA-SZOKO authorizing the payment of \$4,743.19 to Sergeant DeMarco and \$5,145.60 to Officer Brokaw in accordance with the finding of the Arbitrator relative to reimbursement for vacation and personal days accrued during a period of Workers' Compensation. The motion was adopted by unanimous roll call vote.

(9-340)MOVED SZOKO- COSTA approving the request of Andrea McNeil, Children's Librarian, to use the Community Center one evening per month from January through May to offer a children's program. The motion was adopted by unanimous roll call vote.

(9-341)MOVED COSTA-SZOKO cancelling the Second Stated meeting of the Board of Commissioners of December 28, 2009. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Szoko thanked the Recreation Advisory Board for coming in under budget for the Children's Christmas Party; stated that the 2010 budget was interesting because we were able to apply dollars to the future; commented upon the recent news stories regarding the Monroeville budget and the cover of the current Newsweek Magazine; stated that he is a little more comfortable proceeding because we have a game plan and are being more proactive and wished everyone Happy Holidays.

Commissioner Padula thanked the Recreation Advisory Board for the great job at the Christmas Party and for coming in under budget; thanked the Public Works Department and Police Department for their participation in the party; thanked the Department Heads and Mrs. Bradley for all of their work on the 2010 budget; thanked Mr. McKeever for his 25 years of service to Wilkins Township; thanked Mr. Wilson for his service and for everything he has done during his tenure; thanked everyone for coming to the meeting and wished everyone Happy Holidays.

Commissioner Costa congratulated the recreation Advisory Board on a job well-done; thanked Mr. Wilson for all of his years of dedicated service to the community as a police officer, member of the Volunteer Fire Department and as a Commissioner; thanked Mr. McKeever for his service to the Township and wished everyone Happy Holidays.

Commissioner Wilson thanked everyone for their support during his 44 years of community service; stated that he had planned to expose a lot of hypocrites this evening, but we will have to wait for the book to come out; stated that his career had a lot of peaks and valleys, with many more peaks than valleys and that he believes he is leaving the Township in good hands; thanked Mr. McKeever for his service to the community and wished him enjoyment in his retirement.

(9-342)MOVED COSTA-SZOKO to adjourn. The meeting was adjourned at 7:55 P.M.
The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING, MONDAY, DECEMBER 14, 2009

The Budget Meeting of Monday, December 14, 2009 was brought to order at 6:00 P.M. by President William G. Wilson. A quorum was present as follows:

Mr. Wilson	Mr. Padula
Mr. Costa	Mr. Szoko

Mrs. Bradley advised the Board that throughout budget discussions, the Township has been waiting on three final premium numbers, which have now been received. The first premium is for medical insurance for retirees who are Medicare eligible. The increase in annual premium is 18%, or \$2,000. The Township also received the new premium for Workers' Compensation Insurance. The increase in premium between 2009 and 2010 is 25% or roughly \$35,000. This increase is primarily due to an increase in the township's modification factor, which is a result of an influx of claims within the Police Department over the last several years. Finally, the Township received the premium for the "package" policy – Police Professional Liability, Property, Vehicle, General Liability, Public Officials Liability and Crime. This premium increased by about \$2,000 over 2009. The payment of the final schedule of bills this evening resulted in adjustments to carry forward balance which resulted in enough funding to balance the budget with these adjustments. Therefore, no additional changes need to be made. The General Fund Budget for 2010 is balanced at \$5,673,000.

Commissioner Szoko proposed that the Commissioners adopt the proposed 2010 General Fund Budget, with the following Policy Statement:

1. It is anticipated that \$890,600 will be carried over from 2010 to 2011. That \$890,600 will be split to permit \$400,000 to be used to offset the projected 2011 deficit and \$490,600 to be used to offset the projected 2012 deficit.
2. It is anticipated that three fulltime positions will become open during the course of 2010. The Board will agree to seriously consider not filling these positions, to allow attrition which could potentially save the Township \$250,000 to \$300,000, thus further reducing the anticipated 2011 deficit.

The Board agreed with Commissioner Szoko's proposal and will act upon these policy statements at the regular meeting.

(9-326) MOVED PADULA-COSTA to adjourn. The Budget Meeting was adjourned at 6:30 P.M. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary