

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, JANUARY 13, 2014

The Regular Meeting of Monday, January 13, 2014 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(22-14) MOVED COSTA- CRINER to approve the minutes of the Budget Meeting, the Regular Meeting of Monday, December 16, 2013 and the Reorganization Meeting of Monday, January 6, 2014 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Mr. & Mrs. Rosella of 236 Penhurst Drive submitted correspondence thanking Sergeant Lamb and Officers Kemp and Davis for their help when a deer entered their home on January 2nd.

Ms. Chris Vitale, Manager of Injury Prevention at Children's Hospital of Pittsburgh, UPMC, submitted correspondence congratulating Chief Krancic on his quick response to the 100 bike helmet project with the Kohl's Hard Heads Helmet Program at Children's Hospital. The Township will receive a donation of 100 bike helmets to distribute to the children of the community.

Mr. Rawley Krasik submitted a Petition to the Wilkins Township Board of Commissioners to Address Vacant and Obsolete Housing in Wilkins Township.

Mr. Hill, at the request of Mrs. Martinelli, addressed the Board. Mr. Hill has created a list of the vacant houses in the community. There are slightly more than 100 and they are in various conditions and in all neighborhoods. He has provided each member of the Board with a copy of this inventory which also includes a brief description of the structure. Mr. Hill also has a picture file on each of these homes. He needs guidance from the Board on how to proceed. He stated that he recently saw an article in the Pittsburgh Tribune Review, upon which the Board was copied, where Crafton formed a Vacant Property Review Committee. This committee has various professions on it such as real estate agents, an attorney, a banker and an architect. The committee would be charged with assessing the properties and making recommendations on how to proceed with each.

Mrs. Martinelli stated that the Commissioners recognize the impact of vacant housing and blight on the neighborhoods and are seeking community feedback on this issue. Mrs. Martinelli also touched upon an agenda item tonight – the West to West Coalition. Mrs. Martinelli met with Steve Pholnar who discussed how the township could work to gain ownership of houses, refurbish them and then sell them. What is unclear is whether or not there is a fee involved for the West to West Coalition involvement.

Mr. Rushford briefly discussed conservatorship and land banking as two options that the Board should explore.

Citizens' Comments:

Mr. Bob Wingrove of 338 Braddsley Drive complained about the overflowing Abitibi dumpster and questioned when that would be resolved.

Mrs. Dorothy Musial of 313 Frazier Drive questioned Agenda Item 3 under Old Business; questioning exactly who was being exonerated from the collection of taxes.

Mr. Dan Romanelli of 703 McMasters Avenue provided the Board of Commissioners with information about the motto "In God We Trust" in response to a resolution that was adopted at the previous meeting of the Board. Mr. Romanelli also requested that the Township begin posting the agenda for the meeting on the website in advance of the meeting and requested a "No Littering" sign be put up on McMasters Avenue.

REPORTS:

All reports were read.

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

Police Report for December 2013:

	<u>2012</u>	<u>2013</u>
Total Police Calls Logged	214	263
Total Criminal Offenses Reported	35	27
Criminal Arrests/Persons Charged	13	2
Criminal Offenses Cleared	11	3
Traffic Citations Issued	8	13
Parking Tags Issued	3	3
Parking Citations Issued	0	0
Monies collected during December	\$ 4,373.50	\$ 4,738.82

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

DUI at Kingston Drive. \$30,000 in damages to the traffic lights. Accidental self inflicted gunshot wound to hand while owner was cleaning gun-Laurel Village. Hunting complaint-Township building & Highland Avenue, two persons entered the woods. Actors were gone when officer arrived. Dog Bite-940 Rita Drive, two rottweilers attacked a 12 year old walking on Rita. Dogs located, charges pending. Retail theft at Shop- N- Save, \$20.43 in merchandise. Manager requested actor be identified for private prosecution.

