

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, SEPTEMBER 12, 2016

The Regular Meeting of Monday, September 12, 2016 was brought to order at 7:00 PM by President Sylvia J. Martinelli. ***All were asked to remain standing following the Pledge of Allegiance for a moment of silence in honor of the victims of the September 11, 2001 attack on the nation.*** A quorum was present as follows:

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

(205-16) MOVED CRINER-BOYD to approve the minutes of the Regular Meeting of Monday, August 8, 2016 as presented. The motion was adopted by unanimous roll call vote.

Executive Session:

Mrs. Martinelli announced that the Board met in Executive Session from 6:00 PM – 7:00 PM to discuss contract negotiations and a police personnel matter.

Communications:

Arletta Scott-Williams, Executive Director of ALCOSAN submitted correspondence advising that the Township's Letter of Interest in making application for the GROW grant was accepted and the Township has been invited to apply. Grant applications are due on October 31, 2016.

Mr. Robert Hurley, Director of Allegheny County Economic Development, advised the Township that a meeting will be held on September 20, 2016 from 6:00 PM – 8:00 PM at the Greentree Borough Municipal Building. At that time, the draft Phase II Allegheny County Stormwater Management Plan will be released, including highlights of the model stormwater management ordinance.

Mr. Stephen Catarinella of 129 Tynewood Drive submitted correspondence to the Board offering the donation of Lot/Block 372-K-10, a vacant .38 acre parcel of land between Elizabeth and Roland with an access from Lucia, to be used as green space, a nature preserve or a park.

Ms. Cheryl Fedder of 110 George Street requested assistance from the Township in slowing down vehicles that are going to Linhart Park for football practice.

Citizens' Comments:

Mr. and Mrs. William Ward of 119 George Street registered a complaint about the traffic and speeding on George and James Street as well as the noise at the park. Ms. Ward stated that the Township ordinance requires the park to be closed at dusk, but on many occasions, that has not been the case. Many times there are activities well into the evening including people playing basketball with their headlights on. She suggested that the Board consider putting a gate up to limit afterhours access.

Ms. Anna Coll and Mr. Richard Anderson of 122 George Street also registered a complaint about the speed of the vehicles on the street.

REPORTS:

(206-16) MOVED CRINER-BOYD to waive the reading of the reports. The motion was adopted by a 4-1 vote with Mrs. Martinelli voting no.

(207-16) MOVED MARTINELLI-CRINER to read the Engineers Report and the Public Works Report and hear the Solicitor's report. The motion was adopted by unanimous roll call vote.

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

Police Report for August 2016:

	<u>2015</u>	<u>2016</u>
Total Police Calls Logged	258	252
Total Criminal Offenses Reported	35	
Criminal Arrests/Persons Charged	6	

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Criminal Offenses Cleared	3	
Traffic Details		360
Traffic Citations Issued	8	4
Parking Tags Issued	4	10
Parking Citations Issued	0	0
Monies collected during July	\$ 1,798.24	\$ 1,190.61

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

False ID-Frazier Drive. Actor arrested & charges filed. Retail Theft-HH Gregg. Actor arrested & charges filed. Public Intoxication-Comfort Inn. Actor Cited & released to family. Criminal Mischief-Bob's Lounge. Actor arrested & charged. DUI-Brown Avenue. Actor arrested & charged. 7 Motor Vehicle Accidents, 1 Retail Theft, 1 Public Intoxication, 1 Criminal Mischief, 1 DUI, 1 False ID and 1 Mental Health.

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

Fire Companies:

WTVFD #1 reported the following for August 2016: 32 Fire Calls, Man-Hours 61.96; 1 Admin Work, Man-Hours 21; 3 Misc. Activity, Man-Hours 7.5; 2 Station Maintenance, Man-Hours 2.5; 5 Company Training, Man-Hours 227.5; Total Man-Hours 320.46.

WTVFD #3 reported the following for August 2016: 25 Fire Calls, Man-Hours 78.09; 2 Training, Man-Hours 23.81; 2 Activities, Man-Hours 31.5; Total Man-Hours 133.4.

WTVFD #4 reported the following for August 2016: 17 Fire Calls, Man-Hours 60; 14 Work Details, Man-Hours 116.75; 2 Drills, Man-Hours 21.75; 2 Meetings, Man-Hours 5.5; Total Man-Hours 204.

