AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JANUARY 12, 2004

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, December 8, 2003

Meeting of Monday, January 5, 2004

COMMUNICATIONS: Daniel P. Beisler, Esquire, on behalf of East McKeesport

John D. Finnegan, Esquire, on behalf of Borough of Wall

Joseph J. Hartzell, Borough Secretary, Wilmerding

George M. Porado, Treasurer/Tax Collector, Wilkins Twp.

Larry N. Fish, 369 Cline Street

CITIZENS' COMMENTS

REPORTS:

1. Police

2. Public Works

3. Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF BILLS:	General Fund	\$200,453.82
	General Fund Addendum	\$ 725.69
	Sewer Construction Fund	\$ 2,366.50
	Sewer Revenue Fund	\$ 62,965.57
	Capital Reserve Fund	\$ 192.82
	TOTAL:	\$266,704.40

OLD BUSINESS: Discussion/presentation of alternatives for funding of DEP

mandates.

NEW BUSINESS:

- 1. Authorize the Manager to advertise Ordinance No. 958 Adoption of Township Manager's Salary.
- 2. Authorize a 3% increase in the pay rates for Administrative staff (Franc, Luffe, Hill, Wetmore and Taglieri) in accordance with the adopted 2004 budget.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JANUARY 12, 2004

- 3. Authorization to execute Federal Equitable Sharing Agreement between the Wilkins Township Police Department and the US Department of Justice and Executive Office for Asset Forfeiture.
- 4. Authorize the acceptance of a grant from the District Attorney's office in the amount of \$1,952.00 for the purchase of a laptop for a police cruiser.
- 5. Municipal Intern Program application Discussion
- 6. Recreation Budget January 17, 2004 Tree Burning / Open burning permit received from Allegheny County Health Department
- 7. Discussion of implementation of a fee to Code Appeal hearings
- 8. Allegheny League of Municipalities 31st Annual Conference April 1-4 at Seven Springs.

COMMISSIONERS' COMMENTS:

EXECUTIVE SESSION: (Personnel & Litigation)

ADJOURNMENT

REGULAR MEETING, MONDAY, JANUARY 12, 2004

The Regular Meeting of Monday, January 12, 2004 was brought to order at 7:00 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson Mr. Padula
Mr. Greco Ms. Fialla Mrs. Martinelli

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the Flag.

(4-17) MOVED PADULA-FIALLA to approve the minutes of the Regular Meeting of Monday, December 8, 2003. The motion was adopted by unanimous roll call vote.

(4-18) MOVED PADULA-GRECO to approve the minutes of the Reorganization Meeting of Monday, January 5, 2004 after the following corrections were made: Add the name of Richard Voeltzel to the Recreation Board, also at Mrs. Gialloreto's comments change the spelling of Sharon Brasakus to Sharon Vrontos. The motion was adopted by unanimous roll call vote.

COMMUNICATIONS:

Daniel Beisler of East McKeesport, John Finnegan of Wall Borough and Joseph Hartzell of Wilmerding all wrote the following letter "Pursuant to Paragraph 23 of the Intergovernmental Cooperation Agreement, after consideration of the overwhelming increase in costs associated with participation in the subject Agreement please be advised that East McKeesport, the Borough of Wall and Wilmerding Borough decided to terminate participation in the subject Agreement effective January 1, 2005." "If at the effective date of this termination, it is established that the Eastern Regional Communications Center is fully funded by Allegheny County or another source, relieving the members of the substantial financial burden to participate, East McKeesport, the Borough of Wall and Wilmerding Borough would consider withdrawing this termination."

Based upon George Porado's recommendation in his letter of December 31, 2003 it was:

(4-19) MOVED PADULA-MARTINELLI to name Jordan Tax Service as the Delinquent Tax Collector for Wilkins Township. The motion was adopted by unanimous roll call vote.

President Wilson requested that Mrs. Bradley contact Jordan and get a proposal.

After reading Mr. Fish's letter of commendation and appreciation for the services of Chief Guthrie and Officer Bob Lehew Mr. Wilson requested that this correspondence be placed in the officers' files.

CITIZENS COMMENTS:

Mr. Robert McGrath spoke about the Sewer Fees and also about a policy for donations from outside agencies.

Mr. & Mrs. Randy Daughenbaugh and Mrs. Theresa Hajko are requesting assistance from the Commissioners and a resolution from the water run off issues from the Swiss Farm Dairy.

(4-19) MOVED GRECO-MARTINELLI to waive the reading of the following reports. They will be on file in the Manager's Office. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting of Monday, January 12, 2004 - Page Two

REPORTS:

Chief Guthrie's Police Report for December 2003:

Total Police Calls Logged	191
Total Criminal Offenses Reported	25
Criminal Arrests/Persons Charged	9
Criminal Offenses Cleared	14
Traffic Citations Issued	24
Parking Tags Issued	22
Parking Citations Issued	11
Total monies collected for December 2003	\$8,378,78

Report of Paul Vargo's DPW December Report - Filed.

WTVFD #1 reported 15 fires, 2 practices and one meeting - total man-hours 168.

WTVFD #3 reported 18 fires, 6 work details, 2 special details - total man-hours 187.71

December Building Permits issued: 3 Additions & Alterations, 2 Signs, 3 Soffer Interior Alterations, 1 for Alexander's to expand the Health Club. There were 4 Code.sys permits and 5 Wilkins Township permits. Total monies collected \$1,995.62

There was \$5,802.58 collected in Deed Transfer Tax. Total 2003 collections in at \$51,781.25 or \$1,781.25 over budget.

Treasurer/Tax Collector's Report for December 2003:

\$189,546.51
7,626.37
-385.02
196,787.86
10,663.71
194.62
186,124.15
10,663.71
986.89
15.90
11,634.70

Pennsylvania Municipal Services - Act 511 Tax Report - December 2003

EARNED INCOM	<u> 1E TAX:</u>			
Current Month	\$ 27,644.88	Previous Year	\$11,316.13	Difference
Current YTD	539,666,96	Previous YTD	489,282.99	\$50,383.97
OCCUPATION P	RIVILEGE TA	X:		
Current Month	485.40	Previous Year	860.50	Difference
Current YTD	41,040.46	Previous YTD	49,528.04	(\$8,487.58)
MERCANTILE T	ΔX:			
Current Month	63.27	Previous Year	661.11	Difference
Current YTD	874,480.26	Previous YTD	738.524.09	\$135,956.17
BUSINESS PRIV	ILEGE TAX:			
Current Month	-()-	Previous Year	9,509.15	Difference
Current YTD	154,061.14	Previous Year	150.894.42	\$3,166.72

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Senate Engineering Report is on file in the Manager's Office.

- (4-20) MOVED GRECO-MARTINELLI to approve the payment of bills, for December, in the amount of \$266,704.40. The motion was adopted by unanimous roll call vote.
- (4-21) MOVED GRECO-WILSON to increase the sewer user's fee from \$0.75 to \$2.50 upon the recommendation of the Manager. The motion was adopted by a 4-1 vote with Mr. Padula voting NO.
- (4-22) MOVED GRECO-PADULA to authorize the Manager to advertise Ordinance No. 959, adoption of Township Manager's salary. The motion was adopted by unanimous roll call vote.
- Mr. Padula asked a question as to why the ordinance was not read at this time. Mrs. Bradley replied that the motion was made to authorize advertising of the ordinance.
- (4-23) MOTION MARTINELLI-GRECO to authorize a 3% increase in the pay rates of the Administrative Staff (Franc, Luffe, Hill, Wetmore and Taglieri) in accordance with the adopted Budget for 2004. The motion was adopted by unanimous roll call vote.
- (4-24) MOVED PADULA-GRECO to authorize the execution of the Federal Equitable Sharing Agreement between the Wilkins Township Police Department and the US Department of Justice and Executive Office for Asset Forfeiture. The motion was adopted by unanimous roll call vote.
- (4-25) MOVED GRECO-FIALLA to authorize the acceptance of a grant from the District Attorney's office in the amount of \$1,952.00 for the purchase of a laptop for a police cruiser. The motion was adopted by unanimous roll call vote.
- (4-26) MOVED PADULA-GRECO to authorize the Manager to make application for a Municipal Intern Program through the Local Government Academy. The motion was adopted by unanimous roll call vote.
- (4-27) MOVED PADULA-GRECO to approve the Recreation Advisory Board budget for the Christmas Tree Burning. The motion was adopted by unanimous roll call vote.
- (4-28) MOVED PADULA-GRECO to authorize the Solicitor to prepare a Resolution adopting an Administration Fee for Code Appeal Applicants. The motion was adopted by unanimous roll call vote.
- (4-29) MOVED GRECO-FIALLA to permit the Commissioners to attend either the Spring or the Fall Allegheny League of Municipalies Conference. The motion was adopted by a 4-1 vote with Mr. Padula voting NO.

COMMISSIONERS' COMMENTS:

(4-30) MOVED MARTINELLI-GRECO to direct the Manager to advertise for the Department of Public Works position. All previously submitted and considered applications will be included in this applicant pool. The motion was adopted by unanimous roll call vote.

At this time, 8:30 PM, the Commissioners broke for the Executive Session where Personnel and Litigation matters were discussed.

The Board reconvened at 9:35 PM, President Wilson asked if there were any comments from the audience on the matters discussed at the Executive Session, There were none.

Minutes of the Regular Meeting of Monday, January 12, 2004 - Page Four

(4-31) MOVED PADULA-GRECO to adjourn. The meeting was adjourned at 9:36 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, JANUARY 26, 2004

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Minutes January 12, 2004
- 4. Citizen's Comments
- 5. Correspondence M. Joseph Martinelli ALLEGHENY COUNTY HEALTH DEPARTMENT, THOMAS P. MANGAN
- 6. Allegheny County Department of Human Services Summer Lunch Program
- 7. Hoffman Kennels Notification of \$20 fee to residents for disposing of animals in traps.
- 8. Motion authorizing Senate Engineering to develop specifications and advertise for bids on the 2004 Paving Program.
- 9. Motion authorizing Senate Engineering to design and submit a plan to the DEP to obtain either a permit or an exemption on the stream enclosure at Lions Park.
- 10. Motion authorizing Senate Engineering to proceed with the design and permitting process for the Ivy Street Bridge replacement project.
- 11. Request from Mrs. Bradley to attend the PELRAS annual training conference in State College from March 31-April 2, 2004 for a cost of \$100 for the conference and \$100/night for a room.
- 12. Authorization to advertise Ordinance 960 amending Ordinance 822 to increase the sewer user's fee from \$.75 to \$2.50. Discussion of \$5.00 minimum usage language in current ordinance.
- 13. Motion to approve the Community Days carnival on the week of June 22nd and authorizing the Recreation Advisory Board to contact sponsors and suppliers and to provide written agreements to the Board for action.
- 14. Motion to adopt Resolution Number 01-04, authorizing the proper Township Officers to execute a Consent Order and Agreement with the Commonwealth of Pennsylvania, Department of Environmental Protection, pursuant to the Water Quality Management and Environmental Protection Agencies' Clean Water Act.
- 15. Motion authorizing the Solicitor to amend and advertise Ordinance No. 869,

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, JANUARY 26, 2004

Stormwater Management, to incorporate the requirements of the Pennsylvania Department of Environmental Protection, under the Clean Water Act, in compliance with the minimum controls of the MS4's.

- 16. Discussion of financing of 2004 police vehicle.
- 17. Commissioner's Comments
- 18. Adjournment

ADDITIONAL STATED MEETING, MONDAY, JANUARY 26, 2004

The Additional Stated Meeting of Monday, January 26, 2004 was brought to order at 7:00 PM by President William G. Wilson. A quirum was present as follows:

Mr. Wilson

Mr. Padula

Mr. Greco

Ms. Fialla

Mrs. Martinelli

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the Flag.

(4-32) MOVED PADULA-MARTINELLI to approve the minutes of the Regular Meeting of Monday, January 12, 2004. The motion was adopted by unanimous roll call vote.

A letter, dated January 22, 2004, was received from M. Jos. Martinelli stating that it is his opinion that the auditorium audio system is in need of re-conditioning or a tune up. There was a discussion on the issue. President Wilson thanked Mr. Martinelli for his thoughts. The Manager and Commissioner Martinelli will have the experts look at the system and try to find a solution to correct the inefficiency of the same.

- (4-33) MOVED PADULA-FIALLA for authorization to submit application to Allegheny County Department of Human Services for 2004 Summer Lunch Program and to contact last years' monitors to inquire as to whether they will be returning for the 2004 season. The motion was adopted by unanimous roll call vote.
- (4-34) MOVED GRECO-PADULA for authorization to sign correspondence from Hoffman Kennels agreeing to advise residents that Hoffman will charge \$20.00 for removal of animals caught in Township traps. The motion was adopted by unanimous roll call vote.
- (4-35) MOVED MARTINELLI-GRECO to authorize Senate Engineering to develop specifications and advertise for bids on the 2004 Paving Program Lucia Drive and Penhurst, with George and Maple Lanes as alternate bids. The motion was adopted by unanimous roll call vote.
- (4-36) MOVED GRECO-MARTINELLI to authorize Senate Engineering to design and submit a plan to the DEP to obtain either a permit or an exemption on the stream enclosure at Lions Park. The motion was adopted by unanimous roll call vote.
- (4-37) MOVED FIALLA-GRECO to authorize Senate Engineering to proceed with the design and permitting process for the Ivy Street Bridge replacement project. The motion was adopted by unanimous roll call vote.
- (4-38) MOVED MARTINELLI-GRECO to approve the request of Mrs. Bradley to attend the PELRAS Conference at State College from March 31-April 2nd at a cost of \$100.00/night for a room. The motion was adopted by unanimous roll call vote.
- (4-39) MOVED GRECO-MARTINELLI to authorize the Manager to advertise Ordinance #960, amending Ordinance #822, increasing the sewer user's fee from \$.75 to \$2.50 and setting minimum usage at \$5.00 for 2,000 gallons of consumption or less. The motion was adopted by unanimous roll call vote.
- (4-40) MOVED FIALLA-PADULA to approve Community Days on the week of June 22nd and authorizing the Recreation Advisory Board to contact sponsors and supplies and to provide written agreements to the Board for action. The motion was adopted by unanimous roll call vote.

Minutes of the Additional Stated Meeting, Monday, January 26, 2004 - Page Two

RESOLUTION NO. 01-04

A RESOLUTION OF THE TOWNSHIP OF WILKINS AUTHORIZING THE PROPER TOWNSHIP OFFICERS TO EXECUTE A CONSENT ORDER AND AGREEMENT WITH THE COMMONWEALTH OF PENNSYLVANIA, DEPARTMENT OF ENVIRONMENTAL PROTECTION, PURSUANT TO THE PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION, WATER QUALITY MANAGEMENT AND ENVIRONMENTAL PROTECTION AGENCIES CLEAN WATER ACT.

- (4-41) MOVED GRECO-PADULA to adopt Resolution 01-04 authorizing the proper Township Officers to execute a Consent Order and Agreement with the Commonwealth of Pennsylvania, Department of Environmental Protection, pursuant to the Water Quality Management and Environmental Protection Agencies' Clean Water Act. The motion was adopted by unanimous roll call vote.
- (4-42) MOVED PADULA-FIALLA to authorize the Solicitor to amend and advertise Ordinance No. 869 Stormwater Management, to incorporate the requirements of the PA Department of Environmental Protection, under the Clean Water Act, in compliance with the minimum controls of the Ms4's. The motion was adopted by unanimous roll call vote.
- (4-43) MOVED MARTINELLI-FIALLA to authorize the Manager to pay from the Capital Reserve Fund one half of the cost of the 2004 police vehicle that was to be paid in 2005, to avoid the need to finance this cost for the period of one (1) year. The motion was adopted by unanimous roll call vote.

COMMISSIONER'S COMMENTS:

Commissioner Sylvia Martinelli updated the Commissioners on the Turtle Creek Valley Council of Governments meeting, read a letter from the Century Club requesting permission to use the Municipal Building to hold their spaghetti dinner on Sunday, April 18, 2004.

(4-44) MOVED GRECO-MARTINELLI authorizing the Century Club to use the Municipal Building to hold their annual spaghetti dinner on Sunday, April 18, 2004. The motion was adopted by unanimous roll call vote.

Commissioner Paul Padula gave commendations to the officer(s) who awoke the residents surrounding the home on Highland Avenue which was destroyed by fire Sunday morning. Also, reminder to residents to clear the area around fire hydrants of snow. Also questioned whether the Commissioners had any information that they wanted to be shared at the ERC meeting scheduled for Thursday, J anuary 29, 2004.

Commissioner Frank Greco offered congratulations to Mr. Padula on being named Citizen of the Year by the Woodland Progress.

Commissioner Sharyn Fialla congratulated Mr. Padula on being named Citizen of the Year and also updated the Commissioners on the situation on Delaney Drive. Thanks to Mr. McGrath for taking the time to give the Commissioners a counterproposal on the sewer rate increase.

Minutes of the Additional Stated Meeting, Monday, January 26, 2004 - Page Three

President William Wilson congratulated Mr. Padula on being named Citizen of the Year and thanks to John Morvay and VFD #1 and #4 for their contribution of money for their help with the tree burning.

(4-45) MOVED GRECO-MARTINELLI to attend the Turtle Creek Valley Council of Governments Dinner on Friday, February 27, 2004. The motion was adopted by unanimous roll call vote.

(4-46) MOVED PADULA-GRECO to adjourn. The meeting was adjourned at 8:15 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, FEBRUARY 09, 2004

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, January 26, 2004

COMMUNICATIONS: Mr. Rawley Krasik, 193 Pennhurst Drive

CITIZENS' COMMENTS

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:

OLD BUSINESS:

- 1. Applicants for Department of Public Works positions
- 2. Ordinance 959 Fixing the Salary of the Township Manager
- 3. Pa State Association of Township Commissioners

advertisement -\$250 full page.

NEW BUSINESS

COMMISSIONERS' COMMENTS:

<u>ADJOURNMENT</u>

REGULAR MEETING, MONDAY, FEBRUARY 9, 2004

The Regular Meeting of Monday, February 9, 2004 was brought to order by President William Wilson. A quorum was present as follows:

Mr. Wilson Mr. Greco Mrs. Martinelli Ms. Fialla

Mr. Paul Padula was excused.

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the flag.

(4-47) MOVED FIALLA-GRECO to approve the minutes of the Second Additional Meeting of Monday, January 26, 2004. There was one correction on Page 3, VFD #4 was also a contributor to the tree burning ceremony. The motion was adopted by unanimous roll call of all present.

CORRESPONDENCE:

Mr. Rawley Krasik, 193 Penhurst Drive - regarding the permanent closing of Thompson Run Road as proposed by the Mon/Fayette Transportation Committee.

Mr. Wilson requested that Mr. McKeever review Mr. Krasik's letter and the information from the Transportation Committee and prepare a response.

CITIZEN'S COMMENTS:

Terese Hickey of 501 Lucia Road - Re: Letter sent to the Board of Commissioners about the Brand's dog and two other dogs running loose on the street. This has been going on for several years.

Michelle Testa of 502 Lucia Road - also complaining about dogs running loose on Lucia. On Saturday, a dog attacked one of her three dogs. She had to beat it off with a stick. She called the PD on Saturday morning at 8:00 AM and no officer responded.

Maggie Sabol of 494 Lucia Road - she has three small children who are terrified of the Brand's dog, even though he is friendly. She is concerned that one of her children may be hurt by running out into the street to avoid the dog. She believes that Mr. Brand is deliberately, disobeying the law.

(4-48) MOVED FIALLA-GRECO to waive the reading of the following reports. they will be on file in the Manager's Office. The motion was adopted by unanimous roll call vote of all present..

REPORTS:

Chief Guthrie's police report for January 2004:

Total police calls logged	209
Total criminal offenses reported	33
Criminal arrests/Persons charged	19
Criminal Offenses Cleared	16
Traffic citations issued	38
Parking Tags Issued	19
Parking Citations Issued	12
Total monies collected during January 2004	\$1,652.00

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

Minutes of the Regular Meeting, Monday, February 9, 2004 - Page Two

VFD #1 reported the following for the month of January 2004: Eleven (1) fires,

three (3) practices and one (1) tree burning for a total of 202.5 man hours.

VFD #3 reported Nineteen (19) fires, Seven (7) non-incident activities and two (2) Training Sessions for a total of 343.24 man hours.

VFD #4 reported Thirteen (13) fires, Two (2) fire schools, Two (2) drills, Two (2) public services and Two (2) Work Details for a total of 170 man hours.

January Building Permits Issued: Three (3) Additions & Alterations and Two (2) Interior Renovations. There were three Code.sys permits and two Wilkins Township permits issued. Total monies collected \$981.27.

There was \$13,128.22 collected in Deed Transfer Tax for January 2004.

Treasurer's/Tax Collectors Report for January 2004:

Balance Collectable	\$186,124.15
Additions	2,121.85
Total Collectable	186,246.00
Less Face Collections	1,611.06
Less Exonerations	1,290.82
Balance Collectable	186,634.94
Face Amount of Collections	1,.611.06
Plus: Penalties	161.10
Total Cash collected	1,772.16

Pennsylvania Municipal Services - Act 511 Tax Report - January 2004:

EARNED	INCOME TAX:
	<u> </u>

		Previous Year		
Current YTD	26,922.51	Previous YTD	28,205.27	(1,282.76)

OCCUPATION PRIVILEGE TAX:

Current Month	545.90	Previous Year	53.00	Difference
Current YTD	545.90	Previous YTD	53.00	492.90

MERCANTILE TAX:

The second secon				
Current Month Current YTD	200.00 200.00	Previous Year Previous YTD	-0- -0-	Difference 200.00

BUSINESS PRIVILEGE TAX:

	472.54	Previous Year	1,662.22	Difference
Current YTD	472.54	Previous YTD	1,662.22	(1,189.68)

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

(4-49) MOVED GRECO-MARTINELLI to approve the payment of bills in the amount of \$302,046.33 for January 2004. The motion was adopted by unanimous roll call vote of all present.

Applicants for DPW Position:

The Manager informed the Commissioners that, in accordance with their instruction, the position of DPW laborer had been twice advertised in the Pittsburgh Post Gazette. However, no applications had been received. The manager requested guidance on whether to re-advertise the position, or use the current applications on file. The Board members agreed to use the existing applications and not to readvertise the position.

Minutes of the Regular Meeting, Monday, February 9, 2004 - Page Three

ORDINANCE NO. 959

AN ORDINANCE OF THE TOWNSHIP OF WILKINS FIXING THE COMPENSATION OF THE TOWNSHIP MANAGER FOR THE YEAR 2004 AND THEREAFTER

- (4-50) MOVED MARTINELLI-FIALLA to read Ordinance No. 959 Fixing the salary of the Township Manager for the first time.
- (4-51) MOVED MARTINELLI-FIALLA to read Ordinance No. 959 fixing the salary of the Township Manager for the second time by title only.
- (4-52) MOVED MARTINELLI-FIALLA to adopt Ordinance No. 959.

Motions 4-50 to 4-52 inclusive were adopted by unanimous roll call vote of all present.

(4-53) MOVED GRECO-MARTINELLI authorizing the payment of \$250.00 to the PSATC for a one-half page advertisement in the 2004 Yearbook. The motion was adopted by unanimous roll call vote of all present.

COMMISSIONER'S COMMENTS:

Commissioner Martinelli authorized the Manager to send a letter of thanks to Lee Schaeffer of Delaney Drive for spending three hours working on the audio system in the Board Room.

President Wilson would like to thank the DPW for a good job with snow removal.

Commissioner Greco would also like to thank the DPW for a good job with snow.

(4-54) MOVED GRECO-FIALLA to adjourn. The meeting was adjourned at 7:25 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted.

Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, FEBRUARY 23, 2004

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Public Hearing: Request of John and Lisa Gismondi of 10 Grayhurst Drive, seeking relief from Section 152.4(a) of Ordinance 538, concerning the proximity of a fence enclosure to an in-ground pool.
- 4. Approval of Minutes February 9, 2004
- 5. Citizen's Comments
- 6. Correspondence Ronald Pendleton, Property Manager Soffer Organization

Jon C. Balson, Administrator, Uniform Construction Code Program – Commonwealth of Pa, Department of Labor & Industry

Lorraine Buck, Penhurst Civic Association

- 7. Motion to adopt Resolution Number 02-2004, authorizing the proper Township Officers to execute a Consent Order and Agreement with the Commonwealth of Pennsylvania, Department of Environmental Protection, pursuant to the Water Quality Management and Environmental Protection Agencies' Clean Water Act.
- 8. Motion to amend the Schedule of Authorized Signers for the Township of Wilkins Police Pension Plan, PNC Account to include Rebecca Bradley, Manager as an authorized signer.
- Motion authorizing Rebecca Bradley to execute the Investment Policy Summary for the Wilkins Township Police Pension Plan.
- 10. Motion authorizing the expenditure of \$1,176.00 from the Emergency Management Fund for the purchase of upgraded bulletproof vests for each member of the unit, as per the recommendation of Chief Guthrie.
- 11. Motion authorizing the appropriate officials to execute a Municipal Consent for Right of Entry between the Township of Wilkins and the U.S. Department of the Interior, Office of Surface Mining Reclamation and Enforcement, authorizing access to municipally owned property in and around Delaney Drive for the purpose of trench excavation and installation of a drainage system.

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, FEBRUARY 23, 2004

- 12. Reading and adoption of Ordinance Number 960- amending Ordinance Number 822, increasing the rates or charges for the use of the municipality's sanitary sewer system.
- 13. Discussion/review of proposed Ordinance Number 961, amending Ordinance number 945 to provide for a filing fee for appeals from the Code Enforcement Official.
- 14. Motion authorizing the Manager to advertise in the Woodland Hills Progress for a part-time custodian for the municipal offices.
- 15. Commissioner's Comments
- 16. Executive Session
- 17. Adjournment

ADDITIONAL STATED MEETING OF MONDAY, FEBRUARY 23, 2004

The Additional Stated Meeting of Monday, February 23, 2004 was brought to order by President William Wilson. A quorum was present as follows:

Mr. Wilson

Mrs. Martinelli

Mr. Greco

Mr. Padula

Ms. Fialla

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the flag.

The first order of business was a Public Hearing for John & Lisa Gismondi:

(4-55) MOVED FIALLA-MARTINELLI to approve the request for a waiver of the requirements of 152.4(a) of Ordinance No. 538, permitting a fence enclosing an inground pool to be placed at the perimeter of the yard, contingent upon the Gismondi's installing a backdoor alarm system in addition to an electronic alarm in the pool. The motion was adopted by unanimous roll call vote.

(4-56) MOVED FIALLA-GRECO to approve the minutes of the regularly scheduled meeting of February 9, 2004. The motion was adopted by a 4-1 vote with Mr. Padula abstaining since he was not present at that meeting.

CORRESPONDENCE

Ronald Pendleton of the Soffer Organization - permission to use Penn Center Parking Lot for Community Days - June 22, 23, 24, 25 and 26th 2004.

Jon C. Balson, UCC Program - notification that Wilkins is required to opt in or out of the Uniform Construction Code during a ninety (90) day election period from April 9, 2004 through July 8, 2004.

- (4-57) MOVED PADULA-GRECO to approve the request of the Penhurst Civic Association for a donation of \$200.00. The motion was adopted by unanimous roll call vote.
- (4-58) MOVED GRECO-FIALLA to adopt Resolution 02-2004 authorizing the proper Township Officers to execute a Consent Order and Agreement with the Commonwealth of Pennsylvania, Department of Environmental Protection, pursuant to the Water Quality Management and Environmental Protection Agency's Clean Water Act, contingent upon the deletion of paragraph one (1) located on page (2), as required by the Environmental Protection Agency. The motion was adopted by unanimous roll call vote.
- (4-59) MOVED MARTINELLI-GRECO to amend the Schedule of Authorized Signers for the Township of Wilkins Police Pension Plan, PNC Account to include Rebecca Bradley, Manager as an authorized signer. The motion was adopted by unanimous roll call vote.
- (4-60) MOVED MARTINELLI-GRECO to authorize Rebecca Bradley to execute the Investment Policy Summary for the Wilkins Township Police Pension Plan. The motion was adopted by unanimous roll call vote.
- (4-61) MOVED FIALLA-PADULA to authorize the expenditure of \$1,176.00 from the Emergency Management Fund for the purchase of upgraded bulletproof vests for each member of the unit, as per the recommendation of Chief Guthrie. The motion was adopted by unanimous roll call vote.

Minutes of the Additional Stated Meeting, Monday, January 23, 2004 - Page Two

(4-62) MOVED MARTINELLI-GRECO to authorize the appropriate officials to execute a Municipal Consent for right of Entry between the Township of Wilkins and the U.S. Department of the Interior, Office of Surface Mining Reclamation and Enforcement, authorizing access to municipally owned property in and around Delaney Drive for the purpose of trench excavation and installation of a drainage system.

ORDINANCE NO. 960

AN ORDINANCE OF THE TOWNSHIP OF WILKINS AMENDING ORDINANCE NO. 822, INCREASING THE RATES OR CHARGES FOR THE USE OF THE MUNICIPALITY'S SANITARY SEWER SYSTEM; AND ESTABLISHING AN EFFECTIVE DATE FOR SAID RATES OR CHARGES.

- (4-63) MOVED GRECO-FIALLA to read Ordinance No. 960, and Ordinance amending Ordinance No. 822, increasing the rates or charges for the use of the municipality's sanitary sewer system, for the first time.
- (4-64) MOVED PADULA-GRECO to read Ordinance No. 960 for the second time by title only.
- (4-65) MOVED GRECO-FIALLA to adopt Ordinance No. 960.

Motions 4-63 to 4-65 inclusive were adopted by unanimous roll call vote.

- (4-66) MOVED PADULA-GRECO to approve the implementation of a fee of \$25.00 for Code Appeals Board Hearings. The motion was adopted by unanimous roll call vote.
- (4-67) MOVED MARTINELLI to authorize the Manager to advertise for part-time custodian for the municipal offices. The motion was withdrawn before a 2nd was made due to concerns.

COMMISSIONER'S COMMENTS:

Mr. Padula would like to thank Lee Schaeffer for upgrading the sound system.

Mrs. Martinelli would like to thank Home Depot for the donation of a generator for VFD #4 and \$500.00 for new tile in the Police Department Duty Room.

Ms. Fialla would like to thank Home Depot for same as Mrs. Martinelli and also for all of their past donations, including the Gazebo in the front of the municipal building and all of the donations to the Recreation Board.

At this time the Board recessed for an Executive Session where the DPW Laborer Applicants, the Lease with WHEMS and the Hearn Case will be discussed.

The Board reconvened at 9:10 PM, President Wilson asked if there were any comments from the audience on the matters discussed at the Executive Session, there were none.

(4-68) MOVED MARTINELLI-FIALLA to adjourn, the meeting was adjourned at 9:11 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MARCH 08, 2004

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, February 23, 2004

COMMUNICATIONS:

CITIZENS' COMMENTS

Presentation of Citizen of Year plaque – Paul Padula

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:	General Fund	\$164,251.80
	Sewer Revenue Fund	\$ 1,657.36
	Sewer Construction Fund	\$ 1,402.00
	Capital Reserve Fund	\$ 121.20
	TÖTAL:	\$167,432,36

OLD BUSINESS:

NEW BUSINESS:

Approval of Service Agreement with Metro for Alert/Care

Software Package for Police Department – Annual maintenance

fee: \$1,300.00

Municipal Cooperation Agreement & DUI Resolution - WTPD

Intergovernmental Agreement – Wilkins Township and the Borough of Forest Hills for the purchase of a Sewer Vactor.

Board of Code Enforcement Appeals - alternates/amendment to

Ordinance

Approval of Snow & Ice Agreement between the County of



AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MARCH 08, 2004

Allegheny and the Township of Wilkins for the years 2004, 2005 and 2006 for the performance of winter services on Churchill Road from Harrison to Larimer.

Request from N. Leonard Hill to attend a two (2) day seminar offered by the Building & Fire Code Academy, on 2003 International Property Maintenance Code at a cost of \$225.00, from April 29-30th, in Pittsburgh.

Discussion of a Police Management Study conducted through DCED, Governor's Center for Local Government Services.

Discussion of a policy for fundraising

Agreement between B&J Amusements and Wilkins Township for the Carnival for the Community Days.

COMMISSIONERS' COMMENTS

EXECUTIVE SESSION: DPW Applications

ADJOURNMENT

REGULAR MEETING, MONDAY, MARCH 8, 2004

The Regular Meeting of Monday, March 8, 2004 was brought to order at 7:10 PM by Vice-President Frank Greco. A quorum was present as follows:

Mr. Greco Mr. Padula Mrs. Martinelli

Ms. Fialla

President William G. Wilson was absent.

At the invitation of Vice-President Greco all rose and participated in the Pledge of Allegiance to the flag.

(4-69) MOVED PADULA-FIALLA to approve the minutes of the meeting of February 23, 2004 as presented. The motion was adopted by unanimous roll call vote of all present.

Beth Dietzen from the Woodland Hills Progress presented Commissioner Paul Padula with the 2004 Citizen of the Year plaque.

(4-70) MOVED FIALLA-PADULA to waive the reading of the following reports, they will be on file in the Manager's Office. The motion was adopted by unanimous roll call vote of all present.

Police Report for February 2004:

236
39
17
21
45
26
\$4,298.43

The February Department of Public Works Report can be found, filed, in the Manager's Office.

WTVFD #1 reported 12 fires, 4 practices and one meeting with total man hours of 156.5 for the month of February.

WTVFD #3 reported 10 fires, man hours 67.47 and 27 non-incident activities with total staff hours of 1,190.00 for the month of February 2004.

WTVFD #4 reported 10 fires, 3 drills, 2 public services and 1 work detail with total man hours of 125.75 for February 2004.

Minutes of the Regular Meeting, Monday, March 8, 2004 - Page Two

The Building Inspector reported one alteration, 1 demolition and 1 interior renovation (retail). There were 2 Code.sys and 1 WT permits with a total deposit of \$759.00.

The Deed Transfer Tax for February 2004 was in the amount of \$1,971.56.

PA MUNICIPAL SERVICES - ACT 511 TAX REPORT - FEBRUARY 2004

EARNED INCOME TAX:

Current Month \$ 57,027.20 Previous Year \$ 71,048.23 Difference Current YTD 83,949.71 Previous YTD 99,253.50 (\$15, 303.79)

OCCUPATION PRIVILEGE TAX:

Current Month	7,118.01	Previous Year	1,627.00	Difference
Current YTD	7,663.91	Previous YTD	1,680.00	\$ 5,983.91

MERCANTILE TAX:

Current Month	-0-	Previous Year	-0-	Dif	ference
Current YTD	200.00	Previous YTD	-0-	\$	200.00

BUSINESS PRIVILEGE TAX:

Current Month	-0-	Previous Year	41.95	Difference
Current YTD	472.54	Previous YTD	1,704.17	(\$1,231.63)

Kathy Strait, Secretary of the Recreation Board reported the minutes of the February 11th meeting and also the schedule of activities for 2004.

The Engineer's Report for February can be found, filed, in the Manager's Office.

- (4-71) MOVED GRECO-MARTINELLI to pay the bills for February in the amount of \$167,432.36. The motion was adopted by unanimous roll call vote of all present.
- (4-72) MOVED MARTINELLI-PADULA to authorize the appropriate officials to execute an agreement with METRO for annual maintenance on the Alert/Care software in the Police Department at a cost of \$1,300.00. The motion was adopted by unanimous roll call vote of all present.
- (4-73) MOVED PADULA-FIALLA to authorize the Solicitor to review the Police Cooperation Agreement and DUI resolution for a joint inter-municipal DUI task force. The motion was adopted by unanimous roll call vote of all present.
- (4-74) MOVED MARTINELLI-PADULA to authorize the Solicitor to enter into discussion with the Forest Hills Solicitor for the preparation of an Intergovernmental Cooperation Agreement for the proposed joint purchase of a sewer vactor. The motion was adopted by unanimous roll call vote of all present.
- (4-75) MOVED FIALLA-MARTINELLI to authorize the Solicitor to prepare an amendment to Ordinance #945, Board of Code Enforcement Appeals to add language for alternate Board members. The motion was adopted by unanimous roll call vote of all present.
- (4-76) MOVED MARTINELLI-FIALLA to authorize the appropriate officials to execute the Snow & Ice Agreement between the County of Allegheny and the Township of Wilkins for the years 2004, 2005 and 2006. The motion was adopted by unanimous roll call vote of all present.

Minutes of the Regular Meeting, Monday, March 8, 2004 - Page Three

(4-77) MOVED FIALLA-MARTINELLI to approve the request of N. Leonard Hill to attend a two day seminar offered by the Building & Fire Code Academy, on 2003 International Property Maintenance Code at a cost of \$225.00 from April 29-30th, in Pittsburgh. The motion was adopted by unanimous roll call vote of all present.

(4-78) MOVED FIALLA-MARTINELLI to authorize the appropriate officials to execute a Letter of Intent with the Department of Community & Economic Development, Governor's Center for Local Government Services for the purpose of requesting a police management study. The motion was adopted by unanimous roll call vote of all present.

(4-79) MOVED MARTINELLI-PADULA to table the Fund Raising Policy. The motion was adopted by unanimous roll call vote of all present.

(4-80) MOVED MARTINELLI-FIALLA to authorize the purchase of a reconditioned Toshiba 3560 Copier from the Copier Corporation of America for a cost of \$2,850.00. The motion was adopted by the following vote: Martinelli, Fialla, Greco - YES, Padula - NO, Wilson - ABSENT.

COMMISSIONER'S COMMENTS:

Ms. Fialla - Thanked those individuals who helped to publicize the Mine Subsidence presentation that was held at 6:00 PM. Also thanked the representatives from DEP for coming to Wilkins and offering this presentation that was so well attended. Requested that the manager make available all employment contracts to the Solicitor for his review due to pending labor negotiations.

Mr. Padula - Wanted to clarify that he is not against the purchase of a copier for the administrative offices, however, he believes that the manager should have received quotes from several companies prior to making a recommendation for purchase.

Mr. Greco - Congratulated Mr. Padula on the receipt of the Citizen of the Year Award. Thanked those residents who took the time to attend the meeting on mine subsidence.

Mrs. Martinelli - Thanked all of those in attendance for coming to the Board meeting. Stated that the Commissioners are working hard with little funds to improve the appearance of the municipal building. She is seeking local artists who are interested in displaying their art work in the municipal building. In addition, she is working with a local Girl Scouts troop to do some outdoor planting and is working with the Century Club on the purchase of new furniture. She welcomed any interested residents to work with the Commissioners in the dressing up of the building.

Prior to adjournment, in lieu of an executive session, the Commissioners discussed the interview times and date for the position of Laborer in the Department of Public Works. It was decided that interviews will be conducted beginning at 9:00 AM on Saturday, March 27, 2004. Interviews will be five (5) minutes and all interested applicants will be scheduled at five-minute intervals.

(4-81) MOVED PADULA-FIALLA to adjourn, the meeting was adjourned at 8:00 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Cellesca Gradley
Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, MARCH 29, 2004

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Minutes March 8, 2004
- 4. Citizen's Comments
- 5. Correspondence Sally Bogie, Librarian C.C. Mellor Memorial Library
 - Joan Eiger Gottlieb, Secretary Churchill Area Environmental Council
- 6. Discussion of proposed revised paving program for 2004
- 7. Request for handicapped parking Daniel Gardner 109 Linhart Street
- 8. Discussion of proposal for janitorial services at the municipal building.
- 9. Review/discussion/approval of the Easter Egg Hunt Budget for the Recreation Department.
- 10. Review/discussion/approval of the Community Days Budget. Authorization to accept the contracts provided by the following groups, contingent upon the review and approval of the Solicitor.

Organization	Amount
Stacys Golden Wax	\$2,500
(Wm. Dell & Wee Jams)	•
Dallas Marks	\$1,000
The Holidays	\$2,500
Entertainment Unlimited	\$2,500
(The Original Fantasys)	•
Chuck Blasko & The Vogues	\$2,800
Starfire Corporation	\$4,000
Radio Rich Disc Jockey	\$ 600
Jerry Braverman Show	\$ 200
Event Services	\$3,298
(Tent, Tables/Chairs, Booths, Stage)	·

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, MARCH 29, 2004

- 11. Motion to adopt Ordinance Number 961 providing for a \$25.00 filing fee for appeals from the Code Enforcement Official.
- 12. Review/Discussion of Fund Raising Policy.
- 13. Commissioner's Comments
- 14. Adjournment

Wilkins Township Commissioner Installation Ceremony

Monday, January 5, 2004

7PM

Irene J. Pohl Municipal Building

<u>Welcome</u> Angie Gialloreto

<u>Invocation</u> Reverend Jack Markell

<u>Pledge of Allegiance</u> Cindy Rizza

National Anthem Justin Martinelli

<u>Certification and Oath of Office</u> PA Supreme Court Justice Max Baer

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING RE-ORGANIZATION MEETING MONDAY, JANUARY 05, 2004

CALL TO ORDER

PUBLIC COMMENT

RE-ORGANIZATION

Selection of Board President

Selection of Board Vice President

Appointment of Committees and Chairs

Finance

Police

Public Works

Recreation

Appointment of Solicitor

Appointment of Engineer

Appointment of Fire Marshal

Appointment of Deputy Fire Marshals

Designate Bank Depository

PNC Bank

Pennsylvania Local Government Investment Trust (PLGIT)

Designate Newspapers for Legal Notices

Progress Star

Pittsburgh Post Gazette

Pittsburgh Tribune Review

Appointments of Representatives

Turtle Creek Valley Council of Governments

Eastern Regional Communications Center Board

3 Rivers Wet Weather Demonstration Program Eastern Basin Group

Appointments to Township Boards/Commissions

Zoning Hearing Board (2)

Planning Commission (2)

Civil Service Commission

Vacancy Board (1)

Industrial Development Authority (2)

Recreation Advisory Board

Closing Comments: Board of Commissioners

Ms. Angie Gialloreto, Democratic Committee Town Chair

ADJOURNMENT

MINUTES OF THE REORGANIZATION MEETING, MONDAY, JANUARY 5, 2004

The Reorganization Meeting of Monday, January 5, 2004 was called to order at 7:30 PM by Vice-President Frank Greco.

Mrs. Angie Gialloreto welcomed everyone to the meeting.

Reverend Jack Markell gave the invocation.

The National Anthem was sung by Mr. Justin Martinelli.

The Pledge of Allegiance was led by Mrs. Cindy Rizza.

Pennsylvania Supreme Court Justice Max Baer then administered the Oath of Office to newly elected Commissioners: Sharyn Fialla, Sylvia Martinelli and Paul Padula.

John M. Means stated that today, January 5, 2004, is his last day and he will not be reinstated but would like to thank the Township for his service for the last thirty five years. He is wishing the Township nothing but the best!

- (4-1) MOVED MARTINELLI-FIALLA to appoint William G. Wilson as President of the Board. Mr. Wilson was elected as President by the following vote: 4-1 Mr. Padula voting No.
- (4-2) MOVED MARTINELLI-PADULA to appoint Frank Greco as Vice-President of the Board. The motion was adopted by unanimous roll call vote.

President Wilson made the following appointments:

FINANCE: Frank Greco, Chair, Sharyn Fialla and Paul Padula
PUBLIC SAFETY: Sharyn Fialla, Chair, Sylvia Martinelli and Frank Greco
PUBLIC WORKS: Sylvia Martinelli, Chair, Sharyn Fialla and Paul Padula
RECREATION & MUNICIPAL PROPERTIES: Paul Padula, Chair, Sylvia
Martinelli & Frank Greco

- (4-3) MOVED FIALLA-GRECO to appoint John Cambest of Dodaro, Kennedy and Cambest, as Solicitor. Mr. Cambest was appointed by the following vote: 4-1 Mr. Padula voting No.
- (4-4) MOVED GRECO-PADULA to appoint William McKeever as Engineer for the Township of Wilkins. The motion was adopted by unanimous roll call vote.
- (4-5) MOVED PADULA-GRECO to appoint N. Leonard Hill as Fire Marshal of the Township of Wilkins. The motion was adopted by unanimous roll call vote.
- (4-6) MOVED PADULA-FIALLA to appoint the following persons as Deputy Fire Marshal's: #1 Paul Romanelli, #3 Nicholas Slobodnyak and #4 William McElheny. The motion was adopted by unanimous roll call vote.
- (4-7) MOVED GRECO-MARTINELLI to appoint Pittsburgh National Bank and PLGIT as depositories of Township Funds. The motion was adopted by a 4-1 vote with Mr. Padula abstaining.
- (4-8) MOVED PADULA-GRECO to appoint the Progress, the Pittsburgh Post Gazette and the Tribune Review as the Township's official newspapers. The motion was adopted by unanimous roll call vote.

Minutes of the Reorganization Meeting, Monday, January 5, 2004 - Page Two

President Wilson made appointments of representatives: Turtle Creek Valley COG: Mrs. Martinelli and Mr. Wilson; The ERC: Mr. Padula and Ms. Fialla and the Three Rivers Wet Weather: Mr. Greco and Ms. Fialla.

- (4-9) MOVED GRECO-PADULA to reappoint M. Jos. Martinelli and appoint Ms. Janet Bunecicky to the Zoning Hearing Board. The motion was adopted by a 4-1 vote with Mrs. Martinelli abstaining.
- (4-10) MOVED GRECO-FIALLA to reappoint Mr. Yates and Mrs. Krasik to the Planning Commission. The motion was adopted by unanimous roll call vote.
- (4-11) MOVED PADULA-FIALLA to accept Mrs. Martinelli's resignation from the Civil Service Board. The motion was adopted by unanimous roll call vote.
- (4-12) MOVED MARTINELLI-GRECO to appoint Mr. Joseph Henry and Mr. Albert Greco to the Civil Service Board. The motion was adopted by unanimous roll call vote.
- (4-13) MOVED FIALLA-PADULA to appoint Mrs. Angie Gialloreto to the Vacancy Board. The motion was adopted by unanimous roll call vote.
- (4-14) MOVED GRECO-MARTINELLI to appoint Mr. Eric Lawson to the IDA. The motion was adopted by unanimous roll call vote.
- (4-15) MOVED FIALLA-GRECO to appoint Susan and John Morvay, Frank Derzak, Kelly Wilson, Richard Voeltzel and Patty Nowikowski to the Recreation Advisory Board. The motion was adopted by a 4-1 vote, Mr. Wilson Abstaining.

COMMISSIONERS COMMENTS:

Vice-President Greco is looking forward to working with Mrs. Martinelli, Ms. Fialla and Mr. Paul Padula - Welcome aboard!

Mr. Padula would like to thank everyone for coming. He wishes his best for his coworkers, also thanks to Mr. John Means.

Mrs. Martinelli offers congratulations to all Board Members. Thanks to all for support.

Ms. Fialla thanking all for their support. She was hired to be the peoples representative to do this job. Hopes the residents will communicate regularly with her. Thanks to the Democratic Committee for the reception.

President Wilson - Thanks to all for coming out. Will run Township by an open door policy that is business friendly. Thanks to Angie Gailloreto for putting everything together.

Mrs. Gialloreto - Thanks and recognition to George Porado, Peter Nychis, Mark Wells, Sharon Vrontos, Margaret and Bill Kerney, Sharyn Fialla, Frank Greco and Sylvia Martinelli, also to Linda and Pat.

(4-16) MOVED PADULA-MARTINELLI to adjourn, the meeting was adjourned at 8:10 P.M. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Celiecea Gradley,
Rebecca Bradley

Secretary

ADDITIONAL STATED MEETING OF MONDAY, MARCH 29, 2004

The Additional Stated Meeting of Monday, March 29, 2004 was brought to order by President William Wilson. A quorum was present as follows:

Mr. Wilson

Mrs. Martinelli

Mr. Greco

Mr. Padula

Ms. Fialla

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the flag.

(4-82) MOVED PADULA-FIALLA to approve the minutes of the meeting of March 8, 2004 as presented. The motion was adopted by a 4-1 vote with President Wilson abstaining since he was not present at that meeting.

CITIZEN'S COMMENTS:

- Mr. McGrath requested that the Board of Commissioners consider authorizing the Manager to provide advance meeting material to interested citizens. Also, recommended that the Commissioners be very clear on who the beneficiaries of Township fundraisers are and what types of organizations may participate in fundraising activities.
- (4-83) MOVED PADULA-GRECO to authorize a donation of \$500.00 to the C. C. Mellor Library for Children's Reading Programs at the parks during the Summer. The motion was adopted by unanimous roll call vote.
- (4-84) MOVED MARTINELLI-GRECO to authorize the donation of \$45.00 to the Churchill Area Environmental Council. The motion was adopted by unanimous roll call vote.
- (4-85) MOVED MARTINELLI-FIALLA to accept the recommendation of Paul Vargo to authorize the Engineer to revise the specification and bids for the 2004 road paving program to: Base Bid: Elizabeth Street (Lucia to Greensburg Pike), Lucia Road (Roland to Dead End), Maple Lane (Churchill Line to Comfort Inn Drive). Alternate "A" Addition: Penhurst Drive (Churchill to Harrison). Alternate "B" Addition: Montgomery (Washington to Dead End). The motion was adopted by unanimous roll call vote.
- (4-86) MOVED PADULA-MARTINELLI to authorize the request of Mr. Daniel Gardner of 109 Linhart Street for a handicapped parking space. The motion was adopted by unanimous roll call vote.
- (4-87) MOVED GRECO-FIALLA to table the bids received for janitorial service. The motion was adopted by unanimous roll call vote.
- (4-88) MOVED PADULA-MARTINELLI to approve the Recreation Advisory Board's proposed budget for the Easter Egg Hunt and authorizing same. The motion was adopted by unanimous roll call vote.
- (4-89) MOVED PADULA-FIALLA to approve the Recreation Advisory Board's proposed budget for Community Days and authorizing the payment of the appropriate deposits to the events organizations. The motion was adopted by unanimous roll call vote.
- (4-90) MOVED FIALLA-PADULA to approve the following contracts, contingent upon the review and approval of the Solicitor:

Minutes of the Additional Stated Meeting, Monday, March 29, 2004 - Page Two

Stacy's Golden Wax: \$2,500.00; Dallas Marks: \$1,000.00; The Holidays: \$2,500.00; Entertainment Unlimited: \$2,500.00; Chuck Blasko & The Vogues: \$2,800.00; Starfire Corporation: \$4,000.00; Radio Rich Disc Jockey: \$600.00; Jerry Braverman Show: \$200.00; Events Services: \$3,298.00. The motion was adopted by unanimous roll call vote.

ORDINANCE NO. 961

AN ORDINANCE OF THE TOWNSHIP OF WILKINS,. ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING ORDINANCE NO. 945 TO PROVIDE FOR A FILING FEE FOR APPEALS FROM THE CODE ENFORCEMENT OFFICIAL ENFORCING THE BUILDING CONSTRUCTION CODE, THE FIRE PREVENTION CODE, THE INTERNATIONAL PROPERTY MAINTENANCE CODE AND ALL OTHER CODE ENFORCEMENT ACTIONS WHERE THE CODE OF THE TOWNSHIP OF WILKINS PROVIDES FOR APPEALS.

- (4-91) MOVED MARTINELLI-GRECO to read Ordinance No. 961 for the first time.
- (4-92) MOVED GRECO-FIALLA to read Ordinance No. 961 for the second time by title only.
- (4-93) MOVED MARTINELLI-FIALLA to adopt Ordinance No. 961.

Motions 4-91 through 4-93 were adopted by unanimous roll call vote.

The Fundraising policy introduced at the previous meeting of the Board of Commissioners was once again discussed. The Board is asked to review the proposed amendments made by Mrs. Bradley so that further discussion can occur, leading to adoption of the policy.

COMMISSIONERS COMMENTS:

Commissioner Padula would like to thank Chief Guthrie for permitting Sergeant Lamb to attend the funerals of the fallen firefighters from the Ebenezer Baptist Church fire on Saturday March 13, 2004. The motion was adopted by unanimous roll call vote.

Mr. Padula also updated the Board on the ERC meeting.

Commissioner Martinelli would like to thank Paul Vargo for quickly responding to all of her requests. Also thanks to the Recreation Board and the Manager for the excellent work on the newsletter.

Commissioner Greco echoed Mrs. Martinelli's sentiments on the newsletter.

President Wilson reminded the residents that the Easter Egg Hunt is scheduled for Saturday, April 3, 2004, beginning at 11:00 A.M. He also stated that he believed that Mr. McGrath had a good idea about the manager providing pre-meeting information to the public and will discuss the possibilities with the Solicitor.

President Wilson wished everyone a great Easter and thanked everyone for coming.

Minutes of the Additional Stated Meeting, Monday, March 29, 2004 - Page Three

At this time (7:30 PM) the Commissioners recessed into Executive Session for discussion of a personnel issue.

The Commissioners reconvened from Executive Session after discussing a personnel issue and cleaning services at 8:29 PM.

President Wilson asked if there were any comments from the audience on the matters discussed at the Executive Session, there were none.

(4-94) MOVED MARTINELLI-FIALLA to authorize the Manager to advertise for Demolition Hearings scheduled for Monday, April 12, 2004 beginning at 6:00 PM. The motion was adopted by unanimous roll call vote.

(4-95) MOVED PADULA-FIALLA to adjourn, the meeting was adjourned at 8:30 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, APRIL 12, 2004

Approval of the municipal police cooperation agreement between Wilkins Township, North Versailles Township, Penn Hills Township, Municipality of Monroeville, Churchill Borough, Forest Hills Borough, White Oak Borough and Plum Borough for the purpose of participating in a joint DUI Task Force and authorization for the appropriate officials to execute the agreement.

NEW BUSINESS:

Penn Hills/Wilkins Township proposal to resolve double billing of customers within the boundary area and resolve sewage flow issues.

Request from N. Leonard Hill to attend a three (3) day seminar offered by the Building & Fire Code Academy, on 2003 International Fire Code at a cost of \$360.00, from May 26-28th, in Pittsburgh.

COMMISSIONERS' COMMENTS

EXECUTIVE SESSION:

ADJOURNMENT

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, APRIL 12, 2004

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, March 29, 2004

COMMUNICATIONS: Elizabeth Fullerton – 221 Sunset Drive

William D. Gamble, DCED, Local Government Policy

Specialist

CITIZENS' COMMENTS

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:

General Fund	\$137,633.36
General Fund Addendum	\$ 2,292.55
Sewer Revenue Fund	\$ 62,788.82
Sewer Construction Fund	\$ 2,361.72
Capital Reserve Fund	\$ 3,920.37
Capital Reserve Addendum	\$ 66.50
TOTAL:	<u>\$209,063.32</u>

OLD BUSINESS: Discussion of Fundraising Policy

Discussion of an additional recommendation from Leonard Hill on the proposed ordinance amending the Board of Code Enforcement Appeals to authorize alternates.

Resolution Number 3-04 authorizing the participation of Wilkins Township Police Department in a joint DUI enforcement program funded by a government grant of \$37,000 along with the Townships of Penn Hills, and North Versailles; the Municipality of Monroeville; and the Boroughs of Churchill, Forest Hills, White Oak and Plum.

REGULAR MEETING, MONDAY, APRIL 12, 2004

A Public Hearing was called at 6:00 PM this date. A quorum was present as follows: Mr. Paul Padula, Mrs. Sylvia Martinelli and Mr. William Wilson.

Commissioner Wilson stated that the purpose of the public meeting was to receive comments on the proposed demolition of 904 Greensburg Pike and 921 Larimer Avenue. He asked the audience if they had any comments.

Ms. Colleen Arend of 908 Greensburg Pike stated that 904 Greensburg Pike is a safety hazard and should be demolished.

Mr. N. Leonard Hill described the conditions of both of the properties.

(4-96) MOVED MARTINELLI-PADULA to proceed with demolition of 904 Greensburg Pike and 921 Larimer Avenue. The motion was adopted by unanimous roll call vote of all present.

The Public Meeting was adjourned at 6:10 PM. (no roll call taken)

The Regular Meeting of Monday, April 12, 2004 was brought to order by President William Wilson at 7:00 PM. A quorum was present as follows:

Mr. Wilson

Mrs. Martinelli

Mr. Padula

Ms. Fialla

Mr. Greco was absent.

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the flag.

(4-97) MOVED MARTINELLI-FIALLA to approve the minutes of the meeting of March 29, 2004. The motion was adopted by unanimous roll call vote of all present.

CORRESPONDENCE:

- 1. Elizabeth Fullerton, 221 Sunset Drive regarding tractor trailers turning onto Hawthorne from Route 22 and requesting the installation of a sign on Route 22. This issue will be referred to Chief Guthrie, as Route 22 is a State owned road.
- 2. William D. Gamble, Local Government Policy Specialist with the Department of Community and Economic Development, announcing that the Township's request for a Peer to Peer study in the Police Department has been approved and requesting that the Township complete and return a survey so that the process may begin.
- 3. Chief Keith Guthrie requesting permission to attend the annual education and training conference for Chief's of Police in Lancaster, PA from 07/11/04 07/15/04 at a cost of \$747.00.
- (4-98) MOVED PADULA-FIALLA to approve the request of Chief Guthrie to attend the annual education and training conference for Chief's of Police in Lancaster, PA from 7/11/04 7/15/04 at a cost of \$747.00. The motion was adopted by unanimous roll call vote of all present.
- (4-99) MOVED PADULA-FIALLA to waive the reading of reports. The motion was adopted by unanimous roll call vote of all present.

Minutes of the Regular Meeting, Monday, April 12, 2004 - Page Two

REPORTS:

Chief Guthrie's Police Report for March 2004:

Total police calls logged	232
Total criminal offenses reported	49
Criminal arrests/persons charged	27
Criminal offenses cleared	31
Traffic citations issued	69
Parking citations issued	6
Total monies collected during March	\$5,883.39

Paul Vargo's DPW Report can be found filed in the Manager's Office.

WTVFD #1 reported 6 fires, 4 practices and 2 special services with total March 2004 man hours of 213.5.

WTVFD #3 reported 5 fires and 22 activities with total March 2004 man hours of 813.72.

BUILDING PERMITS ISSUED: 9 Additions & Alterations - construction cost \$44,662.00; Repoint & Replace Bricks - 1 - const. cost \$11,000.00; Brick Layers Union - New entrance door 1 at const cost of \$3,000.00; PENN CENTER - 1 Sprinkler @ 4,695.00, 1 Interior Alteration @ 32,000.00 and 1 Interior Alteration @ 29,088.00. Eight (8) Code.sys permits and seven (7) Wilkins Township permits.

Real Estate Tax for the month of March 2004 \$18,521.65.

Tax Collectors Report - March 2004:

Balance Collectable - beginning of month	1,337,978.77
Adjusted Collectable	1,338,978.77
Less Face Collections for month	242,048.87
Balance Collectable - end of month	1,095,929.90
Face Amount of Collections	242,048.87
Less Discounts	4,841.04
Total Cash Collected	\$237,207.83

PA MUNICIPAL SERVICES - ACT 511

EARNED INCOME TAX:

Current Month	\$ 28,979.53	Previous Year \$	30,715.37	Difference
Current YTD	112,929.24	Previous YTD	129,968.87	(\$17,039.63)

OCCUPATION PRIVILEGE TAX:

Current Month	942.20	Previous Year	1,269.20	Difference
Current YTD	8,606.11	Previous YTD	3,149.20	\$5,456.91

MERCANTILE TAX:

Current Month	2,551.62	Previous Year	3,197.00	Difference
Current YTD	2,551,62	Previous YTD	3,197,00	(\$645.38)

BUSINESS PRIVILEGE TAX:

Current Month	3,934.81	Previous Year	3,921.00	Difference
Current YTD	4,407.35	Previous YTD	5,625.17	(\$1,217.82)

Minutes of the Regular Meeting, Monday, April 12, 2004 - Page Three

The March Minutes for the Recreation Board are filed in the Manager's Office.

The Senate Engineering Report can be found, filed, in the Manager's Office.

- (4-100) MOVED MARTINELLI-FIALLA to approve payment of the March bills in the amount of \$209,063.32. The motion was adopted by unanimous roll call vote of all present.
- (4-101) MOVED PADULA-MARTINELLI to approve the fund raising policy as presented. The motion was adopted by unanimous roll call vote of all present.
- (4-102) MOVED PADULA-FIALLA to accept the recommendation of N. Leonard Hill and directing the Solicitor to further amend the proposed ordinance that amends the Board of Code Enforcement Appeals Ordinance to include alternate to the Board members to also reduce the timeframe within which an appeal may be filed from thirty (30) days to twenty (20) days. The motion was adopted by unanimous roll call vote of all present.

RESOLUTION NO. 3-04

A RESOLUTION OF THE TOWNSHIP OF WILKINS AUTHORIZING THE PARTICIPATION OF THE WILKINS TOWNSHIP POLICE DEPARTMENT IN A JOINT DUI ENFORCEMENT PROGRAM.

- (4-103) MARTINELLI-FIALLA to read Resolution No. 3-04.
- (4-104) MOVED MARTINELLI-PADULA to accept Resolution No. 3-04, authorizing the participation of the Wilkins Township Police Department in a joint DUI enforcement program funded by a government grant of \$37,000 along with the Townships of Penn Hills and North Versailles; the municipality of Monroeville; and the Boroughs of Churchill, Forest Hills, White Oak, and Plum.

Motions 4-103 and 4-104 were adopted by unanimous roll call vote of all present.

- (4-105) MOVED FIALLA-MARTINELLI authorizing the Solicitor to interact with the interim Solicitor for Penn Hills to develop an agreement regarding the Ridgecrest/Sunset billing and sewage lines. The motion was adopted by unanimous roll call vote of all present.
- (4-106) MOVED FIALLA-MARTINELLI authorizing N. Leonard Hill to attend a three day seminar offered by the Building and Fire Code Academy on 2003 International Fire Code at a cost of \$360.00, from May 26-28th in Pittsburgh, if Mr. Hill finds the previously authorized seminar on Property Maintenance Codes with the same outfit acceptable. The motion was adopted by unanimous roll call vote of all present.

COMMISSIONERS COMMENTS:

Commissioner Padula asked the newspapers to report on communication received by the Commissioners regarding a S.A.F.E. day program sponsored through the Allegheny County Sheriff's Office on April 14, 2004 and also reminded the residents that the Century Club will be holding their annual spaghetti dinner on Sunday, April 18th.

Minutes of the Regular Meeting, Monday, April 12, 2004 Page Four

Commissioner Martinelli also reported on the Spaghetti Dinner. Commissioner Padula will be assisting Tony Romanelli in preparing the meal. This is a good event that raises a lot of money for the group.

President Wilson asked the Commissioners if they were in agreement with the manager her recommendation to not accept property offered by Mr. Amore and directed the manager to correspond with Mr. Amore stating the same. Also requesting that the manager contact Mr. Green from the Office of Surface Mining for an update on the Delaney Drive project.

At this time, 7:40 PM the Board went into Executive Session.

At 8:20 PM the Board reconvened. President Wilson asked if there were any comments from the audience on the Executive Session, there were none.

(4-07) MOVED FIALLA-WILSON to adjourn. The meeting was adjourned at 8:2PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MAY 10, 2004

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, April 12, 2004

COMMUNICATIONS:

- Mayor James Davis, Turtle Creek Borough
- Winifred Klingerman, Turtle Creek Valley Memorial Day Association
- Bruce M. Sivak, Manager Woodland Hills Emergency Medical Services
- Mr. Charles Hunsberger

CITIZENS' COMMENTS:

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYM	IENT	OF I	BILLS:
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General Fund	\$	107,066.29
General Fund Addendum	\$	28,482.34
Sewer Revenue Fund	\$	79,008.14
Sewer Construction Fund	\$	275.00
Sewer Construction Fund Addendum	\$	511.20
David Friday Fund	\$	12,000.00
Capital Reserve Fund	\$	1,693.93
RDMB	\$	9,000.00
IDA Fund	\$	1,000.00
IDA Fund Addendum	\$	4.280.00
TOTAL:	<u>S</u> 2	<u> 243,316.90</u>

OLD BUSINESS:

Approval of the municipal police cooperation agreement between Wilkins
 Township, North Versailles Township, Penn Hills Township, Municipality of
 Monroeville, Churchill Borough, Forest Hills Borough, White Oak Borough and

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MAY 10, 2004

Plum Borough for the purpose of participating in a joint DUI Task Force and authorization for the appropriate officials to execute the agreement.

2. Request for signage – Hawthorne Drive

NEW BUSINESS:

- 1. 2004 SHACOG award for asphalt (binder & top)
- 2. 2004/2005 SHACOG salt contract extension
- 3. Request from Treasurer George Porado for exoneration from collecting 2003 unpaid real estate taxes.
- 4. Discussion of 2004 Municipal Directory "volunteers" for committee
- 5. Discussion of Community identifier "logo" community wide initiative
- 6. Request from N. Leonard Hill to attend the Pennsylvania Association of Arson Investigators (PAAI) seminar held in State College from June 7th 11th at a total cost of \$498 (includes hotel accommodations).
- 7. Request from N. Leonard Hill to attend the PSTAS Subdivision & Land Development training program offered at the Comfort Inn on Rodi Road on May 13, 2004 for a cost of \$25.00 from 12:30 until 4:00 p.m.
- 8. Discussion of projects to be submitted for CDBG Year 31 application
- 9. Motion to adopt Resolution Number 4-2004, a Resolution of the Board of Commissioners of Wilkins Township, Allegheny County, Pennsylvania, authorizing the proper Township officials to enter into a municipal recycling program grant agreement with the Pennsylvania Department of Environmental Protection
- 10. Discussion / approval of tax stipulations for Soffer real estate settlement properties and authorization for the appropriate officials to execute the documents, stipulating to values for 2004-2005.
- 11. Resolution No. 5-2004; a resolution designating the structures located at 904
 Greensburg Pike and 921 Larimer Avenue in the Township of Wilkins as public nuisance structures pursuant to Ordinance No. 798 of the Township of Wilkins.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MAY 10, 2004

- 12. Motion ratifying the appointment of Mr. Frank Rizza of 104 Dunbar Drive to the position of part time summer laborer with the Department of Public Works at an hourly rate of \$7.50.
- 13. Notification of cancellation of life insurance policies for police officers/MEIT proposal for coverage.
- 14. Discussion/motion to cancel the second stated meeting of the Wilkins Township Commissioners for the months of June, July and August 2004.

COMMISSIONERS' COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, MAY 10, 2004

The Regular Meeting of Monday, May 10, 2004 was brought to order by President Wilson at 7:00 PM. A quorum was present as follows:

Mr. Wilson

Mrs. Martinelli

Mr. Greco

Mr. Padula

Ms. Fialla

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the flag.

(4-108) MOVED PADULA-FIALLA to approve the minutes of the meeting of April 12, 2004. The motion was adopted by a 4-1 vote with Mr. Greco abstaining since he was not present at that meeting.

COMMUNICATIONS:

- 1. Mayor James Davis, Turtle Creek Borough interested in discussing the possibility of Turtle Creek providing dispatching services and prisoner lock up for Wilkins. Commissioner Padula requested that the Manager thank Mayor Davis for his interest, but inform him that, at this time, the Township is not interested.
- 2. Winifred Klingerman, Turtle Creek Valley Memorial Day Association Two items: First item request for donation for annual Memorial Day Parade. Second item invitation to Wilkins Township to participate in the parade, which will begin at 9:00 AM on Monday, May 31, 2004. Commissioner Wilson advised Chief Guthrie to speak with Commissioner Martinelli following the meeting. She is interested in providing a car for the parade.
- (4-109) MOVED PADULA-FIALLA to approve the donation of \$100.00 to the Turtle Creek Valley Memorial Day Association for their annual Memorial Day Parade. The motion was adopted by unanimous roll call vote.
- 3. Bruce Sivak, Manager, Woodland Hills Emergency Medical Services inviting the Wilkins Township Commissioners to participate in recognizing Emergency Services Week May 16-22, 2004, requesting that the Board develop a proclamation recognizing this week and inviting the Commissioners and residents to attend the Car Seat Check Up on May 13, 2004. Commissioner Wilson requested that Mrs. Bradley read the proclamation that was prepared in recognition of Emergency Services Week.
- 4. Mr. Charles Hunsberger notifying the Board of Commissioners that he will be retiring as of June 8, 2004. He has spent thirty eight wonderful years in the Township's employ, but now wishes to do some traveling.
- (4-110) MOVED PADULA-MARTINELLI to accept the retirement of Mr. Charles Hunsberger and authorizing the manager to prepare a certificate recognizing Mr. Hunsberger's thirty eight years of service to the Township. The motion was adopted by, unanimous roll call vote.

CITIZEN'S COMMENTS:

1. Mr. Mike Muhar of 689 Negley Avenue - commented on the improvements made to the sound system. His hearing is either improving, or the Commissioners have upgraded the sound system. Thank you to the Board.

Minutes of the Regular Meeting of Monday, May 10, 2004 - Page Two

- 2. Mr. Mike Hickey of 501 Lucia Road thanked the Commissioners for responding to his letter regarding his neighbor's dog. However, he saw his neighbor again today walking his dog without a leash. The police department responded promptly to his call and issued a citation. Requested that the Commissioners consider strengthening the dog law ordinances to include language about nuisance dogs, imposing heftier fines and/or confiscation of the dog.
- (4-111) MOVED MARTINELLI-GRECO to waive the reading of reports. The motion was adopted by unanimous roll call vote.

REPORTS:

Police Report for April 2004:

lotal police calls logged	268
Total criminal offenses reported	38
Criminal arrests/persons charged	16
Criminal offenses cleared	20
Traffic citations issued	89
Parking tags issued	23
Parking citations issued	7
Total monies collected for April	\$6,148.40

Mr. Paul Vargo's DPW Report can be found filed in the Manager's Office.

WTVFD #1 reported 11 fires, 4 practices, 1 meeting and 2 special details with a total of 196.25 man hours.

WTVFD #3 reported 14 fires, 4 trainings and 21 non-incident activities with a total of 911.13 man hours.

The Building Inspector reported eight (8) additions & alterations, One retaining wall and three (3) signs. Six were CODE.sys and Six were Wilkins Township.

The amount collected for Deed Transfer Tax for April was \$7,833.45.

Tax Collector's Report for April:

Balance Collectable	1,095,929.90
Deductions (exonerations)	-673.44
Adjusted Collectable	1,095,256.46
Less Face Collections for Month	761,563.86
Exonerations	4,466.61
Balance Collectable	333,692.60
Total refunds to date	277.52
Face amount of Collections	761,563.86
Less Discount	15,231.40
Total Cash Collected	746,332.46

Pennsylvania Municipal Services - Act 511 - Report for April 2004

EARNED INCOME TAX:

Current Month	38,625.91 Previous Year	25,600.94	Difference
Current YTD	151,555.15 Previous YTD	155,569.81	(\$4,014.66)

OCCUPATION PRIVILEGE TAX:

Current Month	3,105.00 Previous Year	2,870.00	Difference
Current YTD	11.711.11 Previous YTD	6.019.20	\$5,691.91

Minutes of the Regular Meeting, Monday, May 10, 2004 - Page Three

MERCANTILE TAX:

Current Month 2,538.72 Previous Year 73,754.33 Difference Current YTD 5,090.35 Previous YTD 76,951.33 (\$71,860.98)

BUSINESS PRIVILEGE TAX:

Current Month 7,369.15 Previous Year 14,394.52 Difference Current YTD 11,776.50 Previous YTD 20,019.69 (\$8,243.19)

The Senate Engineering Report can be found filed in the Manager's Office

- (4-112) MOVED GRECO-MARTINELLI to approve payment of the April bills in the amount of \$243,316.90. The motion was adopted by unanimous roll call vote.
- (4-113) MOVED GRECO-PADULA approving the Municipal Police Cooperation Agreement between Wilkins Township, North Versailles Township, Penn Hills Township, Municipality of Monroeville, Churchill Borough, Forest Hills Borough, White Oak Borough and Plum Borough for the purpose of participating in a joint DUI Task Force and authorization for the appropriate officials to execute the agreement, contingent upon further review of the Solicitor. The motion was adopted by unanimous roll call vote.
- (4-114) MOVED MARTINELLI-GRECO authorizing the Department of Public Works to erect a "NO TRUCKS EXCEPT FOR LOCAL DELIVERY" sign at the intersection of Hawthorne and Rte. 22. The motion was adopted by unanimous roll call vote.
- (4-115) MOVED MARTINELLI-GRECO to accept the recommendation of Mr. Vargo to award the ID-2 and top (asphalt) bids for the 2004 season to Lindy Paving, based upon a time and cost study that confirms Lindy is the low bidder. The motion was adopted by unanimous roll call vote.
- (4-116) MOVED PADULA-MARTINELLI to accept the recommendation of Mr. Vargo to extend the existing contract with North American Salt for the 2004/2005 season at a price of \$31.78 per ton. The motion was adopted by unanimous roll call vote.
- (4-117) MOVED FIALLA-GRECO to exonerate Tax Collector George Porado from the collection of 2003 unpaid real estate taxes. The motion was adopted by unanimous roll call vote.

Request from Mrs. Bradley for committee of volunteers to work on the Municipal Directory. Mrs. Martinelli, Ms. Fialla and Mr. Greco volunteered. (No action necessary)

Discussion of a community identifier (logo) for Wilkins Township. A contest will be run in the next newsletter asking residents to submit appropriate community identifiers for the Township. The winner will be announced at community days. The new logo should be placed on Township letterhead, vehicles and uniforms. (No action necessary)

- (4-118) MOVED FIALLA-MARTINELLI to approve the request of N. Leonard Hill to attend the Pennsylvania Association of Arson Investigators (PAAI) seminar held in State College from June 7th 11th at a total cost of \$498.00 including hotel accommodations. The motion was adopted by unanimous roll call vote.
- (4-119) MOVED FIALLA-MARTINELLI to approve the request of N. Leonard Hill and Rebecca Bradley to attend a PSTAS workshop on Subdivision and Land Development offered at the Comfort Inn on Rodi Road on May 13, 2004 for a cost of \$25.00 each. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, May 10, 2004 - Page Four

(4-120) MOVED FIALLA-PADULA to accept the recommendation of the manager to resubmit those projects from the CDBG Year 30 which were not successfully funded in CDBG Year 31 - Demolition of Sunset Bowling Lanes; Reconstruction of Wilbur & Cedar; and Montgomery and Washington. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 4-2004

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF WILKINS TOWNSHIP, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE PROPER TOWNSHIP OFFICIALS TO ENTER INTO A MUNICIPAL RECYCLING PROGRAM GRANT AGREEMENT WITH THE PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION.

- (4-121) MOVED PADULA-GRECO to adopt Resolution No. 4-2004. The motion was adopted by unanimous roll call vote.
- (4-122) MOVED MARTINELLI-GRECO to authorize the Solicitor to execute the tax stipulations for Lot/Block Numbers: 542-K-15, 542-E-175, 542-J-226, 542-K-55, 542-J-201 and 542-P-11, for the tax years 2003, 2004 and 2005. These stipulations are directly tied to the tax settlement on these Soffer properties for the years 1997 2003. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 5-2004

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, DESIGNATING THE STRUCTURES LOCATED 904 GREENSBURG PIKE AND 921 LARIMER AVENUE IN THE TOWNSHIP OF WILKINS, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA AS PUBLIC NUISANCE STRUCTURES PURSUANT TO ORDINANCE NO. 798 OF THE TOWNSHIP OF WILKINS.

- (4-123) MOVED PADULA-FIALLA to adopt Resolution No. 5-2004. The motion was adopted by unanimous roll call vote.
- (4-124) MOVED PADULA-FIALLA to ratify the appointment of Mr. Frank Rizza of 104 Dunbar Drive to the position of part time summer laborer with the Department of Public Works at an hourly rate of \$7.50. The motion was adopted by a 4-1 vote, Mrs. Martinelli abstaining.
- (4-125) MOVED GRECO-MARTINELLI to authorize the manager to enroll the Police Officers in the MEIT Life Insurance Program in place of NGL, which will be terminated, for \$50,000.00 life and accidental death policies at an annual cost of \$252.00 per officer. The motion was adopted by unanimous roll call vote.
- (4-126) MOVED GRECO-PADULA to authorize the Manager to cancel the second stated meeting of the Wilkins Township Board of Commissioners for the months of June, July and August 2004. The motion was adopted by unanimous roll call vote.

COMMISSIONER'S COMMENTS:

Commissioner Martinelli would like to thank Beth Dietzen for her reporting in the Progress. Thanks to the Commissioners and residents of Wilkins for making the spaghetti dinner a success. Thanks to the Century Club for planting the flowers at Pep Boys.

Minutes of the Regular Meeting, Monday, May 10, 2004 - Page Five

Thanks also to Dave Geric and Scott Matthews for their help with the flower planting. Thanks to Marlyn Rocco and Melissa Gellar and the Interact Group from the High School for coming out and stenciling the catch basins. A special thanks to volunteers Linda Porado and Carol Pena. Thanks to the Police Department and DPW for their help with the stenciling as well.

President Wilson recognized Mr. Francis Colonella, a previous member of the Board of Commissioners. Thanked him for joining the meeting.

Commissioner Fialla wished Beth Dietzen luck and thanked the Post Gazette for featuring Wilkins Township resident Angie Gailloreto in their paper. Also suggested that Commissioner Martinelli get the name of the studens who helped with the stenciling project so that their names can be placed in this up-coming newsletter as recognition for their accomplishment.

Commissioner Greco - thanks to Beth Dietzen for her reporting in the Progress. Thanked Fran Colonello for coming to the meeting and invited him to attend more often.

Commissioner Martinelli invited all of the residents to join the Memorial Day Ceremony which will be held at the Mates-Linhart Cemetery on Memorial Day from 10:30-11 AM.

President Wilson thanked Beth Dietzen for her reporting in the Progress.

At this time 7:55 PM the Board went into Executive Session for the discussion of police and DPW personnel issues.

The Board reconvened at 8:16 PM. President Wilson asked if there were any comments from the audience on the matters discussed, there were none.

(4-127) MOVED FIALLA-GRECO to appoint Mr. Steven Meyers of Linhart to the position of part time summer laborer in the Department of Public Works at an hourly rate of \$7.50. The motion was adopted by unanimous roll call vote.

(4-128) MOVED PADULA authorizing the Solicitor to look into the possibility of performing credit checks on DPW applicants. The motion failed for lack of a second.

(4-129) MOVED MARTINELLI-GRECO to adjourn. The meeting was adjourned at 8:21 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Brádley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JUNE 14, 2004

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

<u>PRESENTATION OF PROCLAMATION AND PLAQUE – CHARLES HUNSBERGER</u>

APPROVAL OF MINUTES: Meeting of Monday, May 10, 2004

COMMUNICATIONS: Mohammed F. Rayan, Municipality of Penn Hills

Waste Management - Notification of 4th of July Schedule

CITIZENS' COMMENTS:

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:	General Fund	\$272	,680.34
	General Fund Addendum (Radio Ad.)	\$	200.00
	Sewer Revenue Fund	\$	242.50
	Sewer Construction Fund	\$	100.00
	Capital Reserve Fund	\$	30.36
	Albert Sloan Fire Fund	\$	10.57
	IDA Fund	\$	694.00
	TOTAL:	\$273	957.77

OLD BUSINESS:

1. Resolution Number 6-2004, a resolution of the Township of Wilkins, County of Allegheny, Commonwealth of Pennsylvania, authorizing the proper Township officers to execute a Shared Municipal Services Grant Application with the Commonwealth of Pennsylvania, Department of Community and Economic Development.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JUNE 14, 2004

- 2. Motion authorizing the Solicitor to advertise proposed Ordinance Number 962 of the Township of Wilkins, Allegheny County, Pennsylvania authorizing the Township to enter into an Intergovernmental Cooperation Agreement with Forest Hills Borough to jointly purchase, own and maintain a sewer vactor truck, robotic crawler camera and related equipment and appurtenances.
- 3. Motion authorizing the Solicitor to advertise proposed Ordinance 963 of the Township of Wilkins, Allegheny County, Pennsylvania, amending the Code of the Township of Wilkins, Article II, Chapter 72, Building Construction Code, by adoption of the Uniform Construction Code and electing to administer and enforce the Building Code provisions of the Pennsylvania Construction Code Act, Act 45 of 1999, as amended.
- 4. Motion to adopt Resolution # 7-2004, a Resolution of the Board of Commissioners of the Township of Wilkins, Allegheny County, Pennsylvania, authorizing the continued use of the Allegheny Health Department, Division of Plumbing, to conduct all plan reviews, inspections and issue permits and collect all fees in all plumbing issue in accordance with the Uniform Construction Code, Act 45 of 1999.
- 5. Motion authorizing the Solicitor to advertise proposed Ordinance Number 964 of the Township of Wilkins, Allegheny County, Pennsylvania, amending Ordinance Number 802, as amended by Ordinance Number 869, providing for the adoption of regulations under the National Pollutant Discharge Elimination System, stormwater discharges from municipal separate storm sewer systems (MS4).

NEW BUSINESS:

- 1. Discussion of paving bids received on the Community Development Block Grant, Year 30 project.
- 2. Discussion of paving bids received on the Wilkins Township paving program 2004.
- 3. Discussion of correspondence received from Kratzenberg & Lazzaro regarding real estate tax lien revivals for the tax year 1984.
- 4. Motion authorizing Senate Engineering to develop specifications and advertise for bids for dye testing of all structures in the Township for illegal surface water connections in compliance with the EPA Consent Agreement.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JUNE 14, 2004

- 5. Motion authorizing Senate Engineering to develop specifications and advertise for bids for closed circuit televising of sanitary sewer lines, in compliance with the EPA Consent Agreement.
- 6. Motion to approve a Municipal Right of Entry between the Township of Wilkins and the Department of Environmental Protection, Bureau of Abandoned Mine Reclamation to correct a problem at 661 Highland Avenue.
- 7. Motion to adopt Resolution Number 8-2004, a Resolution of the Board of Commissioners of the Township of Wilkins, County of Allegheny, Commonwealth of Pennsylvania recognizing the Volunteer Fire Department #4 as a civic and/or service association under the Local Options Small Games of Chance Act, as amended.

COMMISSIONERS' COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JUNE 14, 2004

The Regular Meeting of Monday, June 14, 2004, was brought to order by President Wilson at 7:00 P.M. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the Flag.

President Wilson presented a plaque to Mr. Charles Hunsberger and Manager Bradley read a proclamation in recognition of Mr. Hunsberger's 37 years of service and best wishes on his retirement which became effective June 8, 2004.

(4-130) MOVED PADULA-GRECO to approve the minutes of the meeting of May 10, 2004. The motion was adopted by unanimous roll call vote.

COMMUNICATIONS:

- 1. Mohammed Rayan, Director of Public Works, Municipality of Penn Hills inviting Township officials to attend a public meeting to review the preliminary plans for the replacement of the Jefferson Heights Bridge on Wednesday, June 30, 2004 from 5:30 to 6:30 P.M. in the Penn Hills Council Chambers.
- 30, 2004 from 5:30 to 6:30 P.M. in the Penn Hills Council Chambers.
 2. Waste Management notification that the 4th of July will be observed on Monday, July 5, 2004 by Waste Management employees and that garbage service in the Township will be delayed one (1) day for all residential pick-up.

CITIZEN'S COMMENTS:

- 1. Victor Katz of 1463 Laurel Drive expressed his opposition to the institution of a methadone clinic at the intersection of Hawthorne and Rt. 22. Also stated that if the applicants are successful in placing the clinic in this location, the Commissioners should consider requiring them to install a red light.
- 2. Thelma Landay of 1444 Laurel Drive appealed to the Board of Commissioners and hopes that the Board will take into consideration the public's opposition to the institution of a methadone clinic at the intersection of Hawthorne and Rt. 22.
- 3. Greg DiSilva of 170 Churchill Road requested that the Commissioners consider an amendment to the zoning ordinance to permit storage sheds with a height of greater than 8' to be acceptable. The industry standard for storage sheds is 9' and the zoning ordinance is prohibitive to residents who wish to install a prefabricated storage facility.
- 4. Bob Hook of 145 Calmont Drive asked the Solicitor (Gary Matta) what the residents can do to stop the proposed methadone clinic from establishing at the intersection of Hawthorne and Rt. 22.
- 5. Beth Smoke of 1466 Laurel Drive questioned what recourse the community has if the methadone clinic is legally permitted to locate at the intersection of Hawthorne and Rt. 22.
- 6. Susan Craig of 723 Negley Avenue expressed concern about drug activity on her block. Also expressed concern about the "slum" conditions within her neighborhood. Rental properties are increasing and going to lower income residents. Stated that the institution of a methadone clinic may lead to these individuals socializing with residents on her block.
- 7. Steve Freeman of 1481 Laurel Drive questioned whether a petition signed by "X" number of people in opposition to a proposed methadone clinic at the intersection of Hawthorne and Rt. 22 would be of any help.
- 8. Kathy Miller of 709 Negley Avenue expressed concern about the condition of her neighborhood. Stated that while the Township employees are caring for township property, her neighborhood is filled with overgrown grass and weeds,

Minutes of the Regular Meeting of Monday, June 14, 2004 - Page Two

Trees that are falling down, garbage and raw sewage. Also discussed the fact that she was asked to leave the Township Municipal Building by the Manager.

- 9. Mike Muhar of 689 Negley Avenue asked if the Township needed more flower baskets for the gazebo.
- 10. Andrea Gigliotti expressed concern about the spraying of weed killer at the bottom of Semmens Street by the path. Mrs. Gigliotti is asthmatic and has emphysema and requested that the DPW not spray this weed killer in the area where she resides.

(4-131) MOVED GRECO-MARTINELLI to waive the reading of the reports with the exception of the Engineer's Report. The motion was adopted by unanimous roll call vote.

Mr. McKeever of Senate Engineering read the engineer's report for the month of May, a copy of which can be found filed in the Manger's office.

REPORTS:

Police Report for May 2004:

Total police calls logged	287
Total criminal offenses reported	49
Criminal arrests/Persons charged	21
Criminal offenses cleared	25
Traffic citations issued	187
Parking tags issued	33
Parking citations issued	7
Total monies collected for May	\$6,318.04

Mr. Vargo's DPW Report can be found filed in the Manager's Office.

WTVFD #1 reported 16 fires; 5 practices and 2 special details with a total of 237.5 manhours.

WTVFD #3 reported 12 fires; 2 trainings and 18 special details with a total of 263.5 man-hours.

The Building Inspector reported (9) additions and alterations; (6) swimming pools; (1) renovation; (3) interior alterations and (1) cut and fill.

The amount collected for Deed Transfer Tax for May, 2004 was \$3,953.77.

Tax Collector's Report for April:

333,692.60
14,022.80
319,669.80
277.52
14,022.80
14,022.80

Pennsylvania Municipal Services - act 511 - Report for May 2004:

EARNED INCOME TAX:

Current Month	69,094.17	Previous Year	98,745.40	Difference (\$33,665.89)
Current YTD	220,649.32	Previous YTD	254,315.21	
OCCUPATIO	ON PRIVILEC	GE TAX:		
Current Month	1,960.00	Previous Year	15,355.40	Difference (7,503.49)
Current YTD	13,671.11	Previous YTD	21,174.60	
MERCANTII	LE TAX:			
Current Month	904,494.19	Previous Year	738,938.94	Difference
Current YTD	909,584.54	Previous YTD	815,890.27	93.694.27

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BUSINESS PRIVILEGE TAX:

 Current Month
 73,427.22
 Previous Year
 59,426.09
 Difference

 Current YTD
 85,203.72
 Previous YTD
 79,445.78
 5,757.94

(4-132) MOVED GRECO – PADULA to authorize payment of the bills for the month of May in the amount of \$273,757.76. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 6-2004

A RESOLUTION OF THE TOWNSHIP OF WILKINS, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AUTHORIZING THE PROPER TOWNSHIP OFFICERS TO EXECUTE A SHARED MUNICIPAL SERVICE GRANT APPLICATION WITH THE COMMONWEALTH OF PENNSYLVANIA, DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT.

(4-133) MOVED MARTINELLI – PADULA to adopt Resolution No. 6-2004. The motion was adopted by a unanimous roll call vote.

(4-134) MOVED PADULA – FIALLA to authorize the Solicitor to advertise Ordinances Nos. 962, 963 and 964. The motion was adopted by a unanimous roll call vote.

RESOLUTION NO. 7-2004

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE CONTINUED USE OF THE ALLEGHENY HEALTH DEPARTMENT DIVISION OF PLUMBING, TO CONDUCT ALL PLAN REVIEWS, INSPECTIONS AND ISSUE PERMITS AND COLLECT ALL FEES IN ALL PLUMBING ISSUES IN ACCORDANCE WITH THE UNIFORM CONSTRUCTION CODE, ACT 45 OF 1999.

- (4-135) MOVED FIALLA MARTINELLI to adopt Resolution No. 7-2004. The motion was adopted by a unanimous roll call vote.
- (4-136) MOVED PADULA GRECO to reject the CDBG year 30 bid for the paving of Mortimer submitted by Sciarretti and authorizing the Manager to notify the COG that the Township chooses to bank these CDBG funds for a demolition project in Year 31. The motion was adopted by a unanimous roll call vote.
- (4-137) MOVED MARTINELLI GRECO to accept the recommendation of the Manager to award the 2004 paving bid (base bid only) to Tresco for the paving of Elizabeth, Lucia and Maple Lane at a total bid cost of \$324,674.56. The motion was adopted by a unanimous roll call vote.
- (4-138) MOVED MARTINELLI PADULA to authorize the Manager to advise Kratzenberg & Lazzaro to revive all 1984 liens with a value of over \$100.00, per the recommendation of the Solicitor. The motion was adopted by a unanimous roll call vote.
- (4-139) MOVED MARTINELLI FIALLA to authorize Senate Engineering to develop specifications and advertise for bids for dye testing of all structures in the Township for illegal surface water connections in compliance with the EPA Consent Agreement. The motion was adopted by a unanimous roll call vote.
- (4-140) MOVED FIALLA PADULA to authorize Senate Engineering to develop specifications and advertise for bids for closed circuit televising of sanitary sewer lines in compliance with the EPA Consent Agreement. The motion was adopted by a unanimous roll call vote.
- (4-141) MOVED MARTINELLI GRECO to approve a Municipal Right of Entry agreement between the Township of Wilkins and the Department of Environmental Protection, Bureau of Abandoned Mine Reclamation to correct a mine water runoff problem at 661 Highland Avenue. The motion was adopted by a unanimous roll call vote.

RESOLUTION NO. 8-2004

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, RECOGNIZING THE WILKINS TOWNSHIP VOLUNTEER FIRE COMPANIES #1, #3 AND #4 AS A CIVIC AND/OR SERVICE ASSOCIATION UNDER THE LOCAL OPTIONS SMALL GAMES OF CHANCE ACT, AS AMENDED.

(4-142) MOVED PADULA - MARTINELLI to adopt Resolution No. 8-2004. The motion was adopted by a unanimous roll call vote.

(4-143) MOVED MARTINELLI - GRECO to promote James V. DiLorenzo of Stevendale Drive to the position of full time probationary laborer with the Department of Public Works in accordance with the hourly rate established in the Collective Bargaining Agreement, contingent upon his successful passage of drug and alcohol screening. The motion was adopted by a unanimous roll call vote.

(4-144) MOVED MARTINELLI - GRECO to appoint Timothy Saunders of Rita Drive to the position of full time probationary laborer with the Department of Public Works in accordance with the hourly rate established in the Collective Bargaining Agreement, contingent upon his successful passage of drug and alcohol screening. The motion was adopted by a unanimous roll call vote.

COMMISSIONERS COMMENTS:

Mr. Padula gave an update on the ERC. He stated that is is likely that Wilkins Township will not be able to join the County dispatching next year. He indicated that with budget season approaching, the Commissioners should keep that in mind.

Mrs. Martinelli gave an update on the activities of the Recreation Committee as they prepare for Community Days, thanked Mrs. Morvay for her efforts on Community Days as well as on the Newsletter.

(4-145) MOVED MARTINELLI - GRECO to authorize Chrissie Chapman to volunteer to landscape the flower beds of the Municipal Building for her girl scouting badge. The motion was adopted by a unanimous roll call vote.

Mrs. Fialla thanked all in attendance for coming this evening and thanked the Recreation Board for a great job in putting together Community Days.

Mr. Greco thanked Charles Hunsberger for his years of service and wished him his best in retirement. He stated that although he had heard some comments this evening contradicting his thoughts, he still believes that Wilkins Township is the best kept secret in the east.

Mr. Wilson stated that he also was upset by some of the comments from the audience and believes, as Mr. Greco does, that Wilkins is a great community. Mr. Wilson also thanked Mr. McWilliams and Nissan for the \$4,000.00 donation to cover the fireworks display at Community Days.

At this time, 8:45 p.m., the Board went into Executive Session for the discussion of personnel matters, police and DPW and matters of litigation.

The Board reconvened at 10:07 p.m..

(4-146) MOVED MARTINELLI - FIALLA to adjourn. The meeting was adjourned at 10:08 p.m. The motion was adopted by a unanimous roll call vote.

Respectfully submitted,

Cheeca Gradley
Rebecca Bradley
Secretary

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, JUNE 28, 2004

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Minutes June 14, 2004
- 4. Citizen's Comments
- 5. Correspondence
 - Chief Keith Guthrie Dedicated handicapped parking space
 - Mrs. Susan Morvay Letter of thanks
- 6. Motion to adopt Ordinance Number 962 authorizing the Township to enter into an Intergovernmental Cooperation Agreement with Forest Hills Borough to jointly purchase a sewer vactor truck, robotic crawler camera and related equipment.
- 7. Motion to adopt Ordinance Number 963 amending the Code of the Township, Part II, Chapter 72, Articles I and II, Building Construction Code, by adoption of the Uniform Construction Code and electing to administer and enforce the Building Code provisions of the Pennsylvania Construction Code Act, Act 45 of 1999, as amended.
- 8. Motion to adopt Ordinance Number 964 amending the Code of the Township, Article II, Chapters 148 and 149, Land Use and Subdivision, Stormwater Management, to provide for the adoption of regulations under the National Pollutant Discharge Elimination System, Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4's).
- 9. Motion to accept the recommendation of Mr. Vargo appointing Luke Watson of 206 Hart Drive to the position of part-time temporary laborer with the Department of Public Works.
- 10. Motion authorizing the Solicitor to prepare an amendment to the Zoning Ordinance in the Book of Codes, Article II, Section 173.20, Accessory uses in residential districts, to provide for an increase in the permitted shed height from the current 8' to 10'.

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, JUNE 28, 2004

11. Motion authorizing the Solicitor to execute the tax appeal stipulations filed by M&B Partners for the following Lot/Block numbers for the tax years 2003 and 2004 pursuant to the settlement reached in 2003.

Lot/Block Number	2003 and 2004 Settlement Assessed Valuation	
452-B-26	\$ 24,000	
452-B-80	\$ 24,000	
452-B-20	\$ 24,000	
452-B-300	\$2,304,000	
451-P-25	\$ 26,000	

- 12. Commissioner's Comments
- 13. Executive Session
- 14. Adjournment

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, JUNE 28, 2004

The Additional Stated Meeting of Monday, June 28, 2004 was brought to order at 7:00 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Padula Ms. Fialla

Mr. Greco was absent from the meeting.

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the Flag.

(4-147) MOVED PADULA – FIALLA to approve the minutes of the meeting of Monday, June 14, 2004. The motion was adopted by a unanimous roll call vote of all present.

CITIZEN'S COMMENTS:

The following residents spoke in opposition to the decision of the Board of Commissioners to remove Penhurst Drive from the 2004 paving list and in opposition to the patchwork that was performed by the Department of Public Works in recent weeks on Penhurst Drive:

- 1. Henry Clougherty of 426 Radcliff Drive
- 2. Denny Palmer of 217 Penhurst Drive
- 3. Gerald Paris of 126 Penhurst Drive
- 4. Eric Lawson of 176 Penhurst Drive
- 5. Jory Murphy of 188 Penhurst Drive
- 6. Karen Sherer of 113 Penhurst Drive
- 7. Lorraine Buck of 144 Penhurst Drive Mrs. Buck presented a petition to the Township Manager with the following statement: "We the citizens of Penhurst want to express our displeasure with the road work recently done on Penhurst Drive. Penhurst has been on the list of streets needing paved for the past several years. For budget year 2004, we were at the top of the list and were definitely set for complete repaying this summer. Conversations with the township representatives as of last February/early March, 2004 confirmed this. strongly object to whomever was responsible for changing this decision. By signing below, I am petitioning Wilkins Township (Board of Commissioners) to have Penhurst appropriately paved as was budgeted for 2004". The petition included eighty-one (81) signatures. In addition, Mrs. Buck presented correspondence from Susan Mellor of 109 Penhurst Drive, Victoria C. Zido of 185 Penhurst Drive and Suzanne Fanelli of 330 Braddsley Drive, who were unable to attend the meeting.

The following residents requested that the Commissioners find a solution to the parking situation on Thompson Street. Currently, parking is limited to one side and there is not enough parking for all of the residents:

- 1. Charles Porter of 716 Thompson Street
- 2. Jim Graff of 708 Thompson Street
- 3. Jim Greenwalt of 709 Thompson Street
- 4. Tom Greenwalt of 709 Thompson Street

Mr. Tom Moore of 687 Negley Avenue addressed the Board of Commissioners regarding several letters and citations that he has received due to the bulldozers that are in his yard. He advised the Board that he does not have financial resources at the present time to remove the bulldozers.

Mr. Richard Case of 604 Negley Avenue registered a complaint regarding the property at 115 Semmens Street – where a mechanic is working on several vehicles that are parked in the driveway.

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Ms. Kathy Miller of 709 Negley Avenue stated that as the Commissioners proceed to clean up the Negley Avenue area, they should not violate the due process rights of the residents.

Mr. Mike Muhar of 685 Negley Avenue gave commendations to the Commissioners on the great Community Days week that had just ended.

(4-148) MOVED PADULA - MARTINELLI to authorize the engineer to determine whether an aesthetically pleasing alternative to the patchwork for Penhurst exists. The motion was adopted by a unanimous roll call vote of all present.

COMMUNICATIONS:

A memorandum from Police Chief Keith Guthrie to the Board of Commissioners was read regarding a request for a dedicated handicapped parking space for Brillante Romanelli of 714 Thompson Street. Mr. Romanelli has a handicapped placard and parking is available in the rear of his home.

(4-149) MOVED MARTINELLI – FIALLA to approve the request of Mr. Romanelli for a dedicated handicapped parking space. The motion was adopted by the following vote: Wilson, Martinelli, Fialla – YES; Padula – NO; Greco – Absent.

COMMUNICATIONS:

A letter from Susan Morvay, Chairman of the Wilkins Township Recreation Advisory Committee thanking the Commissioners for the flowers and gift certificates presented to her at Community Days, and also thanking all for their efforts during Community Days.

ORDINANCE NO. 962

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE TOWNSHIP TO ENTER INTO AN INTERGOVERNMENTAL COOPERATION AGREEMENT WITH FOREST HILLS BOROUGH TO JOINTLY PURCHASE, OWN AND MAINTAIN A SEWER VACTOR TRUCK, ROBOTIC CRAWLER CAMERA AND RELATED EQUIPMENT AND APPURTENANCES.

- (4-150) MOVED PADULA FIALLA to read Ordinance No. 962 for the first time.
- (4-151) MOVED PADULA FIALLA to read Ordinance No. 962 by title only for the second time.
- (4-152) MOVED PADULA MARTINELLI to adopt Ordinance No. 962.

Motions (4-150) through (4-152) inclusive were adopted by a unanimous roll call vote of all present.

ORDINANCE NO. 963

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING THE CODE OF THE TOWNSHIP OF WILKINS, PART II, CHAPTER 72, ARTICLES I AND II, BUILDING CONSTRUCTION CODE, BY ADOPTION OF THE UNIFORM CONSTRUCTION CODE AND ELECTING TO ADMINISTER AND ENFORCE THE BUILDING CODE PROVISIONS OF THE PENNSYLVANIA CONSTRUCTION CODE ACT, ACT 45 OF 1999 AS AMENDED.

- (4-153) MOVED MARTINELLI FIALLA to read Ordinance No. 963 for the first time by title only.
- (4-154) MOVED MARTINELLI FIALLA to read Ordinance No. 963 by title only for the second time.
- (4-155) MOVED PADULA MARTINELLI to adopt Ordinance No. 963.

Minutes of the Additional Stated Meeting, Monday, June 28, 2004 - Page Three

Motions (4-153) through (4-155) inclusive were adopted by a unanimous roll call vote of all present.

ORDINANCE NO. 964

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING ORDINANCE NUMBER 802, AS AMENDED BY ORDINANCE NUMBER 869, PROVIDING FOR THE ADOPTION OF REGULATIONS UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM, STORMWATER DISCHARGES FROM MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4).

(4-156) MOVED FIALLA – MARTINELLI to read Ordinance No. 964 by title only for the first time.

(4-157) MOVED PADULA - FIALLA to read Ordinance No. 964 by title only for the second time.

(4-158) MOVED MARTINELLI - FIALLA to adopt Ordinance No. 964.

Motions (4-156) through (4-158) inclusive were adopted by unanimous roll call vote of all present.

(4-159) MOVED MARTINELLI – FIALLA to accept the recommendation of Mr. Vargo to appoint Mr. Luke Watson of 206 Hart Drive to the position of part time temporary laborer with the Department of Public Works at the hourly rate of \$7.50.

The motion was adopted by unanimous roll call vote of all present.

(4-160) MOVED MARTINELLI – FIALLA to authorize the Solicitor to prepare an amendment to the Zoning Ordinance in the Book of Codes, Article II, Section 173.20, Accessory uses in residential districts, to provide for an increase in the permitted shed height from the current 8' to 10'.

(4-161) MOVED MARTINELLI – FIALLA to authorize the Solicitor to execute the tax appeal stipulations filed by M & B Partners for the following Lot/Block numbers for the tax years 2003 and 2004 pursuant to the settlement reached in 2003:

Lot & Block #	Amount		
452-B-26	\$ 24,000.00		
452-B-80	24,000.00		
452-B-20	24,000.00		
452-B-300	\$2,304,000.00		
451-P-25	24,000.00		

The motion was adopted by unanimous roll call vote of all present.

COMMISSIONERS'S COMMENTS:

Ms. Fialla congratulated Susan Morvay and the Recreation Committee on a job well done for Community Days. She stated that the Recreation Committee works very hard to put together Community Days. Next year's event planning will begin next month -11 months before the actual day. She also requested a meeting between herself, Mrs. Martinelli and Mrs. Bradley be scheduled to discuss solutions to the parking situation on Thompson Street.

Mrs. Martinelli thanked Mrs. Morvay and the Recreation Committee for a job well done on Community Days. She also thanked the residents of Negley Avenue, Thompson Street and Semmens Street for welcoming the task force committee into their neighborhood.

Mr. Wilson thanked everyone who came to Community Days and the people from "two-hill" for putting up with the Commissioners who were in their neighborhood last week.

The Commissioners recessed into Executive Session at 8:40 PM for the purpose of discussing a potential matter of litigation. The Commissioners reconvened at 8:57 PM.

(4-162) MOVED MARTINELLI – FIALLA to authorize the Commissioners, Tax Collector, Director of Department of Public Works and the Manager to attend the training session offered at Seven Springs September 23 – 26, 2004 by the Allegheny County & Western Pennsylvania Association of Township Commissioners.

The motion was adopted by a roll call vote of three to one. Mr. Padula voted "No".

(4-163) MOVED PADULA – FIALLA to adjourn the meeting at 8:59 PM. The motion was adopted by a unanimous roll call vote of all present.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JULY 12, 2004

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, June 28, 2004

COMMUNICATIONS: Mr. Don Woodfill, 106 L. Briaridge Drive

Ms. Barbara Fallon, CD Coordinator, TCV COG

CITIZENS' COMMENTS:

REPORTS: Presentation of 2003 Audit – Mr. Robert Tomasic

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:	General Fund	\$ 111,221.39
	Sewer Revenue Fund	\$ 62,791.27
	Sewer Construction Fund	\$ 1,600.31
	Capital Reserve Fund	\$ 454.10
	Police Pension Fund	\$ 3,189.59
	IDA Fund	\$ 138.00
	TOTAL:	\$ 179,394.66

OLD BUSINESS:

- 1. Review of proposed ordinance amending the Zoning Ordinance shed height.
- 2. Motion approving the Intergovernmental Agreement between Wilkins Township and the Borough of Forest Hills for the joint purchase and ownership of a sewer vactor and related equipment and authorizing the appropriate officials to execute the document.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JULY 12, 2004

NEW BUSINESS:

- 1. Request from Dr. Charles Bostaph of CCAC Boyce Campus to borrow ten art display screens from the Township for the Monroeville SummerFest Art Show.
- 2. Request to attend GASB 34 Advanced Seminar offered by the Pa Association of Boroughs in Greensburg on October 26, 2004 at a cost of \$20.00.

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY JULY 12, 2004

The Regular Meeting of Monday, July 12, 2004 was brought to order at 7:00 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Padula Ms. Fialla

Mr. Greco

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the Flag.

(4-164) MOVED PADULA – FIALLA to approve the minutes of the meeting of Monday, June 28, 2004 with one correction: Motion 4-149, approving a dedicated handicapped parking space for Brillant Romanelli, was adopted by the following vote: Mr. Wilson, Mrs. Martinelli, Ms. Fialla "YES"; Mr. Padula "NO".

COMMUNICATIONS:

- 1. Mr. Don Woodfill, 106 L Briaridge Drive, thanked the Commissioners for changing the traffic arrows at the intersection of Brown Avenue and Briaridge Drive.
- 2. Mrs. Barbara Fallon, CD Coordinator, TCVCOG advised the Commissioners that no bids had been received on the advertisement for the demolition of property on Larimer Avenue and Greensburg Pike.

(4-165) MOVED MARTINELLI – GRECO to accept the recommendation of the Manager to authorize the TCVCOG to re-advertise for bids for the demolition of houses on Larimer Avenue and Greensburg Pike.

COMMUNICATIONS:

- 3. Mr. William Balint, 570 Balint Lane, petitioning the Commissioners to address:
 - Maintenance of the public owned portion of the access road and bridge on Balint Lane
 - Maintenance of Sawmill Run Creek bed and banks
 - Installation of public water lines
 - Dedication of Balint Lane as a municipal street

PRESENTATION OF 2003 AUDIT:

Mr. Robert Tomasic presented the 2003 audit to the Township Commissioners. The audit was a clean audit, however Mr. Tomasic advised that the Township needs to consider updating its instructions to taxpayers that are utilized for payment of Act 511 taxes.

(4-166) MOVED GRECO - MARTINELLI to waive the reading of the monthly reports. The motion was adopted by a unanimous roll call vote.

Mr. McKeever was asked to update the Commissioners on:

- 1. The Yost Building: Mr. McKeever stated that a preliminary review of the exterior structure has been made. At this point, his firm is trying to gain interior access and will work with Mr. Vargo and Mr. Hill to do so.
- 2. Penhurst Drive Paving: Mr. McKeever stated that the option of utilizing typical driveway sealer on Penhurst would not work. The driveway sealer contains sand, which over time would tend to polish the surface of Penhurst, making it slippery. The second option he explored was applying a slurry coat to the surface. This could cost anywhere between \$25,000 and \$40,000 and would increase the life of the road to somewhere between four and seven years. Mr. McKeever stated that he would not recommend this option if the Commissioners intend to mill and pave Penhurst next year.

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- (4-167) MOVED GRECO MARTINELLI to pay the schedule of bills. The motion was adopted by the following vote: Greco, Padula, Martinelli, Wilson "YES". Ms. Fialla voted "NO".
- (4-168) MOVED FIALLA PADULA to refer the proposed amendment to the Zoning Ordinance relating to a change in permitted shed height from the current 8 feet to a proposed 10 feet to the Planning Commission for review and comment and further authorizing the Manager to advertise for a public hearing to be held on this matter at 6:30 P.M. on Monday, September 13, 2004 in compliance with the Municipalities Planning Code. The motion was adopted by a unanimous roll call vote.
- (4-169) MOVED PADULA FIALLA to approve the Intergovernmental agreement between Wilkins Township and the Borough of Forest Hills for the joint purchase and ownership of a sewer vactor and related equipment and authorizing the appropriate officials to execute the document. The motion was adopted by a unanimous roll call vote.
- (4-170) MOVED FIALLA MARTINELLI to grant the request of Dr. Charles Bostaph of CCAC Boyce Campus to borrow ten art display screens from the Township for the Monroeville SummerFest Art Show, contingent upon CCAC returning the screens as soon as the Art Show is finished. The motion was adopted by a unanimous roll call vote.
- (4-171) MOVED FIALLA MARTINELLI to authorize the Manager and the Assistant Manager to attend a GASB 34 Advance Seminar offered by the Pennsylvania Association of Boroughs in Greensburg on October 26, 2004 at a cost of \$20.00 each. The motion was adopted by unanimous roll call vote.

COMMISSIONERS COMMENTS:

Mr. Padula reported that the Recreation Advisory Committee is already working on next year's carnival. This past week, Mrs. Bradley and Mrs. Morvay accompanied him to Natrona Heights to look at an alternative amusement ride vendor. The Committee will continue to work to ensure that next year's amusement ride vendor is much better than this past year's.

Mr. Wilson thanked the Progress for the editorial support that was given relative to the intergovernmental purchase of a sewer vactor and related equipment between Wilkins Township and Forest Hills Borough.

At this time, 7:25 P.M., the Commissioners recessed the meeting into executive session to discuss personnel issues.

The meeting was reconvened at 8:15 P.M..

- (4-172) MOVED PADULA GRECO to cancel the second stated meeting of the Board of Commissioners scheduled for July 26, 2004. The motion was adopted by a unanimous roll call vote.
- (4-173) MOVED MARTINELLI GRECO to adjourn the meeting (8:16 P.M.). The motion was adopted by a unanimous roll call vote.

Respectfully submitted,

Illesea Gradley
Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, AUGUST 9, 2004

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, July 12, 2004

COMMUNICATIONS: Presentation of Proclamation – Chrissy Chapman

Paul J. Palko, President Woodland Hills Emergency

Medical Services

Maureen A. Doud, Chromulak & Associates, L.L.C.

CITIZENS' COMMENTS:

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:	General Fund	\$101,962.74
	Sewer Revenue Fund	\$ 92,035.75
	Sewer Construction Fund	\$ 275.00
	Capital Reserve Fund	\$ 1,661.87
	David Friday Fire Escrow	\$ 1,420.00
	IDA Fund	\$ 3,690.00
	TOTAL:	\$201,045,36

OLD BUSINESS:

1. Motion to adopt Resolution 9-2004, authorizing the Township of Wilkins to participate in the PA Capital City Automotive and Equipment Contract which is administered by the City of Harrisburg for the purpose of purchasing a sewer vactor and related equipment in conjunction with the Borough of Forest Hills.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, AUGUST 9, 2004

NEW BUSINESS:

- 1. Discussion of options/recommendations for replacing the air conditioning unit that services the police department.
- 2. Motion authorizing Senate Engineering to develop specifications and advertise for bids for the expansion of the compost site.
- 3. Motion authorizing the Solicitor to prepare an amendment to the Codified Book of Ordinances, Part II, General Legislation, Chapter 168, Vehicles and Traffic, Section 168-18, Parking prohibitions at all times, to include a parking restriction on Greensburg Pike from Ridge Street to a point 100 feet south, per the recommendation of the Chief of Police.
- 4. Discussion of Act 81 of 2004 Wilkins Twp. Police Pension Plan.
- 5. Motion to adopt Resolution 9-2004, formally requesting a grant, designating Norine Kelly of the Turtle Creek Valley Council of Governments to perform the required duties between the Township and the Department of Economic Development, assuring, where applicable, the provision of local matching funds, and complying with all other provisions of the CDBG Year 31 application.
- 6. Request from Christine Stinson, 123 Gardenia Drive, on behalf of Saint Colman Athletic Association to use Linhart Park for soccer practice beginning on August 24, 2004 and ending on October 31, 2004 on Tuesdays and Thursdays from 5:00 p.m. until 7:00 p.m.
- 7. Motion awarding the bid for a 2005 Ford F-550 diesel truck to U.S. Municipal Supply in the amount of \$54,984.46, per the recommendation of Paul Vargo, to replace Truck #64, as budgeted and with partial funding (\$17,499.00) from a grant through Act 101.

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, AUGUST 9, 2004

The Regular Meeting of Monday, August 9, 2004, was brought to order by President Wilson at 7:00 P.M. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the Flag.

(4-174) MOVED PADULA-FIALLA to approve the minutes of the July 12, 2004 meeting. The motion was adopted by a unanimous roll call vote of all present.

PRESENTATION OF PROCLAMATION:

A proclamation was presented to Chrissie Chapman recognizing her contributions of time and talent to create a butterfly garden on the front lawn of the municipal building.

COMMUNICATIONS:

- 1. Paul J. Palko, President, Woodland Hills Emergency Medical Services regarding per capita assessment and ERC billing 2005 fiscal year.
- 2. Maureen A. Doud of Chromulak & Associates, L.L.C. regarding the donation of a property owned by the Metropolitan Archdiocese of Pittsburgh, Byzantine Rite located on Clugston Avenue (Lot & Block 455-A-68).
- (4-175) MOVED PADULA MARTINELLI to authorize the Manager to advise Ms. Doud that the Township will not accept the donation of Lot & Block 455-A-68, a vacant piece of property located on Clugston Avenue. The motion was adopted by unanimous roll call vote of all present.

CITIZEN'S COMMENTS:

- 1. Holly Porter of 716 Thompson Street presented a petition signed by twelve individuals, requesting relief of the enforced parking regulations on Thompson Street. The Public Safety Committee, Mr. Vargo and Chief Guthrie were directed to meet with the residents of Thompson Street to try to come up with a long-term solution to the parking problems. In the meantime, Chief Guthrie indicated that the Ordinance gives him the power to temporarily restrict the parking regulations on this street until the parking situation can be further evaluated.
- 2. Kathy Miller of 709 Negley Avenue questioned what the Commissioners are doing to address the water that is coming up out of the roadway on Negley Avenue above her home.
- 3. Rick Kacin of 604 Negley Avenue requested an update on enforcement of ordinances on Semmens Street where a resident is continuing to work on vehicles.

(4-176) MOVED MARTINELLI - GRECO to waive the reading of the reports. The motion was adopted by unanimous roll call vote of all present.

(4-177) MOVED GRECO – PADULA to approve the schedule of bills as presented. The motion was adopted by unanimous roll call vote of all present.

RESOLUTION NO. 09-2004

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE TOWNSHIP OF WILKINS TO PARTICIPATE IN THE PA CAPITAL CITY AUTOMOTIVE AND EQUIPMENT CONTRACT ADMINISTERED BY THE CITY OF HARRISBURG.

(4-178) MOVED MARTINELLI – GRECO to adopt Resolution No. 09-2004, authorizing the Township of Wilkins to participate in the PACC which is administered by the City of Harrisburg for the purpose of purchasing machinery and equipment. The motion was adopted by unanimous roll call vote of all present.

Minutes of the Regular Meeting of Monday, August 9, 2004 - Page Two

- (4-179) MOVED MARTINELLI FIALLA to accept the recommendation of Senate Engineering to replace the existing three (3) ton air conditioning unit that services the police department with a four (4) ton unit at an estimated cost of \$6,000.00 \$8,000.00, to replace the electric conduit, wire and disconnects at an estimated cost of \$300.00 \$500.00 and to authorize the Manager to seek three (3) quotes for this service, as provided in the specifications prepared by Senate. The motion was adopted by unanimous roll call vote of all present.
- (4-180) MOVED MARTINELLI GRECO to authorize Senate Engineering to develop specifications and advertise for bids for the expansion of the compost site. The motion was adopted by unanimous roll call vote of all present.
- (4-181) MOVED FIALLA GRECO to authorize the Solicitor to prepare an amendment to the Codified Book of Ordinances, Part II, General Legislation, Chapter 168, Parking prohibitions at all times making the following changes, per the recommendation of Chief Guthrie: (1) Restrict parking on Greensburg Pike from Powell Street to the Churchill line from 7:00 A.M. 9:00 A.M. and from 3:00 P.M. to 6:00 P.M. on weekdays only, not including holidays; (2) Permit parking at all times on Greensburg Pike from Cline Street to Powell Street, except for a point 100' North and 100' South of Ridge Street. The motion was adopted by unanimous roll call vote of all present.

RESOLUTION NO. 10-2004

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, FORMALLY REQUESTING A GRANT, DESIGNATING AN OFFICIAL TO PERFORM THE REQUIRED DUTIES BETWEEN THE TOWNSHIP AND THE DEPARTMENT OF ECONOMIC DEVELOPMENT, ASSURING, WHERE APPLICABLE, THE PROVISION OF LOCAL MATCHING FUNDS AND COMPLYING WITH ALL OTHER PROVISIONS OF THE CDBG APPLICATION.

- (4-182) MOVED FIALLA GRECO to adopt Resolution No. 10-2004, formally requesting a grant, designating Norine Kelly of the Turtle Creek Valley Council of Governments to perform the required duties between the Township and the Department of Economic Development, assuring, where applicable, the provision of local matching funds, and complying with all other provisions of the CDBG Year 31 application. The motion was adopted by unanimous roll call vote of all present.
- (4-183) MOVED GRECO MARTINELLI to approve the request of Christine Stinson, 123 Gardenia Drive, on behalf of St. Colman Athletic Association, to use Linhart Park for soccer practice beginning on August 24, 2004 and ending on October 31, 2004 on Tuesdays and Thursdays from 5:00 P.M. until 7:00 P.M. The motion was adopted by unanimous roll call vote of all present.
- (4 184) MOVED PADULA FIALLA to award the bid for a 2005 Ford F-550 diesel truck to U.S. Municipal Supply in the amount of \$54,984.46, per the recommendation of Paul Vargo, to replace Truck No. 64 as budgeted and with partial funding (\$17,499.00) from a grant through Act 101. The motion was adopted by unanimous roll call vote of all present.
- (4-185) MOVED MARTINELLI GRECO to authorize the execution of a contract between the Township of Wilkins and Tropical Amusements for the 2005 Community Days carnival contingent upon the review and approval of the Solicitor and granting of permission by Mr. Soffer to utilize the Penn Center property. The motion was adopted by unanimous roll call vote of all present.

COMMISSIONERS COMMENTS:

Ms. Fialla thanked Paul Vargo and Ed Bruener for removing a tree by Showcase within a day of being notified to do so. Thanks to Chief Guthrie for coming to the rescue and looking up information to aid the residents of Thompson Street until a permanent solution is available.

Mrs. Martinelli thanked Frank Greco for donating the palm trees for the butterfly garden. Thanks to the "little lady" who takes care of the shrubs and flowers at the bottom of Kingston Drive.

Mr. Wilson thanked the Chief for helping on Thompson Street, but still wants to make sure that the Public Safety Committee, Mr. Vargo and Chief Guthrie meet with the residents of Thompson Street to come up with a permanent solution.

At this time, 8:10 P.M., the Board went into Executive Session.

The Board reconvened at 8:55 P.M.

(4-186) MOVED GRECO – PADULA to cancel the second stated meeting of August 30, 2004. The motion was adopted by unanimous roll call vote of all present.

(4-187) MOVED MARTINELLI – FIALLA to adjourn the meeting. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, SEPTEMBER 13, 2004

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, August 9, 2004

COMMUNICATIONS:

Mr. Padula, PNC Bank

Ms. Angie Giallorretto, Wilkins Democratic Committee

CITIZENS' COMMENTS:

REPORTS:

1. Police

2. Public Works

3. Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF BILLS:	General Fund General Fund Addendum attached)	\$148,776.55 \$304,710.25 (see
	Sewer Revenue Fund	\$ 2,751.00
	Sewer Construction Fund	\$ 3,420.50
	Police Pension Fund	\$ 950.00
	IDA Fund	\$ 2,214.00
	TOTAL:	\$462,822.30

OLD BUSINESS:

- Proposed Ordinance #965, amending the Codified Book of Ordinances of the Township of Wilkins, Allegheny County, Pennsylvania, Chapter 173, Article IV – General Regulations, Section 173-20 increasing the height of an accessory use building from eight feet to ten feet.
- 2. Proposed Ordinance #966, amending the Codified Book of Ordinances of the Township of Wilkins, Allegheny County, Pennsylvania, Part II, General legislation, Chapter 168, Vehicles and Traffic, Section 168-18, parking prohibitions at all times to restrict parking on Greensburg Pike from Powell Street

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, SEPTEMBER 13, 2004

to the Churchill line from 7:00 a.m. until 9:00 a.m. and 3:00 p.m. through 6:00 p.m., Monday through Friday, excluding holidays; and permit parking at all times on Greensburg Pike from Cline to Powell except for a point 100' north and 100' south of Ridge Street.

- 3. Review/approval of recommendation of Mr. Vargo to award the purchase of a Trane Air Conditioning to the low bidder, J-M Air at a bid price of \$5,500.00 and an additional \$1,275.00 for additional electrical work to separate the air conditioning units from the same power line.
- 4. Review/approval of bid to Nagy Construction to perform grading, paving and storm drainage for the access road and compost surface area at the Linhart Park compost site at a low bid price of \$103,325.00.
- 5. Review/approval of recommendation of Mr. Vargo to award the purchase of a Vac-Con combination sewer cleaner to U.S. Municipal Supply in the amount of \$238,875.00 plus an additional \$1,995.00 for the lateral kit for a total of \$240,870.00, with the total cost to be equally divided between the Township of Wilkins and the Borough of Forest Hills.
- 6. Motion declining to elect to revise the 2003 actuarial valuation report and Act 205 report for the Police Pension Plan to reflect a reduction in the minimum municipal obligation for the plan, in accordance with the provisions of the Commonwealth's Act 81 of 2004.

NEW BUSINESS:

- 1. Motion authorizing the appropriate officials to execute a grant agreement between the Commonwealth of Pennsylvania, Pennsylvania Historical and Museum Commission and Wilkins Township, granting the Township \$7,500 for Archives and Records Management.
- 2. Presentation of 2005 Minimum Municipal Obligations Police Pension Plan & Non-Uniform Pension Plan.
- 3. Scheduling of Halloween Sunday, October 31, 2004
- 4. Discussion of need for transmission repairs Fire Marshall's car.
- 5. Discussion of report from Senate on Yost Café.

COMMISSIONERS' COMMENTS EXECUTIVE SESSION ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, SEPTEMBER 13, 2004

A public hearing was called to order by President Wilson at 6:30 PM. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

The purpose of the public hearing was to hear and receive public comments on a proposed zoning ordinance amendment, that if approved, would permit accessory structures to be constructed to a height of ten (10) feet as opposed to eight (8) feet.

No public comments were received.

The public hearing was adjourned at 6:35 PM by unanimous roll call vote.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, SEPTEMBER 13, 2004

The Regular Meeting of Monday, September 13, 2004 was brought to order by President Wilson at 7:00 PM. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the Flag.

(4-188) MOVED PADULA-MARTINELLI to approve the minutes of the August 9, 2004. The motion was adopted by unanimous roll call vote.

(4-189) MOVED GRECO-FIALLA to grant the request of Mr. Padula (PNC Bank) to borrow the Township's Artwork display racks and lights from October 23rd - 28th. The motion was adopted by a 4-1 vote with Mr. Padula abstaining.

(4-190) MOVED PADULA-GRECO to approve the request of Mrs. Gialloreto to use the Municipal Building on October 3, 2004 for a spaghetti dinner on behalf of the Wilkins Township Democratic Committee. The motion was adopted by unanimous roll call vote.

CITIZENS COMMENTS:

Mr. Paul Romanelli, VFC #1 notified the Commissioners that both of their sirens are in the process of being revamped so that the sirens will not sound from the hours of 10pm until 6am, for the convenience of the residents.

Mr. Wilson noticing that a number of residents of the Thompson Street area were present, requested that Chief Guthrie update the Commissioners on the status of the parking situation and whether or not the meeting that the commissioners directed at last month's meeting had been held.

Chief Guthrie stated that the meeting was held and that the residents had some complaints about speeding in the area that were addressed. It was his opinion that the residents continued to be satisfied with the existing arrangeements for parking. The residents agreed with Chief Guthrie'a assessment.

Minutes of the Regular Meeting of September 13, 2004 - Page Two

- (4-191) MOVED MARTINELLI-GRECO to waive the reading of the reports. The motion was adopted by unanimous roll call vote.
- (4-192) MOVED GRECO-PADULA to approve the payment of bills for August 2004 in the amount of \$158,112.05. The motion was adopted by unanimous roll call vote.

ORDINANCE NO. 965

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING THE CODE OF THE TOWNSHIP OF WILKINS, CHAPTER 173, ARTICLE IV- GENERAL REGULATIONS, SECTION 173-20, INCREASING THE HEIGHT OF AN ACCESSORY USE BUILDING FROM EIGHT (8) TO TEN (10) FEET.

- (4-193) MOVED PADULA-FIALLA to read Ordinance #965 for the first time.
- (4-194) MOVED MARTINELLI-FIALLA to accept the reading of Ordinance #965 for the first time.
- (4-195) MOVED MARTINELLI-FIALLA to read Ordinance #965 for the second time, by title only.
- (4-196) MOVED FIALLA-MARTINELLI to adopt Ordinance No. 965.

Motions 4-193 to 4-196 inclusive were adopted by unanimous roll call vote.

ORDINANCE NO. 966

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF WILKINS TOWNSHIP, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING THE CODIFIED BOOK OF ORDINANCES OF THE TOWNSHIP OF WILKINS, PART II, GENERAL LEGISLATION, CHAPTER 168, VEHICLES AND TRAFFIC, SECTION 168-18, PROVIDING FOR THE PROHIBITION OF PARKING ON GREENSBURG P IKE FROM POWELL STREET TO THE CHURCHILL LINE FROM 7:00 am UNTIL 9:00 am AND 3:00 pm UNTIL 6:00 pm, MONDAY THROUGH FRIDAY, EXCLUDING HOLIDAYS; LIMITING PARKING AT ALL TIMES ON GREENSBURG PIKE FROM CLINE STREET TO POWELL STREET EXCEPT FOR A POINT 100 FEET NORTH AND 100 FEET SOUTH OF RIDGE STREET.

- (4-197) MOVED GRECO-FIALLA to read Ordinance #966 for the first time.
- (4-198) MOVED GRECO-FIALLA to accept the first reading, with the following amendments: 1. In the Ordinance Title, the words "except by permit" are deleted: 2. In the second "Whereas" paragraph on page one, the time for parking restrictions on Greensburg Pike from Powell Street to Cline Street is amended from 7:00 am until 10:00 am to read: "from 7:00 am until 9:00 am; 3. In the second "Whereas" paragraph on page one, the words "except by permit" are deleted; 4. On page two, Section 2, the words "degrees" are replaced with "feet" and the words "permit only" are deleted.
- (4-199) MOVED PADULA-FIALLA to read Ordinance #966 by title only for the second time.
- (4-200) MOVED MARTINELLI-FIALLA to adopt Ordinance #966.

Minutes of the Regular Meeting of Monday, September 13, 2004 - Page Three

Motions 4-197 to 4-200 inclusive were adopted by unanimous roll call vote.

- (4-201) MOVED FIALLA-PADULA to accept the recommendation of Mr. Vargo to award the purchase of a Trane Air Conditioning unit for the Police Department to the low bidder, J-M Air at a bid price of \$5,500.00 and an additional \$1,275.00 for additional electrical work to separate the air conditioning units from the same power line. The motion was adopted by unanimous roll call vote.
- (4-202) MOVED MARTINELLI-FIALLA to accept the recommendation of Senate Engineering to approve the low bid of Nagy Construction for grading, paving and storm drainage for the access road and compost surface area at the Linhart Park compost site and concurrently approving an authorization to execute a change order to reduce the scope of work to adhere to the grant budget. The total bid price was \$103,325. The change order \$20,000.00 bringing the total project to \$83,325. The project will be financed through a grant received from PA DEP in the amount of \$88,687. The motion was adopted by unanimous roll call vote.
- (4-203) MOVED GRECO-PADULA to accept the recommendation of Mr. Vargo to award the purchase of a Vac-Con combination sewer cleaner to U.S. Municipal Supply in the amount of \$238,875., plus an additional \$1,995 for the lateral kit for a total of \$240,870, with the total cost to be equally divided between the Township of Wilkins and the Borough of Forest Hills. The motion was adopted by unanimous roll call vote.
- (4-204) MOVED GRECO-MARTINELLI to accept the recommendation of Mrs. Bradley, pursuant to the advise of Mr. Asay of Mockenhaupt and Associates, to not revise the 2003 actuarial valuation and Act 205 reports to reflect a thirty (30) year amortization of 2001-2002 losses in the Police Pension Plan, as is granted as relief by Act 81 of 2004. The motion was adopted by unanimous roll call vote.
- (4-205) MOVED MARTINELLI-FIALLA authorizing the appropriate officials to execute a grant agreement between the Commonwealth of Pennsylvania, Pennsylvania Historical and Museum Commission and Wilkins Township, granting the Township \$7,500.00 for Archives and Records Management. The motion was adopted by unanimous roll call vote.
- (4-206) MOVED PADULA-FIALLA to accept the presentation of the calculated 2005 minimum municipal obligations for the Police Pension Plan: \$143,423 and for the Non-uniform Plan: \$41,112. The motion was adopted by unanimous roll call vote.
- (4-207) MOVED MARTINELLI-FIALLA to schedule Halloween on Sunday, October 31, 2004 from 6:00 pm until 8:00 pm. The motion was adopted by unanimous roll call vote.
- (4-208) MOVED PADULA-FIALLA to authorize the allocation of funds to repair the transmission in the Fire Marshal/Code Enforcement Officer's Township issued vehicle. The motion was adopted by unanimous roll call vote.
- (4-209) MOVED PADULA-GRECO to authorize Mr. Hill to look into the costs associated with lettering his Township issued vehicle. The motion was adopted by unanimous roll call vote.
- (4-210) MOVED FIALLA-MARTINELLI to place the Yost Cafe' on the Township demolition list. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, September 13, 2004 - Page Four

COMMISSIONERS COMMENTS:

Mrs. Fialla thanked those in attendance for coming to the meeting and reminded them that if they are not registered to vote, that they still have time to register before the Presidential Election scheduled to be held in November.

Mrs. Martinelli stated that registration forms and absentee ballots are available in the Administrative office.

Mr. Wilson thanked all of the emergency personnel and the road department for a job well done on the unfortunate accident that occurred with the Waste Management truck going over the hill behind the municipal building.

At this time 8:10 pm, the Commissioners recessed the meeting into Executive Session to discuss a personnel issue.

The meeting was reconvened at 8:40 pm.

(4-211) MOVED FIALLA-MARTINELLI to accept the recommendation of Chief Guthrie promoting probationary police officer John Davis to full time status upon the successful completion of his probationary period. The motion was adopted by unanimous roll call vote.

(4-212) MOVED MARTINELLI-FIALLA to adjourn. The meeting was adjourned at 8:45 pm. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, SEPTEMBER 27, 2004

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Minutes September 13, 2004
- 4. Citizen's Comments
- 5. Correspondence: ALCOSAN Reschedule Open house Correspondence to Cheryl Akers-Stanton
- Report of flood damages / updates:
 - a. Mr. McKeever
 - b. Mr. Vargo
 - c. Mr. Hill
- 7. Discussion of preliminary findings: Strailey Bridge & Gardenia Drive/Swiss Farm Property.
- 8. Discussion of requiring residents to utilize the services of third party inspection company Code.sys for electrical inspections.
- 9. Authorization to prepare an amendment to the existing resolution, number 18-2003 setting building permit fees to add a \$2.00 fee for payment to the Department of Community and Economic Development, in compliance with the requirements of Act 93 the Uniform Construction Code.
- 10. Motion authorizing Keystone Municipal Collections to file liens against all property owners currently owing \$50.00 or more for 2001 real estate taxes at a total cost of \$1,800.00.
- 11. Motion accepting the recommendation of N. Leonard Hill to approve the final draft of the Allegheny County Hazard Vulnerability Assessment and Mitigation Plan.
- 12. Motion authorizing the appropriate officials to execute an Agreement between the Township of Wilkins and Tropical Amusements, Incorporated for the provision of amusement rides, games and food booths at the 2005 Community Days event scheduled for June 21 25, 2005.

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, SEPTEMBER 27, 2004

- 13. Motion to revoke the letter of termination of services submitted to the Eastern Regional Communications Center in 2003.
- 14. Motion authorizing the Solicitor to prepare a letter of termination of services to the Eastern Regional Communications Center, terminating dispatching services effective December 31, 2005, pending County takeover of these services.
- 15. Scheduling of Budget Meetings.
- 16. Motion accepting the resignation of Tom Hunsberger as part-time custodian for the Township of Wilkins.
- 17. Motion hiring Sam Palmeri of Forest Hills as part-time (twenty hours per week) custodian for the Township at an hourly rate of \$9.73 for 2004, as stipulated in the Collective Bargaining Agreement.
- 18. Commissioner's Comments
- 19. Adjournment

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, SEPTEMBER 27, 2004

The Additional Stated Meeting of Monday, September 27, 2004 was brought to order by President Wilson at 7:00 PM. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the Flag.

(4-213) MOVED PADULA-FIALLA to approve the minutes of the Regular Meeting of September 13, 2004 as presented. The motion was adopted by unanimous roll call vote.

CITIZENS COMMENTS:

Note: Upon the announcement by Chairman Wilson that the floor was now open to residents to make comments, none approached the podium. However, during the course of the meeting, President Wilson accepted citizen's comments. All comments are placed in this section, instead of during the course of the meeting.

- 1. Mr. Chuck Straley of Straley Lane described the current design and problems with the bridge that connects his property to Brown Avenue. Mr. Straley is requesting that the Township repair the bridge that was damaged by the remnants of both Hurricane Frances and Hurricane Ivan. It is currently impassable by motor vehicle and in danger of collapse. Mr. Straley contends that the Township built the bridge.
- 2. Mr. Eric Lawson spoke in support of Mr. Straley by stating that back in 1937, when the State re-routed Brown Avenue, or State Route 741, they donated the "old road" to the Township.
- 3. Mr. George Mitchell of 507-509 Washington Street stated that he feels that the State and the Township should be responsible for the current situation on Washington Street. He is trying to get a quote from Disaster Restoration Services, but has continued to get the run around. He believes that his property has sustained between \$30,000. to \$40,000. worth of damage due to the flooding caused by Harvey Taylor's culvert backing up.
- 4. Mr. John R. Kelley, owner of 102 Ivy (Moss) Street stated that his retaining wall, at the edge of his property is in danger of collapse. He believes that the foundation of his house may end up in the creek. He questioned the Commissioners as to who was responsible for the creek and the retaining wall. Mr. Kelly questioned whether the Township's engineer, after reviewing his property, would condemn the property and whether the Township approved the construction of the existing retaining wall.
- 5. Mr. Bill Macko of 106 Ivy Street questioned when the Ivy Street bridge replacement project would commence. Also indicated that currently, the children are standing on Ivy Street waiting for their busses because of the deplorable condition of Brown Avenue. He asked whether the Commissioners could arrange to have the bus stop moved down by Staub's, so the children would be safer.
- 6. Mr. Ralph Beatty, owner of 503 Washington Street thanked the Volunteer Fire Companies and the Department of Public Works for all of their assistance. He stated that he is concerned about the condition of Brown Avenue and also about the potential of additional rainfall once again causing a flooding situation, due to Mr. Taylor's pipe. He also requested that a dumpster be placed back on Washington Avenue because several additional residents had more household items to place it in.

Additional Stated Meeting, Monday, September 27, 2004 - Page Two

CORRESPONDENCE:

ALCOSAN: A letter was received from ALCOSAN notifying the Township that the open house that had been originally scheduled for September 18, 2004 (and subsequently cancelled because of the flooding) had been rescheduled for October 6, 2004.

Mrs. Bradley read a letter addressed to Ms. Cheryl Akers-Stanton of 103 Peffer Road, on behalf of the Commissioners thanking her for her assistance in providing soup and sandwiches to the residents that were evacuated to the Township Building on the 17th of September due to the flooding. Mrs. Bradley requested that the Commissioners authorize the sending of this correspondence to Mrs. Stanton.

(4-214) MOVED MARTINELLI-GRECO to authorize the manager to send the letter of thanks to Mrs. Akers-Stanton. The motion was adopted by unanimous roll call vote.

Mr. McKeever gave the following report of flood damages to Highland Avenue: During the flooding and rain on September 17, 2004, a portion of Highland Avenue slid down the hill to Ayers Alley. This portion of the roadway had previously slid in the early 1990's and was repaired. There has always been a drainage problem associated with this street. The slide/slip area actually extends from Clugston (above Highland) to Ayers Alley (below Highland). Excessive moisture caused movement due to added weight and the fluid nature of the slide prone soils. There are three solutions to correct the current situation: 1. No action for repair - the roadway should be closed. 2. Minimal response - close one lane of roadway and closely monitor the half left open. Add guide rail and curb, place patch material over the slide area to minimize water retention. If the roadway begins to move again, it should be closed. 3. Long term Solution - geotechnical investigation followed by installation of solider beam and lagging (with tie back and anchors), including drainage pipe, backfill and street repair. The estimated cost for this option is roughly \$360,000.00.

(4-215) MOVED GRECO-MARTINELLI to authorize the DPW to immediately implement the elements required under the minimal response option and, to additionally install "NO TRUCK" signs. The motion was adopted by unanimous roll call vote.

Mr. McKeever gave the following report on the Straley Bridge: (this presentation was accompanied by photographs of the site). The westerly abutment must be replaced. This may be done with the deck in-place by forming under the deck and for the wings both upstream and downstream. Senate suggests that the hydraulic jacks, currently supporting the bridge, remain in place and additional concrete be poured on the existing foundation which is also made of concrete. The easterly abutment displays some vertical movement, but appears to be stable at this time. This abutment should be monitored regularly and protected at the upstream approach and downstream wing wall. The deck appears to be five (5) beams, varied from approximately 6" to 8" in height and 5" in width (the weight per foot is unknown). The beams appear to not be connected by cross bracing. The end (outside) beams appear to be rotating away from the slab. The underside of the deck has four cross straps to tie the decks together. Similar straps (1/4"-3/8") are needed on top of the deck. Once the straps are installed, the railing, which is currently tilted and pulling away from the end beam, will realign. Erosion/scour protection in the form of riprap should be installed as needed on each corner of the bridge. The bridge should be monitored monthly and immediately after each significant rainfall.

At the request of Commissioner Wilson, Mrs. Bradley informed the Commissioners that Mr. Straley presented a copy of correspondence dated August 14, 1963 and signed by Mr. M. Joseph Martinelli, then secretary to the Board of Commissioners. This letter states that the Township assumes the responsibility of maintaining the right of way and bridge leading to the estate of Mary Meyer, 556-558 Brown Avenue. A thorough review of the minutes of the Township, beginning in the period of the 1920's, when Brown

Additional Stated Meeting, Monday, September 27, 2004 - Page Three

Avenue/Beulah Road was reconstructed by the Commonwealth and through the year 1965, two years after Mr. Martinelli's letter was written, reveals no public adoption of this right of way and bridge by the Township. Mrs. Bradley spoke with Mr. Baldwin, former Township manager. Mr. Baldwin indicated that the question as to ownership of the Straley Bridge is one that has never been totally answered. His recollection was that back in the late 1920's, when the Commonwealth reconstructed Brown Avenue, the Commonwealth gave the "left over pieces" of the previous roadway to the Township. However, the Township refused to accept these pieces, one of which was Mr. Straley's bridge/right of way. Further, Mr. Baldwin indicated that during his tenure, he could only recall the Township performing maintenance on this bridge on one occasion. He recalled a flood back in the 1970's that caused a lot of damage in the Brown Avenue area. The culvert was blocked and he authorized DPW to help in attaining the necessary permits from DER. Further, Mrs. Bradley spoke with Mr. Martinelli who indicated that he would have never written this letter without the authorization of the Board of Commissioners. Mr. Vargo spoke with Chester Jeznach, the former DPW superintendent. Mr. Jeznach recalled replacing the concrete on the top of the bridge on one occasion, at the instruction of Mr. Baldwin.

The Board of Commissioners requested that Mr. Gary Matta, Solicitor, review the Township's responsibilities and report back to Mrs. Bradley by weeks' end.

Mr. McKeever gave a report on the Gardenia Drive flooding (this presentation was accompanied by an aerial photograph of the area and a GIS map of the sanitary sewer lines and drains on Swiss Farm Dairy.

As a result of the significant flooding that occurred in the Spring of 2004, as well as on September 17, 2004, Mr. McKeever reviewed the drainage of the Swiss Farm and adjoining properties. A 1971 as built sewer drawing shows a thirty (30) inch open concrete pipe in a five to six foot open ravine. The profile of the pipe shows that this ravine ran between the backyards of the Hajko (106 Gardenia) and Daughenbaugh (108 Gardenia) properties. At the conclusion of the 1971 sanitary sewer construction, the ravine still existed. The existing drainage system was put into place sometime after 1971 and the date that Ms. Hajko purchased her home. A twenty four (24) inch pipe was connected to the thirty (30) inch pipe, which was then connected to a brick culvert with two (2) additional fourteen (14) inch pipes coming from Swiss Farm property. The culvert was buried and additional drainage work performed on the Dairy property. The two fourteen (14) inch pipes that connect to the brick culvert in Hajko's backyard are inadequate and cannot adequately drain the property. The thirty (30) inch pipe that leads to a discharge point on the other side of Gardenia can handle a larger flow than what is permited through these two fourteen (14) inch pipes. It appears that the effort to cover the pre-existing culvert was a mutual effort between the previous owners of 104 and 106 Gardenia as well as the owners of Swiss Farm Dairy. In Mr. McKeever's opinion, the only way to correct this situation is to expose the thirty (30) inch pipe, build a headwall and landscape the surrounding area to once again receive the storm water.

(4-216) MOVED MARTINELLI-FIALLA to authorize the solicitor to review and comment on the proposed contract submitted by Code.sys for electrical inspections. The motion was adopted by unanimous roll call vote.

(4-217) MOVED GRECO-MARTINELLI to authorize the solicitor to prepare an amendment to Resolution No. 18-2003, setting the building permit fees, to add a \$2.00 fee per building permit for payment to the Department of Community and Economic Development, in compliance with the requirements of Act 93. The motion was adopted by unanimous roll call vote.

Additional Stated Meeting, Monday, September 27, 2004 - Page Four

- (4-218) MOVED PADULA-FIALLA to authorize Keystone Municipal Collections to file liens against all property owners currently owing \$50.00 or more for municipal real estate taxes for the year 2001, at a total filing fee of \$1,800.00. The motion was adopted by unanimous roll call vote.
- (4-219) MOVED FIALLA-PADULA to accept the recommendation of N. Leonard Hill to approve the final draft of the Allegheny County Hazard Vulnerability Assessment and Mitigation Plan. The motion was adopted by unanimous roll call vote.
- (4-220) MOVED MARTINELLI-PADULA to authorize the appropriate officials to execute an Agreement between the Township of Wilkins and Tropical Amusements, Inc., for the provision of amusement rides, games and food booths at the 2005 Community Days event scheduled for June 21-25, 2005. The motion was adopted by unanimous roll call vote.
- (4-221) MOVED PADULA-FIALLA to authorize the solicitor to submit a letter to the Eastern Regional Communications Center (ERC) revoking the letter of termination of services effective December 31, 2004 and also re-instituting the termination of services effective December 31, 2005, dependant upon Allegheny County's take over of the dispatching functions currently performed by the ERC. The motion was adopted by unanimous roll call vote.
- (4-222) MOVED PADULA-FIALLA to authorize the manager to advertise for a budget meeting at 6:00 PM on Monday, October 25, 2004. The motion was adopted by unanimous roll call vote.
- (4-223) MOVED MARTINELLI-GRECO to accept the resignation of Thomas Hunsberger as part-time custodian for the Township, due to his college-related responsibilities. The motion was adopted by unanimous roll call vote.
- (4-224) MOVED MARTINELLI-GRECO to hire Sam Palmieri of Forest Hills as part time (twenty hours per week) custodian for the Township at an hourly rate of \$9.73 for 2004, as stipulated in the Collective Bargaining Agreement. The motion was adopted by a 3-2 vote with Mr. Padula and Ms. Fialla voting NO.

COMMISSIONERS' COMMENTS:

Mr. Padula addressed the request for a revocation of the letter sent to the ERC in 2003 for termination of services effective December 31, 2004, as well as the submittal of a new letter terminating services effective December 31, 2005. When and if the County is ready to accept the Township and other communities, then the Township should discontinue services through the ERC. However, at the current time, the County is not in the position to take over any of the communities. Mr. Padula also stated that he believes that we, as a community, need to help our elderly residents who have been devastated by the flood. He also reminded residents to make sure that they are current on their tetanus shots, prior to working in flooded conditions.

Ms. Fialla thanked the Volunteer Fire Companies for a tremendous job and applauded the DPW for their commitment to Wilkins Township.

Mrs. Martinelli commended the manager, DPW, police and fire for their efforts during and since the flood. She also thanked the residents of Wilkins Township for permitting her to attend a seminar which really taught her a lot about being as Commissioner.

Additional Stated Meeting, Monday, September 27, 2004 - Page Five

Mr. Greco thanked the DPW, the Fire Companies and Officer Brokaw for their quick response when a mine blew out behind his neighbor's homes. Their collective responses resulted in a significant reduction to the amount of damage that would have been caused by the flow of water out of the mine. He also noted that the Office of Surface Mining now has jurisdiction over this project and is hopeful that the situation will be corrected before the onset of winter.

Mr. Wilson thanked Mr. Padula for staying on top of the situation with the ERC. Also stated that he would like to "ditto" the other Commissioners' comments with regard to the DPW and VFC work during and since the flood. He thanked the residents for coming to the meeting, even though they were aware that this evening's meeting would be long because of all of the situations caused by the floods.

(4-225) MOVED MARTINELLI-PADULA to adjourn. The meeting was adjourned at 9:15 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca/Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, OCTOBER 11, 2004

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, September 27, 2004

COMMUNICATIONS: Paul Romanelli, Fire Chief VFC #1

Dennis Davin, County of Allegheny, Director of

Department of Economic Development

CITIZENS' COMMENTS:

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:	General Fund	\$168,389.04
	General Fund Addendum	\$ 9,916.02
	Sewer Revenue Fund	\$ 83,414.37
	Sewer Construction Fund	\$ 7,009.66
	Emergency Cont. Fund	\$ 3,700.00
	Capital Reserve Fund	\$ 2,635.00
	IDA Fund	\$ 2,718.11
	TOTAL:	\$277,782.20

OLD BUSINESS:

- 1. Solicitor's comments Code.sys Electrical Inspection contract. Additional information from Code.sys per Commissioners' request inspection fees.
- 2. Motion to adopt Resolution # 11 of 2004, amending Resolution #18-2003, instituting a \$2.00 per permit fee for all building permits issued by the Township for payment to the Department of Community and Economic Development as required by Act 93.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, OCTOBER 11, 2004

- 3. Discussion / update on Straley Bridge.
- 4. Motion authorizing the Solicitor to prepare and submit correspondence to Keystone Municipal Collections notifying them of the Township's intent to terminate the contract for the collection of delinquent real estate taxes, effective December 31, 2004.

NEW BUSINESS:

- 1. Motion approving the proposed budget submitted by the Wilkins Township Recreation Advisory Committee for the Halloween Party at \$1,050.00.
- 2. Motion to adopt Resolution #12 of 2004, authorizing the Manager to execute for and in behalf of the Township of Wilkins, all required forms and documents for the purpose of obtaining financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act.
- 3. Motion authorizing the appropriate officials to execute an application for Public Disaster Assistance with the Pennsylvania Emergency Management Agency for reimbursement of flood related damages.
- 4. Motion authorizing Mr. N. Leonard Hill to attend the following:
 - a. Fire Sprinkler Plan Review and Inspection Seminar October 19-21, 2004 at a cost of \$174.00
 - b. Fire Resistive Construction Requirements
 November 18, 2004 at a cost of \$170.00

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, OCTOBER 11, 2004

The Regular Meeting of Monday, October 11, 2004 was brought to order by President Wilson at 7:00 PM. A quorum was present as follows:

Mr. Wilson

Mrs. Martinelli

Mr. Greco

Mr. Padula

Ms. Fialla

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the Flag.

(4-226) MOVED PADULA-MARTINELLI to approve the minutes of the Additional Stated Meeting of September 27, 2004. The motion was adopted by unanimous roll call vote.

COMMUNICATIONS:

- 1. Paul Romanelli, Fire Chief VFC #1: Request that the Commissioners give consideration to granting additional funds to the Department to aid in a \$59,000.00 deficit caused through the loss of their fire truck in the accident during Community Days. This letter was referred to Mrs. Bradley to be further discussed during 2005 budget negotiations.
- 2. David Davin, County of Allegheny, Director of the Department of Economic Development: Advised the Commissioners that all CDBD Year 31 applications are being held pending relief to the hardest hit flood communities. All applications will be kept on file and eligible applications will be reviewed for funding.

CITIZENS' COMMENTS:

- 1. Mr. Bill Macko of 106 Ivy Street questioned why he had not been placed on the agenda, as requested, requested an update of the Ivy Street Bridge repair work, questioned when the debris in the creek and along side of the bridge that were left after the flood would be cleaned up and questioned whether a determination had been made on 102 Ivy Street as to condemnation.
- 2. Ms. Pam Beattie of 110 Ivy Street requested that a traffic mirror be placed at the top of the hill on Moss Street to aid visibility in this area, requested assistance in resolving dilapidated property issues at 117 Ivy and 577 Tongalucas.

At this time, 7:20 PM, the Commissioners recessed for an Executive Session pertaining to potential matters of litigation. The Board reconvened the regular meeting at 7:50 PM.

(4-227) MOVED MARTINELLI-GRECO to waive the reading of reports. The motion was adopted by a 3 to 2 vote with Messrs. Padula and Wilson voting NO.

(4-228) MOVED GRECO-PADULA to approve the payment of bills in the amount of \$277,782.20. The motion was adopted by unanimous roll call vote.

CODE.sys Proposal for Electrical Inspection Contract: Pursuant to the direction of the Board at the last regular meeting, Mrs. Bradley stated that she contacted Ms. Russell from Code.sys to determine whether or not the fees proposed by Code.sys for this service were similar to those charged by other inspection companies. Ms. Russell sent correspondence stating that Code.sys' fee schedule is the same as Middle Department Inspection Agency. Ms. Russell will be providing additional inspection agency's pricing. Mr. Matta, Solicitor, stated that he reviewed the contract and that it would be permissible for Code.sys to provide this service to the municipality. We would need to get a new fee structure and amend the current agreement.

Regular Meeting, Monday, October 11, 2004 - Page Two

Based upon the discussion following Mr. Matta'a statement, the Manager summed up what she believes the Commissioners would find feasible: The Township may choose to only utilize the services of Code.sys when there is a building permit that is issued. In the case of a rewiring, that would typically still allow the homeowner to seek the services of an outside electrical inspector to inspect and certify the work and just notify the Township. Typically the building permitting is for the additions of rooms, major reconsruction or new construction for commercial enterprises, not typically associated with residential. At this point, no formal action will be taken, pending the receipt of additional information from Code.sys and a further exploration of the decisions of the Board.

(4-229) MOVED PADULA-FIALLA to adopt Resolution #11-2004: The Board of Commissioners desires to amend Resolution #18 of 2003 to include the following language: All permits concerning Resolution #18-2003 shall have an additional fee of \$2.00 imposed pursuant to the requirements of Act 93 of the Uniform Consruction Code. This fee will be paid to the Department of Community and Economic Development. Ordained and Adopted by the Board of Commissioners of the Township of Wilkins on the 11th day of October, 2004. The motion was adopted by unanimous roll call vote.

Straley Bridge Update: Chairman Wilson requested that Mr. Adam Romanelli, former employee of the Wilkins Township Department of Public Works, speak to the Board of Commissioners about his recollections of work performed on the Straley Bridge by the Department of Public Works. Mr. Wilson stated that he just wanted to get Mr. Romanelli's recollections into the minutes because at this point, we can find nothing in the minutes that the Township ever accepted the Straley Bridge. Mr. Romanelli stated: "I started here in 1954 and we took that bridge in 1956 or 1957. The old bridge we tore down. We had an old front-end loader and we pulled the old bridge down. Those beams on there were donated from a salvage company on Baker Street. We put plywood in there and reinforcement rods and poured the cement. In 1976 we put wedges underneath the bridge to keep the water from washing the footer out."

(4-230) MOVED PADULA-FIALLA to authorize the Solicitor to prepare and submit correspondence to Keystone Municipal Collections notifying them of the Township's intent to terminate the contract for the collection of delinquent real estate taxes, effective December 31, 2004 and further authorizing the manager to begin negotiations with Jordan Tax Services and other companies for a new delinquent tax collection contract. The motion was adopted by unanimous roll call vote.

(4-231) MOVED FIALLA-PADULA to adopt Resolution #12-2004, authorizing the Manager to execute for and in behalf of the Township of Wilkins, all required forms and document for the purpose of obtaining financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act. The motion was adopted by unanimous roll call vote.

(4-232) MOVED FIALLA-GRECO to authorize the appropriate officials to execute an application of Public Disaster Assistance with the Pennsylvania Emergency Management Agency for reimbursement of flood related damage. The motion was adopted by unanimous roll call vote.

(4-233) MOVED MARTINELLI-FIALLA to authorize Mr. N. Leonard Hill to attend: A). Fire Sprinkler Plan Review and Inspection Seminar, October 19-21st at a cost of \$174.00: B). Fire Resistive Construction Requirements, November 18, 2004 at a cost of \$170.00. The motion was adopted by unanimous roll call vote.

Regular Meeting, Monday, October 11, 2004 - Page Three

Commissioners Comments:

Mrs. Martinelli recognized and welcomed Ms. Jessica Lear and her mother of Queenston Drive, who is a student at Oakland Catholic High School and working on a project for her class on Wilkins Township.

Ms. Fialla stated that she found that the more involved residents/communities are, the more attention that they receive from the politicians. She made a challenge to the residents. She stated that if the voter turn-out at the Presidential Election to be held on November 2, 2004 is ten percent higher than the previous turn-out at the 2000 presidential elections, then she would donate her Commissioner's pay check - \$100. to VFC #1; \$100. to VFC #3; \$100. to VFC #4 and \$100 to WHEMS. With this challenge, she believes that everyone can win and she urged voters to come out and vote, no matter who they vote for.

Mr. Padula thanked Mr. Romanelli for coming to the meeting and explaining to the Commissioners what happened with Sraley Bridge. He stated that we will continue to research the ownership of the bridge. Mr. Padula also requested that Mrs. Bradley read correspondence that was received form Mr. Terry Focareta of Penn Center Realty.

Correspondence:

Terry Focerta of Penn Center Realty: Commending Chief Keith Guthrie for an impressive response relative to the recent break-ins that ocurred on Penn Center property and extending the genuine appreciation of Penn Center to the Wilkins Township Police Department.

Mr. Greco: Stated that it is important that the voters come out for the election, that Wilkins has a good turn-out. He stated that everyone's vote is important.

Mr. Wilson: Thanked the members of the audience for coming to the meeting. Also stated his appreciation to Leonard and reminded the residents and commissioners that Mr. Hill takes these classes on his own time, without pay from the Township.

(4-234) MOVED PADULA-FIALLA to adjourn. The meeting was adjournd at 8:55 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, OCTOBER 25, 2004

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Minutes October 11, 2004
- 4. Citizen's Comments
- 5. Correspondence:
 - Barbara Fallon, TCV COG Safe Neighborhood Demolition (10/13/04)
 - Barbara Fallon, TCV COG Safe Neighborhood Demolition (10/19/04)
 - Norine Kelly, TCV COG Temporary Job Creation Project
 - Dennis Davin, Allegheny County Dept. of Economic Development –
 CDBG Applications 2004 Emergency Flood Disaster Relief.
- 6. Discussion of requiring residents to utilize the services of third party inspection company Code.sys for electrical inspections.
- 7. Motion authorizing the appropriate officials to execute a contract between the Township of Wilkins and Hoffman's Boarding Kennels for the purpose of dog law enforcement for the year 2005.
- 8. Motion authorizing the release of \$30,339.72 to Tresco Paving, representing withheld retainage upon the recommendation of Mr. McKeever, Senate Engineering.
- 9. Request from N. Leonard Hill to reallocate funding that was authorized for attendance at the Fire Sprinkler Plan Review and Inspection Seminar which was cancelled to a PennBoc Seminar on an overview of the building code, to be held on November 12, 2004 in Harrison City at a cost of \$110.00.
- 10. Straley Bridge update, pursuant to the request of Mr. Erik Lawson, Esq., representing Mr. and Mrs. Straley.
- 11. Commissioner's Comments
- 12. Adjournment

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, OCTOBER 25, 2004

The Budget Meeting was called to order on Monday, October 25, 2004 at 6:00 PM. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

The manager presented the preliminary 2005 General Fund, I.D.A. Fund, Combined Sewer Fund, Police Pension Fund, Retired Members Death Benefits Fund, Emergency Management Fund, Emergency Contingency Fund, Capital Reserve Fund and Liquid Fuels Fund to the Board of Commissioners. The budget meeting was adjourned at 6:40 PM and the Commissioners met in Executive Session to discuss a matter of potential litigation.

The Additional Stated Meeting was called to order at 7:00 PM. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

(4-235) MOVED PADULA-FIALLA to approve the minutes of the regular meeting of October 11, 2004, with one correction: Ms. Lear goes to school at Oakland Catholic, not Woodland Hills. The motion was adopted by unanimous roll call vote.

CITIZENS COMMENTS:

- 1. Bill Macko of 192 Ivy Street thanked the Township for their quick response in placing a traffic mirror at the top of Moss Street. Also stated that he had been in contact with Don Harvey, a representative of PennDot to find out who is responsible for fixing the retaining wall that was damaged during the flood. He was told that PennDot would fix the retaining wall along Saw Mill Creek to a point about forty feet short of the Ivy Street Bridge. Upon questioning who will be responsible for repairing the remaining forty feet, Mr. Vargo responded that the Township is responsible for that piece. Mr. Macko also questioned whether the DEP permitting process could be waived due to the declaration of a state of emergency. Commissioner Wilson instructed Mr. Hill and Mr. McKeever to check into this and report back to the Board.
- 2. Pam Beatty of 110 Ivy Street stated that she had provided photographs of the conditions of 117 Ivy Street to the Board and requested an update of what was done since the last meeting on this house and one on Tongalucas. Mr. Hill stated that he has not yet had the opportunity to act on these complaints, but will do so soon.

CORRESPONDENCE:

- 1. Barbara Fallon, CD Coordinator, TCVCOG advising the Commissioners that the bids for demolition were opened and W&J Contractors is the low-bidder, bidding \$14,400. on 921 Larimer Avenue and \$6,400. on 904 Greensburg Pike. The total amount of funding available to the Township is currently \$10,937, however the COG has an additional \$3,463 that can be applied to the project.
- 2. Barbara Fallon, CD Coordinator, TCVCOG advising the Commissioners that the \$3,463 that she thought was available for the Township's demolition project is not currently available.

Minutes of the Additional Stated Meeting, Monday, October 25, 2004 - Page Two

- (4-236) MOVED PADULA-GRECO to accept the recommendation of the manager to award the bid for the demolition of 904 Greensburg Pike to W&J Contractors at a low bid of \$6,400.00 and to await further information from the TCVCOG regarding funding for the demolition of 921 Larimer Avenue. The motion was adopted by unanimous roll call vote.
- 3. Norine Kelly, TCVCOG advising the Commissioners that the County of Allegheny is participating in a statewide grant to the US Department of Labor that will fund the creation of temporary jobs on public projects that need to be done in the aftermath of the damage caused by Hurricane Ivan. The Township would be able to secure general laborers for these jobs at no cost to the municipality.
- 4. Dennis M. Davin, Allegheny County Department of Economic Development advising the Commissioners that the Department of Economic Development is currently soliciting proposals for the use of Community Development Block Grant (CDBG) funds for the Emergency Fund Disaster Relief Program, in response to damage done by flooding caused by Hurricane Ivan in September, 2004. The deaedline for submission of applications is November 19, 2004.
- (4-237) MOVED PADULA-MARTINELLI authorizing the appropriate officials to execute a contract between the Township of Wilkins and Code.sys Code Consulting for the provision of electrical inspection services to the Township. The motion was adopted by unanimous roll call vote.
- (4-238) MOVED MARTINELLI-FIALLA authorizing the appropriate officials to execute a contract between the Township of Wilkins and Hoffman's Boarding Kennels for the purpose of dog law enforcement for the years 2005 and 2006. The motion was adopted by unanimous roll call vote.
- (4-239) MOVED MARTINELLI-FIALLA authorizing the release of retainage withheld in the amount of \$30,339.72 to Tresco Paving, upon the recommendation of Mr. McKeever of Senate. The motion was adopted by unanimous roll call vote.
- (4-240) MOVED FIALLA-PADULA authorizing the reallocation of funding for Mr. N. Leonard Hill from an approved Fire Sprinkler Plan Review and Inspection Seminar which was cancelled to a PennBoc Seminar to be held on November 12, 2004 at a cost of \$110.00. The motion was adopted by unanimous roll call vote.
- (4-241) MOVED MARTINELLI-GRECO declaring an emergency situation on the Straley Bridge and directing the Department of Public Works and the Engineer to formulate plans and take action to correct the situation. The motion was adopted by a 4-1 vote with Mr. Padula voting NO.
- (4-242) MOVED PADULA-WILSON authorizing the Solicitor to perform a title search of the Straley Bridge property. The motion was adopted by unanimous roll call vote.

COMMISSIONERS' COMMENTS:

1. Commissioner Padula reminded the residents that this Sunday, time will change and as they change their clocks, they should also change the batteries in their smoke detectors. Also urged the residents to get out and vote on Election Day, next week. Stated that the Recreation Advisory Board held a Halloween Party on Saturday, October 23rd and had a wonderful day with a tremendous turn-out. Activities included pumpkin face painting, goodie bags for the kids and a two and one half mile ride on the hay wagon. Finally, reminded the residents that VFC #4 will hold their Halloween Parade this Sunday (October 31st), beginning at 5:00 PM at the old Eastmont School. Immediately following the Parade, Trick-or-Treating will begin.

Minutes of the Aditional Stated Meeting, Monday, October 25, 2004 - Page Three

2. Commissioner Martinelli stated that she has attended meetings sponsored by the Woodland Hills School District for the purpose of gaining insight on the residents views of several proposed changes advanced by the School District. One of the proposals is for moving the East Junior High School from its' current location to the old Eastmont School Building, because the existing location will be in the shadow of the new Mon-Valley Expressway. Mrs. Martinelli stated that she is opposed to this and made the following motion:

(4-243) MOVED MARTINELLI-GRECO authorizing the Manager to transmit a letter to the Woodland Hills School District formally stating the Township's objection to any move by the School District to move the East Junior High School to the old Eastmont School and further, that the Commissioners request that the School District donate this property to the Township. The motion was adopted by unanimous roll call vote.

Commissioner Martinelli further commended the Recreation Advisory Board for a job well-done on Saturday.

- 3. Commissioner Fialla reminded the residents of her Community Challenge issued at the last meeting. The Wilkins Township voter turnout at the last presidential election was 67.1% If the voter turnout is 77.1% or greater, Mrs. Fialla will donate \$100.00 each to the three Wilkins Township Fire Companies and Woodland Hills Emergency Medical Services. Her advise to the residents is to try and take at least five people to the polls with them.
- 4. Commissioner Greco also reminded the residents of the importance of voting. Each vote by every resident is important.
- 5. Commissioner Wilson stated that Mrs. Bradley had advised him that the Allegheny County Department of Health will be in the Municipal Building on Thursday. October 29th to test the air quality in the building, following a complaint that was received.

(4-244) MOVED PADULA-FIALLA to adjourn. The meeting was adjourned at 8:30 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, NOVEMBER 8, 2004

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

PRESENTATION OF CHECK: Century Club / Commissioner Martinelli

APPROVAL OF MINUTES: Meeting of Monday, October 25, 2004

COMMUNICATIONS: George Porado, Treasurer/Tax Collector, Wilkins Twp.

Anthony Gaglierd, Allegheny County Dept. of Health Barbara Fallon, TCV COG – Demolition Funding

CITIZENS' COMMENTS:

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:	General Fund	\$199,290.01
	Sewer Revenue Fund	\$ 80,386.84
	Sewer Construction Fund	\$ 8,234.82
	Emergency Cont. Fund	\$ 3,125.00
	Capital Reserve Fund	\$ 5,291.14
	Police Pension Fund	\$ 275.00
	TOTAL:	\$296,602.81

OLD BUSINESS:

- 1. Motion to adopt Resolution #12 of 2004, amending and consolidating Resolution #18 of 2003 and Resolution #11 of 2004.
- 2. Motion to adopt Resolution #13 of 2004, authorizing the filing of an application with the Allegheny County Department of Economic Development for September 2004 flood related activities.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, NOVEMBER 8, 2004

3. Motion authorizing Senate Engineering to prepare specifications/applications to address the Highland Avenue landslide area and the Ivy Street and Straley Bridges for submittal as Township projects through the County's September 2004 CDBG grant application process.

NEW BUSINESS:

- 1. Motion authorizing Senate Engineering to survey Ridgecrest from Lougi Road to the boundary line with Penn Hills; Sunset Drive from Old William Penn Highway to the previous Wilkins Township boundary line; and Old William Penn Highway from the previous Wilkins Township boundary line to the new boundary line with Penn Hills for the purpose of the preparation of an ordinance adopting these streets as Wilkins Township streets.
- 2. Review of the request of VFC #1, 3 and 4 to increase the replacement value of vehicles on the VFIS Insurance policy.
- 3. Review of request of Township Manager and Mrs. Luffe to attend "Collecting Difficult Money Protecting the Public Interest in Bankruptcy, Liens and Foreclosures" seminar sponsored by the Local Government Academy on November 16, 2004 from 9:00 a.m. to 12:30 p.m., in Greentree Borough at a cost of \$35.00 each.
- 4. Motion to adopt Resolution #14-2004, authorizing the Chairman of the Board and the Manager to execute a Consent for Right of Entry Agreement for the purpose of installing a mine drainage pipe on property located on Gilmore Drive and owned by Mr. and Mrs. Bone.

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, NOVEMBER 8, 2004

The Regular Meeting was called to order on Monday, November 8, 2004 at 7:00 PM. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the Flag. There was a silent moment called in honor of Veteran's Day.

On behalf of the Century Club, Commissioner Martinelli presented a check to the Wilkins Township Board of Commissioners in the amount of \$500.00 representing seed funding for a Disaster Relief Fund which will aid residents who are victims of disasters in their time of need.

(4-245) MOVED PADULA-FIALLA to approve the minutes of October 25, 2004, with one correction - Commissioner Padula voted "NO" on the Straley Bridge Motion No. 4-241. The motion was adopted by a 4-1 vote.

COMMUNICATIONS:

Mr. George Porado, Treasurer/Tax Collector - requesting that the Board of Commissioners consider increasing his yearly compensation beginning with the year 2006.

(4-246) MOVED PADULA-GRECO to defer Mr. Porado's request to the budget meeting. The motion was adopted by unanimous roll call vote.

Mr. Anthony Gaglierd, Allegheny County Department of Health - reporting that after checking the air quality in the municipal building, following the receipt of a complaint, the indoor air quality meets the ASHRAE guidelines for acceptable indoor air quality.

Ms. Barbara Fallon - CD Director, TCV COG - informing the Commissioners that the COG was successful in securing the additional funding necessary to fund at 100% the demolition of 921 Larimer Avenue.

(4-247) MOVED PADULA-FIALLA authorizing the demolition of both 921 Larimer Avenue and 904 Greensburg Pike. The motion was adopted by a 3-2 vote with Mr. Greco and Mrs. Martinelli voting "NO".

CITIZEN'S COMMENTS:

Mr. George Mitchell, 509 Washington Street, Wilkins Township - The Township is helping the residents of Ivy Street and Straley Lane with bridge repairs, but no one is helping him. FEMA is not helping him either. Mr. Wilson advised Mr. Mitchell to speak with his state legislator. At this point, the Township has done everything that it could do to help Mr. Mitchell.

Mr. Robert McGrath, 269 Penhurst Drive - thanked the administration for advising the residents that an increase in taxes appears imminent in the year 2006. Also requested that the Township continue to be fiscally responsible.

Minutes of the Regular Meeting, Monday, November 8, 2004 - Page Two

REPORTS:

POLICE - No oral report given due to the absence of the Chief of Police - report on file in the Manager's office.

DPW - Mr. Vargo's report is on file in the Manager's Office.

WTVFD#1 - 7 Fires, 4 Practices, 1 Meeting - Total man hours 206.25 WTVFD#3 - 9 Fires, 3 Classes, 13 Activities - Total man hours 322.78

BUILDING PERMITS ISSUED: 3 Additions & Alterations, 3 Signs, 3 Demolitions, 3 Interior Alterations, 1 Exterior Alteration, 1 Remodel Restaurant and 2 Sprinklers

OCTOBER DEED TRANSFER TAX - \$4,472.72

TAX COLLECTOR:	Balance	\$134,502.40
	Additions	2,372.92
	Deductions	51,601.73
	Adj. Collect	85,273.59
	Less Face	2,596.51
	Refunds	508.32
	Balance	82,677.08
	Total Ref.	10,887.14
	Face Amt.	2,596.51
	Penalties	235.35
	Discount	2.18
	TOTAL	2,829.68

ACT 511 - PAMS

EARNED INCOME TAXES

Current Month 18,963.93 Previous Year 23,199.41 Difference Current YTD 449,633.05 Previous YTD 455,478.09 (\$5,845.04)

OCCUPATION PRIVILEGE TAX

Current Month 410.00 Previous Year 320.00 Difference Current YTD 46,952.43 Previous YTD 39,034.77 \$7,917.66

MERCANTILE TAX

Current Month -0- Previous Year 656.71 Difference Current YTD 970,279.67 Previous YTD 873,937.37 \$96,342.30 BUSINESS PRIVILEGE TAX

Current Month -0- Previous Year 2,326.63 Difference Current YTD 149,964.89 Previous YTD 154,061.14 (\$4,096.25)

(4-248) MOVED GRECO-MARTINELLI to accept the bills in the amount of \$296,602.81 for October as presented. The motion was adopted by unanimous roll call vote.

RESOLUTION #12-04

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS AMENDING AND CONSOLIDATING RESOLUTION NUMBER 18-03 AND RESOLUTION #11 OF 2004 TO INCLUDE FEE SCHEDULES FOR BUILDING PERMITS AND ELECTRICAL PERMITS, FURTHER INSTITUTING AN ADDITIONAL FEE OF TWO (\$2.00) DOLLARS PURSUANT TO THE REQUIREMENTS OF ACT 13 OF 2004, WHICH ESTABLISHED A MUNICIPAL CODE TRAINING ACCOUNT AND IMPOSED A MINIMUM SURCHARGE ON EVERY CONSTRUCTION/BUILDING PERMIT ISSUED WITHIN THE COMMONWEALTH.

Minutes of the Regular Meeting, Monday, November 8, 2004 - Page Three

(4-249) MOVED PADULA-FIALLA to adopt Resolution #12 of 2004, amending and consolidating Resolution #18 of 2003 and Resolution #11 of 2004. The motion was adopted by unanimous roll call vote.

RESOLUTION #13-04

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS AUTHORIZING THE FILING OF AN APPLICATION WITH THE ALLEGHENY COUNTY DEPARTMENT OF ECONOMIC DEVELOPMENT FOR SEPTEMBER, 2004 FLOOD RELATED ACTIVITIES; DESIGNATING THE TURTLE CREEK VALLEY COUNCIL OF GOVERNMENTS AS THE OFFICIAL TO FILE ALL APPLICATIONS, DOCUMENTS AND FORMS AND ASSURING, WHERE APPLICABLE, THE PROVISION OF THE FULL LOCAL SHARE OF PROJECT COSTS AND THAT THE PROJECT WILL BE AWARDED OR UNDER CONSTRUCTION WITHIN ONE HUNDRED EIGHTY DAYS AFTER CONTRACT EXECUTION.

- (4-250) MOVED FIALLA-MARTINELLI to adopt Resolution #13 of 2004, authorizing the filing of an application with the Allegheny County Economic Development Department for September 2004 flood related activities. The motion was adopted by unanimous roll call vote.
- (4-251) MOVED MARTINELLI-GRECO to authorize Senate Engineering to prepare specifications/applications to address the Highland Avenue landslide area and the Ivy Street and Straley Bridges for submittal as Township projects through the county's September 2004 CDBG grant application process. The motion was adopted by unanimous roll call vote.
- (4-252) MOVED MARTINELLI-GRECO to authorize Senate Engineering to survey Ridgecrest from Lougey Road to the boundary line with Penn Hills; Sunset Drive from Old William Penn Highway from the previous Wilkins Township boundary line to the new boundary line with Penn Hills for the purpose of the preparation of an ordinance adopting these streets as Wilkins Township streets. MOTION WITHDRAWN
- (4-253) MOTION PADULA-GRECO authorizing the Engineer to work with the Solicitor to prepare an ordinance to adopt the following streets or portions thereof which became Wilkins Township streets through a change in boundary with Penn Hills; Lougey Road to the boundary line with Penn Hills; Sunset Drive from Old William Penn Highway to the previous Wilkins Township boundary line; Old William Penn Highway from the previous Wilkins Township boundary line to the new boundary line with Penn Hills, Old Northern Pike and Princeton Drive. The motion was adopted by unanimous roll call vote.
- (4-254) MOTION PADULA-GRECO to approve the request of VFC #1, 3 and 4 to increase the amount of insurance on fire vehicles to replacement value for the policy with VFIS effective in 2005. The motion was adopted by unanimous roll call vote.
- (4-255) MOTION MARTINELLI-PADULA approving the request of Mrs. Luffe and Mrs. Bradley to attend a seminar sponsored by the Local Government Academy, entitled: "Collecting Difficult Money-Protecting the Public Interest in Bankruptcy, Liens and Foreclosures," being held on November 16, 2004 from 9:00 AM 12:00 PM in Greentree at a cost of \$35.00 per person. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, November 8, 2004 - Page Four

RESOLUTION #14-04

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, AUTHORIZING THE CHAIRMAN OF THE BOARD TOGETHER WITH THE MANAGER TO EXECUTE THE CONSENT FOR RIGHT OF ENTRY AGREEMENT ATTACHED HERETO FOR THE BENEFIT OF THE OWNER AND THE GENERAL PUBLIC; GRANTING THE GOVERNMENT A RIGHT OF ENTRY TO CONDUCT PROJECT ACTIVITY CONSISTING OF INSTALLING A MINE DRAINAGE PIPE AS A PART OF GOVERNMENT PROJECT NUMBER 04-06-387; RELEASING THE GOVERNMENT FROM ANY AND ALL LIABILITY FOR CLAIMS ARISING AS A RESULT OF SAID PROJECT ACTIVITY; HOLDING HARMLESS AND INDEMNIFYING THE GOVERNMENT FROM ANY AND ALL CLAIMS OR CONTROVERSIES ARISING FROM THE PERFORMANCE OF SAID PROJECT ACTIVITY; AND EXECUTING SUCH OTHER DOCUMENTS AND AGREEMENTS AS MAY BE NECESSARY OR REQUIRED TO PERMIT THE GOVERNMENT TO COMPLETE SAID PROJECT ACTIVITY.

(4-256) MOVED FIALLA-PADULA to adopt Resolution #14 of 2004, authorizing the Chairman of the Board and the Manager to execute a Consent for Right of Entry Agreement for the purpose of installing a mine drainage pipe on property located on Gilmore Drive and owned by Mr. & Mrs. Bone. The motion was adopted by unanimous roll call vote.

COMMISSIONER'S COMMENTS:

Commissioner Padula read correspondence received from a former resident of Crestview who fell last year, thanking the Fire Department and Officer Sherman for their quick response and making a donation to the Fire Department. Also stated that the required contribution from Wilkins Township to the ERC for the year 2005 decreased due to a change in the formula to one that only uses call volume. The total amount proposed in the 2005 budget of \$69,000. will be reduced to \$28,800. Wilkinsburg will no longer receive service through the ERC effective January 1, 2005. Penn Hills is currently reviewing joining the ERC. If this happens, the Township can expect a further decrease in required contribution. Mr. Padula also thanked the Century Club for their donation.

(4-257) MOVED PADULA-GRECO to allocate \$30,000.00 in the 2005 budget to the Emergency Management Fund for radio replacements in conjunction with the 800 system and allocate \$10,000.00 in the 2005 budget to a demolition fund. The motion was adopted by unanimous roll call vote.

Commissioner Martinelli thanked the Century Club women for attending the meeting and for their donation. Also, advised the residents that the Woodland Hills School Board plans to take action to move the East Junior High School from its present location in Turtle Creek to the former Eastmont School Site in Wilkins. Martinelli urged the residents to attend the School Board meeting on Wednesday, November 10, 2004 to state their opposition to this move.

Commisioner Fialla advised the residents that she does not yet have conclusive percentages to determine whether her Community Challenge was met by the voters. She stated that the turnout at the polling place located at VFD #4 was approximately 82%. Hopefully, the final numbers will be available soon. Reminded the residents to "buy Wilkins" when they make purchases. By purchasing within the community, residents increase the mercantile tax received by the Township. Fialla stated that she had received correspondence from the International Academy of Design regarding an externship in line with their cyber justice/criminal justice program. She spoke with Chief Guthrie and the manager regarding the use of "free help" from this program in the police department. Fialla also thanked the Century Club for all their hard work and urged the residents to attend the Woodland Hills School Board meeting on Wednesday, November 10, 2004.

Minutes of the Regular Meeting, Monday, November 8, 2004 - Page Five

(4-258) MOVED FIALLA-PADULA authorizing the Township to enter into an agreement with the International Academy of Design to provide an externship in the Wilkins Township Police Department, subject to review and approval by the Solicitor. The motion was adopted by unanimous roll call vote.

Commissioner Greco thanked the Century Club for their donation and stated that it is important that the Township has a strong showing on Wednesday at the school board meeting. The placement of the East Junior High School in Eastmont does not make sense, it is not a central location.

President Wilson requested that the manager follow-up on the receipt of the 2004 I..D.A. funds and thanked the Century Club for their donation. Also asked the residents to remember the birthday of the Marine Corps, and Veterans Day.

(4-259) MOVED MARTINELLI-GRECO to adjourn. The meeting was adjourned at 8:30 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, NOVEMBER 29, 2004

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Woodland Hills School Board presentation/discussion
- 4. Approval of Minutes November 8, 2004
- 5. Citizen's Comments
- 6. Correspondence: Sally Bogie, Librarian, C.C. Mellor Memorial Library
- 7. Review of proposed meeting schedule 2005 / Motion setting the schedule of Board meetings and authorizing advertisement.
- 8. Motion promoting Karen Luffe to full time status at an hourly rate of \$14.00, effective November 8, 2004.
- 9. Commissioner's Comments
- 10. Adjournment

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING OF MONDAY, NOVEMBER 29, 2004

The Budget Meeting was brought to order at 6:40 PM, Monday, November 29, 2004 by President Wilson. A quorum was present as follows:

Mr. Wilson

Mrs. Martinelli

Mr. Greco

Ms. Fialla

Mr. Padula was absent

The Manager presented the revised proposed 2005 Budget for the General Fund, Emergency Contingency Fund, Emergency Management Fund and the Capital Reserve Fund. All other funds will remain as previously presented. Adoption of the 2005 Budget is scheduled for December 13, 2004. The Manager also discussed House Bill 197, which is awaiting Governor Rendell's signature to become law. This bill amends the Act 511 tax previously called Occupation Privilege Tax, increasing the yearly payment by individuals who are employed in the Township from a maximum of \$10.00 to a maximum of \$52.00. The new tax is called Emergency Management and Service Tax (EMST). House Bill 197 restricts the use of revenue generated by municipalities under the increased levy to police, fire and emergency services; road construction and/or maintenance or reduction of property taxes. Mrs. Bradley also reminded the Commissioners that VFC #1 requested consideration of additional funding to aid in the replacement of the fire truck which was lost during the summer and C.C. Mellor Memorial Library requested funding in the amount of \$6,917,00 for the year 2005.

The Budget Meeting was adjourned at 6:55 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, NOVEMBER 29, 2004

The Additional Stated Meeting was brought to order at 7:00 PM By President Wilson. A quorum was present as follows:

Mr. Wilson

Mrs. Martinelli

Mr. Greco

Ms. Fialla

Mr. Padula was absent.

At the invitation of President Wilson all rose and participated in the Pledge of Allegiance to the Flag.

Woodland Hills School Board Presentation:

Dr. Rosalyn Wilson, the Superintendent of the Woodland Hills School District addressed the Board of Commissioners on behalf of the School Board. She asked that the Commissioners keep an open mind with regard to the possibility that the East Junior High School would be moved to the Eastmont site. She stated that the School Board is concerned about the increased noise level that will be generated due to the Mon-Valley Expressway being built within two blocks of the existing East Junior High site in Turtle Creek. In addition, she stated that the Eastmont site is attractive because it offers more green space than that which is currently available at East, with just four acres compared to the Wilkins site with 9.5 acres. If the Eastmont site is ultimately selected, she stated that the community will be permitted to utilize the facilities. The School Board is still currently reviewing options for development of this site, including converting the area into athletic fields, selling the land to a non-profit entity or selling the land to a developer.

Minutes of the Additional Stated Meeting, Monday, 11/29/04 - Page Two

Mrs. Lowery stated that the Eastmont property was never actively marketed, although over the course of the years, the School Board had been approached by potential developers. The offers were never considered viable. The developers typically walked away because the cost of demolishing the existing structure was cost prohibitive. The School Board is looking for a site for the Junior High to service this (the Wilkins Township) side of the district. According to the Transportation Director, approximately thirteen busses in the morning and afternoon would be needed in addition to the bus traffic already in the Eastmont neighborhood. Additionally, Mrs. Lowery indicated that the School Board had been looking at renovating the East Junior High School initially. This building was constructed in 1912 and needs extensive renovation. The cost to renovate the East Junior High School is estimated to be similar to the cost to build a new school building. There is not enough room at the Greensburg Pike location to create a campus style environment. Mrs. Lowery estimated that total real estate taxes would increase between 1/2 to 3/4 mills due to the issuance of debt service in the amount of \$50 million as proposed.

Commissioner Wilson invited those in the audience to speak on this issue while Mrs. Lowery, the President of the School Board, Mr. Baker, the facilities coordinator and Dr. Wilson were present.

Joe Henry of 1439 Jefferson Heights Road questioned whether the School Board had any numbers that they could share with the audience. He also asked how close the proposed expressway is to the existing school and questioned whether the School Board was actually considering placing more athletic fields at this site.

Charles Ranii of 1437 Jefferson Heights Road stated that he is a banker with Citizens' Bank. He stated that a large percentage of home owners in the Eastmont area prefer to see the Eastmont site developed into residential units so that the homeowner's taxes would be lower. In addition, Mr. Ranii stated that he lives at the top of the hill right on the bend. In the winter time, this bend is treacherous. The land that the School District is looking at (Eastmont) is the most unlikely site to locate a school. If the road is icy, it is extremely possible that a bus will slide and hit his house.

Regis Marra of 106 George Street questioned what caused the School Board to determine that a new school is necessary.

Mrs. McGrath of 269 Penhurst Drive questioned whether the Commissioners had a long term plan for redevelopment of the site.

Larry Kerr of 1435 Jefferson Heights Road stated that he would not permit his children/grandchildren to travel on a bus that made a left hand turn off of Hawthorne Road onto Route 22.

(4-260) MOVED MARTINELLI-FIALLA to approve the minutes of the Regular Meeting of November 8, 2004 as presented. The motion was adopted by unanimous roll call vote of all present.

CORRESPONDENCE:

Sally Bogie, Librarian - C. C. Mellor Memorial Library: Requesting that the Commissioners consider making an allocation equal to \$1 per resident based upon the 2000 Census, or \$6,917 to the library in the year 2005. Mrs. Bradley was directed to seek more information from the Library and also to speak with surrounding communities to determine whether they will be budgeting for funding in the year 2005.

Minutes of the Additional Stated Meeting, Monday 11/29/04 - Page Three

(4-261) MOVED FIALLA-GRECO to approve the proposed 2005 Commissioner's meeting schedule with the following changes: The second stated meeting scheduled for May 31st will be moved to May 23rd, the second stated meeting scheduled for October 31st will be moved to October 24th and the second stated meeting scheduled for November 28th will be moved to November 21st. The motion was adopted by unanimous roll call vote of all present.

(4-262) MOVED MARTINELLI-FIALLA to table the promotion of Karen Luffe to full time status at an hourly rate of \$14.00, effective November 8, 2004. The motion was adopted by unanimous roll call vote of all present.

COMMISSIONERS' COMMENTS:

Commissioner Fialla reminded the residents that the School Board will be meeting again on December 1, 2004 at 7:30 PM in the East Junior High School. Also stated that she has not yet gotten definite numbers from the Elections Bureau on turnout in Wilkins. She expects to have that information sometime after the first of the month.

President Wilson asked Chief Guthrie to extend his commendations to Officer Stanonik, Sgt. DeMarco and Officer Lehew for a job well done on Greensburg Pike during the incident where a Forest Hills police officer was shot. Thanked all in attendance for coming to the meeting and thanked them for their patience.

(4-263) MOVED MARTINELLI-FIALLA to adjourn. The meeting was adjourned at 8:10 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Rebecca Bradley

Secretary!

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, DECEMBER 13, 2004

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, November 29, 2004

COMMUNICATIONS: M. Joseph Martinelli

CITIZENS' COMMENTS:

REPORTS:

1. Police

2. Public Works

3. Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF BILLS:	General Fund	\$117,719.58
	Combined Sewer Fund	\$ 2,596.23
	Emergency Cont. Fund	\$ 1,421.15
	TOTAL:	\$121,736.96

OLD BUSINESS:

- 1. Ordinance Number 967 Adoption of 2005 Budget.
- 2. Motion to authorizing the proper Township Officials to enter into an agreement with Jordan Tax Service, Inc., for the collection of delinquent real estate taxes and municipal claims subject to the execution of an agreement between the Township and Jordan Tax Service.
- 3. Motion promoting Karen Luffe to full time status at an hourly rate of \$14.00, effective November 8, 2004.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, DECEMBER 13, 2004

NEW BUSINESS:

- 1. Motion authorizing the execution of an agreement between the Township and Sprint for the replacement of Verizon as the current wireless technology provider for police department portable computers.
- 2. Motion appointing Roberta Sarraf as special consultant to review the JB Stevens signage case and make recommendations to the Board at an hourly rate of \$90.00 for an estimated total cost of \$500.00.
- 3. Motion authorizing the Solicitor to correspond with WHEMS advising that the Township will take control of the Rescue 1 building effective January 3, 2005.
- 4. Motion approving the Recreation Advisory Board Budget for the Christmas Party to be held on December 18, 2004.

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, DECEMBER 13, 2004

The Regular Meeting was brought to order at 7:00 PM by President William Wilson. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Padula Ms. Fialla

Mr. Greco was excused

(4-264) MOVED MARTINELLI-FIALLA to approve the minutes of the Additional Stated Meeting of November 29, 2004. The motion was adopted by a three to one vote with Commissioner Padula abstaining.

COMMUNICATIONS:

M. Joseph Martinelli of 703 McMasters Avenue - expressed concerns regarding the sound system in the Commissioners' Meeting room. Suggested that Commissioners speak directly into the microphones. Also suggested that the Commissioners present a list of income/expenditures report during the meeting, along with the payment of bills.

(4-265) MOVED MARTINELLI-PADULA to waive the reading of the reports. The motion was adopted by unanimous roll call vote of all present.

REPORTS:

Monthly police report for November 2004:

Total police calls logged	223
Total criminal offenses reported	40
Criminal arrests/persons charged	7
Criminal offenses cleared	14
Traffic citations issued	16
Parking tags issued	16
Parking citations issued	2
Total monies collected - November	\$4,661.30

Mr. Vargo's Public Works Report for November is on file in the Manager's Office.

WTVFD #1 reported 10 fires and 3 practices with total monthly man-hours of 140 for November.

WTVFD #3 reported 12 fires - man-hours - 36.51, 2 training classes - man-hours 36.50,11 non-incident activities - man-hours 219.50.

Building Permits issued: Four (4) Total, Additions & Alterations (Residential) One (1), Soffer - Interior Alterations Two (2), Soffer - Sprinkler system One (1)

Deed Transfer Tax - November \$3,611.79, December (Transfer of Wendy's Property) \$5,531.30.

Tax Collector's Report for November:

Balance Collectable	82,677.08
Additions	107.15
Deductions	-14,222.37
Adjusted Collectable	68,561.86)
Less Face Collections for month	25,088.10)
Exonerations	14,204.81
Balance Collectable - end of month	43,473.76
Total Refunds to date	25,091.95
Face amount of collections	25,088.10

Minutes of the Regular Meeting, Monday, December 13, 2004 - Page Two

Plus Penalties 2,466.05 Less: Discounts 8.54 Total Cash collected \$27,545.61

PAMS - Act 511 Tax Report for November:

EARNED INCOME TAXES:

Current Month \$ 64,141.09 Previous Year \$ 56,544.19 Difference Current YTD 513,774.14 Previous YTD 512,022.28 \$ 1,751.86

OCCUPATION PRIVILEGE TAX:

Current Month 2,217.30 Previous Year 1,520.29 Difference Current YTD 46,169.73 Previous YTD 40,555.06 \$5,614.67

MERCANTILE TAX:

Current Month -0- Previous Year 479.62 Difference Current YTD 970,279.67 Previous YTD 874,416.99 \$95,862.68

BUSINESS PRIVILEGE TAX:

Current Month -0- Previous Year -0- Difference Current YTD 149,964.89 Previous YTD 154,061.14 (\$4,096.25)

The Engineer's Report for November can be found filed in the Manager's Office.

(4-266) MOVED MARTINELLI-PADULA to approve payment of bills for November in the amount of \$121,736.96. The motion was adopted by unanimous roll call vote of all present.

ORDINANCE NO. 967

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA. APPROPRIATING OUT OF REVENUES AVAILABLE FOR FISCAL YEAR 2005 SPECIFIC SUMS REQUIRED AS SHOWN BY THE BUDGET AND FIXING THE REAL ESTATE TAX LEVY FOR THE FISCAL YEAR 2005

(4-267) MOVED PADULA-FIALLA to accept the first reading of Ordinance #967 (2005 BUDGET ORDINANCE)

(4-268) MOVED PADULA-MARTINELLI to read Ordinance #967 for the second time by title only.

(4-269) MOVED MARTINELLI-PADULA to adopt Ordinance #967.

Motions 4-267 to 4-269 were adopted by unanimous roll call vote of all present.

(4-270) MOVED MARTINELLI-PADULA to authorize the proper Township Officials to enter into an agreement with Jordan Tax Service, Inc., for the collection of delinquent real estate taxes and municipal claims subject to the execution of an agreement between the Township and Jordan Tax Service. The motion was adopted by unanimous roll call vote of all present.

(4-271) MOVED MARTINELLI-PADULA promoting Karen Luffe to full time status at an hourly rate of \$14.00 effective November 8, 2004. The motion was adopted by a three to one vote with Commissioner Fialla voting "NO".

(4-272) MOVED PADULA-MARTINELLI authorizing the execution of an agreement between the Township and Sprint for the replacement of Verizon as the current wireless technology provider for police department portable computers. The motion was adopted by unanimous roll call vote of all present.

Minutes of the Regular Meeting, Monday, December 13, 2004 - Page Three

(4-273) MOVED MARTINELLI-PADULA to appoint Roberta Sarraf as special consultant to review the J B Stevens signage case and make recommendations to the Board at an hourly rate of \$90.00 for an estimated total cost of \$500.00. The motion was adopted by un ananimous roll call vote of all present.

(4-274) MOVED PADULA-MARTINELLI authorizing the Solicitor to correspond with WHEMS advising that the Township will take control of the Rescue 1 Building effective January 3, 2005, upon voluntary vacation by WHEMS. The motion was adopted by unanimous roll call vote of all present.

(4-275) MOVED PADULA-MARTINELLI approving the Recreation Advisory Board budget for the Christmas Party to be held on December 18, 2004. The motion was adopted by unanimous roll call vote of all present.

COMMISSIONER'S COMMENTS:

Commissioner Padula questioned whether Mr. Cambest had any additional information to share with the Board relative to the title search. Mr. Cambest stated that based upon the circumstantial evidence available, it appears that the Township voluntarily accepted responsibility for the bridge. The title search did not turn up a deed or other recording instrument that would clearly indicate ownership. Further commented on the fact that the J B Stevens Case is an old case and that the Township's previous Solicitor, Mr. Means has a good grasp on what happened. Padula then made the following motion:

(4-276) MOVED PADULA-MARTINELLI authorizing Mr. Cambest to converse with Mr. Means on the J B Stevens issue, if necessary and further authorizing the payment to Mr. Means of legal fees incurred for this purpose. The motion was adopted by unanimous roll call vote of all present.

Commissioner Padula wished all Happy Holidays and reminded the residents that the Wilkins Township Recreation Advisory Board Lunch with Santa/Christmas party will be held on Saturday, December 18, 2004 beginning at 11:00 AM at the #3 Fire Station.

Commissioner Fialla stated that she would like to give a public explanation of her vote to not promote Mrs. Luffe to full time status. She stated that this was not personal, but was a result of her concern with creating an additional full time position, instead of continuing with two part time employes. Fialla further questioned the manager as to the total cost to make this change and wished all a Merry Christmas.

Commissioner Martinelli then made the following motion:

(4-277) MOVED MARTINELLI-FIALLA canceling the second stated meeting for the month of December, originally scheduled for December 27, 2004. The motion was adopted by unanimous roll call vote of all present.

Commissioner Martinelli thanked Mr. Berger and Mike for coming to the meeting and stated that the Woodland Hills School Board has tabled the vote on the Eastmont School property until their meeting in January. Thanked the DPW for placing a tree at the conservancy site on Route 22 and also thanked Linda Porado for her volunteer work in decorating the municipal building Christmas Tree and Gazebo. Informed the Commissioners that Wendy's would be open for business on Tuesday, December 18, 2004. Wished all Happy Holiday.

President Wilson requested that Commissioners with questions regarding agenda items contact the Manager prior to the meeting to discuss these questions. Made the following motion:

Minutes of the Regular Meeting, Monday, December 13, 2004 - Page Four

(4-278) MOVED WILSON-MARTINELLI naming Mr. Regis Marra as liaison between the Township Commissioners and the Woodland Hills School Board. The motion was adopted by unanimous roll call vote of all present.

President Wilson questioned whether Mr. McKeever had the specifications ready for the bidding of Penhurst Drive. The Township wants to begin the 2005 Paving Program as soon as possible in the paving year. He then asked for the following motion:

(4-279) MOVED MARTINELLI-PADULA authorizing Senate Engineering to prepare specifications and advertise for 2005 Paving Program. The motion was adopted by unanimous roll call vote of all present.

President Wilson commented that the School Board should consider placing the new Junior High School facility in either Braddock or Rankin. This is where the largest student population is. In that way these children would not have to be bussed so far. Wished all Happy Holidays.

Commissioner Martinelli: The School Board has failed to do a feasibility study that addressed the population of students demographically and where a school should be located to best suit the needs of these children.

(4-280) MOVED MARTINELLI-FIALLA to adjourn. The meeting was adjourned at 7:20 PM. The motion was adopted by un animous roll call vote of all present.

Respectfully submitted,

Rebecca/Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JANUARY 10, 2005

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, December 13, 2004

COMMUNICATIONS:

CITIZENS' COMMENTS:

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:

COMMITTEE APPOINTMENTS:

- 1. Eastern Area Regional Communications Center 2 appointments / 1 year terms
- 2. Auditor Resolution #2-2005
- 3. Zoning Hearing Board -2 appointments /1-3 year term & 1-1 year term
- 4. Civil Service Commission 2 appointments / 6 year term
- 5. Vacancy Board 1 appointment / 1 year term
- 6. Recreation Advisory Committee 9 appointments / 2 year terms
- 7. Churchill Environmental Council 2 appointments / 2 year terms

OLD BUSINESS:

- 1. Motion ratifying the action of the manager to bind insurance coverage with the Nova Agency for Workers' Compensation through Penn Prime for the year 2005 at a cost of \$64,421.00, effective January 1, 2005.
- 2. Motion ratifying the action of the manager to bind insurance coverage with the Seubert

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JANUARY 10, 2005

Agency for property, inland marine, general liability, automobile, law enforcement and public officials liability through Selective Insurance for the year 2005 at a cost of \$64,154.00, effective January 1, 2005.

- 3. Motion ratifying the action of the manager to advise the Turtle Creek Valley Council of Governments that Wilkins Township will give up its' community wide allocation for CDBG funding year 31 in turn for a double allocation of community wide funding in CDBG funding year 32.
- 4. Motion authorizing Senate Engineering to advertise for bids for Penhurst Drive paving.

NEW BUSINESS:

- 1. Ordinance Number 968 Adopting a schedule of Attorney fees in connection with the collection of taxes, tax claims, tax liens, municipal claims, and municipal liens, and adopting a schedule of charges, expenses and fees and repealing any ordinance inconsistent herewith
- 2. Resolution Number 1-2005 Authorizing Jordan Tax Service, Incorporated, in connection with the collection of certain revenues on behalf of taxing authority to utilize counsel to act in the name of and on behalf of the taxing authority, to collect reasonable attorney fees, charges, expenses, and fees, and to pursue the enforced collection of the taxing authority's revenues pursuant to and with the full benefit of all applicable local, state, and federal laws.
- 3. Resolution Number 3-2005 Authorizing the Chairman of the Board and the Manager to execute the Consent for Right of Entry Agreement between the Township of Wilkins and the Department of Environmental Protection, granting the DEP a right of entry to conduct the installation of a mine drainage pipe on property located at 557 Lucia Drive.
- 4. Submission of application Local Government Academy Intern program.
- 5. Review of Community Days entertainment contracts.
- 6. Motion authorizing payment of expenses for those Commissioners who wish to attend the Allegheny County Boroughs Association dinner on February 12, 2005.
- 7. Request by N. Leonard Hill to attend Pennsylvania Construction Codes Academy training: "Understanding the 2003 International Fire Code" offered in Cranberry Township from March 2-4th at a cost of \$355.00.

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JANUARY 10, 2005

The Regular Meeting was brought to order at 7:00 PM by Vice-President Frank Greco. A quorum was present as follows:

Mr. Greco Mrs. Martinelli Mr. Padula Ms. Fialla

President Wilson was absent due to illness.

(5-01) MOVED PADULA-MARTINELLI to approve the minutes of the meeting of December 13, 2004. The motion was adopted by unanimous roll call vote of all present

CITIZENS' COMMENTS:

- 1. Ms. Jamie Rose of 46 Charnwood Drive: Requested that the Commissioners help her and the other residents of Charnwood with regard to the volume of the public address system being used by Pittsburgh East Nissan. Also asked for help with the lighting situation.
- 2. Mr. David Miller of 709 Negley Avenue: Asked the Commissioners to (continue) to address the water runoff from property located at 713 Negley and shared photographs of the icing condition that formed as a result of this runoff over the Christmas holiday.
- (5-02) MOVED PADULA-MARTINELLI to waive the reading of reports. The motion was adopted by unanimous roll call vote of all present.

REPORTS:

Police Report for the month of December 2004:

Total police calls logged	260
Total criminal offenses reported	32
Criminal arrests/persons charged	14
Criminal offenses cleared	14
Traffic citations issued	15
Parking tags issued	6
Parking citations issued	1
Total maniae collected during December	\$6.604.1

Total monies collected during December \$6,604.18

The Public Works Report can be found filed in the Manager's Office.

WTVFD #1 reported eight (8) fires, two (2) practices, two (2) special details and one (1) meeting with total man-hours of 223.

WTVFD #3 reported eleven (11) fires and twelve (12) work details and two (2) meetings with total man-hours of 260.

Building Permits issued One roof, three Signs and two Soffer permits, one in building #7 and one in building #1.

We have not yet received notification of the December 2004 deed transfer tax.

Tax Collector's Report for December 2004:

Balance collectable	\$ 43,473.76
Additions	. 2,297.50
Deductions (exonerations)	-1,099.92
Adjusted collectable	44,671.34
Less face collections for month	10,163.92

Minutes of the Regular Meeting, Monday, January 10, 2005 - Page Two

Exonerations (refunds this month)	940.43
Balance collectable - end of month	34,507.42
Total refunds to date	26,032.38
Face amounts of collections	10,163.92
Plus: Penalties	759.28
Less: Discounts	48.06
Total cash collected	10,875.14

PAMS - Act 511 Tax Report for December

EARNED INCOME TAX:

Current Month \$ 10,653.61 Previous Year \$27,644.68 Difference Current YTD 524,427.75 Previous YTD 539,666.96 (\$15,239.21)

OCCUPATION PRIVILEGE TAX:

Current Month 336.29 Previous Year 485.40 Difference Current YTD 49,652.27 Previous YTD 41,040.46 \$8,611.81

MERCANTILE TAX:

 Current Month
 80.83
 Previous Year
 63.27
 Difference

 Current YTD
 970,360.50
 Previous YTD
 874,480.26
 \$95,880.24

BUSINESS PRIVILEGE TAX:

Current Month 2,909.50 Previous Year -0- Difference Current YTD 152,728.14 Previous YTD 154,061.14 (\$1,333.00)

The Engineer's Report for December can be found filed in the Manager's Office.

(5-03) MOVED MARTINELLI-PADULA to approve payment of bills for December in the amount of \$403,974.47 . The motion was adopted by unanimous roll call vote of all present.

(5-04) MOVED MARTINELLI-PADULA to reappoint Commissioner Padula and Commissioner Fialla to the Eastern Area Regional Communications Center Committee. The motion was adopted by unanimous roll-call vote of all present.

RESOLUTION NO. 02-05

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

- (5-05) MOVED FIALLA-MARTINELLI to adopt Resolution #2-2005 appointing Mr. Robert Tomasic as auditor for the Township for the year 2005. The motion was adopted by unanimous roll call vote of all present.
- (5-06) MOVED MARTINELLI-FIALLA to reappoint Mr. Ralph Keller to the Zoning Hearing Board and to appoint Ms. Constance McKeever to the unexpired term of Mr. David Rainero. The motion was adopted by unanimous roll call vote of all present.
- (5-07) MOVED MARTINELLI-FIALLA to reappoint Mr. Joseph Henry and appoint Mr. Gerry Meyer to the Civil Service Commission. The motion was adopted by unanimous roll call vote of all present.
- (5-08) MOVED FIALLA-MARTINELLI to repappoint Ms. Angie Giallereto to the Vacancy Board. The motion was adopted by unanimous roll call vote of all present.

Minutes of the Regular Meeting, Monday, January 10, 2005 - Page Three

- (5-09) MOVED PADULA-FIALLA to reappoint the following members to the Recreation Advisory Committee: Ms. Beth Humberston, Mr. John Morvay, Mrs. Susan Morvay, Ms. Patty Nowikowski, Mr. Richard Voeltzel, Mr. Frank Derzak and Mr. Richard Wise. The motion was adopted by unanimous roll call vote of all present.
- (5-10) MOVED PADULA-MARTINELLI authorizing the manager to advertise for two vacancies on the Recreation Advisory Board and two vacancies on the Churchill Environmental Committee. The motion was adopted by unanimous roll call vote of all present.
- (5-11) MOVED FIALLA-PADULA to ratify the action of the manager to bind insurance coverage with the Nova Agency for Workers' Compensation through Penn Prime for the year 2005 at a cost of \$64, 421.00, effective January 1, 2005. The motion was adopted by unanimous roll call vote of all present.
- (5-12) MOVED FIALLA-MARTINELLI to ratify the action of the manager to bind insurance coverage with the Seubert Agency for property, inland marine, general liability, automobile, law enforcement and public officials liability through Selective Insurance for the year 2005 at a cost of \$64,154.00 effective January 1, 2005. The motion was adopted by unanimous roll call vote of all present.
- (5-13) MOVED MARTINELLI-FIALLA to ratify the action of the manager to advise the Turtle Creek Valley Council of Governments that Wilkins Township will give up its' community wide allocation for CDBG funding year 31 in turn for a double allocation of community wide funding in CDBG funding year 32. The motion was adopted by unanimous roll call vote of all present.
- (5-14) MOVED MARTINELLI-PADULA to authorize Senate Engineering to prepare bid specifications and advertise for bids for the Penhurst Drive, Harrison Road and Churchill Road paving projects. The motion was adopted by unanimous roll call vote of all present.

ORDINANCE NO. 968

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING A SCHEDULE OF ATTORNEY FEES IN CONNECTION WITH THE COLLECTION OF TAXES, TAX CLAIMS, TAX LIENS, MUNICIPAL CLAIMS AND MUNICIPAL LIENS PURSUANT TO ACT I OF 1996 AND ACT 20 OF 2003 AND ADOPTING A SCHEDULE OF CHARGES, EXPENSES AND FEES PURSUANT TO THE ACT OF MAY 16, 1923, AS AMENDED, 53 P.S. 7101, 7103, AND 7106, WHICH ORDINANCE REPEALS ANY OTHER ORDINANCES INCONSISTENT HEREWITH RELATING TO A SCHEDULE OF ATTORNEY FEES PURSUANT TO ACT 1 OF 1996.

- (5-15) MOVED PADULA-FIALLA to accept the first reading of Ordinance No. 968 by title only and authorizing the second reading by title only. The motion was adopted by unanimous roll call vote of all present.
- (5-16) MOVED PADULA-MARTINELLI to adopt Ordinance No. 968. The motion was adopted by unanimous roll call vote of all present.

RESOLUTION NO. 1-2005

A RESOLUTION OF THE TOWNSHIP OF WILKINS ("TAXING AUTHORITY"), COMMONWEALTH OF PENNSYLVANIA, AUTHORIZING JORDAN TAX SERVICE, INC., IN CONNECTION WITH THE COLLECTION OF CERTAIN

Minutes of the Regular Meeting, Monday, January 10, 2005 - Page Four

REVENUES ON BEHALF OF TAXING AUTHORITY TO UTILIZE COUNSEL TO ACT IN THE NAME OF AND ON BEHALF OF TAXING AUTHORITY, TO AND WITH THE FULL BENEFIT OF ALL REVENUES PURSUANT TO AND WITH THE FULL BENEFIT OF ALL REVENUES PURSUANT TO AND FEDERAL LAWS.

(5-17) MOVED PADULA-FIALLA to adopt Resolution No. 1-2005. The motion was adopted by unanimous roll call vote of all present.

RESOLUTION NO. 3-2005

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WIRESOLUTION OF THE BOARD OF COMMONWEALTH OF A COUNTY OF ALL GOVERNMENT FROM ANY BE NECESSARY OR REQUIRED TO PERMIT THE MANAGER TO EXECUTING SUCH OTHER DOCUMENTS AND INDEMNIFYING THE GOVERNMENT FROM ANY AND ALL LIABILITY FOR RELEASING THE GOVERNMENT FROM ANY AND ALL DIRAINAGE PIPE AS A PART OF GOVERNMENT PROJECT NUMBER 04-08-479; RELEASING THE GOVERNMENT PROJECT NUMBER NUMBER

(5-18) MOVED MARTINELLI-FIALLA to adopt Resolutuion No. 3-2005. The motion was adopted by unanimous roll call vote of all present.

(5-19) MOVED MARTINELLI-PADULA to authorize the manager to submit an application to the Local Government Academy for an intern to: 1,) Perform required tasks under the Records Management Grant; 2.) Aid the Township in the creation of a website. The motion was adopted by unanimous roll call vote of all present.

(5-20) MOVED PADULA-FIALLA to approve the Recreation Advisory Board Budget for the Tree Burning event scheduled for January 15, 2005, with the exception of the first line item, \$200.00 for a public address/microphone, the remaining budget of \$300.00 is hereby authorized. The motion was adopted by unanimous roll call vote of all present.

(5-21) MOVED MARTINELLI-FIALLA to authorize payment of expenses for those Commissioners who wish to attend the Allegheny County Boroughs Association dinner on February 12, 2005. The motion was adopted by a 3-1 vote with Commissioner Paul Padula voting NO.

(5-22) MOVED PADULA-FIALLA to approve the request of M. Leonard Hill to attend training offered by the Pennsylvania Construction Codes Academy entitled: "Understanding the 2003 International Fire Code" offered in Cranberry Township from March 2-4th at a cost of \$355.00. The motion was adopted by unanimous roll call vote of all present.

Commissioner Martinelli read correspondence addressed to the Wilkins Township Department of Public Works employees apologizing for her statements at the December 13th meeting, which were in good humor but were taken as insult by members of the Department. She indicated that she is very proud of the work and accomplishments of the department.

Minutes of the Regular Meeting, Monday, January 10, 2005 - Page Five

Commissioner Padula asked Commissioner Martinelli to discuss the Woodland Hills School Board's meeting that was held this same evening and also the meeting that is scheduled for this Wednesday. Commissioner Martinelli indicated that tonight's meeting is for the purpose of public input on several plans that have been presented by the School Board for changes in school facilities and the Wolverina. Further, Wednesday's meeting is the voting meeting and asked all in attendance to go if they are able.

Commissioner Padula also asked Mr. Matta if the letter advising the Wooldland Hills Emergency Medical Services that the Township would, upon their voluntary vacation, take over the Rescue #1 building had been sent and if so, could the Commissioners receive a copy of that correspondence. Also asked whether the Township was legally required to take any other actions in regard to the Rescue #1 building. Thanked Ms. Fialla for her donation to the Fire Departments and read correspondence from the District Justice, Susan Evashivik, pledging \$200.00 to each of the three Wilkins Township VFD's.

Commissioner Fialla thanked Commissioner Padula for thanking her for her donation and reminded Chief Guthrie that the Board previously authorized an internship program through the International School of Technologies for Criminal Justice for the police department. Thanked the police department for their cooperation in resolving a man power shortage over the Christmas holidays.

Commissioner Greco thanked Chief Guthrie for having Sergeant DeMarco escort the funeral procession for his mother.

(5-23) MOVED MARTINELLI-FIALLA to adjourn. The meeting was adjourned at 8:00 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Rebecca Bradley

Secretar €

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, JANUARY 31, 2005

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance

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- 3. Approval of Minutes January 10, 2005
- 4. Citizen's Comments
- 5. Correspondence
- 6. Allegheny County Department of Human Services Summer Lunch Program
- 7. Goodwill Industries stream bank cleanup authorization.
- 8. Authorization to attend "Neighborhood Improvement Districts" seminar on March 30, 2005 at the Holiday Inn in Monroeville, sponsored by the Governor's Center for Local Government at a cost of \$50.00.
- 9. Motion to accept the recommendation of Ron Zera authorizing the appropriate officials to execute a tax stipulation for lot/block 452-C-20 for property owned by Joseph D'Andrea, more commonly referred to as East Park 1, the net effect of which would reduce the tax payment on this parcel by \$852.61 per year, effective for the tax year 2004.
- 10. Motion to approve the Recreation Advisory Board budget for the 2005 Easter Egg Hunt, as presented.
- 11. Motion to approve the following contracts for Community Days 2005, as reviewed and approved by the Solicitor:

•	Midnite Run	\$2,000.00
•	William Dell & the Wee Jams	\$2,500.00
•	Velveeta	\$2,500.00
•	The Vogues	\$2,800.00
•	Pure Gold	\$4,000.00***

- 12. Motion exonerating Mr. George Porado from the collection of the unpaid balance of 2004 real estate taxes in the amount of \$40,588.75, which were turned over to Jordan Collection Services on January 12, 2005.
- 13. Ordinance Number 969 Establishing the compensation for Township tax collectors taking office in January 2006 and thereafter.