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

Fire Companies:

WTVFD #1 reported the following for December 2013: 13 Fire Calls, Man-Hours 41.5; 2 Practices, Man-Hours 35; 1 Special, Man-Hours 38.5; 1 Meeting, Man-Hours 30; Total Man-Hours 145.

WTVFD #3 reported the following for December 2013: 11 Fire Calls, Man-Hours 21.82; 3 Activities, Man-Hours 24.66; Total Man-Hours 46.48.

WTVFD #4 reported the following for December 2013: 5 Fire Calls, Man-Hours 15; 1 Drills, Man-Hours 6; 5 Work Details, Man-Hours 31; 4 Meetings, Man-Hours 166; Total Man-Hours 218.

Building Permits Issued for December 2013: #2822 & #2829 Not yet picked up.

Deed Transfer Tax: The Township received \$1,580.25 in deed transfer tax in the month of December, representing transfer tax collected by Allegheny County in the month of November. As of December 31, 2013, it was at 128.4% of budget.

George Porado's Tax Collector's Report for December:

Balance Collectable – beginning of the month	\$85,265.96
Assessments	\$0.00
Additions	\$0.00
Exonerations – Total Adjustments	\$-786.17
Net Adjustments	\$0.00
Net Collectable	\$85,265.96
Face Collections	\$-18,470.93
Balance Collectable – End of the month	\$66,795.03
Face amount of collections	\$18,470.93
Plus Penalties	\$1,847.09
Less Discounts	\$-0.00
Total Cash Collected	\$20,318.02
Refunds (exonerations)	\$652.03
Overpayment Refunds	\$165.56

Act 511 for December 2013:

<u>Earned Income Taxes:</u>			Difference
Current Month	\$77,112.72	Previous Year	\$78,060.56
Current YTD	\$829,533.92	Previous YTD	\$821,997.15
			\$7,536.77
		2013 Budget-	\$650,000

<u>Local Service Tax:</u>			Difference
Current Month	\$20,361.51	Previous Year	\$21,116.78
Current YTD	\$147,074.23	Previous YTD	\$140,828.46
			\$6,245.77
		2013 Budget-	\$130,000

<u>Mercantile Tax:</u>			Difference
Current Month	\$73.50	Previous Year	\$123.00
Current YTD	\$330,906.94	Previous YTD	\$335,292.85
			(\$14,385.91)
		2013 Budget -	\$340,000

<u>Business Privilege Tax:</u>			Difference
Current Month	\$6,002.19	Previous Year	\$1,218.51
Current YTD	\$255,109.61	Previous YTD	\$252,792.87
			\$2,316.74
		2013 Budget -	\$250,000

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

(23-14) MOVED CRINER-COSTA to approve the payment of the schedule of bills in the amount of \$249,693.32. The motion was adopted by unanimous roll call vote.

ORDINANCE NUMBER 1039

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA AMENDING THE WILKINS TOWNSHIP CODIFIED BOOK OF ORDINANCES, CHAPTER 33, PERSONNEL, ARTICLE I, PERSONNEL POLICIES, SECTION 33-6, RESIDENCE REQUIREMENTS; EXCEPTIONS; ENFORCEMENT AND REPORTING TO ADD AN EXCEPTION THAT FULLTIME MEMBERS OF THE MAINTENANCE EMPLOYEES ASSOCIATION WITH TEN OR MORE YEARS OF FULLTIME SERVICE MAY RESIDE WITHIN THREE AIR MILES OF THE WILKINS TOWNSHIP MUNICIPAL BUILDING.

(24-14) MOVED COSTA-BOYD to read Ordinance #1039 for the first time by title only.

(25-14) MOVED BOYD-COSTA to accept the first reading of Ordinance #1039.

(26-14) MOVED COSTA-BOYD to read Ordinance #1039 for the second time by title only.

(27-14) MOVED COSTA-WELLS to adopt Ordinance #1039.

Motions 24-14 to 27-14 inclusive were adopted by unanimous roll call vote.

