

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, SEPTEMBER 9, 2013

The Regular Meeting of Monday, September 9, 2013 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. Wilson

(163-13) MOVED WILSON-COSTA to approve the minutes of the Regular Meeting of Monday, August 12, 2013. The motion was adopted by unanimous roll call vote.

Communications:

Mr. Luis Rodriguez, P. E., Chief of the Engineering Management Branch of the Federal Insurance Mitigation Administration submitted correspondence to the Township to advise that when advertising the proposed flood hazard determinations for the Township of Wilkins, FEMA misidentified the map depository and therefore, FEMA again published notice, which reset the 90 day appeal period. A copy of the Township's decision to appeal or not appeal should be filed with the Federal Emergency Management agency no later than 90 days following the second date of publication in the Valley Mirror (or December 4, 2013).

Mr. Barry Schoch, P. E., Secretary of Transportation, Pennsylvania Department of Transportation submitted correspondence advising the Board that PennDot has revised their bridge weight limit policy to be consistent with the national load-rating policy guidelines which focuses on bridges that are deemed to be "structurally deficient." While structurally deficient bridges are deemed safe, there are one or more components that have deteriorated to a point of concern and this requires the lowering of weight limits. Municipalities that have bridges in excess of 20' will be notified by Penn Dot if these bridges meet the "structurally deficient" rating and if the weight limit is being reduced. It is the responsibility of the municipality to purchase and install weight limit signs and to enforce these weight limits. PennDot personnel will aid in technical aspects of purchasing and placing signage as required.

Ms. Susan Bish of 135 Leneake Street submitted correspondence requesting that the Board of Commissioners consider constructing, or permitting the parents to construct some type of bus shelter for the approximately 18 children who wait for the school bus at the intersections of Larimer, Leneake and Harrison Roads. These children previously took shelter on the porch of the house at 1003 Larimer, which was recently acquired and demolished by the Township through a FEMA grant.

Mr. and Mrs. Eugene Foley of 35 Charnwood Drive submitted correspondence requesting that the Board of Commissioners authorize the installation of "Slow Down" and "Watch Children" signs on Charnwood Drive due to numerous instances of vehicles traveling too quickly into the cul-de-sac where children are playing.

Mr. Stanley Slaczka of 113 Powell Street submitted correspondence requesting that the Township place some type of warning signs or symbols at the Plaza parking lot on Greensburg Pike where children frequently step off the sidewalk and into the paths of on-coming vehicles.

(164-13) MOVED WILSON-BOYD to authorize the manager to respond to Ms. Bish's request to construct a shelter at the bus stop on Larimer advising that the Township is not permitted to place a structure on this property due to a covenant in the deed as required by FEMA when funds were granted for the acquisition and demolition of the structure.

(165-13) MOVED WILSON-COSTA to authorize the Public Works Department to erect signs on Charnwood Drive as requested by Mr. and Mrs. Foley.

(166-13) MOVED WILSON-COSTA to authorize the manager to inform the owner of the Plaza on Greensburg Pike of the concerns of Mr. Slaczka.

Motions 164-13 to 166-13 inclusive were adopted by unanimous roll call vote.

Citizens' Comments:

Prior to the acceptance of public comments, Mrs. Bradley announced that the Board of Commissioners met in Executive Session prior to the regular meeting to discuss legal and personnel issues, including one issue of potential litigation.

Ms. Monique Powell, the Woodland Hills Service Unit Manager for the Girl Scouts of Western Pennsylvania and a co-leader of Girl Scout Troop #5484 requested that the Board of Commissioners extend permission for Troop 5484 to continue to meet in the Community Center and permitting Ms. Pasqualino to give her key to Ms. Gina Kordistas of Thompson Street who is a co-leader of the troop as well. The troop currently has between 26 and 35 girls and they have been using the Community Center for the last 2 ½ years.

Mr. Carl Krary of 256 Penhurst Drive questioned the legal status of the demands that the movie executives were placing upon the residents of Penhurst Drive.

(167-13) MOVED WILSON-COSTA to authorize the Girl Scout Troop #5484 to continue to meet every other Wednesday at the Community Center and also to continue to meet the second Monday of each month for a group leaders meeting. The motion was adopted by unanimous roll call vote.

REPORTS:

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

Police Report for August 2013:

In addition to providing the monthly report, Chief Krancic highlighted two recent events in the department: 1) Officers in the department broke up an underage drinking party being held at the Marriott Residence Inn. Eighteen people were arrested in the incident. 2) Wilkins officers were instrumental in the drug bust that recently occurred in Wilkinsburg and resulted in the confiscation of large amounts of illegal narcotics, weapons and cash.

	<u>2012</u>	<u>2013</u>
Total Police Calls Logged	247	293
Total Criminal Offenses Reported	36	31
Criminal Arrests/Persons Charged	19	34
Criminal Offenses Cleared	13	17
Traffic Citations Issued	20	41
Parking Tags Issued	6	15
Parking Citations Issued	0	0
DUI Task Force Traffic Citations		3
Monies collected during August	\$ 3,629.28	\$ 2,138.66

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

Fire Companies:

WTVFD #1 reported the following for August 2013: 9 Fire Calls, Man-Hours 27.5; 3 Practices, Man-Hours 59; 1 Meeting, Man-Hours 22; Total Man-Hours 108.5.

WTVFD #3 reported the following for August 2013: 4 Fire Calls, Man-Hours 4.67; 1 Training, Man-Hours 2; 3 Activities, Man-Hours 50.75; Total Man-Hours 57.42.

WTVFD #4 reported the following for August 2013: 5 Fire Calls, Man-Hours 12.75; 4 Drills, Man-Hours 32.5; 2 Work Details, Man-Hours 15.25; 3 Meetings, Man-Hours 25.5; Total Man-Hours 86.

Building Permits Issued for August 2013: #2814-655 Mortimer, Porch Roof \$79; #2815-210 Kingston, AG Pool and Deck \$129; #2816-400 Dunbar, Deck \$79; #2817-Not Picked Up; #2818-229 Sunset, Porch Repair \$58.20.

Deed Transfer Tax: The Township received \$4,116.00 in deed transfer tax in the month of August, representing transfer tax collected by Allegheny County in the month of July. As of August 31, 2013, it was at 82.70% of budget.

George Porado’s Tax Collector’s Report for August:

Balance Collectable – beginning of the month	\$ 112,463.96
Assessments	\$0.00
Additions	\$0.00
Exonerations – Total Adjustments	\$-939.00
Net Adjustments	\$-381.40
Net Collectable	\$112,082.56
Face Collections	\$-9,034.83
Balance Collectable – End of the month	\$103,047.73
Face amount of collections	\$9,034.83
Plus Penalties	\$903.48
Less Discounts	\$0.00
Total Cash Collected	\$9,938.31
Overpayment Refunds	\$0.00

Act 511 for August 2013:

<u>Earned Income Taxes:</u>			Difference
Current Month	\$74,615.77	Previous Year	\$103,205.64
Current YTD	\$551,150.28	Previous YTD	\$530,059.27
			\$ 21,091.01
		2013 Budget-\$650,000	

<u>Local Service Tax:</u>			Difference
Current Month	\$15,317.55	Previous Year	\$7,940.65
Current YTD	\$91,584.10	Previous YTD	\$81,967.18
			\$9,616.92
		2013 Budget-\$130,000	

<u>Mercantile Tax:</u>			Difference
Current Month	\$2,335.30	Previous Year	\$0.00
Current YTD	\$317,523.26	Previous YTD	\$328,207.50
			(\$10,684.24)
		2013 Budget - \$340,000	

<u>Business Privilege Tax:</u>			Difference
Current Month	\$9,323.60	Previous Year	\$0.00
Current YTD	\$227,367.23	Previous YTD	\$243,853.81
			(\$16,486.58)
		2013 Budget - \$250,000	

The Solicitor’s Report: Mr. Rushford requested that the Township act upon two motions, as follows:

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(168-13) MOVED WILSON-COSTA to authorize the Solicitor to file a motion for reconsideration in the arbitration award rendered by Arbitrator Frankiewicz on the issue of off-duty employment; specifically related to the issue of the award of back pay.

(169-13) MOVED WILSON-COSTA to authorize the Solicitor to file a preemptive appeal of Arbitrator Frankiewicz's award before the Court of Common Pleas in the event that Mr. Rushford's request for reconsideration is denied.

Motions 168-13 to 169-13 inclusive were adopted by unanimous roll call vote.

(170-13) MOVED CRINER-BOYD to approve the payment of the schedule of bills in the amount of \$181,299.45. The motion was adopted by unanimous roll call vote.

Old Business:

(171-13) MOVED COSTA-BOYD to accept the recommendation of Mr. Arnold to pay Youngblood Paving, Inc., Payment Estimate #2, representing full and final payment for paving Roland Road in the amount of \$2,219.09.

(172-13) MOVED COSTA-BOYD to accept the recommendation of Mr. Arnold to pay Lutterman Excavating, Inc., Payment Estimate #1 in the amount of \$13,500, retaining \$5,000 pending the submittal of documentation that the sewer and water line issues have been resolved.

Motions 171-13 to 172-13 inclusive were adopted by unanimous roll call vote.

New Business:

Presentation of 2014 Minimum Municipal Obligations (MMO's to the Police and Non-uniform Pension Plans):

In accordance with Act 205 of 1984 (as amended), the Township is required to calculate the estimated cost of pension plans for the new year. The Township is required to publicly identify the cost of these plans, known as the minimum municipal obligation, no later than September 30th of each year. The Board of Commissioners is required to budget for the receipt of anticipated state aid from the Commonwealth to offset a portion of the MMO and also to budget for the payment of the MMO in the following budget year. For the year 2014, the Minimum Municipal Obligation to the Police Pension Plan has been calculated as \$383,979 and the Minimum Municipal Obligation to the Non-uniform (PMRS) Pension Plan has been calculated as \$44,636.

(173-13) MOVED COSTA-BOYD to appoint Gretchen Love, Esquire of the law firm CDBP&M, P. C., as the Township's arbitrator in accordance with Act 111.

(174-13) MOVED COSTA-BOYD to authorize the scheduling of a condemnation hearing on the garage located at 907 Larimer Avenue and to authorize the demolition by the Public Works department following that condemnation.

(175-13) MOVED WILSON-CRINER to authorize the solicitor to review the transitional work policy and further authorizing the preparation of an ordinance amending the Codified Book of Ordinances, Personnel, to add the policy to that section and to advertise said amendment for adoption.

(176-13) MOVED WILSON-BOYD to approve the request of David B. McIntyre of the Allegheny County Police Training Academy to use the Municipal Building for 2014 Police Training from 8:30 AM until 3:30 PM on the following days: January 27th & 28th; February 3rd & 4th, 10th & 11th, 17th & 18th, 24th & 25th; March 3rd & 4th, 10th & 11th, 17th & 18th, 24th & 25th, 31st; April 1st, 7th & 8th, 14th & 15th; October 6th & 7th.

(177-13) MOVED CRINER-BOYD to authorize the manager to advertise the following 2014 budget meetings: October 14th, October 28th and November 11th, all beginning at 6:00 PM. First reading of the 2014 Budget will be heard at the regularly scheduled meeting of November 25, 2013 and final adoption will be held on December 16, 2013. The regularly scheduled and advertised first meeting of December will be moved from December 9th until December 16, 2013. The last meeting of the year scheduled for December 30, 2013 will be cancelled.

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(178-13) MOVED COSTA-WILSON to accept the recommendation of Mr. Bruener and to authorize the continued temporary/seasonal employment of Joshua Hoffee and Cody McClelland through December 6, 2013.

(179-13) MOVED CRINER-BOYD to authorize Barone & Sons, Inc., of 4701 Baptist Road, Pittsburgh, PA 15227 to perform an appraisal of 453-D-65, 1.058 acres of vacant land at the top of Leneake Street owned by the Township of Wilkins, at a cost of \$500.

(180-13) MOVED WILSON-COSTA to authorize Wilkins Township Baseball to advertise for sale the naming rights of the ball fields at Eastmont Park, contingent upon the Board retaining final approval of the name, limiting the naming rights to a maximum of three years and providing a minimum sale value of \$500 per field.

(181-13) MOVED WILSON-BOYD to authorize Mr. Nichter's request for a check in the amount of \$251.11 from the Baseball Account to be used to purchase supplies to make repairs to the Eastmont ball field concession stand.

(182-13) MOVED WILSON-BOYD to authorize the Baseball Association to place signs advertising their upcoming Fundraiser being held at the Community Center on October 26th throughout the community within the public rights of way.

(183-13) MOVED WILSON-COSTA to authorize the manager to send a thank you letter to Woodland Hills School District and School Board Member Tara Reis for holding the Back to School Community Day and inviting the Township to participate.

(184-13) MOVED COSTA-BOYD to assign "Trick or Treat" night in Wilkins Township as Thursday, October 31, 2013 from 6:00 PM until 8:00 PM, as recommended by Chief Krancic.

Motions 173-13 to 184-13 inclusive were adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Boyd announced that the next East Bike meeting will be held on September 19th at a location as of yet to be determined. The group will begin discussion on collaboration even though the grant opportunity fell through. Mr. Boyd also announced that the Township will be sponsoring a Composting Class on October 10th at the Community Center. The cost of the class is \$55 per couple and includes a composter.

Commissioner Martinelli advised that the Farmers' Market is still in full swing and they expect to have apples and lots of tomatoes this time. Mrs. Martinelli also advised that Wilkins Township VFC #3 will host a Spaghetti dinner from 2:00 PM until 7:00 PM at the Fire Department (109 Powell Street) on September 15, 2013 and the Italian American Club will sponsor a Comedy Night on September 21st. The cost of admission is \$20 per person and tickets can be acquired by seeing a member of the club.

(185-13) MOVED WILSON-COSTA to adjourn. The meeting adjourned at 8:15 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary