



that the Commissioners consider partnering with the Century Club and Allegheny Cleanways to sponsor a cleanup in Wilkins Township from April 18-20, 2008.

Reports:

Police Report for January 2008:

	2007	2008
Total Police calls logged	255	309
Total Criminal Offenses reported	40	24
Criminal Arrests/Persons Charged	13	22
Criminal Offenses cleared	12	22
Traffic Citations Issued	15	59
Parking Tags issued	5	16
Parking Citations issued	0	10
Monies received	\$3,123.66	\$8,665.55

The following questions were raised:

Commissioner Wilson questioned why Officer Sherman and Officer Davis were named on his report. This was never done in the past. Chief Guthrie responded that these two officers are the abandoned vehicle officers and this report now indicates how many abandoned vehicles these officers tagged in the last month.

Commissioner Padula asked Chief Guthrie for an update on the abandoned vehicle ticket which was issued to Mark Lewis of Ridgecrest Drive. Chief Guthrie stated that he has not received any further communication from Mr. Lewis' father. Commissioner Padula also requested that Chief Guthrie have his officers ticket the vehicle at the corner of Roland and Lucia, which has been parked at the stop sign for a long time. Chief Guthrie stated that this vehicle has been tagged in the past. In addition, Commissioner Padula questioned a memorandum that had been sent out by Chief Guthrie indicating that, in order to save money, he would not be replacing Car #5, which has 124,000 miles on it, until next year. Following prolonged dialogue, Chief Guthrie finally acknowledged that he would like to replace this car this year.

Mr. Paul Vargo's DPW Report is on file in the Manager's Office.

The following questions were raised:

Commissioner Fialla asked Mr. Vargo if he knew when PennDot was coming in to the Township to perform road maintenance, like cold-patching. Mr. Vargo responded that they do not notify the Township.

Commissioner Szoko asked Mr. Vargo what the temperature in the Rescue #1 building is. Mr. Vargo stated that it was somewhere around 60 degrees. A majority of the last several months, the heat has not been on due to the warmer weather. Right now, there are openings covered with plywood waiting for doors. Once these openings are filled, and the insulation work is completed, the heating bill will be significantly reduced. Mr. Szoko also asked Mr. Vargo about the recent memorandum sent by the Chief regarding the way that vehicle fuel is expended. Mr. Vargo stated that this has been the way that the expense for vehicle fuel has been handled for the last ten years and it usually results in the Police Department receiving more fuel than is expended to their department. However, because the Chief is concerned about this. Mr. Vargo would recommend that the Chief handle the ordering, delivery, maintenance and invoicing of his own tank. That way, it can be handled separately and under his control

WTVFD #1 reported the following: 19 Fires, and 4 practices. Total man-hours 315.

WTVFD #3 reported the following: 14 Fires, 3 Training and 12 Work Details. Total

Man-hours 283.55.

WTVFD #4 reported the following: 16 Fires, 1 Fire School, 3 Drills, 1 Public Service, 14 Work Details, 1 Driver's Training and 13 Meetings. Total man-hours 565.25.

Commissioner Wilson congratulated Mary Beth Bowler on her promotion to Chief of VFC #4 for their receipt of a \$300,000. grant for vehicle replacement.

The WHEMS Monthly Report is on file with the WTF Department files.

Building Reports for January 2008: 1 Interior Alteration PC #4 LLP – cost \$16,800. 1 Sprinkler PC #4 LLP – cost \$3,670.00, 1 sign AWK 1225 Rodi Road.

The total amount of funds received during the month of January 2008 for Real Estate Transfer Tax was \$5,159.42, representing deed transfers for the month of December 2007.

PA Municipal Services – Act 511 Tax Report

Earned Income Taxes:

Current Month	25,436.99	Previous Year	23,663.63	Difference
Current YTD	25,436.99	Previous YTD	23,663.63	\$1,773.36

Local Service Tax:

Current Month	-0-	Previous Year	1,664.00	Difference
Current YTD	-0-	Previous YTD	1,664.00	(\$1,664.00)

Mercantile Tax:

Current Month	-0-	Previous Year	-0-	Difference
Current YTD	-0-	Previous YTD	-0-	\$ -0-

Business Privilege Tax:

Current Month	2,725.13	Previous Year	-0-	Difference
Current YTD	2,725.13	Previous YTD	-0-	\$2,725.13

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

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

Commissioner Padula questioned how the negotiations with Penn Hills were proceeding on the boundary dispute. Mrs. Bradley stated that she had forwarded the memorandum prepared by Mr. Vargo to the Penn Hills manager, Mr. Van Horne for review in January. She asked Mr. Van Horne to share this memorandum with the appropriate staff and then call to schedule a time for a meeting. She has not heard from Penn Hills since that time and will follow-up with a phone call.