(28-14) MOVED CRINER-BOYD to ratify the action of the Manager to bind insurance coverage for the period January 1, 2014 through December 31, 2014 as follows: Workers Compensation: State Workers Insurance Fund: Township Employees: \$194,349; Volunteer Fire Companies: \$17,265; Package Policies: Scottsdale/Darwin: Police Professional: \$9,227; Public Officials Liability: \$9,015; Property & Inland Marine: \$7,906; General Liability: \$8,509; Pesticide/Herbicide (included); Automobile – Township: \$11,599; Umbrella Policy: \$7,458.51 and Automobile, Volunteer Fire Fighters: \$11,762. Grand Total: \$277,090.51.

(29-14) MOVED COSTA-CRINER to accept Mr. Porado's request for exoneration from the unpaid balance of 2013 Real Estate Tax in the amount of \$66,660.89.

(30-14) MOVED COSTA-BOYD to authorize the Engineer to resubmit grant applications to the Allegheny County Economic Development Community Infrastructure and Tourism Fund for the Dowling Avenue Sanitary Sewer Project and the Linhart Area Sewer Separation Project.

(31-14) MOVED CRINER-WELLS to authorize the appointment of Ralph and Gerry Marting, Frank Greco and Bill Wilson to the Bicentennial Committee.

Motions 28-14 to 31-14 inclusive were adopted by unanimous roll call vote.

RESOLUTION #1-2014

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

(32-14) MOVED BOYD-CRINER to adopt Resolution #1-2014. The motion was adopted by unanimous roll call vote.

RESOLUTION #2-2014

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, NAMING APRIL 26, 2014 AS LOCAL GOVERNMENT DAY IN WILKINS TOWNSHIP

(33-14) MOVED BOYD-COSTA to adopt Resolution #2-2014. The motion was adopted by unanimous roll call vote.

(34-14) MOVED WELLS-COSTA to agree that the 2014 Budget not be reopened.

(35-14) MOVED CRINER-BOYD to authorize execution of the Babb Medical Reimbursement Plan – Administrative Services Proposal.

(36-14) MOVED BOYD-COSTA to authorize the members of the Board of Commissioners to attend either the Spring or the Fall Allegheny League of Municipalities Conference at the Township's expense.

Motions 34-14 to 36-14 inclusive were adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Boyd named the following as goals for 2014:

1. Recruit new businesses: A meeting should be scheduled with Penn Center Management to discuss what avenues the Township can take to aid in attracting new business to Wilkins. Also, the Township needs to remain focused on how it is being marketed through the website and other media.
2. Board members should financially and otherwise support new businesses locating within the Woodland Hills School District like the new restaurant opening in Braddock. The success of businesses in communities of the Woodland Hills School District creates success for the entire district.
3. Consider regional services, specifically in the area of Code Enforcement. Just because this venture was unsuccessful in the past does not mean that the Township should stop trying to partner with surrounding communities on this initiative.
4. Waste collection – Mr. Boyd is pleased with the expanded recycling list and hopes to continue to work on finding solutions to the Township's compost heap and the ability of residents to safely dispose of grass and yard clippings.
5. Reduce paper copies by using double sided features on the copier and emailing documents such as newspaper articles instead of copying them.

6. Recruit additional members for the Recreation Advisory Committee.
7. Advertise the completion of the Lions Park walking/bike trail. Reconsider dog ordinance which prohibits dogs in the park to permit dogs to be on the path, but not on the fields.
8. Post the agenda on-line at least by Friday before the meeting.
9. Increase the size of Zoning Notices posted on the street and /or create a link to the website through a smart phone app.

Commissioner Martinelli reminded everyone that the Wilkins Township Recreation Advisory Board would meet tomorrow (January 14, 2014) beginning at 7:00 PM in the Community Center.

(37-14) MOVED COSTA-WELLS to adjourn. The meeting adjourned at 8:35 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary