

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, APRIL 14, 2014

The Regular Meeting of Monday, April 14, 2014 was brought to order at 7:05 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli                      Ms. Criner  
Mr. Boyd                      Mr. Wells  
Mr. Costa was absent

(91-14) MOVED CRINER-BOYD to approve the minutes of the Second Stated Meeting of March 31, 2014 as presented. The motion was adopted by unanimous roll call vote of all those present.

Communications:

Inspector Darrel Parker of the Allegheny County District Attorney’s office submitted correspondence requesting that the Township approve the request of Pennsylvania Law Enforcement to conduct the Law Enforcement Torch Run through Wilkins Township on June 2<sup>nd</sup> and agreeing to fully indemnify, save harmless and, defend the Commonwealth (et al) from and against any claims, suits or actions for injury, death or property damage arising from or because of the acts or omissions of the sponsor, its officers, agents or employees.

(92-14) MOVED CRINER-BOYD to approve the request of Pennsylvania Law Enforcement to conduct the Law Enforcement Torch Run through Wilkins Township on June 2<sup>nd</sup> and agreeing to fully indemnify, save harmless and, defend the Commonwealth (et al) from and against any claims, suits or actions for injury, death or property damage arising from or because of the acts or omissions of the sponsor, its officers, agents or employees. The motion was adopted by unanimous roll call vote of all those present.

Citizens’ Comments:

None.

REPORTS:

The Engineers Report is on file in the Manager’s Office

Police Report for March 2014:

	<u>2013</u>	<u>2014</u>
Total Police Calls Logged	231	257
Total Criminal Offenses Reported	29	32
Criminal Arrests/Persons Charged	10	9
Criminal Offenses Cleared	10	6
Traffic Citations Issued	24	23
Parking Tags Issued	5	7
Parking Citations Issued	0	0
Monies collected during March	\$ 4,994.82	\$ 6,784.77

In addition to the monthly report, Chief Krancic reported the following:

3/5 Rite Aid-Counterfeiting; 3/7 Comfort Inn-Public Intoxication; 3/7 Sunoco-Counterfeiting; 3/11 Sheetz-Drugs; 3/26 Thompson Street-2 arrests (1) Warrant Arrest (2) Hindering Apprehension; 3/29 Mega Deli-Attempted Robbery, store owner told Actor “I know you” and Actor fled.

Mr. Bruener’s PWD Report is on file in the Manager’s Office.

Fire Companies:

WTVFD #1 reported the following for March 2014: 12 Fire Calls, Man-Hours 135.5; 3 Practices, Man-Hours 78; 1 Meeting, Man-Hours 33; 1 Special, Man-Hours 34; Total Man-Hours 247.5.

WTVFD #3 reported the following for March 2014: 12 Fire Calls, Man-Hours 152.03; 14 Specials, Man-Hours 632; Total Man-Hours 784.03.

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WTVFD #4 reported the following for March 2014: 7 Fire Calls, Man-Hours 41.75; 1 Fire School, Man-Hours 18; 1 Drill, Man-Hours 4.5; 11 Work Details, Man-Hours 57.5; 3 Meetings, Man-Hours 42.5; Total Man-Hours 164.25.

Building Permits Issued for March 2014: #2831 Not yet picked up; #2834 3928 Dowling \$160.29; #2836 Not yet Picked up; #2837 445 Wilber Lutterman Excavating, Demo \$162.62; #2838 349 Frazier, Deck \$79.

Deed Transfer Tax: The Township received \$2,205.01 in deed transfer tax in the month of March, representing transfer tax collected by Allegheny County in the month of February. The budget is currently at 19.06%.

Tax Collectors Report for March 2014:

Balance Collectable – beginning of the month	\$0.00
Assessments	\$2,324,208.46
Homesteads	\$0.00
Discounts	\$0.00
Total Collectable	\$2,324,208.46
Additions	\$31.21
Exonerations – Total Adjustments	\$-801.17
Net Adjustments	\$-769.96
Net Collectable	\$2,323,438.50
Face Collections	\$-471,280.71
Balance Collectable – End of the month	\$1,852,157.79
Face amount of collections	\$471,280.71
Plus Penalties	\$0.00
Less Discounts	\$-9,425.55
Total Cash Collected	\$461,855.16
Refunds (exonerations)	\$0.00
Overpayment Refunds	\$0.00

Act 511 for March 2014:

Earned Income Taxes:

				Difference
Current Month	\$87,418.08	Previous Year	\$73,423.29	
Current YTD	\$227,476.43	Previous YTD	\$216,691.11	\$10,785.32
		2014 Budget-	\$700,000	

Local Service Tax:

				Difference
Current Month	\$27,577.18	Previous Year	\$19,239.03	
Current YTD	\$35,600.06	Previous YTD	\$33,055.30	\$2,544.76
		2014 Budget-	\$140,000	

Mercantile Tax:

				Difference
Current Month	\$1,166.19	Previous Year	\$9,920.30	
Current YTD	\$4,545.27	Previous YTD	\$12,420.08	(\$7,874.81)
		2014 Budget -	\$320,000	

Business Privilege Tax:

				Difference
Current Month	\$20,377.93	Previous Year	\$12,595.57	
Current YTD	\$29,387.45	Previous YTD	\$16,745.61	\$12,641.84
		2014 Budget -	\$235,000	

The Solicitors Report: Mr. Rushford discussed agenda item #3 and #4 under New Business, the action that the Civil Service Board took to extend the eligibility list by one year and the amendment to the rules and regulations permitting officers to run/hold office as school board director in counties of the 2<sup>nd</sup> Class (Allegheny).

(93-14) MOVED CRINER-BOYD to approve the payment of the schedule of bills in the amount of \$286,901.92. The motion was adopted by unanimous roll call vote of all those present.

Old Business:

**RESOLUTION NUMBER 09-2014**

**A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ADOPTING A JOB DESCRIPTION FOR THE POSITION OF CODE ENFORCEMENT OFFICER**

(94-14) MOVED BOYD-WELLS to adopt Resolution #9-2014. The motion was adopted by unanimous roll call vote of all those present.

(95-14) MOVED CRINER-WELLS to approve the Solicitor's recommended amendment to the draft Recreational Vehicle Ordinance to eliminate the 5' setback requirement and replace it with the following language: "All recreational vehicles must be parked in a location that does not impede the adjoining property owner's ingress and egress to their property from their dwelling," and eliminating the first sentence of Section 2 Paragraph C (5).

(96-14) MOVED BOYD-WELLS to accept the recommendation of the Engineer to pay Lutterman Excavating \$18,250 for the demolition of 445 Wilbur Avenue from the FEMA Fund.

Motions 95-14 to 96-14 inclusive were adopted by unanimous roll call vote of all those present.

New Business:

(97-14) MOVED WELLS-CRINER to accept the recommendation of the Manager and the Solicitor and authorize the settlement of tax assessments for the years 2013 and 2014 for Building #4 and Building #7, as follows: Building #4: (Parcel #: 542-K-55) 2013-2014 County Assessed Value \$6,236,100. 2013-2014 Proposed Assessed Value: \$4,775,000. Building #7: (Parcel #: 542-P-11) 2013-2014 County Assessed Value: \$4,564,400. 2013-2014 Proposed Assessed Value: \$3,600,000. The proposed settlement will result in a refund to PCELL in the amount of \$15,119.46 (face) for 2014 and \$9,979.60 (face) for 2013.

(98-14) MOVED BOYD-CRINER to authorize the payment of prorated share of the invoice for appraisal work for the PCELL Settlement to the Woodland Hills School District. The total cost of the work was \$2,000. The Township's share (17%) is \$340.

(99-14) MOVED BOYD-CRINER to accept the Eligibility List as recertified by the Civil Service Commission at their public meeting held on Tuesday April 8, 2014. The Eligibility List will expire April 8, 2015.

Motions 97-14 to 99-14 inclusive were adopted by unanimous roll call vote of all those present.

(100-14) MOVED BOYD-WELLS to accept the recommendation of the Chief to hire Patricia Roccasano of Hart Drive as a crossing guard at an hourly rate of \$12.73 to act as a fill in as needed. The motion was adopted by a 3-0 vote with Ms. Criner abstaining and Mr. Costa being absent.

(101-14) MOVED CRINER-WELLS to accept the recommendation of the Engineer to award the 2014 Paving Contracts as follows: Contract #1 (Jefferson Heights & Briaridge) – A. Folino Construction: \$179,679.50; Contract #2 (Wallace Avenue) – Russell Standard: \$39,850.00.

(102-14) MOVED BOYD-CRINER to authorize the Manager to submit correspondence to Cargill advising that the Township wishes to exercise the third option year for salt.

(103-14) MOVED BOYD-WELLS to agree to reimburse the park monitors for the cost of required clearances (\$50.00).

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(104-14) MOVED BOYD-WELLS to approve the donation of \$60 to the Churchill Area Environmental Council for a scholarship (\$250) for Jacob Burke, a Township resident, who completed an informational kiosk at Bullock Pens Park.

(105-14) MOVED CRINER-BOYD to authorize payment for those Commissioners who would like to attend the Allegheny County & Western Pa Association of Township Commissioners Spring Convention at the Grant Hall at the Priory on May 15<sup>th</sup> at a cost of \$55 per person.

(106-14) MOVED CRINER-BOYD to approve the recommendation of the Recreation Advisory Board for the bands for the Summer Festival and to authorize execution of the contracts contingent upon the review and approval of the Township Solicitor, as follows: Dallas Marks: \$1,000; Tres Lads: \$1,650; Billy Price: \$2,500; Soul Searchers: \$1,500 and Joe Grushecky: \$3,500.

(107-14) MOVED BOYD-WELLS to authorize the manager to send a thank you note to Mr. & Mrs. DeRiso for their donation of trees and shrubbery for Township use.

(108-14) MOVED CRINER-WELLS to accept the recommendation of Mr. Boyd to permit the Share the Road East Group to meet in the Community Center at 7:00 PM on the third Monday of each month.

Motions 101-14 to 108-14 inclusive were adopted by unanimous roll call vote of all those present.

Commissioners' Comments:

Ms. Criner and Mrs. Martinelli both reported that they attended the Allegheny League of Municipalities Conference at Seven Springs. At the conference, the Township was honored for receiving designation as a Banner Community for the second year in a row. Also, District Attorney Zappala held a session on wrist bands that have been developed for use on autistic or mentally handicapped individuals to be used to help locate these individuals if they walk away.

Mrs. Martinelli also reminded the residents that the Spring Cleanup will be held on April 26<sup>th</sup> beginning at 9:00 AM at the Community Center and congratulated the Recreation Advisory Board for another successful event.

(108-14) MOVED CRINER-BOYD to adjourn. The meeting adjourned at 8:16 PM. The motion was adopted by unanimous roll call vote of all those present.

Respectfully submitted,

Rebecca Bradley  
Secretary