Commissioner Fialla asked Mr. McKeever how much of the sewer work that is necessary in Wilkins Township is represented by the bid sheet for critical sewer work in Wilkins. Mr. McKeever stated that the critical sewer work estimated repair cost is about \$180,000. This will be done this year. To date, the Township has televised over 70% of the Township's sanitary lines. It is currently anticipated that work related to those televised lines will be an additional \$447,000. This work will be done in the next two years.

(8-58) MOVED SZOKO-COSTA to approve the schedule of bills in the amount of \$226,512.83 as presented., The motion was adopted by unanimous roll call vote.

- (8-59) MOVED SZOKO-WILSON to authorize the manager to advertise the proposed ordinance amending Chapter 65 of the Codified Book of Ordinances and limiting the number of cats and dogs allowed to no more than three (3) per household. The motion was adopted by a 3 to 2 vote with Ms. Fialla and Mr. Padula voting “NO”.
- (8-60) MOVED COSTA-FIALLA to accept the recommendation of the Manager to refer the proposed sidewalk ordinance back to the Planning Commission for further review and modification. The motion was adopted by unanimous roll call vote.
- (8-61) MOVED FIALLA-PADULA to authorize the Engineer to prepare bid specifications, advertise and accept bids for the repair of critical sewers in accordance with the Consent Order and Agreement at an estimated cost of \$181,000.00. The motion was adopted by unanimous roll call vote.
- (8-62) MOVED COSTA-PADULA to authorize the Engineer to prepare bid specifications, advertise and accept bids for the 2008 Road Paving Project for the following streets; Sylvia Lane, Sunset from Orion to Old William Penn Highway and the milling of Mortimer Avenue from Saw Mill to Highland. Optional streets to be included will be: Ivy Street and the paving of Mortimer Avenue, in addition to the milling. The motion was adopted by unanimous roll call vote.

Mrs. Bradley read a memorandum from Mr. Vargo to the Board of Commissioners. The Public Works Department received a thank you card and gift certificates from Ester and Bill Norris of 151 Sunset Drive. There were nine envelopes addressed to each of the members of Public Works, each contained five (5) one dollar McDonald’s gift certificates. It appears they did this to show appreciation for the snow removal work done by Public Works. Mr. Vargo has withheld the gift certificates pending a decision from the Board as to whether or not it is okay to distribute them to employees or whether to dispose of them in another way. Mr. Matta indicated that because this information was shared publicly with the Board, the donors are not requesting any additional work and because the donation is not a large amount of money, that it would be acceptable for the employees to accept the gift.

- (8-63) MOVED COSTA-PADULA to approve an Act 202 Real Estate Tax Abatement, in accordance with Ordinance #979 for the following properties: 1630 Vinesean Place (Lot/Block #453-P-231) and 308 Churchill Road (Lot/Block #453-K-146) The motion was adopted by unanimous roll call vote.
- (8-64) MOVED PADULA-COSTA to approve an Act 47 Real Estate Tax Abatement, in accordance with Ordinance #979 for 635 Beaver Avenue (Lot/Block #454-N-178). The motion was adopted by a 4 to 1 vote with Mr. Szoko voting “NO”.
- (8-65) MOVED COSTA-FIALLA to authorize the Township to enter into an agreement with the Allegheny County Department of Human Services for the Summer Food Site program at the following locations: Lions Park, Linhart Park and Eastmont Park. The motion was adopted by unanimous roll call vote.
- (8-66) MOVED FIALLA-COSTA to authorize Mr. Hill to attend the PA Construction Codes Academy one day seminar “Guide to the International Property Maintenance Code” on March 6<sup>th</sup> at the Mountain View Inn near Greensburg at a cost of \$125.00. The motion was adopted by unanimous roll call vote.
- (8-67) MOVED COSTA-PADULA to authorize Mrs. Bradley to attend the PELRAS Training Seminar from Wednesday, March 26<sup>th</sup> through Friday, March 28<sup>th</sup> at the Penn Stater Conference Center Hotel at a cost of \$323.00 (\$125.00 registration fee and \$198.00 hotel room). The motion was adopted by unanimous roll call vote.

(8-68) MOVED COSTA-FIALLA to accept the recommendation of the Recreation Advisory Board to accept the third year of a contract with Starfire Fireworks for the provision of fireworks at the Summer Festival at a cost of \$4,000.00. The motion was adopted by unanimous roll call vote.

( 8-69) MOVED COSTA-FIALLA to accept the recommendation of the Recreation Advisory Board to accept the donation by Myers Bus Service for the provision of free shuttle services from Penn Center to PepBoys each day of the Summer Festival at no cost, pending the review and approval of the Solicitor. The motion was adopted by unanimous roll call vote.

Mrs. Bradley stated that she had received two vouchers back from Commissioner Szoko upon which he had handwritten notes. The first was the Dominion Peoples Gas bill for the municipal building and the Rescue One Building. In accordance with the directive of Commissioner Szoko, Mrs. Bradley directed the Public Works Department to reduce the temperature in the buildings. As the Board is aware, it is extremely cold in the Board room this evening. In addition, by lowering the temperature in the offices, employees will be working in frigid conditions. Mr. Vargo has provided a memorandum in response to Commissioner Szoko's directive listing other ways that the heating can be reduced, without turning down the thermostat. Mr. Vargo's memorandum will be followed and the heat will be turned back up. The second voucher was for the payment of Commissioners and their spouses/partners for the Turtle Creek Valley Council of Governments installation of officers dinner to be held at the end of February. In the past, the Township always initially paid the cost for both the Commissioner and their spouse/partners. Commissioner Szoko has directed that the Township only pay for the Commissioners and that the Commissioners pay for their own spouses separately. The majority of the Board of Commissioners was agreeable to this approach.

Mrs. Bradley stated that while meeting with Commissioner Szoko at the beginning of the year, Commissioner Szoko gave Mrs. Bradley a list of initiatives/projects that he wanted explored. One of these initiatives was to sell the naming rights to the Township's Parks. While doing research for the amendment for Chapter 65 of the Codified Book of Ordinances, Mrs. Bradley came upon an application on Monroeville's website for the naming rights for various attributes in the new Monroeville Community Park. She printed this information and will refer it to Commissioner Fialla, the Chairperson for Recreation, Buildings and Grounds, for follow up.

Finally, Mrs. Bradley reminded the Board and the audience that this Wednesday, the Board will hold their first committee meetings. Committee meetings are advertised to begin at 6 PM. However, this Wednesday, the Board will be meeting in executive session on a personnel matter at 6 PM and Committee Meetings will commence following that executive session. Department Heads are required to be in attendance at Committee Meetings.

Commissioners' Comments:

Commissioner Szoko thanked Chief Guthrie for analyzing his budget and attempting to come up with a way to save funds in 2008. He also thanked Mrs. Bradley for providing the information from Monroeville on naming rights for their Community Park. Finally, Commissioner Szoko stated that it is again his goal to not have to raise real estate taxes in 2008. He will work very hard to achieve that goal and will try to give a message of that nature at every meeting. He believes that after 2009, when the tax abatements are over and the Showcase site is developed, the Township will be in good financial shape.

Commissioner Padula questioned the necessity of the manager preparing and providing the information relative to a \$9.77 account which had been closed in August of 2007. Mrs. Bradley explained that she had received a telephone call, prompted by Chief Guthrie, from the Department of Justice relative to this account. She provided this information to not only the Board, but also to the Solicitor and the Auditor. Based upon

her conversations with Ann Insley of the Department of Justice, all actions taken were appropriate and Chief Guthrie just needs to amend the 2006 report to reflect that the Township expended more than it received in DOJ funds. Chief Guthrie stated that he disagrees that the appropriate actions were taken. Mrs. Bradley closed this account, which is against the rules. Furthermore, he will not amend a report to inaccurately reflect the expenditure of DOJ funds that were transferred back into the Township's General Fund. Mrs. Bradley stated that this account has not been closed. The account that was closed, which was a Township account, not a federal account, was a subsidiary to the General Fund account. This account was created upon the receipt of funds from the DOJ, as is required of not only the Federal Government, but also by State agencies. Upon the expenditure of all monies in the fund, an interest payment in the amount of \$9.45 was credited to the account. This \$9.45 accumulated to \$9.77 before the account was closed. Because the Township expended more in police department related purchases (i.e., shotguns and duty weapons) than it received in DOJ funds, it was appropriate to transfer the remaining balance of \$9.77 to the General Fund. Chief Guthrie stated that he disagrees and has contacted Mary Beth Buchanan's office to review this information. Ann Insley is just an administrative employee and cannot make this decision. After continued prolonged discussion on this subject, Chief Guthrie stated: "That's why we're in federal court, because you keep attacking me." Chief Guthrie was referring to the members of the Board of Commissioners.

Commissioner Costa thanked everyone for their attendance at the meeting.

Commissioner Fialla offered her congratulations to Mary Beth Bowler on her recent appointment to Fire Chief for Wilkins VFD #4 and thanked the Woodland Hills Progress for the coverage of this event. Ms. Fialla also stated that she recently spoke with a representative of the City of Pittsburgh who has indicated that the City is not only interested in working on the refuse contract with Wilkins, but on several other energy saving initiatives. She would like to have this representative speak with the Turtle Creek Valley Council of Governments. Finally, Mrs. Fialla thanked everyone for coming to the meeting and wished everyone a Happy Valentine's Day.

Commissioner Wilson apologized for the meeting room temperature and stated that it is not his intent to try to save money at the expense of the taxpayers and he will not agree to jeopardizing the health of the employees through the lowering of room temperatures.

(8-70) MOVED FIALLA-COSTA to adjourn. The meeting was adjourned at 9:35 PM.  
The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley  
Secretary