Building Permits Issued for August 2016:

#2666 (extension)-247 Churchill, Single Family \$506.56; #2946-400 Penn Ctr., Interior Alt \$180.91, Site Plan \$525; #2947-141 Penhurst, Deck \$79; #2948-816 Alpine, Deck \$79; #2949-861 Larimer, Residential Stairs \$79; #2950-1460 Laurel, Solar/w gen backup \$284.80; #2951-3440 Wm Penn, Re-Roofing \$4,429.

Deed Transfer Tax:

The Township received \$6,948.44 in deed transfer tax in the month of August 2016, representing transfer tax collected by Allegheny County in the month of July 2016.

George Porado's Tax Collector's Report for August 2016:

Balance Collectable – beginning of the month	\$127,205.42
Assessments	\$0.00
Additions	\$0.00
Exonerations	\$0.00
Net Adjustments	\$0.00
Net Collectable	\$127,205.42
Face Collections	\$-7,788.71
Balance Collectable – End of the month	\$119,416.71
Face Exonerations	\$0.00
Actual Face Due Balance	\$119,416.71
Face amount of collections	\$7,788.71
Plus Penalties	\$712.67
Less Discounts	\$-12.86
Other (under/over)	\$0.00
Total Cash Collected	\$8,488.52
Less Face Exonerations	\$0.00
Less Overpayment Refunds	\$0.00
Net Collections	\$8,488.52
Exoneration Refund Amount	\$0.00
Refunded Overpayments	\$0.00

Act 511 for August 2016:

<u>Earned Income Taxes:</u>			Difference
Current Month	\$77,819.45	Previous Year	\$70,932.30
Current YTD	\$538,334.75	Previous YTD	\$522,746.37
			\$15,588.38
2016 Budget-\$820,000			

<u>Local Service Tax:</u>			Difference
Current Month	\$9,557.77	Previous Year	\$7,440.72
Current YTD	\$96,107.74	Previous YTD	\$135,315.34
			(\$39,207.60)
2016 Budget-\$140,000			

<u>Mercantile Tax:</u>			Difference
Current Month	\$742.13	Previous Year	\$9,544.95
Current YTD	\$351,713.11	Previous YTD	\$302,370.39
			\$49,342.72
2016 Budget - \$275,000			

<u>Business Privilege Tax:</u>			Difference
Current Month	\$1,673.24	Previous Year	\$46,228.26
Current YTD	\$195,360.60	Previous YTD	\$333,681.47
			(\$138,320.87)
2016 Budget - \$230,000			

Solicitors Report:

The lawsuit against the WPJWA regarding the Highland Avenue slide was served by the Sheriff's Department. The WPJWA turned it over to their insurance carrier who assigned legal counsel. The first assigned legal counsel withdrew due to a prior representation of the township conflict and new legal counsel has been assigned. Mr. Rushford will provide further updates at the next meeting.

(208-16) MOVED CRINER-BOYD to approve the payment of the schedule of bills in the amount of \$168,660.74. The motion was adopted by unanimous roll call vote.

Old Business:

**RESOLUTION NUMBER 18-2016**

**A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROVING THE TRANSACTIONS CONTEMPLATED BY THE CONTRACT BETWEEN THE TOWNSHIP OF WILKINS AND THE REDEVELOPMENT AUTHORITY OF ALLEGHENY COUNTY ACTIVE ALLEGHENY GRANT PROGRAM; AND AFFIRMING THAT SUCH RESOLUTION HAS NOT BEEN AMENDED, MODIFIED, REVOKED OR RESCINDED**

(209-16) MOVED BOYD-WELLS to adopt Resolution #18-2016. The motion was adopted by unanimous roll call vote.

(210-16) MOVED COSTA-WELLS approving the new fee schedule recommended by Code.sys Code Consulting. The motion was adopted by unanimous roll call vote.

New Business:

Presentation of Non-Uniform Minimum Municipal Obligation:

Mrs. Bradley announced that the Township's obligation to the Non-uniform Pension Plan for 2017 is \$14,812, a decrease of \$7,402 from 2016. These funds must be paid into the pension plan no later than December 31, 2017 and must be budgeted as an expenditure in the 2017 Budget.

(211-16) MOVED BOYD-CRINER accepting the recommendation of Bill Asay of Mockenhaupt Benefits Group to prepare a restatement of the Police Pension Plan Ordinance to include revised language for Killed in Service benefits (KIS) and Internal Revenue Code (IRC) requirements at a cost of \$4,000-\$4,500 to be disbursed from the Police Pension Plan. The motion was adopted by unanimous roll call vote.

**RESOLUTION NUMBER 19-2016**

**A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE DESTRUCTION OF SPECIFIC RECORDS IN CONFORMANCE WITH RESOLUTION NUMBER 14-2009 AND THE MUNICIPAL RECORD MANUAL APPROVED BY THE LOCAL GOVERNMENT RECORDS COMMITTEE ON DECEMBER 16, 2008**

(212-16) MOVED COSTA-BOYD to adopt Resolution #19-2016. The motion was adopted by unanimous roll call vote.

(213-16) MOVED BOYD-CRINER authorizing the manager to send proposed ordinance 1065, amending the zoning ordinance (signs) to Allegheny County Planning Commission for comment and subsequently authorizing the advertisement for a public hearing on the amendment.

(214-16) MOVED BOYD-WELLS ratifying the filing of three pre-applications for CDBG funding with the Turtle Creek Valley COG, as follows: Demolition of Structures (10): \$220,000; Brown Avenue hanging sewer line project: \$203,759 and Lions Park Phase II Master Site Plan \$250,000.

(215-16) MOVED BOYD-CRINER authorizing the manager to apply for an Allegheny Grows Community Garden Program grant.

(216-16) MOVED COSTA-BOYD accepting the recommendation from Mr. Hill authorizing the Engineer to prepare specifications and seek quotes for the demolition of 649 Beaver Street and authorizing the Solicitor to prepare the necessary documents to condemn the property.

(217-16) MOVED CRINER-BOYD approving the proposed schedule for meetings to develop the 2017 Budget and authorizing the advertisement of the same, as follows: September 26<sup>th</sup> at 6:00 PM, October 24<sup>th</sup> at 6:30 PM and November 14<sup>th</sup> at 6:30 PM.

(218-16) MOVED COSTA-BOYD accepting the recommendation of the Public Works Superintendent to accept the quote presented by Phones Plus dated August 23, 2016 for the installation of security cameras on the exterior of the Municipal Building and the interior and exterior of the Community Center at a cost of \$15,968.76.

(219-16) MOVED BOYD-WELLS accepting the recommendation of the Workplace Safety Committee to amend the Personnel Code of the Township by adopting a Personal Protective Equipment Policy.

(220-16) MOVED BOYD-CRINER placing a moratorium on Municipal park field usage until a policy for future requests is formulated.

(221-16) MOVED COSTA-BOYD accepting the request of Jessica Reed of 9 Curry Court to have Girl Scout (Daisies) meetings in the Community Center the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of each month.

(222-16) MOVED CRINER-BOYD to accept the recommendation of the Chief of Police to hold Trick or Treat on October 31, 2016 from 6:00 PM – 8:00 PM.

(223-16) MOVED BOYD-CRINER authorizing Mr. Costa and Mr. Bruener to attend the Three Rivers Wet Weather Sewer Conference to be held at the Monroeville Convention Center on October 12-13 from 8:00 AM – 4:00 PM at a cost of \$75.00 each.

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(224-16) MOVED BOYD-CRINER accepting the request of Mr. Porado to join the Pennsylvania State Tax Collector Association at a cost of \$70.00.

(225-16) MOVED CRINER-BOYD accepting the request of the Manager to attend the APMM/PELRAS Fall Manager's meeting to be held at the Highland Gardens Golf Club, Cranberry Township, on October 14, 2016 from 8:30 AM – 4:00 PM at a cost of \$120.

(226-16) MOVED WELLS-COSTA accepting the request of the Recreation Advisory Board for \$200 for the Ghouls and Goblins event and \$1,000 for the Lunch with Santa event.

(227-16) MOVED BOYD-CRINER authorizing the disbursement of \$2,000 to the C.C. Mellor Memorial Library as the 2016 budgeted donation.

Motions 213-16 TO 227-16 inclusive were adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Costa congratulated Liz Kostandinu, a resident of Wilkins Township and a former member of the Recreation Advisory Board on her new employment as the manager of Inquire Within, a WQED program.

Mr. Boyd advised the residents that from September 19<sup>th</sup> through the beginning of November, a dumpster would be available at the Municipal Building for residents wishing to dispose of brush and yard growth and also announced that he would be meeting with Senator Costa on Wednesday to discuss the Mon-Fayette Project.

(228-16) MOVED BOYD-WELLS to adjourn. The meeting adjourned at 8:30 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley  
Secretary