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AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, JANUARY 31, 2005

- 14. Motion authorizing the reimbursement of expenses incurred by the Wilkins Township Volunteer Fire Departments to permit Nick Slobodnyak and Paul Romanelli to attend the Pennsylvania Construction Codes Academy training: "Understanding the 2003 International Fire Code" offered in Cranberry Township from March 2-4th at a cost of \$355.00.
- 15. Request by Denise Antonelli / Republican Committee to use the Municipal Building Auditorium on February 1, 2005 at 7:00 p.m. for a general meeting.
- 16. Request by Mary E. Delanko / The Delta Kappa Gamma Society International to use the Municipal Building Auditorium on Saturday, March 5, 2005 from 11:00 a.m. to 3:00 p.m. for the purpose of making quilts for children who have been hospitalized because of accidents or other disasters.
- 17. Request by the Century Club of Wilkins Township to use the Municipal Building on April 16th and 17, 2004 for their annual spaghetti dinner.
- 18. Commissioner's Comments
- 19. Adjournment

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, JANUARY 31, 2005

The Additional Stated Meeting was brought to order at 7:00 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

- (5-24) MOVED MARTINELLI-FIALLA to approve the minutes of the Regular Meeting of Monday, January 10, 2005. The motion was adopted by a 4-1 vote Mr. Wilson abstaining.
- (5-25) MOVED MARTINELLI-GRECO to authorize the Manager to submit an application to Allegheny County Department of Human Services for the 2005 Summer Lunch Program and to contact last years' monitors to inquire as to whether they will be returning for the 2005 season. The motion was adopted by unanimous roll call vote.
- (5-26) MOVED MARTINELLI-PADULA to authorize the appropriate officials to execute an application for services with Goodwill Industries for streambank cleanup related to the September 2004 floods, contingent upon review and approval of the Solicitor. The motion was adopted by unanimous roll call vote.
- (5-27) MOVED GRECO-MARTINELLI to authorize the Manager to attend a seminar sponsored by DCED (GCLGS) entitled: "Neighborhood Improvement Districts" on March 30, 2005 at the Holiday Inn in Monroeville at a cost of \$50.00. The motion was adopted by unanimous roll call vote.
- (5-28) MOVED FIALLA-MARTINELLI to accept the recommendation of Ron Zera authorizing the appropriate officials to execute a tax stipulation for lot/block 452-C-20 for property owned by Joseph D'Andrea, more commonly referred to as East Park 1, the net effect of which would reduce the tax payment on this parcel by \$852.61 per year, effective for the tax year 2004. The motion was adopted by unanimous roll call vote.
- (5-29) MOVED PADULA-FIALLA to approve the Recreation Advisory Board budget for the 2005 Easter Egg Hunt, as presented totaling \$1,310.00. The motion was adopted by unanimous roll call vote.
- (5-30) MOVED FIALLA-MARTINELLI to approve the following Entertainment Contracts for Community Days 2005 and further authorizing the payment of deposits, as required by contracts, as reviewed and approved by the Solicitor: Midnite Run: \$2,000.00; William Dell & the Wee Jams: \$2,500.00; Velveeta: \$2,500.00; and The Vogues: \$2,800.00. The motion was adopted by unanimous roll call vote.
- (5-31) MOVED FIALLA-GRECO to exonerate Mr. George Porado from the collection of the unpaid balance of 2004 real estate taxes in the amount of \$40,588.75, which were turned over to Jordan Collection Services on January 12, 2005. The motion was adopted by unanimous roll call vote.

Minutes of the Additional Stated Meeting, Monday January 31, 2005 - Page Two

ORDINANCE NO. 969

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ESTABLISHING THE COMPENSATION FOR TOWNSHIP TAX COLLECTOR PURSUANT TO SECTION 5511.34 AND SECTION 5511.36(a) OF THE LOCAL TAX COLLECTION LAW, 72 P.S. 5511 ET SEQ.

- (5-32) MOVED FIALLA-GRECO to read Ordinance Number 969 for the first time.
- (5-33) MOVED FIALLA-PADULA to read Ordinance Number 969 for the second time by title only.
- (5-34) MOVED MARTINELLI-GRECO to adopt Ordinance Number 969.

Motions 5-32, 5-33 and 5-34 were adopted by unanimous roll call vote.

- (5-35) MOVED PADULA-MARTINELLI to authorize the reimbursement of expenses incurred by the Wilkins Township Volunteer Fire Departments to permit Nick Slobodnyak and Paul Romanelli to attend the PA Construction Codes Academy training: "Understanding the 2003 International Fire Code" offered in Cranberry Township from March 2-4th at a cost of \$355.00 per person. The motion was adopted by unanimous roll call vote.
- (5-36) MOVED FIALLA-GRECO to approve the request made by Denise Antonelli/Republican Committee to use the Municipal Building Auditorium on February 1, 2005 at 7:00 PM for a general meeting. The motion was adopted by unanimous roll call vote.
- (5-37) MOVED FIALLA-GRECO to approve the request made by Mary E. Delanko/The Delta Kappa Gamma Society International to use the Municipal Building Auditorium on Saturday, March 5, 2005 from 11:00 AM to 3:00 PM for the purpose of making quilts for children who have been hospitalized because of accidents or other disasters. The motion was adopted by unanimous roll call vote.
- (5-38) MOVED FIALLA-PADULA to approve the request of the Century Club of Wilkins Township to use the Municipal Building on April 16th and 17th for their annual spaghetti dinner. The motion was adopted by unanimous roll call vote.

COMMISSIONERS COMMENTS:

<u>Padula:</u> Requested that Mr. Matta confirm that all paperwork is in-line to show that the Rescue I building is now owned by Wilkins Township and not Woodland Hills Emergency Medical Services. Updated the Commissioners on the latest ERC meeting -discussions ongoing with the County EOC for complete takeover at the beginning of January, 2006. Finally, thanked all who were able to participate in the Tree Burning for coming out.

<u>Fialla:</u> Thanked Mr. Vargo for the update on the Highland Avenue situation and thanked the Chief and his department for their work at the scene of the accident on Route 22 and Lower Rodi in Churchill this past weekend.

Martinelli: Thanked Mr. Vargo and his department for the good job that they have done over the past few weeks in clearing the roads of snow.

<u>Greco:</u> Updated the Commissioners on the legislative meeting that is in the scheduling process for a discussion of funding for the Eastmont School property.

Wilson: Thanked Mr. Greco for taking over at the last meeting in a pinch due to Mr. Wilson's absence due to illness. Also, thanked Wilkins #1 for giving him his honorary

lifetime membership for twenty (20) years of service as a volunteer fireman. Thanked all in attendance for coming out, and asked for the following motion:

Minutes of the Additional Stated Meeting, Monday, January 31, 2005 - Page Three

(5-39) MOVED FIALLA-MARTINELLI to authorize the payment of expenses for those elected officials who wish to attend the Turtle Creek Valley Council of Governments 34th Annual membership meeting to be held on February 25, 2005 at the Churchill Valley Country Club at a cost of \$50.00 per person. The motion was adopted by a 4-1 vote with Mr. Padula voting No.

(5-40) MOVED MARTINELLI-FIALLA to adjourn. The meeting was adjourned at 7:20 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

/

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING **MONDAY, FEBRUARY 21, 2005**

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, January 31, 2005

PRESENTATION OF CITIZEN OF YEAR AWARD - Woodland Hills Progress

COMMUNICATIONS: Lorraine Buck, Penhurst Civic Association

Allegheny County Department of Economic Development

CDBG Year 31 - Highland Avenue Retaining Wall

CDBG Year 31 - Wilbur Ave./Cedar St.

Reconstruction

- CDBG Year 31 - Montgomery/Washington

Reconstruction

CITIZENS' COMMENTS:

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

General Fund -----**PAYMENT OF BILLS:**

\$170,626.83 Combined Sewer Fund - - - - -\$175,179.50

Capital Reserve Fund - - - - - -\$ 3,556.25

TOTAL: \$349,362.58

OLD BUSINESS:

- 1. Motion ratifying the execution of a Collective Bargaining Agreement between the Township of Wilkins and the Wilkins Township Wage Policy Committee for the period January 1, 2005 through and including December 31, 2007.
- 2. Motion ratifying the execution of a Collective Bargaining Agreement between the Township of Wilkins and the Wilkins Township Maintenance Employees Association for the period January 1, 2005 through and including December 31, 2007.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, FEBRUARY 21, 2005

- 3. Review/discussion of 2005 Streets Improvement Program bid tabulations recommendation from Engineer.
- 4. Motion to appoint Mr. Bill Stewart of Gardenia Road and Mrs. Joy Voeltzel of Tynewood Drive to the unfilled positions on the Recreation Advisory Board.
- 5. Discussion of Pure Gold contract.

NEW BUSINESS:

- 1. Motion accepting the proposal submitted by Pitney Bowes for an upgrade to the Township's postage machine with a lease period of sixty nine (69) months.
- 2. Review / approval of purchase of two (2) computers and software for the administrative office, as contemplated in the adopted 2005 Capital Reserve Budget.
- 3. Discussion of web-site development.
- 4. Discussion/approval of Mr. Ron Zera to act as agent on behalf of the Township of Wilkins in the tax appeal of Seville Square Apartments; to communicate with the School District relative to the choice of appraiser and to make recommendation to the Board of Commissioners regarding tax stipulations in this matter.
- 5. Request from the Republican Committee of Wilkins Township to use the Municipal Building for general meetings on a permanent basis on the 1st Tuesday of each month, beginning at 7:00 p.m.
- 6. Request from the Allegheny County Federation of Women's Club to use the Municipal Building on March 9, 2005 from 6:00 9:30 p.m., for the purpose of a general board meeting and arts festival judging.
- 7. Motion approving the Peer-to-Peer Technical Assistance Agreement between the Township of Wilkins and the Commonwealth of Pennsylvania, Department of Community and Economic Development, Governor's Center for Local Government Services and John Pushak, Police Chief, Cecil Township Police Department and authorizing the appropriate officials to execute the agreement.
- 8. Discussion/approval of a donation from Sears of two (2) digital camcorders to the Police Department, as per email received by Sgt. Lamb from Michele Estvanik, Loss Prevention Manager.
- 9. Request by Mr. Hill to attend a one-day course sponsored by the Pennsylvania Construction Codes Academy, entitled "Understanding the 2003 International Property Maintenance Code," being held in Greensburg on March 11, 2005 at a cost of \$150.00.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, FEBRUARY 21, 2005

- 10. Discussion / grant of conditional approval to Duncan Oil to construct a gasoline station on property owned by Supervalu, contingent upon receipt, review and approvals as required by the Planning Commission and the Engineer.
- 11. Motion authorizing Mr. Vargo to purchase a pick up truck as contemplated in the 2005 Combined Sewer Fund Budget.
- 12. Motion authorizing the execution of a contract between the Township of Wilkins and Starfire Corporation for the provision of a fireworks display in conjunction with the 2005 Community Days at a cost of \$4,000.00.
- 13. Motion to authorize the part-time seasonal employment of Ms. Cecilia Repasi, Ms. Stephanie Bonda and Mr. Thomas Hunsberger for the 2005 Summer Recreation Program offered at Lions, Eastmont and Linhart Parks in conjunction with the Summer Lunch Program.

COMMISSIONERS' COMMENTS

ADJOURNMENT

NOTE: The Commissioners will hold a public meeting immediately prior to the regularly scheduled meeting of March 14, 2005, beginning at 6:30 p.m., for the purpose of presenting information on Stormwater Management and the MS4 program. All interested residents are invited to attend.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, FEBRUARY 21, 2005

The Regular Meeting of Monday, February 21, 2005 was brought to order at 7:00 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

(5-41) MOVED PADULA-FIALLA to approve the minutes of the meeting of January 31, 2005 as presented. The motion was adopted by unanimous roll call vote.

COMMUNICATIONS:

Lorraine Buck, Penhurst Civic Association requesting \$200.00 in funding for 2005 in accordance with the First Class Township Code, XXXIX Appropriations to Civic Associations.

(5-42) MOVED MARTINELLI-PADULA to approve the request of the Penhurst Civic Association for \$200.00 in funding for the year 2005 in accordance with the provision in the Township Code relative to appropriations to civic associations. The motion was adopted by unanimous roll call vote.

Dennis M. Davin, Director, Allegheny County Department of Economic Development - submitted three letters with regard to Wilkins Township applications for Year 31 CDBG funding. The following projects, although eligible, will not be funded due to the volume of requests received by the County: Highland Avenue retaining wall construction, Wilbur Avenue/Cedar Street reconstruction and Montgomery Street/Washington Street

CITIZEN'S COMMENTS:

Kathy Miller of 709 Negley Avenue: Regarding the rubbish piled outside of her window by the resident of 713 Negley Avenue and the icy condition of the street in front of her home.

Presentation of Citizen of the Year Award by the Woodland Hills Progress - Peggy Conrad of the Progress presented the Citizen of the Year Award to the Township's three volunteer fire departments, #1, #3 and #4.

(5-43) MOVED PADULA-MARTINELLI to waive the reading of the reports. The motion was adopted by unanimous roll call vote.

REPORTS:

Chief Guthrie's Report for January 2005:

Total police calls logged	293
Total criminal offenses reported	41
Criminal Arrests/Persons charged	16
Criminal offenses cleared	20
Traffic citations issued	23
Parking tags issued	14
Parking citations	2
Monies collected during January 2005	\$4,530.29

Mr. Paul Vargo's Department of Public Works Report for January 2005 can be found, filed in the Manager's Office.

Minutes of the Regular Meeting, Monday, February 21, 2005 - Page Two

Wilkins Township VFC #3 reported 16 fires with man-hours of 74.94, 3 training classes with 83 man-hours and 10 non-incident activities with man-hours of 180.

Wilkins Township VFC #4 reported 7 fire calls with man-hours of 116, 2 drills with 37 man-hours, 1 public service with 20 man-hours and 7 work details with man-hours of 110.5.

There were two building permits issued during January 2005.

The total amount of deed transfer tax received by the Township from Allegheny County for the month of January, 2005 was \$4,324.49.

Act 511 Tax Report for January 2005:

EARNED INCOME TAX:

Current Month \$ 26,201.56 Previous Year \$ 26,922.51 Difference Current YTD 26,201.56 Previous YTD 26,922.51 (\$720.95)

OCCUPATION PRIVILEGE TAX:

Current Month 390.00 Previous Year 545.90 Difference Current YTD 390.00 Previous YTD 545.90 (\$155.90)

MERCANTILE TAX:

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

BUSINESS PRIVILEGE TAX:

Current Month -0- Previous Year 472.54 Difference Current YTD -0- Previous YTD 472.54 (\$472.54)

The Engineers Report for January 2005 can be found, filed in the Manager's Office.

- (5-44) MOVED GRECO-MARTINELLI to approve the payment of bills for January 2005 in the amount of \$349,362.58. The motion was adopted by unanimous roll call vote.
- (5-45) MOVED FIALLA-PADULA to ratify the execution of a Collective Bargaining Agreement between the Township of Wilkins and the Wilkins Township Wage Policy Committee for the period of January 1, 2005 through and including December 31, 2007. The motion was adopted by unanimous roll call vote.
- (5-46) MOVED MARTINELLI-GRECO to ratify the execution of a Collective Bargaining Agreement between the Township of Wilkins and the Wilkins Township Maintenance Employees Association for the period of January 1, 2005 through and including December 31, 2007, including the approval of an increase in clothing allowance per fulltime member of \$50.00 per each year of the contract. The motion was adopted by unanimous roll call vote.
- (5-47) MOVED MARTINELLI-GRECO to accept the recommendation of the Engineer to award the 2005 Street Improvement Program bid to Tresco Paving Corporation, the low bidder, including the Alternate 1 bid award in the amount of \$288,459.30. The motion was adopted by unanimous roll call vote.
- (5-48) MOVED PADULA-FIALLA to appoint Mr. Bill Stewart of Gardenia Drive and Ms. Joy Voeltzel of Tynewood Drive to the vacant positions on the Recreation Advisory Board. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, February 21, 2005 - Page Three

- (5-49) MOVED PADULA-GRECO that either Pure Gold changes the terms of their contract to conform with the terms of other entertainment contracts for Community Days 2005, or that the Recreation Advisory Board find another entertainer. The motion was adopted by unanimous roll call vote.
- (5-50) MOVED PADULA-FIALLA to accept the proposal submitted by Pitney Bowes for upgraded postage machine with a lease period of sixty-nine months, at an annual cost of approximately \$588.00, as compared to the current annual costs of \$594.00. The motion was adopted by unanimous roll call vote.
- (5-51) MOVED GRECO-MARTINELLI authorizing the purchase of two (2) Dell Dimension 4700 computer systems for the Administrative Offices, including setup at a cost of \$1,974.00, as included in the 2005 Capital Reserve Budget. The motion was adopted by unanimous roll call vote.

WEB SITE DEVELOPMENT: The Commissioners approved an application to the Local Government Academy for two projects requiring interns: (1) An intern to work on Records Management in conjunction with the grant received from the PA Historical Museum Society; and (2) An intern to work with the Township on website development. LGA has announced the award of interns and the Township is not among those municipalities awarded. The 2005 Capital Reserve Budget includes funds for web site development. In discussing the purchase of computers for the Administrative Office, Mrs. Bradley had an opportunity to begin preliminary discussions with Mike Joseph of Mydi Systems regarding this project. There are other avenues to be explored as well, including a program sponsored by the PLCM. Mrs. Bradley will meet with Mr. Joseph on Wednesday to begin discussion of web site development and invited all interested Commissioners to join her at this meeting. Additionally, she will be submitting a questionnaire to the Commissioners to determine their desires for web site content. Mr. Wilson also invited any interested residents to submit ideas to Mrs. Bradley. Mrs. Fialla suggested that Mrs. Bradley contact CMU or Pitt to see if they have interns available as well.

- (5-52) MOVED FIALLA-MARTINELLI to authorize Mr. Ron Zera to act as an agent on behalf of the Township of Wilkins in the tax appeal of Seville Square Apartments, to communicate with the School District relative to the choice of appraiser and to make recommendation to the Board of Commissioners regarding tax stipulations or settlements in this matter, contingent upon the review and approval of the manager. The motion was adopted by unanimous roll call vote.
- (5-53) MOVED MARTINELLI-FIALLA to approve the request of the Republican Committee to utilize the Municipal Building on a permanent basis for general meetings on the first Tuesday of each month, beginning at 7:00 PM for a period of six (6) months, after which time, this usage will be reviewed by the Board of Commissioners. The motion was adopted by a four to one vote with Mr. Padula voting NO.
- (5-54) MOVED FIALLA-MARTINELLI to approve the request of the Allegheny County Federation of Women's Club to use the Municipal Building on March 9, 2005 from 6:00 PM until 9:30 PM for the purpose of a general board meeting and arts festival judging. The motion was adopted by unanimous roll call vote.
- (5-55) MOVED PADULA-MARTINELLI to approve the Peer-to-Peer Technical Assistance Agreement between the Township of Wilkins and the Commonwealth of Pennsylvania, Department of Community and Economic Development, Governor's Center for Local Government Services and John Pushak, Police Chief, Cecil Township Police Department and authorizing the appropriate officials to execute the agreement. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, February 21, 2005 - Page Four

- (5-56) MOVED MARTINELLI-FIALLA to approve the donation of two (2) digital camcorders to the Police Deopartment by Sears, as per email received by Sgt. Lamb from Michel Estvanik, Loss Prevention Manager. The motion was adopted by unanimous roll call vote.
- (5-57) MOVED PADULA-FIALLA to approve the request by Mr. N. Leonard Hill to att end a one-day course sponsored by the Pennsylvania Construction Codes Academy entitled "Understanding the 2003 International Property Maintenance Code", being held in Greensburg on March 11, 2005 at a cost of \$150.00. The motion was adopted by unanimous roll call vote.
- (5-58) MOVED PADULA-MARTINELLI accepting the recommendation of the Wilkins Township Planning Commission, granting conditional approval to Duncan Oil Company to construct a gasoline station on property owned by Supervalu, d/b/a Shop 'N Save, contingent upon receipt, review and approvals as required by the Planning Commission and the Engineer. The motion was adopted by unanimous roll call vote.
- (5-59) MOVED MARTINELLO-GRECO accepting the recommendation of Mr. Vargo and authorizing the purchase of a 2005 Chevrolet 1500 Quad Cab with four-wheel drive from Day Fleet Sales under the Central Westmoreland Council of Governments bid at a cost of \$25,233.00 as budgeted in the 2005 Combined Sewer Fund. The motion was adopted by unanimous roll call vote.
- (5-60) MOVED PADULA-FIALLA authorizing the execution of a contract between the Township of Wilkins and Starfire Corporation for the provision of a fireworks display in conjunction with 2005 Community Days at a cost of \$4,000.00, as approved by the Solicitor. The motion was adopted by unanimous roll call vote.
- (5-61) MOVED PADULA-MARTINELLI authorizing the part-time seasonal employment of Ms. Cecilia Repasi, Ms. Stephanie Bonda and Mr. Thomas Hunsberger for the 2005 Summer Recreation Program offered at Lions, Eastmont and Linhart Parks in conjunction with the Summer Lunch Program. The motion was adopted by unanimous roll call vote.

COMMISSIONERS' COMMENTS:

Mr. Padula: Questioned whether the Township has an ordinance for electronic signs to protect it against signs such as the one in Monroeville on Rte. 22. Mrs. Bradley advised that the Planning Commission has been working on a proposed amendment to the sign ordinance covering LED signs for the past two months and expects to have a recommendation to the Board of Commissioners following their next meeting on March 16, 2005. Mr. Padula also congratulated the three Volunteer Fire Departments for their receipt of the Woodland Hills Progress Citizen of the Year Award.

Ms. Fialla: Thanked the Volunteer Fire Departments for all of their work and congratulated them on their receipt of the Woodland Hills Progress Citizen of the Year Award.

Mrs. Martinelli: Congratulated the Volunteer Fire Departments for their receipt of the Woodland Hills Progress Citizen of the Year Award. Asked whether a date for the Easter party has been established yet and also advised that the Commissioners had donated to the Woodland Hills School District musical: "Seusical the Musical" and encouraged all residents to attend.

Mr. Wilson: Thanked the Volunteer Fire Departments and congratulated them on their receipt of the Woodland Hills Progress Citizen of the Year Award.

Minutes of the Regular Meeting, Monday, February 21, 2005 - Page Five

(5-62) MOVED PADULA-FIALLA to adjourn. The meeting was adjourned at 8:00 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MARCH 14, 2005

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, February 21, 2005

COMMUNICATIONS:

CITIZENS' COMMENTS:

REPORTS:

- 1. Police
- Public Works
 Fire Companies
 Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:	General Fund	\$ 80,668.95
	General Fund Addendum	\$ 30,969.76
	Combined Sewer Fund	\$ 1,868.41
	Police Pension Fund	\$ 4,851.39
	Emergency Mgmt Fund	\$ 1,225.50
	Capital Reserve Fund	\$ 3,982.00

Capital Reserve Addendum - - - - \$ 1,975.60 TOTAL: \$125.541.61

OLD BUSINESS:

- 1. Reading of proposals for ambulance service. Discussion.
- 2. Motion rescinding the authorization granted at the meeting of February 21, 2005 for the purchase of 2005 Chevrolet 1500 Crew Cab pickup truck from Day Fleet Sales at a cost of \$25,233.00, and instead authorizing the purchase of a 2005 Chevrolet Silverado 2500 HD 4X4 Extended Cab at a cost of \$25,190.00 from Day Fleet Sales at a cost of \$25,190.00.
- 3. Motion appointing Carol Pena of Ridgewood Drive to the Churchill Area Environmental Council.
- 4. Discussion of Pure Gold Contract for services Community Days.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MARCH 14, 2005

NEW BUSINESS:

- 1. Motion authorizing the execution of an agreement between the Township of Wilkins and the Central Westmoreland Council of Governments Vehicle Purchasing Program for the year 2005.
- 2. Request from PNC Bank to borrow the Township's popcorn maker for the week of May 2^{nd} May 6^{th} .
- 3. Request from Rebecca Bradley seeking authorization to attend the PELRAS Annual Training Conference sponsored by the Pennsylvania League of Cities & Municipalities to be held from Wednesday, April 6th through Friday, April 8, 2005 at the Nittany Lion Inn, at a cost of \$306.00, including overnight accommodations.
- 4. Motion authorizing the purchase of a 2006 Ford F-550 diesel from Manderbach Ford in the amount of \$35,144.96 (cab & chassis) through the PACC Contract and an upfit (body, spreader, snowplow package) from Imperial Truck Body in the amount of \$21,240.00 through the SHACOG bid to replace Truck #63, for a total cost of \$56,384.96, as contemplated in the 2005 Budget, line item 430.740 in the amount of \$28,000.00, with the remainder (28,384.96) to be drawn from line item 438.210

COMMISSIONERS' COMMENTS

ADJOURNMENT

<u>NOTE:</u> The Commissioners will hold a public meeting immediately following the regularly scheduled meeting of March 14, 2005, for the purpose of presenting information on Stormwater Management and the MS4 program. All interested residents are invited to attend.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, MARCH 14, 2005

The Regular Meeting of Monday, March 14, 2005 was brought to order at 7:00 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

(5-63) MOVED PADULA-MARTINELLI to approve the minutes of the meeting of February 21, 2005 as presented. The motion was adopted by unanimous roll call vote.

CITIZEN'S COMMENTS:

- 1. Mike Hickey of 501 Lucia Drive requested that the Commissioners review and revise the current dog ordinance. He believes that dogs that are unattended in their owners' yards should be required to either be tethered to a permanent structure or a fence should be erected to contain them. At the request of Chairman Wilson, Chief Guthrie is to review the current ordinance and make recommendation to the Board.
- 2. Mike Muhar of 689 Negley Avenue commended the Township Department of Public Works for the great job that they have done during the winter months to keep Negley Avenue clear of snow and ice.
- 3. William Stewart of 118 Gardenia Drive requested that the Board of Commissioners consider offering a senior citizen discount on their Adelphia Cable bills to the residents of Wilkins Township. Mrs. Bradley stated that she would speak with Mr. Cambest. The Township is currently negotiating a new contract with Adelphia and this will be discussed. She also cautioned that the Commissioners would need to consider the impact on franchise fee revenues received by the Township if this is approved.
- 4. David Johnson of 939 Elizabeth Street spoke in support of retaining the current ambulance provider, Woodland Hills Emergency Services (WHEMS). WHEMS has been providing services to Wilkins Township for thirty-five years. The issue is the provision of services, not the requested fee of \$2.00 per capita. He stated that Wilkins' call volume is the highest of the Communities served. By moving to another ambulance provider, this will no longer be the case and Wilkins residents may be forced to take a back seat to higher call volume areas. WHEMS is a proven service, they are not just saying that, but have proven it. WHEMS would prefer to have two twenty-four hour crews, but that is not financially feasible at this time. They are trying to maintain their existing level of care.

COMMISSIONER PADULA: Questioned if funding opened up, if it would be possible to once again run two twenty-four hour crews. Mr. Johnson responded that this was the goal. WHEMS is no longer responding to mutual aid calls during the 8 p.m. to 8 a.m. shift, due to the fact that they only have one crew on. This actually costs the ambulance provider revenue.

COMMISSIONER WILSON: Questioned whether the information provided in the Pennsylvania Township Municipal magazine regarding the payment of workers compensation by the municipality where the EMS service was housed was correct. Mr. Johnson responded that this payment is only made by the municipality for volunteer EMC providers.

Minutes of the Regular Meeting, Monday, March 14, 2005 - Page Two

COMMISSIONER MARTINELLI: Stated that response times in the Eastmont and Crestview neighborhoods during evening hours when WHEMS is stationed in Forest Hills is a critical issue. Mr. Johnson responded that in the event that WHEMS cannot take the call, mutual aid would kick in and three other ambulance providers would be able to respond to these calls. Additionally, WHEMS is now stationing an ambulance in Penn Center during the hours of 8 a.m. to 8 p.m.

COMMISSIONER GRECO: Questioned why the Township has not seen a decrease in response time and also asked why Wilkins Township response times cannot mirror those of the other communities, specifically Forest Hills. Mr. Johnson responded that WHEMS is looking for long-term solutions, including maintenance of the people and the numbers. He stated that WHEMS will be looking for space at the Penn Towers garages or maybe Wilkins VFC #4.

- 5. Paul Romanelli, Fire Chief for Wilkins Volunteer Fire Company #1 stated that the relationship that exists between the fire departments is excellent, both past and present. He requested that the Commissioners think about all the options. WHEMS' quality of care to the residents of the community has never changed. WHEMS is always on scene at accidents and fire calls. He requested that the Commissioners consider working things out with WHEMS.
- 6. Jim Odenheimer of 408 Cline Street stated that he is currently a medic with Eastern Area Pre-Hospital Services (EAPS), and was a past medic for Wilkins/Churchill. He stated that the real problem is not quality of care or response time, but cost. WHEMS only has one ambulance stationing out of Forest Hills from 8 p.m. until 8 a.m. It boils down to "ambulance roulette" when more than one call comes in for the communities that WHEMS serves. Mutual aid works for everyone, no matter who your provider is. EAPS will provide Wilkins Township with automatic electronic defibulators (AED's) for all of the police units and the municipal building as a way to ensure quicker response. Times change and sometimes, we have to change with them.
- 7. Sandy Pebbler, CEO for Priority One Ambulance Service spoke in support of WHEMS She stated that Priority One would withdraw their proposal for services if Wilkins Township would choose to stay with WHEMS. However, if Wilkins is going to choose another service, then she would like the Commissioners to consider Priority One. She believes that it would be detrimental for Wilkins Township to choose against WHEMS.
- 8. Jim McGovern, a volunteer Emergency Medical Technician for WHEMS for twenty four years stated that WHEMS offers the highest quality of service that Wilkins is going to get and urged the Commissioners to retain them.
- 9. David Dickerson, Marketing Director for Guardian Angel Services, Incorporated stated that WHEMS was the very first ambulance company that he worked for. He stated that when a private ambulance service such as Priority One tells you to stay with WHEMS agree. He implored the Commissioners to continue to work with WHEMS.

Commissioner Padula: Stated that the Commissioners had received a copy of an article that was published in this month's edition of the Pennsylvania Township News Magazine regarding ambulance services. It stated that the situation facing WHEMS is not unique. Throughout the country, municipalities are struggling with providing the financial resources necessary for ambulance services. The Township does have the authority, through the First Class Township Code to provide financial resources, although it is not required to do so. He thanked the other ambulance providers (Guardian Angel and Priority One) for their support of WHEMS. He stated that this is not a decision for a change in ambulance service, but whether we want to provide the financial resources.

Minutes of the Regular Meeting, Monday, March 14, 2005 - Page Three

He stated that he believes there has been a significant lack of communication between WHEMS and the Township but we need to work together and keep the service we have right now. As far as response times, he is glad to hear that we can really rely on other mutual aid services. At this time, Commissioner Padula made the following motion:

- (5-64) MOVED PADULA to keep WHEMS and to pay \$1.00 per capita. Next year when the Township considers the adoption of an EMST tax, the Township may be able to consider an increase in the per capita fee. At the request of Chairman Wilson, Commissioner Padula rescinded his vote until the reading of the proposals was completed under Old Business.
- (5-65) MOVED POADULA-FIALLA to waive the reading of the reports. The motion was adopted by unanimous roll call vote.

REPORTS:

Chief Guthrie's Report for February 2005:

Total police calls logged	269
Total criminal offenses reported	31
Criminal arrests/persons charged	19
Criminal offenses cleared	22
Traffic Citations issued	34
Parking tags issued	14
Parking citations	6
Monies collected during February 2005	\$5,036.77

Mr. Paul Vargo's Department of Public Works Report for February 2005 can be found, filed in the Manager's Office.

Wilkins Township VFD #3 reported five (5) fires and twenty three (23) non-incident activities.

There were three (3) building permits issued (1 residential interior repair, 1 roof and 1 sign) There were two (2) Plan Reviews issued.

The total amount of deed transfer tax received by the Township from Allegheny County for the month of February 2005 was \$4,749.13.

Act 511 Tax Report for February 2005:

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Current Month	\$ 71,285.41	Previous Year \$	57,027.20	Difference
Current YTD	97,486.97	Previous YTD	83,949.71	\$ 13,537.26

OCCUPATION PRIVILEGE TAX:

Current Month	-0-]	Previous Year	7,118.01	Difference
Current YTD 3	90.00	Previous YTD	7,663.91	(\$7,273.91)

MERCANTILE TAX:

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

BUSINESS PRIVILEGE TAX:

Current Month	-0-	Previous Year	-0-	Difference
Current YTD	-0-	Previous YTD	472.54	(\$ 472.54)

The Enghineer's Report for February 2005 can be found, filed in the Manager's Office

Minutes of the Regular Meeting of Monday, March 14, 2005 - Page Four

(5-66) MOVED GRECO-MARTINELLI to approve the payments of the schedule of bills in the amount of \$125,541.61 as presented. The motion was adopted by unanimous roll call vote.

At this time, Mrs. Bradley read the proposals submitted by Woodland Hills Emergency Services (WHEMS); Eastern Area Pre-Hospital Services (EAPS); Priority one; and Guardian Angel for the provision of ambulance services in Wilkins Township.

(5-67) MOVED PADULA-FIALLA to keep WHEMS and to pay \$1.00 per capita. Next year, when the Township considers the adoption of an EMST tax, the Township may be able to consider an increase in the per capita fee. The motion was adopted by unanimous roll call vote.

Following this vote, Mr. Wilson called for a five-minute recess.

- (5-68) MOVED MARTINELLI-GRECO rescinding the authorization granted at the meeting of February 21, 2005 for the purchase of a 2005 Chevrolet 1500 Crew Cab pickup truck from Day Fleet Sales at a cost of \$25,233.00 and instead authorizing the purchase of a 2005 Chevrolet Silverado 2500 HD 4x4 Extended Cab at a cost of \$25,190.00 from Day Fleet Sales. The motion was adopted by unanimous roll call vote.
- (5-69) MOVED MARTINELLI-FIALLA appointing Carol Pena of Ridgewood Drive to the Churchill Area Environmental Council. The motion was adopted by unanimous roll call vote.
- (5-70) MOVED PADULA-FIALLA to authorize the execution of a contract with Pure Gold for the provision of entertainment at 2005 Community Days, with the stipulation that upon notification of cancellation by 3:00 p.m. the day of the event, the Township will only be required to pay \$2,000.00 of the \$4,000.00 fee. The motion was adopted by unanimous roll call vote.
- (5-71) MOVED MARTINELLI-PADULA authorizing the execution of an agreement between the Township of Wilkins and the Central Westmoreland Council of Governments Vehicle Purchasing Program for the year 2005. The motion was adopted by unanimous roll call vote.
- (5-72) MOVED GRECO-MARTINELLI approving the request made by PNC Bank to borrow the Township's popcorn maker for the week of May 2nd through May 6, 2005. The motion was adopted by 4-1 vote with Mr. Padula abstaining.
- (5-73) MOVED GRECO-FIALLA approving the request made by Mrs. Bradley to attend the PELRAS Annual Training Conference sponsored by the Pennsylvania League of Cities and Municipalities to be held from Wednesday, April 6th through Friday, April 8, 2005 at the Nittany Lion Inn, at a cost of \$306.00 including overnight accommodations. The motion was adopted by unanimous roll call vote.
- (5-74) MOVED MARTINELLI-GRECO authorizing the purchase of a 2006 Ford F-550 diesel from Manderbach Ford in the amount of \$35,144.96 (cab & chassis) through the PACC Contract and an upfit (body, spreader, snowplow package) from Imperial Truck Body in the amount of \$21,240.00 through the SHACOG bid to replace Truck #63 for a total cost of \$56,384.96, as contemplated in the 2005 Budget, line item 430,740 in the amount of \$28,000.00, with the remainder (\$28,384.96) to be drawn from line item 438.210. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, March 14, 2005 - Page Five

Commissioner's Comments:

Padula: Thanked the Commissioners for their vote for WHEMS. He is pleased to hear that WHEMS has backup. He stated that we have a lot of ground to cover to help WHEMS through their current financial crises. We now have a new start. Also reminded all in attendance that the annual Township Recreation Board Easter Egg Hunt will be held at the Municipal Building on Saturday, March 19th, beginning at 1:00 p.m. In the event of cold weather, the event will be held inside the Municipal Building.

Fialla: Thanked all for coming out this evening and for their interest and support. She also commented on the article in the Pennsylvania Township Magazine. It provided some background on the EMS industry problems. What is happening with WHEMS is not unique. She stated that she is happy that the Commissioners chose to help WHEMS. If we had chosen an alternate company, we would have placed an additional burden on the emergency services in this area.

Martinelli: Stated that she is glad that the vote on the Ambulance service is over because it was such a difficult decision to make. She welcomed the Penhurst Civic Association members who were in attendance at the meeting and also thanked the members of the Century Club who were able to come out and help with preparing the newsletters for mailing in a pinch.

Greco: Stated that this evening's vote was a tough vote, but he feels that the Commissioners have made the right decision for the community. During the recess, he had an opportunity to speak with David Johnson and Paul Romanelli about some of the fund raising ideas that he has that he thinks will help WHEMS. Finally, he wished all a Happy Easter.

Wilson: Thanked all in attendance for coming out this evening. He agreed with Commissioners Martinelli and Greco that the vote on Emergency Service providers was extremely difficult, but stated that the Commissioners have to think of the residents when making these decisions. He requested that Mrs. Bradley send a letter to Eastern Area Pre-Hospital Services thanking them for their participation in this process and for all of their hard work. He also thanked Mrs. Bradley for the effort that she put into this important decision.

(5-75) MOVED MARTINELLI-FIALLA to adjourn. The meeting was adjourned at 8:20 p.m. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

Mr. Wilson called a **PUBLIC MEETING** to order at 8:30 p.m. for the purpose of hearing a presentation given by Mr. William McKeever of Senate Engineering on the Clean Water Act – Storm Water Phase II (urbanized/smaller communities), Separate Storm Sewer Systems (MS4's). The presentation was followed by a video presentation, entitled "After the Storm", co-produced by EPA and the Weather Channel.

The public meeting was adjourned at 9:00 p.m.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, APRIL 11, 2005

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, March 14, 2005

COMMUNICATIONS:

Norine Kelly, Turtle Creek Valley Council of Governments

Peter Colangelo, Manager, Penn Hills

Joan Gottlieb, Secretary, Churchill Area Environmental Council

CITIZENS' COMMENTS:

REPORTS:

1. Police

2. Public Works

3. Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF BILLS:	General Fund	\$ 85,712.63
	Combined Sewer Fund	\$ 63,245.15
	Emergency Mgmt Fund	\$ 947.00
	Capital Reserve Fund	\$ 2,453.31
	TOTAL:	\$152,358.09

OLD BUSINESS:

1. Review of bids received for dye testing & camera work. Recommendation from Engineer.

NEW BUSINESS:

1. Review of Sanitary Sewer Overflow Response Plan.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, APRIL 11, 2005

- 2. Ordinance Number 970 an ordinance of the Township of Wilkins, Allegheny County, Pennsylvania, relative to the establishment and maintenance of employees pension, annuity, insurance and benefit fund or funds, to amend certain provisions of the pension plan or program applicable to the police employees of said Township.
- 3. Review of proposed ordinance for rental and residential occupancy inspections

COMMISSIONERS' COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, APRIL 11, 2005

The Regular Meeting of Monday, April 11, 2005 was brought to order at 7:00 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

(5-76) MOVED PADULA-FIALLA to approve the minutes of the regular meeting of Monday, March 14, 2005, as presented. The motion was adopted by unanimous roll call vote.

COMMUNICATIONS:

Norine Kelly, Turtle Creek Valley Council of Governments: Requesting that the Township submit letters to their Federal Legislators supporting the continuation of CDBG Funds in their current format. Also, the Township received correspondence from the Pennsylvania State Association of Township Commissioners requesting the same.

Peter Colangelo, Manager, Penn Hills: Requesting the participation of the Township in an Eastern Communities Meeting/Workshop to be held on May 19, 2005 at the Comfort Inn on Rodi Road.

Joan Gottlieb, Churchill Area Environmental Council: Requesting a donation of \$45.00 from the Township toward a graduation award for Cassandra Watson of 305 Barclay Avenue, Forest Hills, a student at Woodland Hills High School, who has made a significant contribution to environmental conservation/improvement in the local area.

(5-77) MOTION MARTINELLI-GRECO authorizing the donation of \$45.00 to the Churchill Area Environmental Council. The motion was adopted by unanimous roll call vote.

CITIZEN'S COMMENTS

Cheryl Stanton of 103 Peffer Road questioned why it was not necessary for all home sales to have an occupancy inspection.

REPORTS:

President Wilson requested that Mr. McKeever present the Engineering report. Mr. McKeever reported on the following subjects, which are included in his written report: Recommendation to award Contract A-05 to Hydrotechnical for dye testing and camera work; Update on the Ivy Street Bridge; Update on the Straley Bridge; discussion of FEMA funding; Announcement that the notice to proceed has been issued to Tresco Paving for the 2005 Street Paving Program and Tresco is expected to commence work on Monday, April 18, 2005.

- (5-78) MOVED GRECO-FIALLA to accept the recommendation of the Engineer, awarding Contract A-05 to Hydrotechnical for dye testing and camera work as required by the Consent Order and Agreement in the amount of \$39,250.72. The motion was adopted by unanimous roll call vote.
- (5-79) MOVED GRECO-PADULA to waive the reading of all other reports. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, April 11, 2005 - Page Two

Chief Guthrie's Police Report for March 2005:

Total police calls logged	278
Total criminal offenses reported	39
Criminal arrests/persons charged	21
Criminal offenses cleared	24
Traffic citations issued	45
Parking tags issued	12
Parking citations issued	3
Total monies collected – March 2005	\$ 4,203.02

The Department of Public Works Report for March 2005 can be found, filed in the Manager's office.

WTVFD #1 reported the following: January 2005: 14 fires; 3 practices; 3 special and 1 work detail – Total monthly man hours 311.25. February 2005: 6 fires; 2 practices and 1 meeting – Total monthly man hours 123. March 2005: 9 fires and 2 practices – Total monthly man hours 114.

WTVFD #3 reported the following: March 2005: 6 fires, man hours 9.41. 1 training session, man hours 25. 25 Activities, man hours 795.5.

There were four permits issued for additions and alterations, two demolitions, one flag pole, one gas station and one sign.

The total amount of deed transfer tax received by the Township from Allegheny County for the month of March 2005 was \$1,511.65.

Tax Collector's Report for March 2005:

Balance collectable - beginning of month	\$ 1,284,631.98
Less face collections for month	260,370.65
Balance collectable	1,024,261.33
Face amount of collections	260,370.65
Less discounts	5,207.60
Total cash collected	255,163.05

PAMS - Act 511 Tax Report

F۵	RN	ED	INCOV	/F 1	TAXES
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Current Month	\$22,282.03	Previous Year	\$28,979.53	Difference
Current YTD	119,769.00	Previous YTD	112,929.24	\$ 6,839.76

OCCUPATION PRIVILEGE TAX:

Current Month	7,464.00	Previous Year	942.20	Difference
Current YTD	7,854.00	Previous YTD	8,606.11	(\$752.11)

MERCANTILE TAX:

Current Month	-0-	Previous Year	2,551.62	Difference
Current YTD	-0-	Previous YTD	2,551.62	(\$2,551.62)

BUSINESS PRIVILEGE TAX:

Current month	-()-	Previous Year	3,934.81 Difference
Current YTD	-0-	Previous YTD	4,407.35 (\$4,407.35)

Minutes of the Regular Meeting, Monday. April 11, 2005 - Page Three

(5-80) MOVED GRECO-PADULA to approve the payment of bills in the amount of \$152,358.09 as presented. The motion was adopted by unanimous roll call vote.

Mrs. Bradley presented an overview of the Sanitary Sewer Overflow Response Plan that was prepared by Three Rivers Wet Weather and reviewed by the Engineer and the Solicitor. The SSORP is required by the Consent Order and Agreement. It is designated to define appropriate actions by the Township upon notification of an overflow caused by problems with municipally owned sewer systems. In the event of the report of an overflow, the Township shall: dispatch two crews to investigate, identify the responsible parties, provide appropriate customer support, and report the overflow within twenty four hours. Mr. Vargo suggests that the language clearly stipulate that the Township will be responsible for Township owned pump stations. Although there currently are two pump stations in Wilkins Township, (one at Pep Boys and one at Showcase Cinema) neither of these are owned by the Township. The Township currently does not own a pump station. The second recommended amendment is at Article III, Paragraph B, subsection 5(b). Mr. Vargo is recommending that if the Fire Department is needed at the scene of an overflow due to the presence of hazardous materials, that the DPW crew agree to cooperate and coordinate with the Fire Department, but not be placed under the immediate direction of the Fire Department.

The SSORP will be presented to the Bargaining Unit and also reviewed by Mr. Hill, Fire Marshal. After review of the recommended amendments by the Solicitor, it will be placed on the Commissioners' agenda for adoption by Resolution.

ORDINANCE NO. 970

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, RELATIVE TO THE ESTABLISHMENT AND MAINTENANCE OF EMPLOYEES PENSION, ANNUITY, INSURANCE AND BENEFIT FUND OR FUNDS, TO AMEND CERTAIN PROVISIONS OF THE PENSION PLAN OR PROGRAM APPLICABLE TO THE POLICE EMPLOYEES OF SAID TOWNSHIP.

Commissioner Martinelli questioned section 1.34 of the ordinance, required number of credits in the definition of "Attending College"

- (5-81) MOVED FIALLA-PADULA to accept the first reading of Ordinance No. 970 by title only.
- (5-82) MOVED PADULA-GRECO to adopt Ordinance No. 970.

Motions 5-81 and 5-82 were adopted by unanimous roll call vote of all present.

Mrs. Bradley spoke to the Commissioners regarding an Ordinance that would amend the Township's existing legislation, adopted in 1966 relative to Certificates of Occupancy and required inspections. She provided an overview of the Township's existing ordinance, as compared to that of Turtle Creek and Plum Borough.

President Wilson directed Mrs. Bradley to work with Mr. Hill to develop an ordinance for the Township for presentation to the Board.

Minutes of the Regular Meeting, Monday, April 11, 2005 - Page Four

COMMISSIONER'S COMMENTS:

Mr. Padula advised the Commissioners that the ERC Board met with Chief Bob Full of the Allegheny County Emergency Operations Center regarding the takeover of the ERC by the EOC effective January 1, 2006. He advised the Commissioners that the members of the EOC could meet with the Board, Chief Guthrie, Mr. Hill, the Fire Chiefs and WHEMS at the EOC to tour the facility and answer any questions that they may have relative to the takeover.

Ms. Fialla thanked all in attendance for coming to the meeting and stated that the next meeting of the Board will be held on Monday, April 25, 2005.

Mrs. Martinelli questioned Mr. Hill as to whether the resident of Negley Avenue has been told that he needs to bundle his trash for refuse pickup. Also commended Lisa Taglieri and her family for their effort in picking up refuse on Negley Avenue over the weekend. Also announced that the 8th Annual Century Club Spaghetti Dinner will be held on Sunday, April 17th from 2 PM until 6 PM at the Municipal Building.

Mr. Greco invited all to the Spaghetti Dinner on Sunday.

President Wilson thanked all for coming out and recognized the members of the audience.

Executive Session: 8:10 pm - 8:40 pm: Topics: Discussion of personnel for position of Assistant Property Maintenance Inspector; discussion of request for merit increase; discussion of police pension plan - change of benefit calculation.

(5-83) MOVED MARTINELLI-FIALLA to adjourn. The meeting was adjourned at 8:42 pm. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Check Shade Rebecca Bradley

Secretarý

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, APRIL 25, 2005

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Minutes April 11, 2005
- 4. Citizen's Comments
- 5. Correspondence
- 6. Motion to approve Resolution #4 of 2005, adopting a Sanitary Sewer Overflow Response Procedure as required by the Consent Order and Agreement between the Township and DEP.
- Approval for attendance at the Pennsylvania State Association of Township Commissioners 80th annual conference in Willow Valley Resort from June 26th – 29th at a cost of \$599.64.
- 8. Request from Chief Guthrie to attend the Pa Chiefs of Police Association 92nd Annual Education & Training Conference from July 10-14, 2005 at a cost of \$792.00.
- 9. Discussion of projects for submission CDBG Year 32 application.
- 10. Review/approval of job description for part-time property maintenance officer.
- 11. Authorization to advertise for the position of part-time property maintenance officer.
- 12. Request from the Democratic Committee to use the municipal building on Friday, April 29, 2005, beginning at 7:00 PM.
- 13. Commissioner's Comments
- 14. Adjournment

WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING, MONDAY, APRIL 25, 2005

The Additional Stated Meeting of Monday, April 25, 2005 was brought to order at 7:00 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

(5-84) MOVED MARTINELLI-PADULA to approve the minutes of the regular meeting of April 11, 2005, as presented. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 04-05

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ADOPTING A SANITARY SEWER OVERFLOW RESPONSE PLAN TO SATISFY REQUIREMENTS FOR SUCH PLAN, AS LAID FORTH WITHIN THE ADMINISTRATIVE CONSENT ORDER BY AND BETWEEN THE PADEP.

- (5-85) MOVED GRECO-PADULA to adopt Resolution #4-2005 adopting sanitary sewer overflow response procedures as required by the Consent Order and Agreement between the Township and the Department Environmental Protection The motion was adopted by unanimous roll call vote.
- (5-86) MOVED GRECO-MARTINELLI to approve the attendance by Township Commissioners at the Pennsylvania State Association of Township Commissioners 80th annual conference in Willow Valley Resort from June 26-29th at a cost of \$599.64 per Commissioner. The motion was adopted by a 3 to 2 vote with Mr. Padula and Ms. Fialla voting No.
- (5-87) MOVED GRECO-FIALLA to approve the request of Chief Guthrie to attend the PA Chiefs of Police Association 92nd Annual Education and Training Conference from July 10-14th at a cost of \$792.00. The motion was adopted by unanimous roll call vote.
- (5-88) MOVED GRECO-MARTINELLI to authorize the submission of Year 32 CDBG applications for the following projects: Demolition of Yost Café, Demolition of Sunset Bowling Lanes, Demolition of 340 Cline Street, Funding for rehabilitation of Rescue One building for Community Recreation. The motion was adopted by unanimous roll call vote.
- (5-89) MOTION GRECO-MARTINELLI to approve the job description for part-time property maintenance officer, as presented, contingent upon review and approval by the Solicitor. The motion was adopted by unanimous roll call vote.
- (5-90) MOTION MARTINELLI-PADULA to authorize the Manager to advertise for the position of part time property maintenance officer. The motion was adopted by unanimous roll call vote.
- (5-91) MOVED FIALLA-MARTINELLI to approve the request of the Democratic Committee to use the Municipal Building on Friday, April 29, 2005 at 7:00 PM for a general meeting. The motion was adopted by unanimous roll call vote.
- (5-92) MOVED PADULA-MARTINELLI to approve the proposal for website development submitted by MYDI, INC.in the amount of \$4,800.00 as presented. The motion was adopted by unanimous roll call vote.

Minutes of the Additional Stated Meeting of Monday, April 25, 2005 - Page Two

COMMISSIONERS' COMMENTS:

- 1. Mr. Padula: Announced that a tentative date has been scheduled for a meeting with the Allegheny County Emergency Operations Center personnel and key Township personnel and Commissioners for June 22nd at 7:00 PM. However, due to a conflict with Community Days, Commissioer Padula will try to reschedule.
- 2. Ms. Fialla: Recognized the students in the audience from Woodland Hills High School and thanked them for their interest. Also, explained that the primary election will include a referendum on whether the voters wish to eliminate the elected county row officers positions. Commissioner Fialla cautioned that voters should really think about what effect the eliminataion of these positions will mean to the County and voters' choice of representation.
- 3. Mrs. Martinelli: Thanked all who participated in the spaghetti dinner. Total profit was just under \$2,000.00. These funds will be donated back to the community through the Fire Departments and municipal government. Also applauded the Woodland Hills School District student's rendition of Seusical the Musical, Which is now being performed at the School and encouraged all to attend.
- 4. Mr..Greco: Commented that the conference that was approved for Commissioners' attendance this evening probably would not be attended by the Commissioners due to a conflict with the Township's Community Days.
- 5. Mr. Wilson: Thanked all in attendance for coming out this evening and questioned whether the letter from the manager of Penn Hills regarding the conference scheduled in May needed to be approved. Mrs. Bradley indicated that she would determine which department heads would be able to attend the conference and request authorization at the next meeting.

Questions were also raised regarding correspondence from Chief Romanelli of VFC #1 and his request for funding, which will be addressed at the next meeting: correspondence from the Turnpike Commission was discussed relative to the need of Turnpike respresntatives to access private property for surveying and measuring; and Mrs. Bradley was directed to contact Mr. Zito regarding his sidewalk and property claims from last years' paving project.

(5-93) MOVED MARTINELLI-PADULA to adjourn. The meeting was adjourned at 7:20 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MAY 9, 2005

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, April 25, 2005

COMMUNICATIONS:

- Scott Gross, Contract Manager A. Folino Construction
- Dennis M. Davin, Director, County of Allegheny, Department of Economic Development (CDBG Opt-In/Out & Flood Related Funding) – Resolution #5-2005
- Deborah Friedman, Century Club
- Winifred Klingerman, Turtle Creek Valley Memorial Day Association

CITIZENS' COMMENTS:

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:	General Fund	\$127,270.94
	Combined Sewer Fund	\$101,050.86
·	Police Pension Fund	\$ 655.00
•	Capital Reserve Fund	\$ 8,300.92
	TÔTAL:	\$237,277,72

OLD BUSINESS:

1. Discussion/recommendation of funding for Records Management Grant personnel.

NEW BUSINESS:

- 1. Review of amended Police Civil Service Rules and Regulations.
- 2. Review/discussion of request from Wilkins Township Retired Police Association.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MAY 9, 2005

- 3. Request from Penhurst Civic Association / Sgt. DeMarco to use the auditorium on Thursday, June 2, 2005 at 7:00 PM for a Crime Watch Meeting.
- 4. Motion to enter into a Federal Equitable Sharing Agreement with the U.S. Department of Justice for participation in the federal equitable sharing program for the use of federally forfeited cash, property, proceeds and any interest earned thereon and authorizing the appropriate officials to execute the agreement.
- 5. Request to attend 2005 Grant Writing Workshop sponsored by the Local Government Academy to be held in two parts, on May 24th from 9:00 AM 3:30 PM and on May 31st from 9:00 AM 12:00 PM at the Forest Hills Recreation Center at a cost of \$75.00.
- 6. Request by Mr. Hill to attend the Pa Association of Arson Investigators in State College, PA from Tuesday, June 7th through Thursday, June 9th at a cost of \$248.00, which includes lodging.
- 7. Request from the Baseball Association for the payment of uniforms in the amount of \$4,037.05 to Adams Trophies & Sporting Goods.
- 8. Motion authorizing the execution of the option in the contract between North American Salt Company and the SHACOG Purchasing Alliance for an additional year term, commencing August 1, 2005 and terminating July 31, 2006.
- 9. Motion authorizing the purchase of an ambulance from Woodland Hills Emergency Services jointly with the Borough of Forest Hills at a cost of \$8,000.00 to be equally split between the two municipalities for the purpose of acting as the unit into which a jointly purchased video camera and inspection system for the sanitary sewer systems will be placed.
- 10. Motion accepting the recommendation of Mr. Vargo to award the SHACOG 2005 bid for 1D-2 Binder and Wearing to Lindy Paving in the amount of \$28.00 per ton for binder and \$32.50 per ton for wearing picked up and the same prices plus a sixty-two dollars and fifty cents per hour truck charge delivered.
- 11. Motion authorizing the Township Manager to notify Code.sys Code Consulting of the Township's intent to terminate the contract for the provision of Electrical Inspections effective thirty (30) days after the receipt of written notice, pursuant to the advise of legal counsel.

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, MAY 9, 2005

The Regular Meeting of Monday, May 9, 2005 was brought to order at 7:00 PM by President William G.. Wilson. A quorum was present as follows:

Mr. Wilson

Mrs. Martinelli

Mr. Greco

Mr. Padula

Ms. Fialla

(5-94) MOVED PADULA-FIALLA to approve the minutes of the Additional Stated Meeting of Monday, April 25, 2005. The motion was adopted by unanimous roll call vote.

CORRESPONDENCE:

- 1. Scott Gross, Contract Manager for A. Folino Construction: Notifying the Township that reconstruction work on Brown Avenue from Lewin Lane to 700' past Cedar Street will begin on Monday, May 9, 2005. Milling and paving is scheduled to be performed during the evening.
- 2. Dennis M. Davin, Director, County of Allegheny Department of Economic Development: Regarding Township decision to Opt-In or Opt-out of the County's CDBG and HOME programs for the years 2006-2008 (Year 32-34).
- (5-95) MOVED MARTINELLI-FIALLA to op-in to the County's CDBG and HOME programs for the program years 2006, 2007 and 2008. The motion was adopted by unanimous roll call vote.
 - 3. Dennis M. Davin, Director, County of Allegheny Department of Economic Development: Notifying the Township that CDBG funds for 2004 Emergency Flood Related Activities Grant for the Ivy Street Bridge project are being denied due to FEMA reimbursing the Township for repair expenses.

Mrs. Bradley and Mr. McKeever explained to the Board that although the Township had not been officially notified, we expected that we were to receive a CDBG allocation of around \$108,000. for the Ivy Street Bridge. Similarly, although the Township has not been notified of the obligation of funding through FEMA for this project worksheet in the amount of \$39,000. was recommended for funding by a FEMA representative. Because we are receiving FEMA funding in the amount of \$39,000., we are no longer being considered for CDBG funding in the amount of \$108,000.

Mr. McKeever stated that he spoke with Bill Kochan from the County Development Office and also spoke with Barb Fallon from the Turtle Creek Valley COG. They recommended that the Township file an emergency application for the funding difference between the FEMA grant and the CDBG allocation.

RESOLUTION NO. 05-05

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE FILING OF AN APPLICATION FOR FUNDS WITH THE ALLEGHENY COUNTY DEPARTMENT OF ECONOMIC DEVELOPMENT FOR SEPTEMBER 2004 FLOOD RELATED ACTIVITIES.

(5-96) MOVED MARTINELLI-GRECO to adopt Resolution #5-2005, authorizing the filing of an application for funds with the Allegheny County Department of Economic Development for September 2004 flood related activities in the amount of \$69,000.00. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, May 9, 2005 - Page Two

COMMUNICATIONS:

- 4. Deborah Friedman, Membership Committee, Century Club: Requesting permission to use the municipal building on August 28, 2005 from 1:30 PM to 3:30 PM for the purpose of holding a "Welcome to Our Community" event for new residents of the Township.
- (5-97) MOVED FIALLA-PADULA to grant the Century Club the use of the Township Building on August 28, 2005 from 1:30 PM to 3:30 PM for the purpose of holding a "Welcome to Our Community" event for new residents
 - 5. Winifred Klingerman, Turtle Creek Valley Memorial Day Association: Inviting The Township to participate in the annual Memorial Day Parade to be held on May 30, 2005 and requesting a donation for the event.
- (5-98) MOVED PADULA-MARTINELLI to authorize the donation of \$100.00 to Turtle Creek Valley Memorial Day Association for their annual Memorial Day Parade to be held on Monday, May 30, 2005. The motion was adopted by unanimous roll call vote.
 - 6. George & Helen Kemeny of 141 Penhurst Drive thanking the Commissioners for paving Penhurst Drive and keeping their promise to do so.
 - 7. Denise Olson, 148 Sunset Drive requesting permission to install a wooden sign at the intersection of Sunset and Old William Penn.
- (5-99) MOVED MARTINELLI-GRECO to waive the reading of reports. The motion failed by a 3 to 2 vote with Ms. Fialla and the Messrs. Padula and Wilson voting "NO.

REPORTS:

Total Police Calls Logged	284
Total Criminal Offenses Reported	34
Criminal Arrests/Persons Charged	27
Criminal Offenses Cleared	22
Traffic Citations Issued	36
Parking Tags Issued	28
Parking Citations Issued	2
Monies collected during April 2005	\$3,295.84

Mr. Vargo's report can be found, filed, in the Manager's Office.

WTVFD #1 Reported 12 fires, 3 practices and 2 meetings for April with total man-hours of 227.7.

WTVFD #3 reported 10 fires and 8 activities and training with total man-hours of 128.50.

WTVFD #4 reported 9 fire calls, 2 fire schools, 2 drills and 5 work details with total man-hours of 228.75

BUILDING PERMITS ISSUED DURING APRIL:

- 2 Additions and alterations with construction costs of \$2,599.00.
- 1 Retail interior alteration at a cc of \$25,450.00
- 1 Plan Review both Soffer's Bldg #1, Suite 525

Minutes of the Regular Meeging, Monday, May 9 2005 - Page Three

Real Estate Tax for the month of April \$4,876.21.

Treasurer/Tax Collectors report for	or April:		
Balance Collectable	•		\$ 1,024,261.33
Additions			28.10
Deductions			2,381.46
Adjusted collectable			1,021,907.79
Less Face Collections			671,196.63
Exonerations			983.65
Balance Collectable			350,711.34
Total Refunds to date			983.65
Face amount of Collections			611,196.63
Less Discounts			13,424.01
Total Cash Collected			657,772.62
Act 511 - PA Municipal Services	}		
EARNED INCOME TAX			
Current Month \$ 24,163.24	Previous Year	\$ 38,625.91	Difference
Current YTD 143,932.24	Previous YTD	151,555.15	(7,622,91)
			,
OCCUPATION PRIVILEGE TA	<u> </u>		
Current Month 594.55	Previous Year	3,105.00	Difference
Current YTD 8,448.55	Previous YTD	11,711.11	(3,262.56)
MERCANTILE TAX			
Current Month 636.1	7 Previous Year	2,538.73	Difference
Current YTD 636.1	7 Previous YTD	5,090.35	(4,454.18)
BUSINESS PRIVILEGE TAX			

SOLICITORS REPORT:

Current YTD

1. Public Hearings Scheduled for demolition of Sunset Lanes, Yost Café, Slat House

Previous YTD

11,776.50

4,106.56

2. Harvey Taylor - DEP has filed a contempt of court charge

15,883.06

3. Federal Equitable Sharing Agreement is in proper legal form and can be accepted.

The Engineer's Report can be found filed in the Manager's Office.

- (5-100)MOVED GRECO-PADULA to authorize the payment of bills in the amount of \$237,277.72 for the month of April. The motion was adopted by unanimous roll call vote.
- (5-101)MOVED PADULA-GRECO to authorize the Manager to speak with applicants for summer help regarding employment for the purpose of completing the requirements of the Records Management Study Grant. The motion was adopted by unanimous roll call vote.
- (5-102)MOVED PADULA-MARTINELLI to authorize those elected and appointed officials who wish to attend the Eastern Communities meeting being held in Penn Hills on Thursday, May 19, 2005 to attend at a cost of \$22.00 per person. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, May 9, 2005 - Page Four

The Commissioners reviewed the revised Wilkins Township Police Civil Service Rules and Regulations presented by the Civil Service Board. The following items were commented upon: 1) Act 120 Certification requirements; 2) Educational requirements; 3) age requirements; 4) Board ability to circumvent Civil Service provisions for hiring previous officers; 5) Eligibility list expiration. Chairman Wilson stated that the Public Safety Committee should continue to review the rules for recommendation back to the Board.

- (5-103)MOVED GRECO-MARTINELLI to grant the request of Mr. Sejko authorizing Wilkins Township Retired Police Officers to receive photo identification at Townshio expense. The motion was adopted by a 3 to 2 vote Mr. Padula and Ms. Fialla voting "NO".
- (5-104)MOVED MARTINELLI-GRECO to grant the request of the Penhurst Civic Association and Sergeant DeMarco to use the municipal building on Thursday, June 2, 2005 for a Crime Watch Meeting. The motion was adopted by unanimous roll call vote.
- (5-105)MOVED FIALLA-PADULA to enter into a Federal Equitable Sharing
 Agreement with the U.S. Department of Justice for participation in the federal
 equitable sharing program for the use of federally forfeited cash, property,
 proceeds and any interest earned thereon and authorizing the appropriate officials
 to execute the agreement. The motion was adopted by unanimous roll call vote.
- (5-106)MOVED MARTINELLI-FIALLA to authorize the Manager to attend a 2005 Grant Writing Workshop sponsored by the Local Government Academy on May 24th from 9:00 AM 12:00 PM at the Forest Hills Recreation Center at a cost of \$75.00. The motion was adopted by unanimous roll call vote.
- (5-107)MOVED FIALLA-PADULA to authorize the request by Mr. N. Leonard Hill to attend the PA Association of Arson Investigators in State College, PA from Tuesday, June 7th through Thursday, June 9th at a cost of \$248.00 which includes lodging. The motion was adopted by unanimous roll call vote.
- (5-108)MOVED PADULA-GRECO to authorize the payment of \$4,037.05 to Adams
 Trophies and Sporting Goods for baseball uniforms and hats in lieu of a donation
 to the Baseball Association. The motion was adopted by unanimous roll call vote.
- (5-109)MOVED MARTINELLI-GRECO to authorize the execution of the option in the contract between North American Salt Company and the SHACOG Purchasing Alliance for an additional year term, commencing August 1, 2005 and terminating July 31, 2006. The motion was adopted by unanimous roll call vote.
- (5-110)MOVED PADULA-FIALLA to authorize the purchase of an ambulance from Woodland Hills Emergency Services jointly with the Borough of Forest Hills at a cost of \$8,000.00 to be equally split between the two municipalities for the purpose of acting as the unit into which a jointly purchased video camera and inspection system for the sanitary sewer systems will be placed. The motion was adopted by unanimous roll call vote.
- (5-111)MOVED GRECO-MARTINELLI to accept the recommendation of Mr. Vargo to award the SHACOG 2005 bid for ID-2 Binder and Wearing to Lindy Paving in the amount of \$28.00 per ton for binder and \$32.50 per ton for wearing picked up and the same prices plus a sixty-two dollar and fifty cent per hour truck charge delivered. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, May 9, 2005 - Page Five

(5-112)MOVED MARTINELLI-GRECO to authorize the Township Manager to notify Code.sys Code Consulting of the Township's intent to terminate the contract for the provision of Electrical Inspections effective thirty (30) days after the receipt of written notice, pursuant to the advise of legal counsel. The motion was adopted by unanimous roll call vote.

COMMISSIONER'S COMMENTS:

Mr. Padula requested that Mr. Vargo remove the sign at the entrance to Gardenia Drive for Rescue One and also that the other sign be removed and modified to indicate what actually exists at the Municipal Building. Requested that the Board consider canceling the second stated meeting for the month of June (June 27th) and agree to meet with Allegheny County representatives at the County Emergency Operations Center to discuss Wilkins dispatch services which are scheduled to move to the EOC at the end of 2005.

(5-113)MOVED PADULA-GRECO to cancel the second stated meeting for the month of June (June 27th) for the purpose of meeting with County officials at the Emergency Operations Center. The motion was adopted by unanimous roll call vote.

Mr. Padula also stated that he attended the Mass that was held for Fire, Police and other Emergency service workers at St. Maurice. Requested that the Commissioners consider appointment of a Public Safety representative to attend the Woodland Hills Emergency Services meetings. Mrs. Bradley was directed to determine the dates and frequencies of the meetings and refer this information to the Public Safety Committee for recommendation.

Ms. Fialla reminded all that Election Day is next Tuesday and requested that all get out and vote.

Mrs. Martinelli thanked Mr. Vargo and his Department, Mr. McKeever and Mrs. Bradley for a job well done on the recent paving of George, Penhurst and Harrison Road. Also applauded the efforts of the Penhurst Civic Association in meeting with the intent of forming a Crime Watch and requested that Mr. Vargo ensure that the Mates-Linhart Cemetery is prepared for the Memorial Day celebration.

Mr. Greco also reminded everyone that Election Day is Tuesday, May 17th and asked all to vote. Also requested that the Commissioners consider canceling the 2nd stated meetings during the months of July and August, as has been done each summer.

(5-114)MOVED GRECO-MARTINELLI to cancel the second stated meetings of the Board of Commissioners for the months of July (July 25th) and August (August 29th). The motion was adopted by unanimous roll call vote.

President Wilson questioned Account Number 410.376 with an expenditure of \$10,495. for the month of April on the General Fund Budget. Mrs. Bradley stated that a police car which was involved in an accident in January was repaired. Although the Township was reimbursed for the cost of the repairs, this receipt is recorded in the revenue section of the budget. The expense is shown in this line-item.

(5-115)MOVED MARTINELLI-FIALLA to adjourn. The meeting was adjourned at 8:25 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley, Manager

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, MAY 23, 2005

The Board of Commissioners of Wilkins Township held a Public Hearing on Monday May 23, 2005 at 6:00 PM for the purpose of receiving public testimony for the possible condemnation and demolition of present structures and property listed at: 340 Cline Street, 803 McMasters Avenue and 500 Brown Avenue. A quorum was present as follows:

Mr. Wilson Mr. Padula

Mrs. Martinelli Ms. Fialla

Vice President Frank Greco was absent.

Attorney Cambest introduced N. Leonard Hill, Ordinance Officer and Fire Marshal.

The following was submitted:

Alfred Slat, deceased, 340 Cline Street, East Pittsburgh PA 15112. Owner Lot & Block 373-S-132 Tried to contact only living relative, nephew William Slat in Michigan who didn't respond to our communication.

Testimony was given on the property at 340 Cline Street by the Messrs. Joseph & Nicholas DiDiano, and Mr. Drakovic based on the enclosed report submitted by Mr. Leonard Hill.

Harvey Taylor, 500 Brown Avenue. Turtle Creek PA Lot & Block 454-N-77 – Owner. Testimony was given on the property at 500 Brown Avenue by Harvey Taylor, Mr. Padula, Mrs. Martinelli and Ms Fialla. Also testifying on behalf of Mr. Taylor was Attorney Robert Lampyl. The enclosed report was submitted by Mr. Leonard Hill.

Gene A. Yost, 803 McMasters Avenue, Turtle Creek PA 15145 Lot & Block 454-K-70 Owner. Testimony was given by Mr. Leonard Hill on the property at 803 McMasters based the enclosed report submitted by Mr. Hill.

(5-116) MOVED PADULA-FIALLA to adjourn. The meeting was adjourned at 7:30 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted:

Rebecca Bradley Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

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The following was submitted:

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Gene A. Yost, 803 McMasters Avenue, Turtle Creek PA 15145 Lot & Block 454-K-70 Owner. Testimony was given by Mr. Leonard Hill on the property at 803 McMasters based the enclosed report submitted by Mr. Hill.

(5-116) MOVED PADULA-FIALLA to adjourn. The meeting was adjourned at 7:30 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted:

Rebecca Bradley Secretary

CODE ENFORCEMENT TOWNSHIP of WILKINS

110 Peffer Road Turtle Creek, PA 15145 – 1129 412-824-6650 x13

TO:

Whomever It May Concern

FROM:

N. Leonard Hill, Ordinance Officer

SUBJECT:

340 Cline Street, Block & Lot 373-S-132

DATE:

May 10, 2005

In preparation for a public hearing on condemnation and demolition, I conducted an inspection of the premises on this date at about 9:45 AM.

This structure is a one and one-half (1.5) story wood frame house with insulbrick siding. My observations included the following:

- 1. All of the exposed exterior wood trim surfaces and wood surfaces on the front & rear porches show definite signs of loss of paint or protective treatment, and definite signs of deterioration. Our Property maintenance Code, Ordinance #928, Section 303.2 requires a protective treatment for exterior wood surfaces, and for peeling, flaking, or chipped paint to be eliminated and the surfaces repainted. This is a serious problem on this structure for all soffit & fascia, window and door frames, and porch areas.
- 2. The gutter on the right side of the house is pulling away from the house, leaving a significant gap for roof water to flow down over the exterior wall surface. PMC 303.7 requires that rain gutters and downspouts are to be maintained in good repair.
- 3. The floor boards on the front porch are warped and in need of painting. PMC 303.11, all porches are to be maintained in a structurally sound condition. PMC 303.2 on exterior surfaces has already been cited.
- 4. The strips of wood forming the underneath or ceiling side of the front porch are coming loose and are in danger of falling. PMC 303.11 is citEd above.
- 5. The roof of the rear porch had rotted through and is collapsing. Holes permit one to look up through this porch roof. The center portion of the main beam at the edge of the porch roof shows signs of bowing, bending, and collapsing. PMC 303.11 has already been cited above.
- 6. Two rear windows at the porch level have been boarded up. I do not know if there is a problem with those windows.
- 7. It appears to me that the gas meter has been removed from the house. If so, there may have been no heat in the structure during the winter.

Mr. Slat passed away in a nursing home a number of months ago. He supposedly was not married and had no children of his own. The nearest blood relative is supposed to be a nephew living in Michigan. This individual has not responded to a letter sent to his attention.

I have not seen the interior, but have been told by ambulance and fire department personnel who responded to help carry Mr. Slat from the house and load him in the ambulance that the interior was dirty, quite unsanitary, loaded with garbage and rubbish, and had deterioration from a lack of maintenance. An interior inspection under a search warrant might be very beneficial.

PMC Section 301.3 <u>Vacant Structures and Land</u> states that all vacant structures and premises shall be maintained in a clean, safe, secure, and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health and safety.

In my opinion, the premises is not clean, is not safe (at least a fire hazard), and is not sanitary, and is definitely a blighting problem and does adversely affect the public health and safety because of the poor, dilapidated exterior condition.

Property Maintenance Code Section 108 deals with <u>UNSAFE STRUCTURES AND EQUIPMENT</u>. Section 108.1 <u>General</u>, states that when a structure is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structures shall be condemned pursuant to the provisions of this code.

PMC Section 108.1.1 <u>Unsafe Structures</u> states that an unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe, or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

In my opinion the structure is definitely decayed, definitely dilapidated, could be damaged, and has suffered some collapse of porch material, and therefore should be considered as unsafe.

PMC Section 108.1.3 <u>Structures Unfit for Human Occupancy</u> states that a structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because of the location of the structure constitutes a hazard to the occupants of the structure or to the public.

In my opinion, this structure is definitely in disrepair and lacks maintenance. It may be unsanitary and filthy, but I have not seen the interior. I would definitely consider this house to be unfit for humans occupancy based upon exterior deterioration.

Under 74-1 of our Book of Codified Ordinances, part (5), <u>Dangerous Buildings</u>, those which are so damaged, dilapidated, decayed, unsafe, unsanitary, vermin infested or which so utterly fail to provide the amenities that are essential to decent living that they are unfit for human habitation or are likely to cause sickness or disease or as to work injury to the health, safety or general welfare of those living therein. By reason of damage, dilapidated condition and decay, this structure would be unfit for human habitation.

74-1 (9), those existing in violation of any provision of the Building Code, the Fire Prevention Code or other ordinances of the Township. This house is in violation of the Property Maintenance Code, Ordinance #928, and as such would make it a dangerous building.

Fire Code Section 311.3 persons owning, or in charge of or control of a vacant building or portion thereof, shall remove therefrom all accumulations of combustible materials, flammable or combustible waste or rubbish and securely lock or otherwise secure doors, windows and other openings to prevent entry by unauthorized persons. The premises shall be maintained clear of waste and hazardous materials.

Fire Code Section 311.1.1 on <u>Abandoned Premises</u> states that buildings, structures and premises for which an owner cannot be identified or located by dispatch of a certification of mailing to the last known or registered address, which persistently or repeatedly become unprotected or unsecured, which have been occupied by unauthorized persons for illegal purposes, or which present a danger of structural collapse or fire spread to adjacent properties shall be considered abandoned, declared unsafe and abated by demolition or rehabilitation in accordance with the *International Property Maintenance Code* and the *International Building Code*.

In my opinion this vacant structure does present a danger of collapse and a danger of fire spread to adjacent properties, and as such should be declared unsafe and abated by demolition.

Sincerely,

N. Leonard Hill Fire Marshal and

Ordinance Officer

CODE ENFORCEMENT TOWNSHIP of WILKINS

110 Peffer Road Turtle Creek, PA 15145 – 1129 412-824-6650 x13

TO:

Whomever It May Concern

FROM:

N. Leonard Hill, Code Official

SUBJECT:

Yost Building, 803 McMasters Avenue -- Gene A. Yost 454-K-70

DATE:

May 17, 2005

In preparation for a public hearing on condemnation and demolition, I conducted an inspection of this property location on May 11, 2005.

This structure is a three story building using brick exterior walls. The first floor level was used as a Tavern or Café, and the upper two floors contained apartment units, two on each floor level.

According to the stone in the front wall, the building was erected in 1907. It has been vacant and abandoned for at least the last seven years that I have been the Ordinance Officer.

- 1. Of special concern are the concrete porch slabs and supporting columns for the second and third living levels, including the cantilevered wooden roof structure above the third floor porch level. The concrete is spalled. Metal frames and supports are badly rusted. The bricks around the sockets where porch supports are anchored are moving and shifting out of alignment. The metal frames (railings) are badly rusted and are missing for one of the porches. The brick support columns appear to be bending or leaning. PMC 303.1 states that the exterior of a structure shall be maintained in good repair and structurally sound, so as to not pose a threat to the public health, safety and welfare. PMC 303.4 states that all structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads. PMC 303.11 states that exterior porches and all appurtenances attached thereto shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting imposed loads. PMC 303.13 states that handrails and guardrails shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition. With the building being built right up against the edge of the public street, the potential for collapse makes these porches a threat to the public safety and welfare.
- 2. A wood frame roof projects outward from the front wall above the third level porches. This roof is badly deteriorated, has some loose parts hanging from it, and has holes in the roof allowing one to look straight up through the roof. See PMC 303.1 and 303.4 listed above. PMC 303.9 states that all overhang extensions shall be maintained in good repair and be properly anchored so as to be kept in sound condition. All exposed surfaces of wood or metal shall be protected from the elements and against decay or rust by periodic application of weather coating materials, such as paint or similar surface treatment. PMC 303.7 states that a roof and the flashing shall be sound, tight and not have defects that admit rain.

- 3. A window on the second level (front) is broken, and a door at the third level (front) is wide open. PMC 303.14.1 states that all glazing shall be maintained free from cracks and holes. Fire Code section 311.2 and 311.2.1 requires unoccupied buildings to be secured and protected. It requires exterior openings to be boarded, locked, blocked or otherwise protected to prevent entry by unauthorized persons.
- 4. A window on the left side, second level (accessible from an outside stairway and sidewalk) was wide open (easy to crawl into). From what I could see of the rooms visible on that side, paint and plaster from the walls and ceiling are flaking loose and falling to the floor from a lack of maintenance, from temperature, and from weathering. PMC 304.3 requires that interior surfaces shall be maintained in good, clean and sanitary condition. It requires peeling paint, cracked or loose plaster, and other defective surface conditions to be corrected. The fire code sections on vacant buildings that are open and unguarded against entry by unauthorized persons are listed above.
- 5. On the left side, wood trim and wood on the side porch had paint that was peeling and cracking. The strips of wood forming the ceiling of the porch were falling loose. PMC 303.2 requires that all exterior wood surfaces shall be maintained in good condition. It requires that exterior wood surfaces shall be protected from the elements by decay by painting or some other protective covering or treatment. It also requires peeling, flaking and chipped paint to be eliminated and the surfaces repainted.
- 6. The roof surface of garages to the left run right over to the stairway and walking surface to the second level apartment. There is a hole in the center of the garage roof. PMC 303.1 states that the exterior surfaces are to be maintained in good condition. PMC 303.7 states that the roof is to be sound, tight and not have defects that admit rain.
- 7. A door on the right side that leads into the second level apartment is unlocked and easily opened to the interior. See the fire code sections listed above for the security against unauthorized persons in vacant buildings.
- 8. The gas meter appears to have been removed. If so, then heating the structure in winter would not be possible. This could add to interior deterioration over an extended period of time.
- 9. A door to the electric meter room on the right side was wide open, exposing this space to unauthorized persons. See the fire code sections listed above.
- 10. The wood trim and exterior surfaces on the right side also suffered with peeling and cracking paint. See PMC 303.2 on the need for a protective treatment.

PMC Section 108.1 states that when a structure is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of this code.

PMC 108.1.1 <u>Unsafe Structure</u> states that an unsafe structure is one found to be so damaged, decayed, dilapidated, structurally unsafe, or of such faulty construction or unstable foundation, that partial or complete collapse is possible. In my opinion this building is damaged, decayed, dilapidated and structurally unsafe, and it should be considered an <u>unsafe structure</u>.

PMC 108.1.3 Structure Unfit for Human Occupancy states that a structure is unfit for human occupancy whenever the code official finds that the structure is in disrepair, or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to occupants of the structure or to the public. In my opinion this structure is in disrepair, does lack maintenance, may lack heating facilities, and the location is a hazard to the general public passing by in vehicles or on foot. As such, this official would consider this structure to be Unfit for Human Occupancy.

The PMC defines <u>condemned</u> as being adjudged until for human occupancy. This official has already stated an opinion that the Yost structure is unfit for human habitation, and as such, should be condemned under PMC 108.1.

PMC 1101.1 <u>DEMOLITION</u>. General states that the code official shall order the owner of any premises upon which is located any structure, which in the code official's judgment is so old, dilapidated, or has become so out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human habitation or occupancy, to demolish and remove such structure. The porches were ordered to be removed, and Judge Gallo at the Summary Appeals level of Allegheny County Court of Common Please did set a \$500 fine for failure to comply. PMC 110.3 <u>Failure to Comply</u> states that if the owner of premises fails to comply with a demolition order within the time prescribed, the code official shall cause the structure to be demolished and removed. In the opinion of this official, the structure should be demolished in the interest of the public health, safety and welfare.

Fire Code section 311.1.1 <u>Abandoned premises</u> states that structures which present a danger of structural collapse or fire spread to adjacent properties, shall be considered abandoned, declared unsafe and abated by demolition or rehabilitation according to the *International Property Maintenance Code* and the *International Building Code*. This official recommends demolition.

In Chapter 74 of our Book of Codified Ordinances, 74-1, <u>definitions</u>, the definitions of a <u>dangerous building</u> include (5) those which are so damaged, dilapidated, decayed, unsafe, unsanitary, vermin infested This structure, in my opinion, is damaged, dilapidated, decayed and unsafe. (9) those existing in violation of any provision of the Building Code, Fire Code, or any other ordinances of the Township. This structure is in violation of at least the Fire Code and the Property Maintenance Code. (10) Those inspected by the Fire Department and found to be fire hazards by reason of age, condition, dilapidation, obsolescence or abandonment. As the Fire Marshal, I qualify to inspect on behalf of the Fire Department of Wilkins Township. The age, the condition, the dilapidation, and the abandonment of this structure would make it a dangerous building.

Under 74-2, this structure would be a dangerous building, and as such would be considered a public nuisance, and since it has not been repaired by the owner, it should be demolished by the municipality.

74-3.A requires ordering repairs. This has already been done, and resulted in a court case for failure to repair, replace, or remove damaged members of the structure.

74-3.D, If the building is considered to be dangerous (and it is so considered to be), and if it has not been repaired as ordered (and it has not been so repaired), and if the condition is such as to create a danger to the general public (which it does so create), and vacating the building will not eliminate the condition (the building has been vacant for at least seven years and this has not eliminated the danger), then the building shall be ordered to be demolished (it should be ordered to be demolished).

CODE ENFORCEMENT TOWNSHIP of WILKINS

110 Peffer Road Turtle Creek, PA 15145 – 1129 412-824-6650 x13

TO:

Whomever It May Concern

FROM:

N. Leonard Hill, Ordinance Officer 7. Leonard / Level

SUBJECT:

500 Brown Avenue, former Sunset Bowling Lanes, Block & Lot 454-N-77

DATE:

May 10, 2005

In preparation for a public hearing for condemnation and demolition, I conducted a visual inspection of the exterior of the property this date at about 9:00 AM.

The building is basically a structural steel frame with concrete block walls. The building has been vacant for at least the seven years that I have been the ordinance officer (appointed in June of 1998), and in my mind for a number of years prior to that. My observations included:

- 1. Piles of concrete blocks in the yard area to the left (north) of the building. To me this is an indication of the vacant property not receiving proper maintenance attention. Section 302.1 of our Property Maintenance Code (Ordinance #928), states that all exterior property shall be maintained in a clean, safe and sanitary condition (meaning free from rubbish, which includes construction rubble).
- 2. There were several piles of leaves, grass, and tree limbs mixed on the yard area to the left (north) of this building. It appears as if someone has just been dumping here. This would also be a violation of PMC 302.1 listed above. This also is, I believe, an indication that this vacant building and property are not receiving a good level of maintenance.
- 3. Grass in the yard area measured as much as 24 inches in height. PMC 302.4 sets a maximum height limit of 10 inches for grass and weeds. In my opinion this is another indication of a lack of maintenance with the property around this vacant building.
- 4. A metal stairway on the north face provides the second means of egress from the offices on the second level of the building. At an earlier inspection in March, Mr. Taylor would not let me walk these stairs. PMC 303.11 states that every exterior stairway shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting imposed loads. My impression from Mr. Taylor was that the stairs were not safe to climb. As a means of egress, PMC 702.1 states that a safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way.
- 5. It appears to me as if the gas meter has been removed. I do not know if this means that there has been no heat in the building.
- 6. There are positions for two electric meters in the wall box on the north wall, but only one meter is in place. The other meter location is empty. I do not know if this means that partial

- 7. electric service may be shut off. Some of the bus company employees tell me they do enter the building to turn off parking lot lights each morning.
- 8. The above mentioned exterior metal exit stairs are overgrown with weeds, grass, bushes and small trees, again demonstrating a lack of maintenance consideration in conjunction with the vacant building.
- 9. From the exterior, and looking through windows at the upper level of the building, I can see numerous locations in the ceiling where the grids are missing ceiling tiles, possible resulting from water seepage.
- 10. At the upper level there is a row of large window panes running the length of the front wall. To the left of the bowling lane sign one of these panes has five crack lines radiating from a hole near the center of the pane. One of these large window panes near the front entrance canopy had at least seven cracks radiating from a hole near the center of the pane. On the right (south) wall, at the stairway to the second floor, one large window pane had several long crack lines, and another window had a hole about golf ball of baseball size. PMC 303.14.1 states that all glazing materials shall be maintained free from cracks and holes. In my opinion this is indicative of a lack of maintenance and attention to this vacant building.
- 11. The canopy at the front entrance has lost most of its ceiling tile, thereby exposing the underside of the roof decking and metal joist supports. The metal roof decking is badly rusted, and the support joists are rusted. See PMC 303.11 already cited. This section applies also to porches, decks, and balconies.
- 12. The enclosed stairway to the second floor office suites shows definite signs of water seepage and damage to the ceiling and walls. PMC 304.3 states that interior surfaces shall be maintained in good, clean and sanitary condition, and that defective surface conditions shall be corrected.
- 13. A free standing block wall enclosing the electrical transformer is leaning and developing cracks and separations at the mortar joints.
- 14. I drove to Washington Street, behind and above this structure, to observe the roof. I could not observe any problem conditions involving the roof as seen from this vantage point. I did notice that some of the siding on the rear wall of the second level office area was coming loose and falling off. PMC 303.2 requires all exterior surfaces to have a protective treatment.

Other than the conditions listed above, an exterior inspection reveals little else with this block wall building. Of special consideration would be comments from numerous bus company employees who claim that the interior is quite bad, including mold and deterioration from water infiltration and seepage. Mr. Taylor has repeatedly refused to admit me to inspect the interior. This would now require a search warrant to make an interior determination.

PMC 108.1.1 on <u>Unsafe Structures</u> states that an unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or occupants by not providing safeguards to protect or warn occupants in the event of fire, or because the structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe, or of such faulty construction or unstable foundation, that partial or complete collapse is possible. I cannot claim this about the building based solely upon my exterior observations.

PMC 108.1.3 <u>Structures Unfit for Human Occupancy</u> states that a structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public. I cannot claim this about this structure based upon my exterior observations.

Using Chapter 74 of our Book of Codified Ordinances, and observing the definitions of a <u>dangerous building</u> in 74-1, and based upon my exterior observations, I cannot find a subsection that applies to this building.

74-4.B mentions the right of the enforcement officer to state that a building has become a public nuisance and order corrections, but it does not seem to give authority to condemn based upon being a public nuisance.

Again, the exterior, at this time, has not degraded to a point of presenting many maintenance code problems.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JUNE 13, 2005

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC HEARING:

Proposed Ordinance #971 - Amendment to the Wilkins

Township Zoning Ordinance - Signs

APPROVAL OF MINUTES: Meeting of Monday, May 9, 2005 regular meeting and Monday, May 23, 2005 Public Hearing

COMMUNICATIONS:

- Norine Kelly, Turtle Creek Valley COG Ivy Street Bridge
- Dr. Bostaph, CCAC Use of art displays
- Debbie Barringer, Arts Festival

CITIZENS' COMMENTS:

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:

TOTAL:	-	74,109.13
Capital Reserve Fund	\$	186.18
Police Pension Fund	\$	4,065.00
Combined Sewer Fund	\$	11,170.28
General Fund	\$1	158,687.67

OLD BUSINESS:

1. Motion ratifying the action of the Manager to hire Timothy Olshefski of Curry Court to the position of part-time, temporary records management assistant at an hourly rate of \$8.00, to be equally divided between the Township and the Pa Historical Museum Commission.

TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JUNE 13, 2005

NEW BUSINESS:

- 1. Request from Penhurst Civic Association / Sgt. DeMarco to use the auditorium on either July 7th or July 14th beginning at 7:00 PM for a Crime Watch Meeting.
- 2. Motion declaring the following properties as public nuisances and scheduling these properties for demolition: 340 Cline Street; 803 McMasters Avenue and 500 Brown Avenue.
- 3. Motion authorizing Senate Engineering to prepare specifications and bid documents and to advertise for bids for the repair of the major slide area on Highland Avenue and the repair of the Ivy Street Bridge.
- 4. Ordinance Number 971 Amending the Zoning Ordinance, signs.
- 5. Introduction of proposed ordinance 972 for discussion only.
- 6. Motion to adopt Resolution #6 of 2005, authorizing the disposition of the attached list of municipal records in accordance with the Local Government Records Committee Municipal Records Manual and Wilkins Township Resolution 08-03.
- 7. Approval of contract for Sound & Lights for Community Days.
- 8. Request from Chief Guthrie to advertise for the position of substitute crossing guard.

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JUNE 13, 2005

The Regular Meeting of Monday, June 13, 2005 was brought to order at 7:00 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson Mr. Greco

Mr. Padula

Mrs. Martinelli Ms. Fialla

PUBLIC HEARING:

Proposed Ordinance 971 – An Ordinance of the Township of Wilkins amending the Codified Book of Ordinances, Part II, Chapter 173, Zoning, Article V, Signs, to provide for definitions and regulations governing the use of electronic signs and to provide definitions and regulations governing abandoned signs.

There were no Public Comments.

(5-117) MOVED PADULA-MARTINELLI to approve the minutes of the Regular Meeting of May 9, 2005 and the Public Hearing on May 23, 2005. The motion was adopted by unanimous roll call vote.

COMMUNICATIONS:

Norine Kelly, Turtle Creek Valley Council of Governments – notifying the Township that the Allegheny County Department of Economic Development approved the Township's application for funding for the Ivy Street Bridge Replacement Project submitted in conjunction with the September Floods in the amount of \$69,000.00.

Dr. Charles Bostaph, CCAC, requesting permission to borrow ten display screens from the Township for the Monroeville Summer Fest Art show held on July 16, 2005.

(5-118) MOVED MARTINELLI-GRECO authorizing CCAC to borrow ten (10) display screens for the Monroeville Summer Fest Art Show to be held on July 16, 2005. The motion was adopted by a 4-1 vote with Ms. Fialla abstaining

Debra Barringer, 144 Gilmore Drive – request to use the Township Building for the purpose of holding a Community Arts Festival from Sunday, November 6th – Sunday, November 13, 2005.

- (5-119) MOVED PADULA-GRECO to approve the request of Debra Barringer to use the Township Building from November 6th to November 13, 2005 for the purpose of holding a community arts festival and waiving a rental fee. The motion was adopted by unanimous roll call vote.
- (5-120) MOVED MARTINELLI-GRECO to waive the reading of reports. The motion was adopted by a 4-1 vote with Mr. Padula voting No.

REPORTS:

Chief Guthrie reported the following for the month of May 2005:

Total Police Calls Logged	293	
Total Criminal Offenses Reported	41	
Criminal Arrests/Persons Charged	19	
Criminal Offenses Cleared	27	
Traffic Citations Issued	46	
Parking Tags Issued	17	
Monies collected during May 2005	\$4,016.90	(May 2004 \$6,318.04)

Regular Meeting, Monday, June 13, 2005 - Page Two

Monies collected during Year 2005

\$21,082.82 (Year 2004 29,421.13)

Mr. Paul Vargo's DPW Report has been filed in the Manager's Office.

WTVFD #1 reported 6 fire calls, 4 practices and 1 meeting for total monthly man-hours of 148.5.

WTVFD #3 reported 10 fires, 1 training and 10 non-incident activities for total monthly man-hours of 317.08.

Building Permits issued during May 2005: 2 Additions & Alterations (Cost \$8,750.00), 2 Interior Alterations (CFU & Pinnacle – cost - \$70,000.00), 2 Signs, 1 Sprinkler (Bldg 7), and 1 Electrical (Sn'S).

Real Estate Transfer Tax for the month of May 2005 \$4,156.18

Tax Collectors Report for May 2005:

Balance collectable	\$ 350,711.23
Adjusted Collectable	350,711.34
Less Face Collections	50,077.47
Balance Collectable	300,633.87
Total Refund to date	983.65
Face Amount of Collections	50,077.47
Less Discounts	51.65
Total Cash Collected	\$50,025.82

PAMS - Act 511 Report for May 2005

EARNED INCOME TAX:

Current Month	\$ 52,405.03	Previous Year	\$ 69,094.17	Difference
Current YTD	193,337.27	Previous YTD	220,649.32	(\$27,312.05)

OCCUPATION PRIVILEGE TAX:

Current Month	4,012.40	Previous Year	1,960.00	Difference
Current YTD	12,460.95	Previous YTD	13,671.11	(\$1,210.16)

MERCANTILE TAX:

Current Month	869,248.14	Previous Year	904.494.19	Difference
Current YTD	869,884.31	Previous YTD		

BUSINESS PRIVILEGE TAX:

Current Month	46,049.21	Previous Year	73,427,22	Difference
Current YTD	61,932.27	Previous YTD		(\$23.271.45)

The Engineer's Report for May 2005 is filed in the Manager's Office.

- (5-121) MOVED GRECO-PADULA to authorize the payment of bills in the amount of \$174,109.13 for the month of May 2005. The motion was adopted by unanimous roll call vote.
- (5-122)MOVED GRECO-MARTINELLI to ratify the action of the Manager to hire Timothy Olshefski of Curry Court to the position of part time, temporary records management assistant at an hourly rate of \$8.00, to be divided equally between the Township and the PA Historical Museum Commission. The motion was adopted by unanimous roll call vote.

Regular Meeting, Monday, June 13, 2005 - Page Three

- (5-123)MOVED MARTINELLI-GRECO to approve the request of the Penhurst Civic Association to use the Township Building on July 14, 2005 at 7:00 PM for the purpose of holding a Crime Watch Meeting. The motion was adopted by unanimous roll call vote.
- (5-124) MOVED PADULA-GRECO to declare the following properties as public nuisances and scheduling these properties for demolition: 500 Brown Avenue, 340 Cline Street and 803 McMasters Avenue. The motion was adopted by unanimous roll call vote.
- (5-125)MOVED MARTINELLI-FIALLA to authorize Senate Engineering to prepare Specifications and bid documents and to advertise for bids for the repair of the major slide area on Highland Avenue and the repair of the Ivy Street Bridge The motion was adopted by unanimous roll call vote

ORDINANCE NO. 971

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, COUNTY OF ALLEGHENY AND COMMONWEALTH OF PENNSYLVANIA AMENDING THE CODIFIED BOOK OF ORDINANCES, PART II, CHAPTER 173, ZONING, ARTICLE V, SIGNS TO PROVIDE FOR DEFINITIONS AND REGULATIONS GOVERNING THE USE OF ELECTRONIC SIGNS AND TO PROVIDE DEFINITIONS AND REGULATIONS GOVERNING ABANDONED SIGNS.

- (5-126)MOVED PADULA-GRECO to read Ordinance 971 for the first time by title only.
- (5-127)MOVED MARTINELLI-GRECO to accept the first reading of Ordinance 971 ..
- (5-128)MOVED GRECO-PADULA to read Ordinance 971 by title only.
- (5-129)MOVED MARTINELLI-PADULA to adopt Ordinance No. 971.

Motions 5-126 to 5-129 inclusive were adopted by unanimous roll call vote.

RESOLUTION NO. 06-05

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE DESTRUCTION OF SPECIFIC RECORDS IN CONFORMANCE WITH RESOLUTION NUMBER 08-03 AND THE MUNICIPAL RECORD MANUAL APPROVED BY THE LOCAL GOVERNMENT RECORDS COMMITTEE ON July 16,, 1993.

- (5-130)MOVED PADULA-MARTINELLI to adopt Resolution No. 06-05 authorizing The disposition of the attached list of municipal records in accordance with the Local Government Records Committee Municipal Records Manual and Wilkins Township Resolution 08-03, contingent upon Department Head review and approval. The motion was adopted by unanimous roll call vote.
- (5-131) MOVED MARTINELLI-PADULA to approve the contract between the Township and Stacys Gold Wax/William Dell for the provision of Lights and Sound for the Community Days event contingent upon the receipt and approval of additional information by the Township Manager at a cost of \$1,600,00. The motion was adopted by unanimous roll call vote
- (5-132) MOVED FIALLA-GRECO to authorize Chief Guthrie to advertise for the Position of substitute school guards. The motion was adopted by unanimous roll call vote.

Regular Meeting, Monday, June 13, 2005 - Page Four

(5-133) MOVED MARTINELLI-GRECO to appoint Sharyn Fialla as the Wilkins Township representative to the Woodland Hills Emergency Medical Service Board of Directors. The motion was adopted by a 4-1 vote with Ms. Fialla abstaining.

COMMISSIONER'S COMMENTS:

- 1. Mrs. Martinelli requested that the Township provide a check in the amount of \$500.00 for start up money for Community Days by Friday. Also stated that Brian Sorce is permitted to have a booth at Community Days and Mr. Wilson would advise him. Questioned why there is police training on the Police Report for Daynet and whether or not the Township would be reimbursed for this from the District Attorney's office. Stated that Sergeant DeMarco did a good job in his presentation before the Penhurst Civic Association at their Crime Watch Meeting. Thanked the Century Club and the Department of Public Works for the flower planting at Pep Boys and also thanked Pat Lanigan of Lanigan'a Funeral Home and Mike McWilliams from Pittsburgh East Nissan for their donations for entertainment for Community Days.
- 2. Mr. Padula reminded the Commissioners that we will be meeting at the Allegheny County Emergency Operations Center on Monday, June 27th at 7:00 PM to tour the 911 Center and have any questions regarding the change over in operations answered. Also stated that he attended two meetings of the Zoning Hearing Board and was unable to hear what was being discussed. Also reminded all that Community Days will be held from Tuesday June 21-25, 2005.
- 3. Ms. Fialla also reminded the residents about Community Days
- 4. Mr. Greco also reminded the residents about Community Days
- Mr. Wilson reminded the residents that the Community Days profits are not for the Township but actually are for the various community groups, like baseball and the Volunteer Fire Companies, whose only fund raising effort is driven through Community Days.
- (5-134) MOVED PADULA-MARTINELLI to authorize the sound system in the Auditorium to be checked again. The motion was adopted by unanimous roll call vote
- (5-135) MOVED PADULA-FIALLA to adjourn, the meeting was adjourned at 7:35PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted

Paul A. Vargo // Assistant Manager

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JULY 11, 2005

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, June 13, 2005

COMMUNICATIONS: County of Allegheny, Chief Executive Dan Onorato

Wilkins Township Volunteer Fire Company Number 1

Sergeant Anthony DeMarco – Penhurst Crime Watch Meeting

CITIZENS' COMMENTS:

REPORTS: 1. Police

2. Public Works

3. Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF BILLS:	General Fund	\$128,040.56
	Combined Sewer Fund	\$ 68,466.18
	Police Pension Fund	\$ 225.00
	Canital Pasarya Fund	\$ 2213.07

Capital Reserve Fund - - - - - \$ 2,213.97 Emergency Mgmt. Fund \$ 120.00

TOTAL: \$199,065.71

OLD BUSINESS:

1. Adopt Ordinance #972 – Accepting the streets that the Township acquired through the settlement of the boundary dispute with Penn Hills.

NEW BUSINESS:

1. Motion to adopt Resolution #7 of 2005, authorizing the disposition of the attached list of municipal records in accordance with the Local Government Records Committee Municipal Records Manual and Wilkins Township Resolution 08-03.

AGENDA

TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JULY 11, 2005

- 2. Request by Mr. N. Leonard Hill to attend "Fire Resistive Construction Requirements" offered by the Building & Fire Academy in Pittsburgh on August 5, 2005 at a cost of \$170.00.
- 3. Motion ratifying the employment of Jeff Grondziowski as a part-time, temporary summer worker at \$7.00 per hour.
- 4. Motion appointing Mr. George Vrontos of Larchwood Drive to the position of part-time property maintenance officer at an hourly rate of \$10.00, effective Monday, July 18, 2005.
- 5. Authorization for the Engineer to prepare specifications and seek bids on the reconstruction of the storm sewer line and yard located on Lucia Drive.
- 6. Motion accepting the Commonwealth of Pennsylvania Department of the Auditor General audited financial statements for the Police Pension Plan and the Non-uniform plan for the period January 1, 2002 through December 31, 2003.
- 7. Motion accepting the resignation of Mr. Ronald Yates from the Wilkins Township Planning Commission.
- 8. Motion appointing ______ to fill the unexpired term of Mr. Ronald Yates on the Wilkins Township Planning Commission.

COMMISSIONERS' COMMENTS

ADJOURNMENT



WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JULY 11, 2005

The Regular Meeting of Monday, July 11, 2005 was brought to order at 7:00 PM by Vice President Greco. A quorum was present as follows:

Mr. Greco Mrs. Martinelli Mr. Padula Ms. Fialla

President William Wilson was absent.

(5-136) MOVED PADULA-MARTINELLI to approve the minutes of the Regular Meeting of June 13, 2005. The motion was adopted by unanimous roll call vote of all present.

Dan Onorato, Chief Executive Officer, Allegheny County: Advising that Mr. Onorato will be taking a bus tour of our area on July 28, 2005.

Mrs. Canizun of 1 Thorncrest Drive requested that the DPW repair the guardrail in front of their home. It is bent and she is unable to properly maintain her lawn.

- (5-137) MOVED PADULA-FIALLA to grant a request from WTVFD #1 to use the old Eastmont Pool area on July 16th & 17, 2005 from 8:00 AM through 5:00 PM for a Trench Rescue Training. The motion was adopted by unanimous roll call vote of all present.
- (5-138) MOVED MARTINELLI-PADULA to change the date of the Penhurst Civic Association meeting from July 14th to July 21, 2005. The motion was adopted by unanimous roll call vote of all present.
- (5-139) MOVED PADULA-FIALLA to waive the reading of the Reports. The motion was adopted by unanimous roll call vote of all present.

REPORTS:

Chief Guthrie's Report for June 2005:

	<u>2004</u>	<u>2005</u>
Total Police Calls Logged	344	295
Total Criminal Offenses Reported	53	38
Criminal Arrests/Persons Charged	28	29
Criminal Offenses Cleared	34	23
Total Monies Collected	\$5,618.96	\$3,155.65

Mr. Paul Vargo's Report can be found filed in the Manager's Office.

WTVFD #1 reported 9 fire calls, 3 Practices, 2 Meetings and 7 Work Details with a total of 725.8 man hours.

WTVFD #4 reported 7 fire calls, 1 Drill, 2 Public Services,7 work details and1 driver training with a total of 442.25 man hours.

Building Permits Issued during June 2005:

Four (4) Additions & Alterations – construction cost \$16,900.00 One (1) Pool – construction cost \$3,200.00

Minutes of the Regular Meeting, Monday, July 11, 2005 - Page Two

SOFFER:

700 Penn Center Blvd – ELEVATOR ALTERATIONS CC: \$18,000.00 + Plan Review

800 Penn Center Blvd - ELEVATOR ALTERATIONS CC: \$18,000.00 + Plan Revi.ew

Building 7 - INTERIOR ALTERATION CC: \$7,195.00 = Plan Review

Building 2 – INTERIOR ALTERATION CC: \$41,000.00

The total amount of real estate transfer tax received for the month of June 2005 was \$2,803.10.

Tax Collectors Report for June 2005:

Balance Collectable	\$ 300,633.92
Adjusted Collectable	300,633.92
Less Face Collections	53,275.21
Balance Collectable	247,358.71
Total Refunds to date	983.65
Face Amount of Collections	53,275.21
Total cash collected	\$53,275.21

PA Municipal Services - Act 511

EARNED INCOME TAXES:

Current Month	\$ 127,247,26	Previous Year	\$ 68,911.82 Difference
Current YTD	320,584.53	Previous YTD	289,561.14 \$ 31,023.39

OCCUPATION PRIVILEGE TAX:

Current Month	25,099.40 Previous Year	15,415.20 Difference
Current YTD	37,560.35 Previous YTD	29,086.31 \$ 8,474.04

MERCANTILE TAX:

Current Month	51,278.89 Previous Year	56,485,41	Difference
Current YTD	921,163.20 Previous YTD		(\$44,906.75)

BUSINESS PRIVILEGE TAX:

Current Month	87,286.34 Pre	vious Year	40,627.72 Difference
Current YTD	149,218.61 Pre	vious YTD	125,831.44 \$ 23,387.17

The Engineer's Report can be found filed in the Manager's Ofice.

(5-140) MOVED MARTINELLI-PADULA to pay the bills in the amount of \$199,065.71 for the month of June 2005. The motion was adopted by unanimous roll call vote of all present

ORDINANCE NO. 972

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA ACCEPTING THE STREETS THAT THE TOWNSHIP OF WILKINS ACQUIRED THROUGH THE SETTLEMENT OF THE BOUNDARY DISPUTE WITH THE MUNICIPALITY OF PENN HILLS.

- (5-141) MOVED PADULA-FIALLA to read Ordinance No. 972 by title only.
- (5-142) MOVED MARTINELLI-FIALLA to accept Ordinance No. 972 for the first reading.
- (5-143) MOVED MARTINELLI-FIALLA to read Ordinance No. 972 for the second reading by title only.

Minutes of the Regular Meeting, Monday, July 11, 2005 - Page Three

(5-144) MOVED PADULA-MARTINELLI to adopt Ordinance No 972.

Motions 5-141 through 5-144 were adopted by unanimous roll call vote of all present.

RESOLUTION NO. 07-05

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE DESTRUCTION OF SPECIFIC RECORDS IN CONFORMANCE WITH RESOLUTION NUMBER 08-03 AND THE MUNICIPAL RECORD MANUAL APPROVED BY THE LOCAL GOVERNMENT RECORDS COMMITTEE ON JULY 16, 1993.

- (5-145) MOVED MARTINELLI-PADULA to adopt Resolution No. 07-05. The motion was adopted by unanimous roll call vote of all present.
- (5-146) MOVED PADULA-FIALLA to grant the request of N. Leonard Hill to attend "Fire Resistive Construction Requirements" Seminar offered by the Building and Fire Academy in Pittsburgh on August 5, 2005 at a cost of \$170.00. The motion was adopted by unanimous roll call vote of all present.
- (5-147) MOVED MARTINELLI-FIALLA to ratify the employment of Jeff Grondziowski as a part-time, temporary summer worker at \$7.00 per hour. The motion was adopted by unanimous roll call vote of all present.
- (5-148) MOVED FIALA-PADULA to appoint Mr. George Vrontos of Larchwood Drive to the position of part-time property maintenance officer at an hourly rate of \$10.00, effective Monday, July 18, 2005. The motion was adopted by unanimous roll call vote of all present.
- (5-149) MOVED FIALLA-MARTINELLI to authorize the engineer to prepare specifications and seek bids on the reconstruction of the storm sewer line and yard located on Lucia Drive. The motion was adopted by unanimous roll call vote of all present.
- (5-150) MOVED MARTINELLI-PADULA to accept the Commonwealth of Pennsylvania Department of the Auditor General audited financial statements for the Police Pension Plan and the non-uniform plan for the period January 1, 2002 through December 31, 2003. The motion was adopted by unanimous roll call vote of all present.
- (5-151) MOVED PADULA-MARTINELL1 to accept the resignation of Mr. Roland Yates from the Wilkins Township Planning Commission. The motion was adopted by unanimous roll call vote of all present.
- (5-152) MOVED PADULA-FIALLA to appoint John M. Means to fill the unexpired term of Mr. Ronald Yates on the Wilkins Township Planning Commission. The motion was adopted by unanimous roll call vote of all present
- (5-153) MOVED FIALLA-PADULA to authorize the Solicitor to file an appeal on the decision of the Zoning Hearing Board, Case #4-05 (Dinnocenzo-Barcellino. The motion was adopted by unanimous roll call vote of all present.
- (5-154) MOVED PADULA-FIALLA to authorize payment to Tresco for the 2005 Road Paving Project, contingent on the review and appeal of an agreement extending maintenance for five (5) years. The motion was adopted by unanimous roll call vote of all present.

Minutes of the Regular Meeting, Monday, July 11, 2005 - Page Four

(5-155) MOVED MARTINELLI-PADULA to authorize the release of payment to Tresco contingent upon the acceptance of an agreement as prepared by the Solicitor. The motion was adopted by unanimous roll call vote of all present.

COMMISSIONERS COMMENTS:

Mr. Padula commented that the Community Days were the best yet! Wants to thank everyone for their help.

Mrs. Martinelli agrees with Mr. Padula - Great Feed Back!!

Ms. Fialla wants to thank everyone involved in the Fund-raising project, also thanks to Ron Yates for all his time that he has given to the Wilkins Township Planning Commission.

Mr. Greco wants to thank everyone again for their involvement with the Community Days, also thanks to Ron Yates his service to the community.

(5-156) MOVED MARTINELLI-FIALLA to adjourn, the meeting was adjourned t 7:35 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Paul A. Vargo

Assistant Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, AUGUST 8, 2005

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES:

Regular Meeting of Monday, July 11, 2005

COMMUNICATIONS:

- Stephen Shurgot, Executive Director, Eastern Area Prehospital Services
- Mel & Beverly Pollock Boyce Campus CCAC
- Patty Nowikowski, Chairperson, Wilkins Township Recreation Advisory Committee
- Wilkins Township Democratic Committee Spaghetti Dinner
- Ronald Killins, Sr., PEMA Grant for Ivy Street & Straley Bridges

CITIZENS' COMMENTS:

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

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OLD BUSINESS:

- 1. Motion authorizing Senate Engineering to prepare specifications and advertise for bids for Straley Bridge in accordance with the project worksheets submitted to and approved by the Federal Emergency Management Agency.
- 2. Reminder: "Welcome to Our Community" sponsored by the Century Club of Wilkins Township will be held at the Municipal Building on Sunday, August 28, 2005 from 1;30 PM until 3;30 PM.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, AUGUST 8, 2005

NEW BUSINESS:

- Motion to adopt Resolution #8 of 2005, authorizing the disposition of the attached list of municipal records in accordance with the Local Government Records Committee Municipal Records Manual and Wilkins Township Resolution 08-03.
- 2. Request by Mr. N. Leonard Hill to attend an Emergency Evacuation Workshop sponsored by the National Fire Protection Association on September 9, 2005 in Monroeville at a cost of \$145.00.
- 3. Request by the Republican Committee of Wilkins Township to use the Municipal Building Auditorium on a permanent basis the first Tuesday of each month.
- 4. Motion authorizing Mr. Vargo to advertise for bids for the disposition of Truck #63.
- 5. Motion authorizing the execution of a proposal for the purchase, installation and configuration of two (2) Dell Dimension computers and the execution of a proposal for the purchase and installation of an automated backup system for a total cost of \$3,232.00.
- 6. Motion authorizing the payment of expenses for elected officials who wish to attend the Allegheny County & Western Pennsylvania Association of Township Commissioners 33rd Annual Joint Fall conference to be held at Seven Springs from Thursday, September 29th through October 2nd.
- 7. Motion adopting Resolution #9 of 2005, accepting the application of Volunteer Fire Company #1 for assistance in the purchase of a Pierce Enforcer Custom Rescue/Pumper, in the amount of \$406,649.00 and earmarking Township funds in the 2006 Capital Reserve budget for the Township's contribution to the fire apparatus, in accordance with Wilkins Township Resolution Number 02-09, adopted on July 8, 2002.
- Motion accepting the recommendation of Mr. Olshefski to purchase a Minolta RP603Z readerprinter from Access Imagery Microforms in the amount of \$8,913.00 in accordance with the grant received from the Pennsylvania Historical and Museum Commission for the purpose of accessing microfilmed records.
- 9. Discussion of correspondence received from Elias Sejko, Chairman of the Wilkins Township Civil Service Commission relative to changes in the Rules and Regulations.

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, AUGUST 8, 2005

The Regular Meeting of Monday, August 8, 2005 was brought to order at 7:00 PM by President William Wilson. A quorum was present as follows:

Mr. Wilson

Mrs. Martinelli

Mr. Greco

Mr. Padula

Ms. Fialla

(5-157) MOVED MARTINELLI-PADULA to approve the minutes of the Regular Meeting of July 11, 2005. The motion was adopted by a 4-1 vote with Mr. Wilson abstaining

COMMUNICATIONS:

- 1. Stephen Shurgot, Executive Director of Eastern Area Prehospital Services apologizing for an error in mailing of subscriptions for Eastern Area to residents who live in the 15145 zip code, including Wilkins Township residents and noting that all subscriptions received from Wilkins Township residents were returned to those residents with a letter of apology
- 2. Mel and Beverly Pollock on behalf of the Boyce Campus of the Community College of Allegheny County thanking the Commissioners for permitting them to borrow the art display screens for the Monroeville Arts Festival.
- 3. Patty Nowikowski, Chairperson of the Recreation Advisory Committee recommending that the Board of Commissioners amend the by-laws of the Recreation Advisory Committee, to change their regular monthly meeting to the first Tuesday of each month at 7:30 PM in the Irene J. Pohl Municipal Building. Also requesting aid in the determination of the 2006 Budget for recreation events.
- (5-158) MOVED PADULA-FIALLA to accept the recommendation of the Recreation Advisory Board to amend the by-laws, changing the monthly public meeting to the first Tuesday of each month. The motion was adopted by unanimous roll call vote.
 - 4. Angie Gialloreto, Chair of the Wilkins Township Democratic Committee requesting the use of the Irene J. Pohl Municipal Building on Sunday, September 18, 2005 for the purpose of holding a Spaghetti Dinner.
- (5-159) MOVED FIALLA-GRECO to authorize the Wilkins Township Democratic Committee to use the Irene J. Pohl Municipal Building on Sunday, September 18, 2005 to hold a Spaghetti Dinner. The motion was adopted by unanimous roll call vote.
 - 5. Ronald Killins, Sr., Governor's Authorized Representative of the PA Emergency Management Agency notifying the Township that PEMA has approved \$55,000.00 for the replacement of the Straley Lane Bridge and 39,761.50 for the repair of the Ivy Street Bridge both of which were damaged in September of 2004 in the aftermath of Tropical Depression Ivan.

Ms. Fialla had a question. Requested that Mr. McKeever provide an explanation for the amounts paid to him by the Township as the Township's July budget indicates that he is overbudget and also, asked him to provide a statement of whether he expects that the line-item in the Township budget will be sufficient, and if not, why not.

(5-160) MOVED FIALLA-MARTINELLI to waive the reading of the monthly reports. The motion was adopted by a 4-1 vote, Mr. Padula voting NO

Minutes of the Regular Meeting, Monday, August 8, 2005 - Page Two

REPORTS: Chief Guthrie's Report for July 2005:

	2004	2005
Total police calls logged	291	344
Total criminal – Offenses reported	39	48
Criminal arrests/persons charged	25	26
Criminal Offenses Cleared	28	30
Traffic citations issued	25	. 13
Parking tags issued	23	17
Parking citations issued	8	0
Monies collected	\$6,171.37	\$14,316.16

Mr. Vargo's monthly report for July can be found filed in the Manager's Office.

WTVFD #1 reported 8 fires, 4 practices and 2 classes with a total monthly man hours of 259.2

WTVFD #3 reported 10 fires, 3 trainings and 6 non-incident activities, with a total monthly man hours of 414.

WTVFD #4 reported 12 fires, 2 fire schools, 1 drill and 2 public services with a total monthly man hours of 271.75.

Building permits – July 2005

- 2 Additions & Alterations construction cost \$42,000.00
- 1 Industrial (Schwab) Alteration cc: \$18,000.00
- 1 Sign
- 1 Soffer, Building 2, Suite 144 Interior Alteration cc: \$290,000.00, also a Plan Review

Realty Transfer Tax for the month of July \$5,401.27.

Tax Collector's July Report:

\$ 247,358.71
42.16
14,232.56
233,168.31
6,795.57
300.35
226,372.74
1,284.00
6,795.57
679.58
7,475.15

PA MUNICIPAL SERVICES - ACT 511 TAX REPORT

EARNED INCOME TAXES:

Current Month	\$ 25,066.38	Previous Year	\$ 59,498.65	Difference
Current YTD	348,650.91	Previous YTD	349,059.79	(408.88)

OCCUPATION PRIVILEGE TAX:

Current Month	5,746.00	Previous Year	12,042.40	Difference
Current YTD	43.306.35	Previous YTD	41,128,71	\$2,177.64

Minutes of the Regular Meeting, Monday, August 8, 2005 - Page Three

MERCANTILE TAX:

 Current Month
 75.51
 Previous Year
 205.68
 Difference

 Current YTD
 921,238.71
 Previous YTD
 966,275.63
 (45,036.92)

BUSINESS PRIVILEGE TAX:

Current Month 3,635.53 Previous Year 8,019.30 Difference Current YTD 152,854.14 Previous YTD 138,850.74 (19,003.40)

(5-161) MOVED GRECO-MARTINELLI to approve the payment of the Schedule Bills In the amount of \$785,306.15 for July 2005. The motion was adopted by unanimous roll call vote.

Question on the motion: Mr. Padula questioned whether the bills presented for payment were from July or August. Mrs. Bradley stated that the majority of the bills presented this evening were for the month of July. However, the bills are listed on the August Schedule of Bills.

(5-162) MOTION FIALLA-MARTINELLI to authorize Senate Engineering to prepare Specifications and advertise for bids for the Straley Bridge in accordance with the project worksheets submitted to and approved by the Federal Emergency Management Agency.

Mrs. Bradley reminded the Commissioners and the residents that the Century Club will be sponsoring a "Welcome to the Community" event on Sunday, August 28, 2005 from 1:30 PM until 3:30 PM in the Irene J. Pohl Municipal Building. Department Heads are required to attend and the Commissioners are encouraged to attend. At this meeting, new residents of the community, or interested residents of the community will have an opportunity to meet with the Board and appointed officials and learn more about the community.

RESOLUTION NO. 08-05

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE DESTRUCTION OF SPECIFIC RECORDS IN CONFORMANCE WITH RESOLUTION NUMBER 08-03 AND THE MUNICIPAL RECORD MANUAL APPROVED BY THE LOCAL GOVERNMENT RECORDS COMMITTEE ON JULY 16, 1993.

- (5-163) MOVED MARTINELLI-FIALLA to authorize the first reading of Resolution No. 08-05 for the first time
- (5-164) MOVED MARTINELLI-FIALLA to approve the reading of Resolution No. 08-05 for the first time.
- (5-165) MOVED PADULA-GRECO to authorize the second reading of Resolution No. 08-05 by title only.
- (5-166) MOVED MARTINELLI-GRECO to adopt Resolution No. 08-05, authorizing the disposition of the attached list of municipal records in accordance with the Local Government Records Committee Municipal Records Manual and Wilkins Township Resolution No. 08-05.

Motions 5-163 to 5-166 inclusive were adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, August 8, 2005 - Page Four

- (5-167) MOTION FIALLA-MARTINELLI to approve the request of N. Leonard Hill to attend an Emergency Evacuation Workshop sponsored by the National Fire Protection Association on September 9, 2005 in Monroeville at a cost of \$145.00. The motion was adopted by unanimous roll call vote.
- (5-168) MOVED MARTINELLI-GRECO to approve the request of the Republican Committee to use the Irene J. Pohl Municipal Building for the purpose of holding a meeting for the single date of September 6, 2005, after which time, the Republican Committee will evaluate whether to keep the first Tuesday of the month, as it is in conflict with the Recreation Advisory Board Committee meetings. The motion was adopted by unanimous roll call vote.
- (5-169) MOVED MARTINELLI-GRECO to authorize Mr. Vargo to advertise for bids for the disposal of Truck #63. The motion was adopted by unanimous roll call vote.
- (5-170) MOVED MARTINELLI-PADULA to authorize the execution of a proposal for the purchase, installation and configuration of two (2) Dell Dimension computers and the execution of a proposal for the purchase and installation of an automated backup system for a total cost of \$3,232.00. The motion was adopted by unanimous roll call vote.

Question on the motion: Padula questioned whether the total cost of the hardware/software was \$3,232.00 or \$3,957.19 as stated in Mrs. Bradley's memorandum. Mrs. Bradley stated that the \$3,957.19 quoted in her memorandum was the total amount of funds expended to date in the Capital Reserve Budget and that \$3,232.00 was the additional amount to be expended for these two proposals.

(5-171) MOVED GRECO-MARTINELLI to authorize the payment of expenses for those elected officials who wish to attend the Allegheny County and Western Pennsylvania Association of Township Commissioners 33rd Annual Joint Fall conference to be held at Seven Springs from Thursday, September 29th through October 2nd. The motion was adopted by a 4-1 vote with Mr. Padula voting NO.

Question on the Motion: Mr. Greco questioned whether this had already been approved in the Spring. Mrs. Bradley stated that she too thought that a motion had been made prior to the Spring Conference permitting Commissioners to choose to attend one of the two sessions. However, after reviewing the minutes for the year 2005, she was unable to find a motion approving this and therefore, believes that it may have been in 2004 for the 2004 Conferences.

RESOLUTION NO. 09-05

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, DESIGNATING MONEY IN THE TOWNSHIP'S CAPITAL RESERVE TOWARD THE PURCHASE OF A FIRE TRUCK FOR VOLUNTEER FIRE DEPARTMENT #1.

- (5-172) MOVED PADULA-FIALLA to read Resolution #09-05 for the 1st time.
- (5-173) MOVED MARTINELLI-FIALLA to accept the 1st reading of Res. #09-05.
- (5-174) MOVED GRECO-FIALLA to read Resolution #09-05 by title only for the second time.

Minutes of Regular Meeting, Monday, August 8, 2005 - Page Five

(5-175) MOVED MARTINELLI-GRECO to adopt Resolution #09-05, accepting the Application of Volunteer Fire Company #1 for assistance in the purchase of a Pierce Enforcer Custom Rescue Pumper, in the amount of \$406,649.00 and earmarking Township funds in the 2006 Capital Reserve budget for the Township's contribution in the fire apparatus, in accordance with Wilkins Township Resolution Number 02-09 adopted on July 8, 2002.

Motions 5-172 to 5-175 inclusive were adopted by unanimous roll call vote.

(5-176) MOTION GRECO-MARTINELLI to accept the recommendation of Mr.
Olshefski to purchase a Minolta RP603Z reader-printer from Access Imagery
Microforms in the amount of \$8,913.00 in accordance with the grant received
from the PA Historical and Museum Commission for the purpose of accessing
microfilmed records. The motion was adopted by unanimous roll call vote.

Question on the motion: Mr. Padula questioned whether the reader/printer would be able to read other media besides microfilm, such as microfiche. Mr. Olshefski responded that yes, it would and that is part of the reason that he is recommending this specific reader/printer.

Question on the motion: Mr. Wilson questioned whether additional funds will be needed for the storage of the reader/printer. Mrs. Bradley stated that currently, the microfilmed minutes are stored in the vault. There is ample room at present for these records. The new reader/printer will be placed on a wheeled cart and kept in either the Recreation Storage area or the area where the Township keeps its' paper supplies. When needed by the public, it can easily be wheeled out and used in either the auditorium or the conference room.

The Commissioners held a lengthy discussion on the proposed amendment of the Civil Service Rules & Regulations, specifically whether to require a candidate to hold a bachelor's degree in Public Law Enforcement as a qualification for a police officer position. Mr. Wilson requested that each member of the Board express an opinion and then the issue would be put to a vote.

Commissioner Martinelli stated that she believes that a candidate for a position within the police department should be required to hold a bachelor's degree. Today's police work is more sophisticated than in the past. She feels it is imperative that the Township hire the most qualified individuals for these positions and that the requirement of a bachelor's degree is a part of that qualification. She does not want to short-change the residents of the community.

Commissioner Greco stated that he is comfortable with requiring a four-year degree, however, he also believes that experience in the military should be considered as a part of that qualification. He believes that we should require the equivalent of experience and education.

Commissioner Fialla stated that she wants to make sure that the Township hires the best candidate. In hiring the best candidate, we must differentiate between who can do the best job and who is the most qualified for the position. These two are not always the same. She recommends that the Civil Service Commissioner devise a plan that requires a four year degree but allows for a year substitution based upon years of experience.

Commissioner Padula stated that he agrees with the other Commissioners that years of experience are equally as important as college education and years of experience should have some value.

Commissioner Wilson stated that the most important skill of a police officer is common sense. Common sense is not taught in college. If there exists a kid within the community who all his life wants to be a cop and he is unable to attend college, we should not take

Minutes of the Regular Meeting, Monday, August 8, 2005 - Page Six

away this opportunity. He further stated that it was time to vote on the issue of whether or not a bachelor's degree should be required.

Commissioner Padula questioned what the current rules and regulations state. This became an issue of debate, as some member of the board believe that the rules were amended prior to this evening to include educational requirements and some members of the board believe that the rules were never amended

(5-177) MOVED PADULA-GRECO to table the amendment of the Civil Service Rules and Regulations until such time as additional clarification of the issue of the requirement of a bachelor's degree is received. The motion was adopted by a 4-1 vote with Mrs. Martinelli voting NO.

COMMISSIONERS' COMMENTS:

Mr. Padula commented that the Township's website is coming along. He was happy to be able to view the front page, although content has not yet been added. He reminded the residents that any input from them on the website is important. Also once again invited the residents to attend the "Meet the Community" event sponsored by the Century Club on August 29th. Finally, Mr. Padula questioned whether Mr. Hill had sent a notice to Myer's Bus Service regarding the temporary banner sign that is hanging on the side of a bus on Brown Avenue. Mrs. Bradley indicated that Mr. Hill had sent the notice.

Ms. Fialla congratulated the McGraths on their recent anniversary of fifty years of marriage and thanked all who came to the meeting this evening for their attendance. Stated that the date of the next regular meeting is September 12, 2005.

Mrs. Martinelli did not have a report.

Mr. Greco questioned whether Myer's was paying taxes. Mrs. Bradley indicated that the property owner is in bankruptcy and the property has been on the Sheriff's Sale list for some time, however, according to Mr. Lear, the Act 511 Tax Collector for the Township, Myers is paying Act 511 taxes to the Township.

President Wilson thanked all for coming to the meeting and reminded residents that beginning in September, the Board will move back to two meetings per month.

(5-178) MOVED PADULA-FIALLA to adjourn. The meeting was adjourned at 7:55PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Byadley

Secretary

WILKINS TOWNSHIP BOARD OF COMMISSSIONERS

PUBLIC HEARING, MONDAY, SEPTEMBER 12, 2005

The Public Hearing of Monday, September 12, 2005 was brought to order at 6:30 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson

Mrs. Martinelli

Mr. Greco

Mr. Padula

Ms. Fialla

At the invitation of President Wilson all rose and pledged their allegiance to the flag.

The Board of Commissioners met at 6:30 PM for the purpose of conducting a public hearing in accordance with the requirements of the Township's Codified Book of Ordinances, Section 148.6 which states that any developer making a request for modification from the requirements of the Land Development and Subdivision Ordinance is required to do so at a public hearing. Mr. Vincent Nese, Bellagio Real Estate, presented a request for modifications from the Township's Ordinances in conjunction with his request for preliminary site plan approval for 8.8 acres of property located in an R-2 zoning district, formerly known as the Swiss Farm Dairy.

PUBLIC HEARING

Developers Comments:

Mr. Gary Nese presented the following five requests for modification:

- 1. Right of way width: The developer requests a waiver of Section 148.22 B(1) of the Subdivision and Land Development Ordinance which requires the right-of-way width for local streets to be a minimum of fifty feet (50'). The Developer requests a waiver of the requirement consistent with Section 148-22 C(5). The proposed street will have a forty foot (40') right-of-way width, it will end in a cul-de-sac, the street is less than 1,000 feet in length and the topography and adjoining land use precludes extension of the street.
- 2. Cartway width: The developer requests a waiver of Section 148.22 B(1) of the Subdivision and Land Development Ordinance which requires the cartway width for local streets to be a minimum of thirty feet (30'). The developer requests a waiver of this requirement to reduce overall impervious surfaces to help alleviate stormwater runoff and downstream flooding issues. The proposed street will have a twenty-four (24') wide cartway and will support Township Fire and safety equipment.
- 3. Cul-de-sac Turnaround: The developer request a waiver of Section 148-22 C(1) of the Subdivision and Land Development Ordinance which requires the turnaround radius of a permanent cul-de-sac to be a minimum of fifty feet (50'). The Developer requests a waiver of this requirement to reduce overall impervious surfaces to help alleviate stormwater runoff and downstream flooding issues. The proposed cul-de-sac turnaround will have a forty foot (40') radius and will support Township Fire and safety equipment.
- 4. Cul-de-sac Length: The developer requests a waiver of Section 148-22 C(4) of the Subdivision and Land Development Ordinance which requires the maximum length of a cul-de-sac street not exceed six hundred feet (600'). The developer requests a waiver of this requirement to provide a public road to the rear portion of the property where other public access is not available. The proposed street will have a length to the center of the cul-de-sac of 782.10 feet and will support Township fire and safety equipment.

Public Hearing, Monday, September 12, 2005 - Page Two

5. Curbs: The developer requests a waiver of Section 148.23 A (3) and (4) of the Subdivision and Land Development Ordinance which requires that curbs be either vertical type or rolled curb and gutter. The Developer requests a waiver of this requirement to provide eight inch (8") wide bituminous wedge curbs that will allow home builders the ability to construct driveway connections at any location along the street. Concrete curbs and curb and gutter combinations require depressed curb sections at driveway locations.

Public Comments:

- 1. Mr. N. Leonard Hill, Fire Marshal, Wilkins Township provided the Board with a copy of Appendix D of the 2003 International Fire Code, entitled Fire Apparatus Access Roads. As indicated on the appendix, the provisions contained therein are not mandatory, unless specifically referenced in the adopting ordinance. Mr. Hill stated that the appendix recommends a cartway width of at least 26' at a fire hydrant. Additionally, the appendix recommends a cul-d-sac radius of between 70' and 90'. Finally, Mr. Hill indicated that although he understands that all Wilkins Township fire apparatus will be able to adequately turn around in the cul-de-sac, he is concerned that other municipalities' fire apparatus, if they are called to respond, may not be able to maneuver the turn. Mrs. Bradley reiterated that the information provided in the appendix was not mandatory and also recommended that the Board not make a decision on the request for modification based upon another municipalities' turn around needs.
- 2. Teresa Hajko of 106 Gardenia Drive requested additional information regarding the stormwater from the property.
- 3. Tom Gentile of 104 Gardenia Drive questioned how long the development will take from start to finish. Mr. Nese stated that site work will take between 2 and 3 months. Construction of homes is estimated to begin in the Spring of 2006.

Engineer's Comments:

Mr. McKeever stated that he has reviewed the requests for modification that have been presented by the Developer and is satisfied that these modifications are in conformance with the requirements of the Ordinances of the Township and represent the least modifications necessary to develop the site.

Commissioner's Comments:

Mr. Wilson questioned what the sales price of the new homes would be. Mr. Nese replied that for a 1700 square foot home, the price is \$250,000., and for a 2000 square foot home, the price is approximately \$300,000.

(5-179) MOVED GRECO-MARTINELLI to approve the request for modifications to the Township's Subdivision and Land Development Ordinance as submitted by Mr. Nese for the Vincentian Place plan of development. The motion was adopted by unanimous roll call vote.

Correspondence:

Mrs. Bradley read correspondence addressed to the Board of Commissioners from the Wilkins Township Planning Commission recommending that the Board approve the preliminary plan submission for property owned by Bellagio, LLC., located between Gardenia Drive and Churchill Road, formerly known as the Swiss Farm Dairy. The applicants propose the development of 8.80 acres of land, located in an R-2 neighborhood. The plans indicate the construction of twenty (20) single family units on the site, which will be known as Vincentian Place.

Public Hearing, Monday, September 12, 2005 - Page Three

(5-180) MOVED MARTINELLI-FIALLA to accept the recommendation of the Wilkins Township Planning Commission to approve the preliminary plan submission of Bellagio LLC for property owned on Churchill Road. The motion was adopted by unanimous roll call vote.

The meeting was adjourned at 7:10 PM.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, SEPTEMBER 12, 2005

Photos to be taken at 5:30 PM Executive Session to begin at 6:00 PM Public Hearing (Vincentian Place requests for modifications): 6:30

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

BID OPENING:

Sale of Surplus Dump Truck with Snow Plow and Salt Spreader

APPROVAL OF MINUTES:

Regular Meeting of Monday, August 8, 2005

COMMUNICATIONS:

CITIZENS' COMMENTS:

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:

General Fund ----- \$
Combined Sewer Fund ----- \$
Capital Reserve Fund ----- \$
TOTAL:

OLD BUSINESS:

- 1. Motion accepting the recommendation of Mr. Vargo, awarding a contract for the repair of the storm drainage problem on Lucia Road to Creative Enterprises Corporation for a quoted price of \$9,950.00.
- 2. Motion accepting the low bid of Gregori Construction for the repair of the Ivy Street Bridge at a cost of \$135,670.00, with \$69,000.00 to be funded through Community Development Block

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, SEPTEMBER 12, 2005

Grant funds and the remainder to be funded by the Township; further authorizing the Manager to provide written documentation to the Turtle Creek Valley Council of Governments.

NEW BUSINESS:

- Motion to adopt Resolution #10 of 2005, authorizing the disposition of the attached list of municipal records in accordance with the Local Government Records Committee Municipal Records Manual and Wilkins Township Resolution 08-03.
- Presentation of 2006 Minimum Municipal Obligation Police Pension Fund (\$199,553) and Non-Uniform (PMRS) Fund (\$44,832.00).
- 3. Recommendation from Wilkins Township Planning Commission DINBAR Planned Development.
- 4. Recommendation from Wilkins Township Planning Commission Vincentian Place Planned Development.
- 5. Motion to accept the recommendation of Chief Guthrie, approving the request of Patricia Graf, 708 Thompson Street, for a handicapped parking space.
- 6. Motion appointing Mr. Don Cwynar of Gardenia Road to the Wilkins Township Recreation Advisory Committee.
- 7. Review/approval of Recreation Advisory Board proposed budget for Halloween.
- 8. Motion accepting the low bid of Mon Valley Petroleum, Inc. for gasoline and diesel fuel as submitted to the SHACOG Purchasing Alliance for its bid opening on August 23, 2005.

COMMISSIONERS' COMMENTS

<u>ADJOURNMENT</u>

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

The Regular Meeting of Monday, September 12, 2005 was brought to order at 7:15 PM by President William Wilson. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

Bid Opening:

The Township advertised for sale one (1) surplus 1994 Ford F-350 4x4 dump truck (VIN #1FDK38G3REA16814) equipped with a Meyers eight and one-half foot power angle snow plow and a stainless steel hopper type salt spreader in the Pittsburgh Post-Gazette on August 29, 2005 and September 6, 2005. Four (4) bids were received and opened as follows:

William Yarnot of 2072 McKees Rocks Road, McKees Rocks, PA 15136: Presented a sealed bid and included a certified check in the amount of \$310.55, representing tencent of the bid price of \$3,100.55.

- 2. Marco Viglio of 620 Brown Avenue, Turtle Creek, PA 15145: Presented a sealed bid and included a certified cashiers check in the amount of \$350.00, representing tenpercent of the bid price of '\$3,500.00
- 3. William B. Henn of 3576 Ridgewood Drive, Pittsburgh PA 15235: Presented a sealed bid and included a certified cashiers check in the amount of \$280.00, representing ten-percent of the bid price of \$2,800.00.
- 4. Gaudino Brothers, Al Gaudino of 150 Unionville Road, Freedom, PA 15042: Presented a sealed bid and included a money order in the amount of \$367.00, representing ten-percent of the bid price of \$3,668.00.
- (5-181) MOVED PADULA-FIALLA to accept the recommendation of the Manager, awarding the sale of one (1) 1994 Ford F-350 4x4 dump truck (VIN #1FDK38G3REA16814) to Al Gaudino of Gaudino Brothers, LLC at a high bid of \$3,668.00. The motion was adopted by unanimous roll call vote.
- (5-182) MOVED PADULA-FIALLA to adopt the minutes of the regular meeting of the Board of August 8, 2005 as presented. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

- 1. Mr. Thomas Worrall of 620 Brown Avenue (Free Lane) asked for an update on his request for an address change from Brown Avenue to Free Lane. According to Mr. Hill, the Solicitor was to look into whether the Township had the authority to impose address changes. Mr. McKay (Solicitor) stated that he had looked into this matter and has determined that the Township does have the authority to assign addresses in conjunction with the US Postal Service. At the request of Mr. Wilson, Mr. McKay stated that he would provide his legal written opinion to Mr. Hill no later than Friday, September 9, 2005.
- 2. Ms. Karen Cononie of 307 Dunbar Drive requested help with cats on her property. Mr. Wilson asked Chief Guthrie to speak with Ms. Cononie after the meeting to address her concern. Ms. Cononie also questioned whether the Township could do anything about her neighbor parking in front of her house. Mr. Wilson replied that Dunbar is a public street and the Township cannot restrict parking in front of her home.

Minutes of the Regular Meeting, Monday, September 12, 2005 - Page Two

- 3. Mr. Robert McGrath of 269 Penhurst Drive questioned the Township's readiness in the event of a natural disaster such as that which occurred in New Orleans with Hurricane Katrina.
- 4. Mrs. McGrath of 269 Penhurst Drive commented upon the fact that the Township's Solicitor is different at each meeting and questioned whether the Board had appointed a firm or an individual to represent them. She suggested that one attorney represent the Board most of the time. Mr. Wilson stated that the Board had appointed Mr. John Cambest and that Mr. McKay should inform Mr. Cambest that both the Board and the public are concerned about the lack of attendance by one member of the firm.

REPORTS:

Police Reports for August 2005:		
Total Police Calls Logged	2004 – 245	2005 – 265
Total Criminal Offenses Reported	28	32
Criminal Arrests/Persons Charged	18	12
Criminal Offenses Cleared	16	15
Traffic Citations Issued	31	136
Parking Tags Issued	18	36
Parking Citations Issued	11	11
Monies collected August 2004	\$5,796.06	
Monies collected August 2005	\$13,4	57.18

Mr. Vargo's DPW Report for August 2005 is filed in the Manager's Office

WTVFD #3 reported 17 fire calls, total man-hours 67.98, 2 training classes, man-hours 42.50 and 7 Non-incident Activities, man hours 104.66

WTVFD #4 reported 7 fire calls, total man-hours 39.50, 1 Drill – Man-hour 46 2 Public Services man-hours 6 and 1 Work Detail 7 hours. Total Man-hours 98.50

Building Permits Issued:

2 Additions and Alterations, construction costs \$13,000.00

Briaridge Apartments – Gutters & Downspouts – Cost \$4,762.00 VoCollect – Interior Alterations \$8,400.00 One Foundation Repair \$3,375.00

Total Deed Transfer Tax for August \$34,855.48.

Tax Collectors Report for August 2005:

Balance Collectable	\$226,372.74
Deductions	-231.51
Adjusted Collectable	226,141.23
Less Face Collections for Month	3,368.26
Exonorations	231.51
Balance Collectable	222,772.97
Total Refunds to date	1,515.51
Face Amount of Collections	3,368.26
Plus Penalties	334.61
Less Discounts	.44
Total Cash Collected	2 702 42

Total Cash Collected 3,702.43

Minutes of the Regular Meeting, Monday, September 12, 2005 – Page Three

PA MUNICIPAL SERVICES - ACT 511

Earned Income Tax

Current Month \$78,451.70 Previous Year \$66,291.74 Difference Current YTD 427,102.61 Previous YTD 415,351.53 \$11,751.08

Occupation Privilege Tax:

Current Month 3,630.10 Previous Year 3,910.07 Difference Current YTD 46,936.45 Previous YTD 45,,038.78 \$ 1,897.67

Mercantile Tax:

Current Month 131.00 Previous Year 373.95 Difference Current YTD 921,369.71 Previous YTD 966,649.58 (\$45,279.87)

Business Privilege Tax:

 Current Month
 51.00
 Previous Year
 353.55
 Difference

 Current YTD
 152,905.14
 Previous YTD
 134,204.29
 \$18,700.85

Reports: Reports were read. Under Police Report, Mr. Wilson questioned the need for a sign "No Turn on Red" at the intersection of Briaridge and Brown Avenue, especially now that there is a painted turning lane. Chief Guthrie stated that he would not advise the removal but stated that if the Board wanted to limit the time on the "No Turn" sign, they could do that. He requested that Chief Guthrie prepare a recommendation for the Board on this matter. <u>Under Public Works Report:</u> Mr. Padula requested that the weeds around the "Welcome to Wilkins" sign on Greensburg Pike (coming up from Tri-Boro) be cut. Mr. Wilson questioned whether the Police Garage door had been repaired yet. Mr. Vargo replied that the Township had received an estimate to repair and had authorized the repair. Chief Guthrie stated that they are awaiting parts and that it will be repaired soon. Mr. Wilson thanked Mr. Vargo for cleaning up the weeds along Cline Street. Ms. Fialla thanked Mr. Vargo and Chief Guthrie for the cleanup of Dunbar following the accident there several weeks ago which resulted in broken recyclables on the street. <u>Under Recreation Report:</u> Mrs. Nowikowski stated that the Christmas Party will be held on December 17th and that the Recreation Board has agreed to recommend that the Board of Commissioners permit a joint tree burning with the Borough of Forest Hills. <u>Under Engineer's Report:</u> Mr. McKeever indicated that the contractor (Hydo Tech) who is performing the dye testing and televising is currently behind on televising but has completed approximately 500 dye tests.

- (5-183) MOVED GRECO-PADULA to approve payment of the Schedule Bills in the amount of \$142,102.15. The motion was adopted by unanimous roll call vote.
- (5-184) MOVED MARTINELLI-GRECO to accept the recommendation of Mr. Vargo, awarding a contract for the repair of the storm drainage problem on Lucia Road to Creative Enterprises Corporation for a quoted price of \$9,950.00. The motion was adopted by unanimous roll call vote.
- (5-185) MOVED MARTINELLI-GRECO to accept the low bid of Gregori Construction for the repair of the Ivy Street Bridge at a cost of \$135,670.00, with \$69,000.00 to be funded through Community Development Block Grant funds and the remainder to be funded by the Township; further authorizing the Manager to provide written documentation to the Turtle Creek Valley Council of Governments.
- (5-186) MOVED MARTINELLI-GRECO to adopt Resolution #10 of 2005, authorizing the disposition of the attached list of municipal records in accordance with the Local Government Records Committee Municipal Records Manual and Wilkins Township Resolution 08-03.

Minutes of the Regular Meeting, Monday, September 12, 2005 - Page Four

Mrs. Bradley presented the 2006 Minimum Municipal Obligation to the Police and Non-Uniform Pension Plans. The 2006 MMO for the Police Pension Plan is \$199,553.00 or an increase of \$56,128.00 from 2005. The reason for the increase is attributable to asset smoothing which resulted in the carrying forward of a portion of the losses sustained by the plan in 2001 and 2002 as well as the institution of Act 30 benefits. The 2006 MMO for the Non-Uniform Pension Plan is \$44,831.50, or an increase of \$3,716.50 from 2005.

Mrs. Bradley read correspondence to the Board of Commissioners from the Wilkins Township Planning Commission regarding their recommendation for the Dinbar Plan request for conditional use and preliminary /final site plan approval. The Planning Commission recommended that the Board of Commissioners deny the request for conditional use because the applicants failed to meet the requirements of Section 173-49 J 4 (c) of the Township's Codified Book of Ordinances, which requires a fifty foot (50') front yard setback; additionally, the applicants' failed to meet the requirements of Section 173-23 of the Code which requires a minimum driveway width of twenty-four feet (24'). Further the Planning Commission recommended that the Board of Commissioners deny Dinbar's request for preliminary/final plan approval due to the fact that the development does not comply with the requirements of a development within an R-3 Zoning District and the applicants have failed to obtain conditional use approval.

Mr. Nino Barcellino of Fenwick Drive, provided the Board members with copies of the plan depicting a fifty foot front yard setback. Mr. Barcellino stated that it was impossible to meet that requirement. He also stated that he was able to change the plan to provide for a wider driveway width. He stated that the Board approved these same plans in 1992 and was requesting consideration for approval of the same now.

- (5-187) MOVED PADULA-FIALLA to accept the recommendation of the Wilkins Township Planning Commission denying the application for conditional use submitted by Mr. Nino Barcellino and Mr. John Dinnocenzo for the plan known as Dinbar, located at the corner of Greensburg Pike and Elizabeth Street. The motion was adopted by a 4-1 vote with Mr. Wilson abstaining.
- (5-188) MOVED PADULA-FIALLA to accept the recommendation of the Wilkins Township Planning Commission denying the request for preliminary/final site plan approval submitted by Mr. Nino Barcellino and Mr. John Dinnocenzo for property located at the corner of Greensburg Pike and Elizabeth Street, known as Dinbar. The motion was adopted by a 4-1 vote with Mr. Wilson abstaining.

Mrs. Bradley read correspondence from Mr. Vincent Nese requesting that the Board of Commissioners consider a tax abatement schedule for the proposed new home construction in the Vincentian Place plan. Mrs. Bradley presented a draft of proposed Ordinance #973. This ordinance provides a two (2) year tax abatement on the improvements (new homes) in the Vincentian Place plan of development. Mrs. Bradley requested that the Commissioners review the Ordinance and provide her with feedback. The Board will be required to hold a public hearing prior to adoption of the Ordinance.

(5-189) MOVED MARTINELLI-GRECO to accept the recommendation of Chief Guthrie approving the request of Patricia Graf, 708 Thompson Street, for a handicapped parking space. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting of Monday, September 12, 2005 - Page Five

- (5-190) MOVED PADULA-MARTINELLI to appoint Mr. Don Cwynar of Gardenia Drive to the Wilkins Township Recreation Advisory Committee. The motion was adopted by unanimous roll call vote.
- (5-191) MOVED PADULA-MARTINELLI to appoint Ms. Krystall Kenderish of 100 Tynewood Drive to the Wilkins Township Recreation Advisory Committee. The motion was adopted by unanimous roll call vote.
- (5-192) MOVED PADULA-MARTINELLI to approve the budget request of the Recreation Advisory Committee for the annual Halloween Party in the amount of \$1,000.00 The motion was adopted by unanimous roll call vote.
- (5-193) MOVED PADULA-MARTINELLI to approve the execution of a contract with Sadecky's Puppets for the Recreation Advisory Committee Christmas Party in the amount of \$525.00. The motion was adopted by unanimous roll call vote.
- (5-194) MOVED MARTINELLI-FIALLA to accept the low bid of Mon Valley Petroleum, Inc. for gasoline and diesel fuel as submitted to the SHACOG Purchasing Alliance for its bid opening on August 23, 2005. The motion was adopted by unanimous roll call vote..

Commissioner's Comments:

Mr. Padula stated that he had received a letter from Anna Hesse, the woman who fell over the hill on Quarry Street two years ago along with a \$30.00 donation to the Fire Department. Thanked Ms. Hesse for her continued generosity.

Ms. Fialla thanked the Police Department and Public Works for their assistance on Dunbar during the accident and for planning ahead in the event that emergency services became necessary in the wake of Hurricane Katrina.

Mrs. Martinelli thanked Mr. & Mrs. McGrath for being good neighbors.. Congratulated VFC #3 on their successful spaghetti dinner and reminded the residents that the Democratic Committee would be holding their spaghetti dinner on September 18th.

Mr. Greco congratulated VFC #3 on their success with their spaghetti dinner – the food was very good. Also hoped for success on the 18th with the Democratic Committee spaghetti dinner.

Mr. Wilson reminded the residents that the next meeting of the Board is September 26th and stated that it is unfortunate that the proposed development for Greensburg Pike could not be approved. He would really like to see development on that property.

(5-195) MOVED MARTINELLI-GRECO to adjourn. The meeting was adjourned at 8:55 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary



WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, SEPTEMBER 26, 2005

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Bid Opening Facchiano/ 1994 Ford F-350 4X4 Dump with Plow and Spreader
- 4. Approval of Minutes September 12, 2005 Public Hearing
 September 12, 2005 Regular Meeting
- 5. Citizen's Comments
- 6. Correspondence
- 7. Request for purchase of shot guns \$3,380.00
- 8. Request for purchase of video camera unit Township cost: \$40,982.11
- 9. Civil Service Rules and Regulations
- 10. Republican Committee Request Municipal Building use
- 11. Recreation Advisory Committee request for fund raising activities
- 12. Proposed Ordinance 973 Tax Abatement Swiss Farm Dairy
- 13. Resolution #11-2005 Authorizing the dissolution of the ERC
- 14. Commissioners' Comments
- 15. Adjournment

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, SEPTEMBER 26, 2005

The Additional Stated Meeting of Monday, September 26, 2005 was brought to order by President William Wilson at 7:00 PM. A quorum was present as follows:

Mr. Wilson Mr. Greco

Mr. Padula

Mrs. Martinelli Ms. Fialla

Bid Opening: 1994 Ford F-350 4x4 Dump with Plow & Spreader

Mrs. Bradley stated that at the last meeting (September 12, 2005), four bids were opened and read for the sale of the 1994 Dump Truck. Based upon her recommendation, the Board awarded the bid to Mr. Al Gaudino at an apparent high bid of \$3,668.00. The next morning, Mr. Facchiano called inquiring about the bid results. When informed of Gaudino's bid, Mr. Facchiano claimed that his bid was higher. It was then discovered that Mr. Facchiano's bid, which was received prior to the deadline, was in the folder and had been missed. After receiving direction from legal counsel, Mrs. Bradley spoke with Gaudino who signed a waiver of his right to be present at the bid opening and also advising him that the Board may rescind their motion awarding the bid to Gaudino in the event that Facchiano's bid was higher. Mrs. Bradley stated that, if there was no objection from the Board, she would like to open Mr. Facchiano's bid this evening.

Mr. Facchiano bid \$4,000.00 for the dump truck and included a bid bond in the amount of ten-percent of the bid price.

- (5-196) MOVED MARTINELLI-GRECO to rescind the motion made at the meeting of September 12, 2005, awarding the bid for the sale of the 1994 Ford F-350 Dump Truck with plow and spreader to Mr. Al Gaudino of Freedom, Pennsylvania. The motion was adopted by unanimous roll call vote.
- (5-197) MOVED MARTINELLI-GRECO to award the bid for the sale of the 1994 Ford F-350 Dump Truck with plow and spreader to Mr. Facchiano of Pittsburgh, Pennsylvania. The motion was adopted by unanimous roll call vote.
- (5-198) MOVED MARTINELLI-GRECO to approve the minutes of the Public Meeting of September 12, 2005, as presented. The motion was adopted by unanimous roll call vote.
- (5-199) MOVED PADULA-GRECO to approve the minutes of the regular meeting of September 12, 2005 with the following corrections: Under Citizen's Comments, Mr. Worrall; Mr. McKay stated that the Township does have the authority to assign street addresses in conjunction with the U.S. Postal Service. Under Citizens Comments, Ms. Cononie's comments, change "Mr." to "Ms." Under Commissioner Martinelli Comments (Commissioners' Comments), change "Graff" to "McGrath" and change "for attending the meeting" to "for being good neighbors."

Citizen's Comments:

Mrs. McGrath, 269 Penhurst Drive once again questioned why Mr. Cambest was not in attendance as Solicitor for the Board. She asked if the Commissioners knew why he was not in attendance. She stated that she believes that if the Board of Commissioners appointed a person to the position of Solicitor, he should be in attendance at the meeting. Also requested clarification on whether the Board appointed a person or a law firm to the position of Solicitor. Mrs. McGrath requested a copy of the Solicitor's proposal for services.

Gary Gilchrest, President Woodland Hills Emergency Management Board: Requesting consideration of the payment by the Township of a \$2.00 per capita fee for the year 2006.

Minutes of the Additional Stated Meeting, Monday, September 26, 2005 - Page Two

Paul Padula, PNC Bank, requesting permission to borrow seven art display screens from October 22, 2005 through October 28, 2005.

- (5-200) MOVED MARTINELLI-FIALLA to authorize Mr. Padula, on behalf of PNC Bank, to borrow seven art display screens from October 22, 2005 through October 28, 2005. The motion was adopted by a 4-1 vote with Mr. Padula abstaining.
- (5-201) MOVED GRECO-FIALLA to approve the recommendation of Chief Guthrie to purchase four (4) shotguns at a price of \$3,380.00 as outlined in his memorandum of September 23, 2005, contingent upon his securing of two (2) additional bids for the purchase and further contingent upon his securing of three (3) bids for the purchase of gun racks for the police vehicles. The funding for these shot guns will be taken from the \$10,296.15 received from the US Department of Justice in a forfeiture case and received by the Township in July of 2005. The motion was adopted by unanimous roll call vote.
- (5-202) MOVED MARTINELLI-PADULA to accept the recommendation of Mr. Vargo to jointly purchase an Envirosight Remote Control Camera and related equipment from A & H Equipment with the Borough of Forest Hills at a total cost of \$94,464.23, with the Township's share of the cost set at \$40,982.11. A & H Equipment is an approved vendor through the City of Harrisburg, Pennsylvania Capital City contract (PACC). The motion was adopted by unanimous roll call vote.
- (5-203) MOVED PADULA-MARTINELLI to authorize the Manager to advertise for alternates for the Civil Service Board. The motion was adopted by unanimous roll call vote.
- (5-204) MOVED MARTINELLI-GRECO to approve the request of the Republican Committee to use the Conference Room at the Municipal Building on the first Tuesday of each month on a permanent basis. The motion was adopted by unanimous roll call vote.
- (5-205) MOVED PADULA-MARTINELLI to approve the request of the Recreation Advisory Committee to send out letters seeking donations contingent upon their compliance with the Township's Fund Raising Policy. The motion was adopted by unanimous roll call vote.
- (5-206) MOVED GRECO-PADULA to authorize the Township Manager to prepare an advertisement for a public hearing to be held on Monday, October 10, 2005, beginning at 6:30 PM for the purpose of hearing public comments on proposed Ordinance #973, authorizing a two year tax abatement on improvements upon 8.80 acres of unimproved land formerly known as Swiss Farm Dairy. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 11-05

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA AUTHORIZING THE TOWNSHIP OF WILKINS REPRESENTATIVE TO THE BOARD OF THE EASTERN REGIONAL COMMUNICATION CENTER TO VOTE IN FAVOR OF THE DISSOLUTION OF THE EASTERN REGIONAL COMMUNICATION CENTER.

(5-207) MOVED MARTINELLI-FIALLA to adopt Resolution No. 11-2005. The motion was adopted by unanimous roll call vote.

Minutes of the Additional Stated Meeting - Monday, September 26, 2005 - Page Three

Commissioners' Comments:

Mr. Padula questioned whether Hydrotech had responded to the correspondence from Mrs. Bradley regarding their lack of performance in accordance with their contract. Mr. McKeever stated that he had received a copy of the dye test results and the Township should be receiving them. He believes that Hydrotech began video taping sewer lines again today, but has not received confirmation yet.

Mrs. Martinelli: No Comments.

Mr. Greco: No Comments.

Ms. Fialla thanked Mrs. Bradley for admitting her mistake in the bid opening and proposed that a process be instituted within the Administrative Office to ensure that this mistake does not reoccur.

<u>Executive Session:</u> The Board recessed into Executive Session at 8:05 PM and reconvened at 8:25 PM. During executive session, the Board discussed the Recreation Advisory Board's recommendation for contract negotiations with Tropical Amusements and discussed a personnel issue.

- (5-208) MOVED PADULA-MARTINELLI to approve the recommendation of the Recreation Advisory Committee to offer a three (3) year contract to Tropical Amusement for Community Days. The first year of the contract to include a payment to the Township in the amount of 25% of gross ticket sales plus \$50.00 for each food and game booth. The second and third years of the contract to remain open for percent of payment to the Township in gross ticket sales. Tropical Amusements to be responsible in all three years for the preparation costs for posters. The contract is contingent upon the Township receiving permission from the Soffer Organization for the use of the property located at Penn Center.
- (5-209) MOVED PADULA-MARTINELLI to adjourn. The meeting was adjourned at 8:37 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS PUBLIC HEARING MEETING, MONDAY, OCTOBER 10, 2005

The Public Hearing Meeting of Monday, October 10, 2005 was brought to order by President William Wilson at 6:30 PM. A quorum was present as follows:

Mr. Wilson Mr. Padula

Mrs. Martinelli

Ms. Fialla

Mr. Greco was absent.

The purpose of the public hearing was to hear public comments on proposed Ordinance #973, which established a real estate tax abatement schedule for new home construction upon 8.8 acres of unimproved real estate formerly known as Swiss Farm Dairy. Mrs. Bradley read proposed Ordinance #973.

ORDINANCE NO. 973

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA ESTABLISHING PURSUANT TO ARTICLE VIII, SECTION 2, SUBSECTION (B) (IV) OF THE PENNSYLVANIA CONSTITUTION AND THE NEW HOME CONSTRUCTION LOCAL TAX ABATEMENT ACT, ACT 202 OF 1986, 72 P.S. SECTION 4754.1, ET SEQ., A REAL ESTATE TAX ABATEMENT SCHEDULE FOR NEW CONSTRUCTION UPON UNIMPROVED REAL ESTATE.

Public Comments:

- 1. Mr. Robert McGrath, 269 Penhurst Drive, Pittsburgh, PA 15235: Submitted correspondence to the Board of Commissioners requesting clarification on sections of the proposed ordinance. These questions were addressed at this time.
- 2. Ms. Dora Packowski, 194 Ridge Street, East Pittsburgh PA, 15112 questioned whether the proposed ordinance was advertised and how an ordinance can be modified by a resolution.

Commissioners' Comments:

Commissioner Fialla questioned aspects of the ordinance, including an estimate of total tax revenue lost due to the abatement, questioned the developer's intent to develop without the passage of the ordinance, questioned whether it was feasible to institute an ordinance offering tax abatement to current residents of the community instead of new residents and questioned whether any developer of the property would be required to follow the Township's stormwater management requirements.

Commissioner Martinelli stated she is pleased that Mr. Nese is proceeding with the improvements on this site and she welcomes twenty new homes and families.

The Public Hearing Meeting was adjourned at 7:00 P.M.

Respectfully submitted,

Rebecca Bradley Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, OCTOBER 10, 2005

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, September 26, 2005

COMMUNICATIONS:

CITIZENS' COMMENTS:

REPORTS:

1. Police

Public Works
 Fire Companies
 Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer7. Act 511 Taxes8. Solicitor9. Recreation

10. Engineer

PAYMENT OF BILLS:

OLD BUSINESS:

1. Civil Service Rules & Regulations – Educational Requirement.

NEW BUSINESS:

- 1. Ordinance #973 establishing a real estate tax abatement schedule for new home construction upon unimproved real estate.
- 2. Resolution #12-2005 Consenting to the assignment of the Township's cable system and franchise from Adelphia Cable to Comcast.
- 3. Award of bid Straley Bridge.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, OCTOBER 10, 2005

- 4. Request by Allegheny Conference on Community Development for the use of the Municipal Building on November 2, 2005 from 6:00 PM until 9:30 PM for a public hearing to receive comments on the Allegheny County home rule charter.
- 5. Assignment of Verizon Bonus Points.
- 6. Scheduling of Halloween in Wilkins Township.

COMMISSIONERS' COMMENTS

ADJOURNMENT

AGENDA TOWNSHIP OF WILKINS PUBLIC HEARING – Proposed Ordinance #973 MONDAY OCTOBER 10, 2005

- 1. Call to Order / Roll Call
- 2. Manager's Comments
- 3. Solicitor's Comments
- 4. Public Comments
- 5. Commissioner Comments
- 6. Adjournment

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, OCTOBER 10, 2005

The Regular Meeting of the Board of Commissioners was brought to order at 7:00 PM by President William Wilson. A quorum was present as follows:

Mr. Wilson Mr. Padula Mrs. Martinelli Ms. Fialla

Mr. Greco was absent.

(5-210) MOVED MARTINELLI-PADULA to approve the minutes of the Second Stated Meeting of September 26, 2005 with one correction: Under Citizen's Comments, Mrs. McGrath's comments, add Mrs. McGrath requested a copy of the Solicitor's proposal for services.

Communications:

- 1. Constance McKeever of 118 Larchwood Drive, questioning the removal of the "No Turn on Red" sign at Brown Avene and Briaridge and questioning the removal of "No Parking" signs on Larchwood Drive.
- 2. Mr. Don Woodfill, 106 Briaridge Drive, commending the recent action of the Township in removing the "No Turn on Red" sign at the intersection of Brown Avenue and Briaridge.
- 3. Angie Gialloreto, Chairperson, Wilkins Township Democratic Committee requesting permission to use the Conference Room in the Municipal Building on October 26, 2005 from 7:30 PM until 9:00 PM for the purpose of holding a meeting.
- (5-211) MOVED PADULA-FIALLA to approve the request of Ms. Gialloreto to use the conference room to hold a Democratic Committee Meeting on October 26, 2005 from 7:30 PM until 9:00 PM. The motion was adopted by unanimous roll call vote of all present.

Communications

- 4. Sergeant Anthony DeMarco, Wilkins Township Police Department, requesting permission to use the Municipal Building on October 13, 2005 for the purpose of addressing a Boy Scout Troop on Alcohol and Drug Abuse and on October 26, 2005 for the purpose of holding a Penhurst Crime Watch Meeting.
- (5-212) MOVED FIALLA-MARTINELLI to approve the request of Sergeant DeMarco to use the Municipal Building on October 13th and October 26, 2005. The motion was adopted by unanimous roll call vote of all present.

Citizens' Comments:

- 1. Ms. Dora Packowski of 194 Ridge Street requested that the Board consider holding Halloween on Sunday from 2:00 PM until 4:00 PM instead of on the traditional date of October 31, 2005 in the evening.
- 2. Mr. Paul Romanelli, VFC #4 Fire Chief requested information regarding the item on the agenda under "New Business" for the adoption of Resolution #12-2005.

REPORTS:

September Police Report:

	<u>2004 </u>	2003
Total Police Calls Logged:	355	263

Minutes of the Regular Meeting, Monday, October 10, 2005 Page Two

Total Criminal Offenses Reported	37	41
Criminal Arrests/Persons Charged	19	22
Criminal Offenses Cleared	24	20
Traffic Citations Issued	37	27
Parking Tags Issued	2	22
Parking Citations Issued	22	13
Total monies collected during September	\$6,258.10	\$4,082.66

Mr. Vargo's DPW Report filed in the Manager's Office.

WTVFD#3 Report for September: Eight (8) fires – total man hours 19,70 Two (2) Training Classes 87.00 Fifteen (15) Non-incident "672.50"

WTVFD#4 Report for September -- Fires - 11 man hours 68.75, Drills 6 man hours 78 Fire Schools 9 - man hours 166, Public Service 1 man hours 15. Total M/Hrs 327.75

Building Permits Issued – September 2005

Two (2) Residential Additions & Alterations - Construction cost \$32,500.00

Two (2) Signs

Two (2) Soffer – 1 Sprinkler, 1 Interior Alteration – Const. cost Two (2) Vocollect – 1 Compactor, 1 Int. Alteration " \$72,496.00 \$39,610.00

Deed Transfer Tax: The Township received \$32,061.14 in real estate transfer taxes during the month of September, 2005. Of that amount, \$29,092.25 was received for a transfer of lease assignment between Starwood Ceruzzi Wilkins and Inland Western Pittsburgh Wm Penn L.P. for the Home Depot for a consideration of \$5,818,450.00. Be advised that this is just a lease assignment. The property continues to be owned by Conley With this addition to the 2005 budget, the line item for Real Estate Transfer Tax is now: \$66,916.62, or 131.21 % of budget..

Treasurer's Report for September 2005:

Adjusted Collectable	\$222,772.97
Less Face Collections for month	2,418.71
Balance Collectable – end of month	220,354.26
Total Refunds to date	1,515.51
Face Amount of Collections	2,418.71
Plus: Penalties	241.87
Total Cash Collected	2,660.58

PA Municipal Services - Act 511

Earned Income Taxes

Current Month \$ 11,295.52 Previous Year \$ 15,317.59 Difference Current YTD 438,398.13 Previous YTD 430,669.12 \$ 7,729.01

Occupation Privilege Tax:

Current Month	860.00	Previous Year	1,649.90	Difference
Current YTD	47,796.45	Previous YTD	46,688.68	\$ 1,107,77

Mercantile Tax:

Current Month 15,040.12 Previous Year 3,630.09 Difference Current YTD 936,409.83 Previous YTD 970,279.67 (\$33,869.84)

Business Privilege Tax:

Current Month 10,887.63 Previous Year 15,614.35 Difference Current YT D 163,792.77 Previous YTD 149,818.64 \$13,974.13

WILKINS TOWNSHIP PARK PERMITS - 2005

Fifty Two (52) permits issued

Forty Eight (48) Permits paid (\$50.00 ea = \$2,350.00)

Four (4) Exemptions, One (1) check returned

Minutes of the Regular Meeting, Monday, October 10, 2005 - Page Three

Linhart Park – Twenty Five (25 Reservations)
Eastmont Park – Fourteen (14 Reservations)
Lions Park – Twelve (12 Reservations)

Senate Engineering's Report is filed in the Manager's Office.

All reports were read. Ms. Fialla questioned Mr. McKeever under the Engineer's Report as to why the bids on the Straley Bridge were so disbursed, with the low bid coming in at \$65,885.00 and the high bid at \$181,399.00. Mr. McKeever stated that he was not sure why there were such high bids. For comparison sake, the Board should be aware that FEMA estimated the project at \$55,000.00.

- (5-213) MOVED PADULA-MARTINELLI to pay the bills for September 2005 in the amount of \$290,414.04. The motion was adopted by unanimous roll call vote of all present.
- (5-214) MOTION MARTINELLI-PADULA to approve the following educational requirement for inclusion in the Civil Servicd Rules and Regulations: "every applicant for any position within the Police Department shall possess a diploma from an accredited high school or a graduate equivalency diploma (GED) in addition to which, the applicant shall possess a Bachelor's of Arts Degree in Criminal Justice/Law Enforcement/Criminology (or related law enforcement field) from an accredited college; or an Associates Degree in Criminal Justice Law Enforcement/Criminology (or related law enforcement field) in addition to which the applicant must have at least four years of prior experience in the United States Military in a law enforcement position or within another Police Department as a full time officer, or the equivalent combination of military service, full time police officer service and Associates Degree.

ORDINANCE NO. 973

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA ESTABLISHING PURSUANT TO ARTICLE VIII, SECTION 2, SUBSECTION (B) (IV) OF THE PENNSYLVANIA CONSTITUTION AND THE NEW HOME CONSTRUCTION LOCAL TAX ABATEMENT ACT, ACT 202 OF 1986, 72 P.S. SECTION 4754-1. ET SEQ., A REAL ESTATE TAX ABATEMENT SCHEDULE FOR NEW HOME CONSTRUCTION UPON UNIMPROVED REAL ESTATE.

- (5-215) MOVED PADULA-MARTINELLI to read Ordinance #973 by title only for the first time.
- (5-216) MOVED MARTINELLI-PADULA to accept the first reading of Ordinance #973.
- (5-217) MOVED PADULA-MARTINELLI to read Ordinance #973 for the second time.
- (5-218) MOVED MARTINELLI-PADULA to adopt Ordinance #973.

Motions 5-215 to 5-218 inclusive were adopted by a three to one vote with Ms. Fialla voting No. (Mr. Greco absent)

RESOLUTION NO. 12-05

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, CONSENTING TO THE ASSIGNMENT OF THE CABLE SYSTEM AND FRANCHISE.

Minutes of the Regular Meeting, Monday, October 10, 2005 - Page Four

- (5-219) MOVED MARTINELLI-PADULA to adopt Resolution No. 12-05, consenting to the assignment of the Township's cable system and franchise from Adelphia Cable to Comcast. The motion was adopted by unanimous roll call vote of all present.
- (5-220) MOVED MARTINELLI-FIALLA to award the bid for the demolition and construction of the bridge structure located on Straley Lane to Gregori Construction. Said award is contingent upon the consent of FEMA to construct a culvert (pipe) in lieu of a cement slab in the amount of \$65,885.00 and if FEMA alternatively requires the construction of a cement slab said award is to Gregori Construction in the amount of \$76,185.00. The motion was adopted by unanimous roll call vote of all present.
- (5-221) MOVED MARTINELLI-FIALLA to approve the request of the Allegheny Conference on Community Development for the use of the Municipal Building on November 2, 2005 from 6:00 PM until 9:30 PM for a public hearing to receive comments on the Allegheny County Home Rule Charter. The motion was adopted by unanimous roll call vote of all present.
- (5-222) MOVED MARTINELLI-FIALLA to table the assignment of Bonus Points accumulated through a Verizon Bonus program to the Hurricane Katrina flood relief effort pending the review and approval by the Solicitor. The motion was adopted by unanimous roll call vote of all present.
- (5-223) MOVED PADULA-MARTINELLI to schedule Halloween in Wilkins Township on Monday, October 31, 2005 from 6:00 PM until 8:00 PM. The motion was adopted by unanimous roll call vote al all present.

Commissioners' Comments:

Mr. Padula reminded the public that the Recreation Advisory Committee will hold their annual Halloween Party on Saturday, October 22, 2005.

Ms. Fialla: No comments.

Mrs. Martinelli: Requested that the Fire Chiefs consider scheduling the annual Christmas Parade on a different date than the Recreation Advisory Committee's Christmas Party. Gave an update on the seminars and events at Seven Springs during the Commisssioners' conference the week of September 20th.

Mr. Wilson: Thank everyone for coming out on a holiday (Columbus Day)

The meeting was recessed into executive session for the purpose of discussing a personnel matter at 8:05 PM. The meeting was reconvened at 8:55 PM.

(5-224) MOVED MARTINELLI-FIALLA to adjourn. The meeting was adjourned at 8:56 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, OCTOBER 24, 2005

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Minutes October 10, 2005 Public Hearing October 10, 2005 Regular Meeting
- 4. Citizen's Comments
- 5. Correspondence
 - Sally Bogie, C.C. Mellor Memorial Library
- 6. Vincentian Place Final Plan Submission / Planning Commission Recommendation.
- 7. Authorization to participate in 3RWWDP Regional Flow Monitoring Plan.
- 8. Highland Avenue slide Geotechnical Services
- Authorization to execute Automatic Rollover IRA Agreement with PNC for Police Pension plan in accordance with IRS rules and amendments to Police Pension Plan Ordinance.
- 10. Scheduling of 2006 Budget Meeting November 14, 2005: 6:00 PM authorization to advertise.
- 11. Commissioners' Comments
- 12. Adjournment

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, OCTOBER 25, 2005

The Additional Stated Meeting of Monday, October 25, 2005 was brought to order at 7:00 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

Prior to beginning the agenda, Mrs. Bradley stated that there was one additional item for this evening that was not included on the agenda. The Board would be asked to vote on a motion authorizing the Solicitor to file the appropriate paperwork with the Civil Service Commission in compliance with the Civil Service Rules and Regulations.

- (5-225) MOVED MARTINELLI-PADULA to approve the minutes of the Public Hearing of October 10, 2005. The motion was adopted by a 4-1 vote with Mr. Greco abstaining.
- (5-226) MOVED PADULA-MARTINELLI to approve the minutes of the Regular Meeting of October 10, 2005. The motion was adopted by a 4-1 vote with Mr. Greco abstaining.

Citizens' Comments:

Mrs. Constance McKeever of 118 Larchwood Drive requested that the Board of Commissioners address her letter that was submitted prior to the last regular meeting (read as an item of correspondence at the October 10, 2005 meeting) with regard to the removal of the "No Turn on Red" sign at the intersection of Brown Avenue and Briaridge and the removal of "No Parking" signs on Larchwood.

Correspondence:

Sally Bogie, Librarian, C. C. Mellor Memorial Library, requesting that the Board of Commissioners consider the donation of \$1.00 per capita for the year 2006 to the library.

- (5-227) MOVED GRECO-MARTINELLI to accept the recommendation of the Wilkins Township Planning Commission approving the final plan submission of Bellagio, for Vincention Place, based upon the conditions outlined in the Planning Commission's communication of October 21, 2005, with the exception that the retention facility will remain privately held and not dedicated as a public facility and the roadway will be considered for dedication as a public right-of-way contingent upon the developer insuring the roadway against any and all defects, including mine subsidence, for a period of five (5) years upon completion. Said insurance is to be in a form acceptable to the Board of Commissioners. All conditions of final plan approval shall be documented in the Developers' Agreement between the Township and Bellagio. The motion was adopted by unanimous roll call vote.
- (5-228) MOVED MARTINELLI-GRECO to authorize the solicitor to file the appropriate paperwork with the Civil Service Commission in compliance with the Civil Service Rules and Regulations. The motion was adopted by a 4-1 vote with Ms. Fialla voting No.
- (5-229) MOVED PADULA-MARTINELLI to authorize the Manager to execute an expression of interest in Regional Flow Monitoring Plan with the Three Rivers Wet Weather Demonstration Program for the preparation and submission of a Final Flow Monitoring Plan to ALCOSAN by December 1, 2005, as required by the Consent Order and Agreement. The motion was adopted by unanimous roll call vote.

Minutes of the Additional Stated Meeting, Monday, October 25, 2005 - Page Two

- (5-230) MOVED MARTINELLI-FIALLA authorizing the contracting of professional services with Hannigan Geotechnical in the amount of \$13,185.00 for subsurface investigative work in preparation for specification developments for repairs to the Highland Avenue slide area (a FEMA funded project). The motion was adopted by unanimous roll call vote.
- (5-231) MOVED GRECO-MARTINELLI authorizing the Manager to execute an Automatic Rollover IRA Agreement with PNC for the Police Pension Plan in compliance with new IRS regulations and amendments made to the Police Pension Plan at Ordinance #970. The motion was adopted by unanimous roll call vote.
- (5-232) MOVED MARTINELLI-FIALLA to authorize the Manager to advertise for a public meeting on Monday, November 14, 2005, beginning at 6:00 PM in the Irene J. Pohl Municipal Building for the purpose of presentation of the 2006 budget. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Padula reminded the residents that the Fire Department will hold the annual Halloween Parade, beginning at 2:00 PM on Sunday, October 30, 2005. The parade will begin at the Eastmont School. Also, informed the audience that the Recreation Advisory Halloween Party, which was held on Saturday, October 22, 2005, was very successful. About 70 children turned out for the event. Although the weather did not cooperate, the children were able to go on a hayride. He thanked the Recreation Advisory Board for all their hard work.

Ms. Fialla questioned whether Sergeant DeMarco had satisfied the complaint regarding a traffic situation on Delaney Drive. And reminded the residents to drive safely, now that the children are back in school. She further thanked all of the residents for coming out this evening.

Mrs. Martinelli reminded the residents that the Township will hold Trick or Treat on Monday, October 31, 2005 from 6PM until 8PM and commended the Recreation Advisory Board for a job well done with the Halloween Party.

Mr. Greco also reminded the residents that the Township will hold Trick or Treat on Monday, October 31, 2005 from 6PM until 8PM and stated that he had received some comments from residents who wished to change the date for Halloween due to the Steelers playing on Monday night. Since the game does not begin until 9PM and trick-or-treat ends at 8PM, he believes that we should still proceed.

At this time, Commissioner Wilson recognized former Commissioner Melanie Brannigan for public comment.

Citizens' Comments:

Mrs. Brannigan requested clarification on the vote cast with regard to the Civil Service Commission, specifically, she questioned whether this vote was in regard to Chief Guthrie's suspension. Mr. Matta stated that yes, it was in regard to Chief Guthrie, but the issue could not be discussed because it is a personnel issue.

Commissioners' Comments:

Mr. Wilson thanked everyone for coming out for the meeting and thanked the Recreation Advisory Board for a job well done.

Minutes of the Additional Stated Meeting, Monday, October 25, 2005 - Page Three

At this time, Mr. Wilson recognized another member of the audience. Mr. Wilson stated that unless any other individual of the audience wanted to address the Board on a subject unrelated to Chief Guthrie, that this would be the final public comment.

Citizens' Comments:

Mr. Bill Henn of 3576 Ridgewood Drive stated that as a taxpayer in Wilkins Township, Chief Guthrie is his employee and he demands to know why he was suspended. He stated that if Guthrie was suspended for an illegal action, that the taxpayers have the right to know. Mr. Matta responded that Chief Guthrie did not commit an illegal action, and the Board of Commissioners was unable to address this matter because it is a personnel issue.

(5-233) MOVED MARTINELLI-PADULA to adjourn. The meeting was adjourned at 7:30 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, NOVEMBER 14, 2005

Budget Meeting: 6:00 PM

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES:

Second Stated Meeting of Monday, October 24, 2005

COMMUNICATIONS: Steve Morus, Manager, Forest Hills Borough

CITIZENS' COMMENTS:

REPORTS:

1. Police

2. Public Works

3. Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF BILLS:

General Fund ----- \$132.892.68 Combined Sewer Fund ----- \$113.332.26 FEMA Fund -----\$ 7,829.00 Capital Reserve Fund ----- \$ 500.61

TOTAL: \$254,554.55

OLD BUSINESS:

- 1. Civil Service Board - Alternate Appointments
- Resolution #_13of 2005 Dissolution of Eastern Regional Communications Center (ERC) 2.

NEW BUSINESS:

- 1. Review / discussion - Proposed Ordinance #974 - Emergency and Municipal Service (EMS) Tax
- Resolution # 1 년 2005 National Incident Management System (NIMS) 2.
- 3. Action plans - Police, Fire, DPW - Changeover to County's 911 System
- Pa Municipal Services Contract Collection of EMS Tax

COMMISSIONERS' COMMENTS:

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

THE BUDGET MEETING OF MONDAY, NOVEMBER 14, 2005

The 2006 Budget Meeting of the Township of Wilkins was called to order by Mr. Wilson at 6:05 PM. A quorum was present as follows:

Mr. Wilson

Mrs. Martinelli

Mr. Greco

Mr. Padula

Ms. Fialla

Mrs. Bradley detailed the proposed revenue and expenditure streams for the various funds for the budget year 2006, as follows:

General Fund: Revenue & Expenditures: \$4,281,930.

Industrial Development Fund: Revenues & Expenditures: \$61,350.

Combined Sewer Fund: Revenues & Expenditures: \$ 1,661,000.

Emergency Contingency Fund: Revenues & Expenditures: \$138,400.

Emergency Management Fund: Revenues & Expenditures: \$90,200.

Capital Reserve Fund: Revenues & Expenditures: \$130,937.

Police Pension Fund: Revenues & Expenditures: \$242,755.

Retired Members Death Benefits: Revenues: \$83,350.

Wilkins Township Disaster Relief Fund: Revenues & Expenditures: \$635.

FEMA Fund: Revenues & Expenditures: \$404,000.

The meeting was adjourned at 6:30 PM.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, NOVEMBER 14, 2005

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, October 24, 2005

COMMUNICATIONS: Steve Morus, Manager, Forest Hills Borough

CITIZENS' COMMENTS:

REPORTS:

1. Police

Public Works
 Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer7. Act 511 Taxes

8. Solicitor9. Recreation10. Engineer

PAYMENT OF BILLS:

OLD BUSINESS:

- 1. Civil Service Board Alternate Appointments
- 2. Resolution #13 of 2005 Dissolution of Eastern Regional Communications Center (ERC)

NEW BUSINESS:

- 1. Review / discussion Proposed Ordinance #974 Emergency and Municipal Service (EMS) Tax
- 2. Resolution #14 of 2005 National Incident Management System (NIMS)
- 3. Action plans Police, Fire, DPW Changeover to County's 911 System
- 4. Pa Municipal Services Contract Collection of EMS Tax

COMMISSIONERS' COMMENTS:

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, NOVEMBER 14, 2005

The Regular Meeting of Monday, November 14, 2005 was brought to order at 7:00 PM by President Wilson. A quorum was present as follows:

Mr. Wilson

Mrs. Martinelli

Mr. Greco

Mr. Padula

Ms. Fialla

MOVED PADULA-MARTINELLI to approve the minutes of the Second Stated Meeting of October 24, 2005. The motion was adopted by unanimous roll call vote

Communications:

Mr. Steven Morus, Manager, Borough of Forest Hills - requesting that Wilkins, along with Churchill and Chalfant consider joining with Forest Hills in applying to the Commonwealth of Pennsylvania, Department of Community & Economic Development to undertake a study regarding the possibility of a combined police force for all four communities.

Citizens' Comments:

Ms. Dora Packowski, 194 Ridge Street – stated that she was disappointed by the turnout for tonight's meeting in relation to the last meeting of the Board.

Reports:

Police Report for the month of October:

	2004	2005
Total police calls logged	250	309
Total criminal offenses reported	47	35
Criminal arrests/Persons charged	15	11
Criminal offenses cleared	16	8
Traffic Citations issued	30	8
Parking Tags issued	18	6
Parking Citations issued	7	7
Monies collected during October	\$4,223.28	\$6,698.13
Year Total	\$57,488.90	\$62,792.60

Mr. Padula thanked Chief Guthrie and the Police Officers for a job well-done Halloween night. The town was very well patrolled. Mr. Wilson noted that total revenues for 2005 currently exceed 2004 revenues for the same period and congratulated the Chief for a job well-done. Also thanked the Chief for the help from the Police Department during the Veteran's Day Memorial Service. Mr. Greco also thanked the Chief for a job well-done on Halloween night.

Mr. Vargo's Department of Public Works Report for October is filed in the Manager's office.

WTVFD #1 reported the following for October:

Eight (8) fires - man hours 32.

Four (4) practices - man hours 128

Thirty (30) meetings – man hours 30

Ten (10) classes – man hours 10

WTVFD #3 reported the following for October:

Seventeen (17) fires - man hours 90.58

Hazardous Materials Overflow - man hours 2

Fourteen Non-incident activities - man hours 234.52

Minutes of the Regular Meeting, November 14, 2005 - Page Two

WTVFD #4 reported the following for October:

Ten (10) fires - man hours 127

Eight (8) fire schools - man hours 238

Four (4) drills - man hours 74

Two (2) Public service calls - man hours 44.50

Building Permits issued during October:

Three (3) Residential Additions & Alterations Construction Cost \$64,669.00

One (1) Demolition - cost \$8,000.00

Two (2) Soffer Interior alterations - cost \$116,856.00

One (1) CF Union Ramp & Bath room - cost \$63,000.00

The Real Estate Transfer Tax for October was \$4,553.57.

Treasurer/Tax Collectors Report for October:

\$220,354.26
613.38
-184.79
220,782.85
15,612.14
96.26
205,170.71
1,611.77
15,612.14
1,542.46
3.75
\$17,150.85

Pennsylvania Municipal Services - Act 511 Tax Report

Earned Income Taxes

Current Month \$24,821.61 Previous Year \$18,963.93 Difference 463,219.74 Previous YTD 449,633.05 \$ 13,586.69 Current YTD

Occupation Privilege Tax

Current Month Current YTD	718.20 Previous Year		Difference \$ 1,415.97
	10,514.0511cvious 111)	47,098.68	3 1,415.97

Mercantile Tax:

Current Month	3,059.71	Previous Year	-()-	Difference
		Previous YTD		(\$30,810.13)

Business Privilege Tax:

		Previous Year		Difference
Current YTD	189,634.90	Previous YTD	149,818.64	\$ 39,816.26

The Senate Engineering Report has been filed in the Manager's Office.

The Recreation Advisory Board's Report has been filed in the Manager's Office

- (5-235) MOVED GRECO-MARTINELLI to approve the payment of the schedule of bills, as presented in the total amount of \$255,569.47. The motion was approved by unanimous roll call vote.
- (5-236) MOVED FIALLA-MARTINELLI to appoint Ms. Dora Packowski of 194 Ridge Street to the position of Alternate Civil Service Board Member for the Township of Wilkins, effective November 14, 2005 through December 31, 2007. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, November 14, 2005 - Page Three

- (5-237) MOVED FIALLA-MARTINELLI to appoint Mr. Michael Berger of 105 Dunbar Drive to the position of Alternate Civil Service Board Member for the Township of Wilkins, effective November 14, 2005 through December 31, 2009. The motion was adopted by unanimous roll call vote.
- (5-238) MOVED MARTINELLI-FIALLA to appoint Mr. Paul Messineo of 107 Larchwood Drive to the position of Alternate Civil Service Board Member for the Township of Wilkins effective January 1, 2006 through December 31, 2011. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 13-05

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA AUTHORIZING THE TOWNSHIP OF WILKINS REPRESENTATIVE TO THE BOARD OF THE EASTERN REGIONAL COMMUNICATION CENTER TO VOTE IN FAVOR OF THE ATTACHED PLAN OF DISSOLUTION OF THE EASTERN REGIONAL COMMUNICATION CENTER.

(5-239) MOVED PADULA-GRECO to adopt Resolution #13-2005. The motion was adopted by unanimous roll call vote.

Proposed Ordinance #974 – the establishment of an Emergency and Municipal Service (EMS) Tax was presented to the Board for their review and questions. Mrs. Bradley stated that this tax will replace the existing Occupational Privilege Tax. All individuals who are engaged in an occupation within the Township of Wilkins and whose gross earnings exceed \$4,000.00 will be required to pay \$52.00 per year in EMS Tax. Proposed Ordinance #974 will be presented to the Board of Commissioners on December 12, 2005 for action.

(5-240) MOVED PADULA-GRECO to authorize the Township Manager to advertise Proposed Ordinance #974. The motion was adopted by unanimous roll call vote

RESOLUTION NO. 14-2005

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA MANDATING THE USE OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM IN THE TOWNSHIP OF WILKINS FOR ALL INCIDENT MANAGEMENT.

(5-241) MOVED PADULA-GRECO to adopt Resolution #14-2005. The motion was adopted by unanimous roll call vote.

At this time, the Police Chief, Fire Marshal and Superintendent of Public Works reported to the Board of Commissioners their departmental action plans and issues with the change over from the Eastern Regional Communications Center to the County's Emergency Operations Center which is proposed to occur on January 1, 2006. Final action plans will be presented to the Board on December 12, 2005.

Mrs. Bradley presented a draft contract with PA Municipal Services for the collection of the proposed EMS Tax. This contract needs to be reviewed by both the Board and the Solicitor and if everything is satisfactory, will need to be approved at the meeting of December 12, 2005.

(5-242) MOVED MARTINELLI-GRECO to cancel the second stated meeting of November 21, 2005. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, November 14, 2005 - Page Four

Commissioners' Comments:

Chairman Wilson: Thanked the residents for re-electing him to the Board of Commissioners. He informed the Board that he plans to step down as Chairman at the beginning of the year and he hopes that the Board will support him in appointing Mr. Greco to serve as the new Chairman.

Ms. Fialla: Thanked VFC #4 for the Halloween Parade and thanked the Police and Fire Departments for making Halloween a safe activity for the children. Commended Mr. Hill for his analysis of the change from ERC to EOC and thanked the Fire Departments for their input and their time. Congratulated Mr. Wilson and Mr. Greco on their successful re-election to the Board.

Mrs. Martinelli: Echoed Ms. Fialla's sentiments and congratulated Mr. Wilson and Mr. Greco on their successful re-elections; thanked all of the contributors to the action plans for the pending change from the ERC to the EOC and informed the residents that leaf recycling will be extended an additional two weeks.

Mr. Padula: Stated that the Township will join with Forest Hills this year in a joint tree burning which is scheduled for Friday, January 13, 2006, beginning at 7:30 PM at the Forest Hills/Westinghouse Recreation Center on Greensburg Pike. Also congratulated Mr. Wilson and Mr. Greco on their successful re-elections.

Mr. Greco – thanked Mr. Wilson for recommending him as the new chairman of the Board and congratulated Mr. Wilson on his re-election. Stated that we will be reorganizing the Board at the first meeting of January. Asked the residents to support the Woodland Hills Football team this Saturday at Heinz Field.

Mr. Wilson thanked Mrs. Bradley and Mr. Vargo for their work on the budget.

(5-243) MOVED PADULA-MARTINELLI to adjourn. The meeting was adjourned at 8:05 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted.

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, DECEMBER 12, 2005

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, November 14, 2005

COMMUNICATIONS:

CITIZENS' COMMENTS:

REPORTS:

1. Police

Public Works
 Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF BILLS:

General Fund ----- \$102,683.46

Combined Sewer Fund ----- \$ 1,216.36 FEMA Fund ------ \$ 2,004.00 Capital Reserve Fund ----- \$ 12,551.95

TOTAL: \$118.455.77

OLD BUSINESS:

- 1. Ordinance Number 974 EMS Tax.
- 2. Ordinance Number 975 2006 Budget.
- 3. Action Plans Changeover from ERC to EOC.
- 4. PAMS Agreement Collection of EMS Tax.

NEW BUSINESS:

- 1. Meeting Schedule 2006.
- 2. Review of expiring Committee Appointments.
- 3. Recreation Advisory Board Christmas Party and Tree Burning Budget.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, DECEMBER 12, 2005

- 4. Hoffman's Boarding Kennels Contract, 2006
- 5. Waste Management request for change in recycling schedule.
- 6. Request by Recreation Advisory Board for an addendum to Tropical Amusement contract to provide for opening at 4:00 P.M. on Saturday (instead of 6:00 P.M.).
- 7. Vincentian Place Developer's Agreement.
- 8. Authorization to Solicitor to prepare appropriate documentation for right of entry onto private property Highland Avenue for geotechnical work for repair of roadway.
- 9. Authorization to pay Gregori Construction for the reconstruction of Ivy Street Bridge contingent upon approval by the Turtle Creek Valley Council of Governments and the County of Allegheny.

COMMISSIONERS' COMMENTS:

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, DECEMBER 12, 2005

The Regular Meeting of Monday, December 12, 2005 was brought to order at 7:00 PM by President Wilson. A quorum was present as follows:

Mr. Wilson Mrs. Martinelli Mr. Greco Mr. Padula Ms. Fialla

(5-244) MOVED PADULA-MARTINELLI to approve the minutes of the regular meeting of November 14, 2005. The motion was adopted by unanimous roll call vote.

CITIZEN'S COMMENTS:

Mr. John Means, 201 Sunset Drive: Advised the Board that he is uncomfortable with the recent action of both the Planning Commission and the Board of Commissioners in granting approval to Bellagio for the development of Vincentian Place. He spoke at length about the geotechnical report which was part of the required submission for plan review before both respective boards. Specifically, Mr. Means stated that he is concerned about the possibility of mine subsidence in the public right of way upon completion of the project. He fears that because the geotechnical engineer stated that the risk of mine subsidence is "high" that the Township may suffer a catastrophic loss on the property in the future. Mr. Means also stated that the developer's agreement should contain specific reference to the plan documents by number and that he is concerned that the geotechnical engineer has not submitted any specific specifications that should be incorporated into the developer's agreement.

Mr. McKeever was requested to address Mr. Mean's concerns. Mr. McKeever first gave a general overview of the mining operations that probably occurred on this and many other sites throughout the area. Mr. McKeever indicated that this site is no different than a number of other sites in Wilkins Township, for example Eastmont, the Jefferson Heights/Sunset area and Gardenia Drive. Although there is undermining, he is confident that, if the appropriate construction techniques are utilized, that the plan will be safe. Mr McKeever indicated that he based his recommendation to proceed with the project upon his forty years of engineering experience, thirty five of which he has spent as the engineer for Wilkins Township. He further stated that the Township's Land Development and Subdivision ordinance precludes the developer from maintaining the right-of-way as a private roadway and in order for the project to proceed, the right-of-way must be publicly dedicated. He is comfortable with a five-year agreement, after the dedication of the rightof-way and indicated that the potential for subsidence is higher during construction than after construction. He also waylaid the fear that the Township may suffer a catastrophic loss. He indicated that the geotechnical report does not indicate this. Mine subsidence is not a sudden twenty (20') foot drop, but a process which occurs over time, leading to depressions in the roadway, not gapping holes. McKeever also discussed the soil content and the importance of quality, as opposed to the quantity of cover over the mine rooms. Finally, Mr. McKeever indicated that he had spoken with the manager regarding the financial guarantee on the roadway, which is cited in the developer's agreement as either 15% of the cost of the roadway, or a cap of \$75,000.00. At the request of Mrs. Bradley, he reviewed these figures and believes that a more appropriate cap would be \$150,000.00. The construction of the roadway itself is estimated at about \$70,000.00. If there is a failure that involves underground infrastructure (i.e., sewer lines), then the Township would want to insure that adequate coverage is in place. Mr. McKeever indicated that Bellagio is in agreement with this increase. Again, Mr. McKeever reiterated his recommendation that the Board of Commissioners approve the developer's agreement, based upon his official review as the Township Engineer.

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Mr. Robert McGrath, 269 Penhurst Drive: Complimented the Manager and the Board on an excellent budget presentation. Stated that although the Board did not increase real estate taxes, there is an increase in the Occupation Privilege/EMS Tax from \$10.00 per employee to \$52.00 per employee. Also commented on the methodology employed by the Board at the meeting of October 26th. At that meeting, the Board was not forthright in the reasoning or the action taken to suspend Chief Guthrie. He requested that the Board be more forthright in these issues.

(5-245) MOVED MARTINELLI-PADULA to waive the reading of reports, with the exception of Recreation. The motion was adopted by unanimous roll call vote.

Ms. Patty Nowikowski, Acting President of the Recreation Advisory Board, informed the Board that the Halloween Party was very successful and also reminded the Board of the Christmas Party scheduled for Saturday, December 17th at Fire Department #3. Finally, the Recreation Board is requesting that the Township provide a large bulletin board to be placed on the wall in the auditorium so that the Recreation Board can hang photos of the different events and children on the board. Mrs. Bradley will advise Mr. Vargo to purchase and install the board.

REPORTS:

Police Report for November 2005:

	<u>2004</u>	<u>2005</u>
Total Police Calls Logged	223	304
Total Criminal Offenses Reported	40	31
Criminal Arrests/Person Charged	7	11
Criminal Offenses Cleared	14	14
Traffic Citations Issued	16	33
Parking Tags Issued	16	13
Parking Citations Issued	2	12
Monies collected during November	\$4,661.30	\$5,091.42

Mr. Paul Vargo's DPW Report filed in the Manager's Office.

WTVFD #1 Reported the following for October 2005: Thirteen (13) fires, Four (4) practices, One (1) Special Halloween and three (3) classes. Total man-hours 428.25. Report for November 2005: Thirteen (13) fires, One (1) drill and two (2) business meetings. Total man-hours 133.5.

WTVFD #3 Reported the following for November 2005: Ten (10) fires, Six (6) work details and Fourteen (14) training sessions. Total man-hours 374.55.

WTVFD #4 Reported the following for November 2005: Eleven (11) fire calls, Five (5) fire schools, Two (2) drills, Four (4) Public service details and One (1) work detail. Total man-hours 352.

Building Permits issued during November 2005:

One (1) Shop 'n Save – Cost \$14,560.00 – One (1) Anker Industries – Cost \$27,686.00 and Two (2) signs, Pinnacle & Scottrade.

The total real estate transfer tax collected for the month of November 2005 was \$70,668.77.

Tax Collectors Report for November 2005:

Balance – beginning of month	205,170.71
Additions	336.54
Deductions (exonerations)	-391.35
Adjusted Collectable	205,115.90

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Less face collections for month	7,128.23
Exonerations (refunds this month)	343.92
Balance Collectable – end of month	197,987.67
Total refunds to date	1,955.69
Face amount of collections	7,128.23
Plus Penalties	677.60
Less Discounts	7.05
Total Cash Collected	\$7,798.78

PA Municipal Services – Act 511 Tax Report - November 2005

EARNED INCOME TAXES

Current Month \$ 47,458.72 Previous Year \$ 64,141.09 Difference 510,678.46 Previous YTD 513,774.14 (\$3,095.68)

OCCUPATION PRIVILEGE TAX:

 Current Month
 2,297.29 Previous Year
 2,217.30 Difference

 Current YTD
 50,811.94 Previous YTD
 49,315.98 \$1,495.96

MERCANTILE TAX:

Current Month 111,90 Previous Year -0- Difference Current YTD 939,581.44 Previous YTD 970,279.67 (\$30,698.23)

BUSINESS PRIVILEGE TAX:

Current Month 7,629.86 Previous Year -0- Difference Current YTD 197,264.79 Previous YTD 149,818.64 \$47,446.15

Senate Engineering Report for November filed in the Manager's Office.

(5-246) MOVED GRECO-PADULA to approve the schedule of bills, as presented in the amount of \$118,455.77. The motion was adopted by unanimous roll call vote.

ORDINANCE NO. 974

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA AMENDING AND RESTATING ARTICLE III OF CHAPTER 156 OF THE WILKINS TOWNSHIP CODE OF ORDINANCES, OCCUPATIONAL PRIVILEGE TAX, TO LEVY ASSESS AND COLLECT AN EMERGENCY AND MUNICIPAL SERVICES TAX ON INDIVIDUALS FOR THE PRIVILEGE OF ENGAGING IN AN OCCUPATION WITHIN THE TOWNSHIP AND TO ESTABLISH REGULATIONS RELATED THERETO.

- (5-247) MOVED PADULA-MARTINELLI to read Ordinance No. 974 for the first time, by title only.
- (5-248) MOVED MARTINELLI-GRECO to read Ordinance No. 974 for the second time, by title only.
- (5-249) MOVED PADULA-GRECO to adopt Ordinance No. 974.

Motions 5-247 to 5-249 inclusive were adopted by unanimous roll call vote.

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ORDINANCE NO. 975

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROPRIATING OUT OF REVENUES AVAILABLE FOR FISCAL YEAR 2006 SPECIFIC SUMS REQUIRED AS SHOWN BY THE BUDGET AND FIXING THE REAL ESTATE TAX LEVY FOR THE FISCAL YEAR 2006.

- (5-250) MOVED GRECO-MARTINELLI to read Ordinance No. 975 for the first time.
- (5-251) MOVED GRECO-MARTINELLI to read Ordinance No. 975 for the second time, by title only.
- (5-252) MOVED GRECO-MARTINELLI to adopt Ordinance No. 975.

Motions 5-250 to 5-252 inclusive were adopted by unanimous roll call vote.

Changeover from Eastern Regional Communications Center (ERC) to Allegheny County Emergency Operations (EOC) – Action Plans/Update:

Mr. Padula shared an email that he received from Mr. Bob Harvey of Allegheny County. The conversion from the ERC to the EOC is moving along slowly. Mr. Hill stated that the Fire Departments are continuing to complete their run cards for the move, but everything else is ready with the exception of their radio frequency. Mr. Hill stated that he was hearing "rumors" that the conversion was not going to take place until January 15th. Mr. Padula stated that according to Mr. Harvey, the dispatchers who are moving from the ERC to the EOC will not be fully trained until January 13, 2005. He also indicated that the County has still not provided a non-emergency phone number.

The Board discussed the possibility of remaining with the ERC until mid-January and the financial implications (i.e., who would be responsible for paying the ERC for services?) and instructed the Solicitor to work with the manager to prepare correspondence to the County addressing the changeover process and timeline.

- (5-253) MOVED PADULA-GRECO to approve the execution of a contract between the Township of Wilkins and Pennsylvania Municipal Services for the collection of Emergency and Municipal Service Taxes on behalf of the Township at a rate of 1.9% of the gross amount of all sums collected. The motion was adopted by a four to one vote with Ms. Fialla voting NO.
- (5-254) MOVED PADULA-GRECO to authorize the manager to advertise the schedule of meetings for the calendar year 2006, as presented. The motion was adopted by unanimous roll call vote.
- (5-255) MOVED PADULA-MARTINELLI to approve the request of the Recreation Advisory Board for the allocation of \$2,500.00 for the Christmas Party and \$50.00 for the Tree Burning. The motion was adopted by unanimous roll call vote.
- (5-256) MOVED MARTINELLI-GRECO to authorize the execution of a contract between the Township of Wilkins and Hoffman's Boarding Kennels for the year 2006 for the purpose of animal control at a cost of \$195.00 per month. The motion was adopted by a four to one vote with Ms. Fialla voting NO.

<u>Question on the Motion:</u> Ms. Fialla questioned whether Mrs. Bradley was aware of the effort that Hoffmans employed in placing stray animals prior to euthanizing them. Mrs. Bradley stated that she was not aware of Hoffman's efforts.

Request for change in recycling schedule. Mrs. Bradley reported that representatives from Waste Management requested permission from the Township to change the week

Minutes of the Regular Meeting, Monday, December 12, 2005 - Page Five

for Township recycling, beginning April 1, 2006. This change will be announced in the next Township newsletter and posted on the website. The change will not affect the days of residential pickup, but will move all pickups to the week following the current schedule. The Board, on the advise of the Solicitor did not take official action on this matter, but indicated approval of the change.

- (5-257) MOVED PADULA-MARTINELLI to authorize the Manager and the Solicitor to develop an addendum to the Tropical Amusement Contract to permit the opening of the amusement rides beginning at 4:00 PM on the final day (Saturday) of Community Days instead of at 6:00 PM, contingent upon there being enough people present to warrant an earlier opening. The motion was adopted by unanimous roll call vote.
- (5-258) MOVED GRECO-MARTINELLI to accept the recommendation of the Township Engineer, Township Solicitor and Township Manager authorizing the execution of a developers agreement with Bellagio, LLC, for the development of twenty (20) units on 8.8 acres of land, contingent upon an amendment to Paragraph 11, page 6 of the agreement, changing the sum of \$75,000.00 to \$150,000.00. The motion was adopted by unanimous roll call vote.
- (5-259) MOVED FIALLA-MARTINELLI to authorize the Solicitor to prepare the appropriate documentation for right of entry onto private property for the performance of geotechnical work for the repair of the slide on Highland Avenue. The motion was adopted by unanimous roll call vote.
- (5-260) MOVED PADULA-MARTINELLI to authorize the payment to Gregori Construction for the reconstruction of the Ivy Street Bridge contingent upon approval by the Turtle Creek Valley County of Governments and the County of Allegheny. The motion was adopted by unanimous roll call vote.

Commissioner's Comments:

Mr. Padula reminded the residents that the Recreation Advisory Board Christmas Party will begin at 10:30 AM on Saturday, December 17th at VFC #3 and wished everyone Happy Holidays.

Ms. Fialla thanked everyone for their attendance and specially thanked Mr. Means and Mr. McGrath for their continued interest in the business of the Township. Wished everyone Happy Holidays and thanked Mr. Wilson for serving as Chairman of the Board for the past two years.

Mrs. Martinelli thanked the Department of Public Works for their help in decorating the Township building for the holidays. Requested that Mrs. Bradley submit a letter to Mrs. Linda Porado thanking her for her help in decorating and thanked Mr. Wilson for serving as Chairman of the Board. Finally, Mrs. Martinelli wished everyone Happy Holidays.

Mr. Greco thanked Mr. Wilson for his service as Chairman; thanked the Department of Public Works for their snow removing efforts and wished all Happy Holidays.

Mr. Wilson thanked Mrs. Bradley and the Department Heads for putting together a nice budget. Thanked all for coming out and thanked Mr. Nese for the development. Wished all Happy Holidays.

(5-261) MOVED MARTINELLI-FIALLA to adjourn, the meeting was adjourned at 8:30 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REORGANIZATION MEETING, TUESDAY, JANUARY 3, 2006

The Reorganization Meeting of Tuesday, January 3, 2006 was brought to order at 7:00 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson

Mrs. Martinelli

Mr. Greco

Mr. Padula

Ms. Fialla

Mrs. Angie Gialloreto welcomed everyone to the meeting.

Father John W. Skirtich of St. Maurice's gave the invocation.

Francis Colonello led in the Pledge of Allegiance.

Justin Martinelli sang the National Anthem.

Judge Anthony Mariani (Court of Common Pleas) administered the Oath of Office to newly elected Commissioners: William Wilson and Frank Greco; newly elected Tax Collector/Treasurer, George M. Porado; and newly appointed Civil Service Board members: Michael Berger, Joe Henry, Paul Messineo, Gerry Meyer and Dora Packowski.

- (6-01) MOVED MARTINELLI-PADULA to appoint Frank Greco as President of the Board. The motion was adopted by unanimous roll call vote.
- (6-02) MOVED WILSON-FIALLA to appoint Sylvia Martinelli as Vice-President of the Board. The motion was adopted by unanimous roll call vote.

President Greco made the following appointments:

FINANCE: Sharyn Fialla, Chair; William Wilson, Paul Padula POLICE: William Wilson, Chair; Sharyn Fialla, Sylvia Martinelli PUBLIC WORKS: Paul Padula, chair; Sharyn Fialla, Sylvia Martinelli RECREATION: Sylvia Martinelli, Chair; Paul Padula, William Wilson

- (6-03) MOVED FIALLA-WILSON to appoint the law firm of Dodaro, Cambest and Associates/Gary Matta as Solicitor for the Township. The motion was adopted by unanimous roll call vote.
- (6-04) MOVED WILSON-FIALLA to appoint Senate Engineering/Bill McKeever as Engineer for the Township. The motion was adopted by unanimous roll call vote.
- (6-05) MOVED MARTINELLI-PADULA to appoint N. Leonard Hill as Fire Marshal. Te motion was adopted by unanimous roll call vote.
- (6-06) MOVED PADULA-FIALLA to appoint Paul Romanelli (Station #1), Nick Slobodnyak (Station #3) and Bill McElheny (Station #4) as Deputy Fire Marshals. The motion was adopted by unanimous roll call vote.
- (6-07) MOVED MARTINELLI-WILSON to designate PNC Bank and Pennsylvania Local Government Investment Trust (PLGIT) as the Bank Depositories for the Township. The motion was adopted by a 4 to 1 vote with Mr. Padula abstaining.
- (6-08) MOVED PADULA-FIALLA to designate the Woodland Hills Progress, the Pittsburgh Post-Gazette and the Pittsburgh Tribune Review as the newspapers for legal notices. The motion was adopted by unanimous roll call vote.

Minutes of the Reorganization Meeting, Tuesday, January 3, 2006 - Page Two

President Greco made appointments of representatives: Turtle Creek Valley Council of Governments; Sylvia Martinelli and Frank Greco; Commissioner Liaison to Allegheny County Emergency Operations Center: Paul Padula; Woodland Hills Emergency Services Board: Paul Padula; Three Rivers Wet Weather Demonstration Program (Eastern Basin Group): William Wilson and Sharyn Fialla.

- (6-09) MOVED MARTINELLI-WILSON to appoint Constance McKeever to a three (3) year term on the Zoning Hearing Board. The motion was adopted by unanimous roll call vote.
- (6-10) MOVED WILSON-MARTINELLI to appoint Mark Wolfgang and Joe Terry to five (5) year terms on the Planning Commission. The motion was adopted by unanimous roll call vote.
- (6-11) MOVED FIALLA-WILSON to appoint Angie Gialloreto to a one (1) year term on the Vacancy Board. The motion was adopted by unanimous roll call vote.
- (6-12) MOVED WILSON-PADULA to appoint Ron Puntil to a five (5) year term on the Industrial Development Authority. The motion was adopted by unanimous roll call vote.

COMMISSIONER'S COMMENTS:

Mr. Padula thanked Mr. Wilson for serving as Board Chair for two years and Mr. Greco for serving as Vice-President. Congratulated Mr. Greco and Mrs. Martinelli for their appointments as Chair and Vice.

Ms. Fialla thanked Mr. Wilson for his service and congratulated Mr. Greco and Mrs. Martinelli. Also thanked everyone for coming to the meeting and wished all a happy and healthy new year.

Mrs. Martinelli thanked the voters of Wilkins Township for re-electing Mr. Greco and Mr. Wilson to the Board. This vote reaffirmed the support of the residents of the community for the Board of Commissioners. Mrs. Martinelli thanked the voters for their continued support and thanked Mr. Wilson for his service.

Mr. Wilson thanked Mr. Keller for taking photographs of the ceremony this evening. Thanked the Civil Service Board members for volunteering their time to serve the Township and introduced the members of his family who were present in the audience. Congratulated Mr. Greco on his appointment as President and stated that he knows Mr. Greco will do a good job.

CLOSING COMMENTS - MRS. GIALLORETO:

Mrs. Gialloreto shared two letters that she received, one from Jay Costa and one from Paul Costa congratulating Mr. Greco on his appointment as President and reiterating their desire to work with the Township officials on projects. Thanked all for their attendance and stated that following the meeting, food provided by Mr. Mark Wells, would be available to the audience.

COMMISSIONERS' COMMENTS:

Mr. Greco stated that Jay Costa is on his way home from Harrisburg and will hopefully be in around 8:00 PM. Introduced his family members who were in the audience, thanked Judge Mariani, Father Skirtish and Mr. Colonello for their participation in the ceremony and thanked all for their attendance.

(6-13) MOVED WILSON-PADULA to adjourn. The meeting was adjourned at 7:55 PM. The motion was adopted by unanimous roll call vote.

Minutes of the Reorganization Meeting, Tuesday, January 3, 2006 - Page Three

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JANUARY 09, 2006

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, December 12, 2005

Meeting of Tuesday, January 3, 2006

COMMUNICATIONS: Robert Freedenberg, Esquire, Deputy Secretary for Taxation

Pa Department of Revenue – Act 40 of 2005

Lorraine Buck, Penhurst Civic Association

2006 Appropriation Request

CITIZENS' COMMENTS:

REPORTS:

1. Police

2. Public Works

3. Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF BILLS:	General Fund	\$ 92,449.85
	General Fund Addendum	\$ 356.44
	Combined Sewer Fund	\$ 96,479.23
	Capital Reserve Fund	\$ 28,346.95
	FEMA Fund	\$ 3,500.00
	TOTAL:	\$221,132,47

OLD BUSINESS:

- 1. Ratify the action of the manager to bind insurance coverage with Seubert & Associates for Workers' Compensation through Penn Prime for the year 2006 at a cost of \$79,280, effective January 1, 2006.
- 2. Ratify the action of the manager to bind insurance coverage with the Seubert & Associates for property, inland marine, general liability, automobile, law enforcement and public officials liability through Selective Insurance for the year 2006 at a cost of \$68,103.00, effective January 1, 2006.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JANUARY 09, 2006

NEW BUSINESS:

- 1. Resolution Number 1-2006 Appointment of Auditor.
- 2. Submission of application Local Government Academy Intern program.
- 3. Authorize a 3% increase in pay rates for Administrative staff (Franc, Luffe, Hill, Vrontos, and Taglieri) and Crossing Guards, as proposed and adopted in the 2006 Budget.
- 4. Ratify the action of the Manager and authorize the transmission of relevant documentation to the Civil Service Board Guthrie five (5) day suspension.
- 5. Motion approving the submission of a Letter of Intent to the Governor's Center for Local Government Services (DCED) for the purpose of requesting technical assistance in the development of a Regional Police Study in cooperation with Forest Hills, Churchill and Chalfont.
- 6. Discussion of application to DeP / Pennvest for grant and low-interest loan funds for the separation of the combined sanitary / storm sewers.
- 7. Resolution Number 2-2006 Disposition of Records.
- 8. Selection of date for joint meeting with Township Boards to discuss the Comprehensive Planning process.
- 9. Consider authorization to Civil Service Board for the preparation of a new eligibility list.
- 10. Consider authorization to the Engineer to develop specifications and bid packets on the following sewer projects:
 - a. Greensburg Pike: Install sewer line.
 - b. Peffer Road: Replace collapsed sewer line.
 - c. Baker Street: Remove spring water infiltration from sewer line.
 - d. Negley Avenue: Repair/replace existing line
 - e. Manhole Relining: Removal of groundwater infiltration

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JANUARY 9, 2006

The Regular Meeting of Monday, January 9, 2006 was brought to order at 7:00 PM by President Frank J. Greco. A quorum was present as follows:

Mr. Greco

Mr. Padula

Mrs. Martinelli

Mr. Wilson

Ms. Fialla

Mrs. Bradley announced that the Board of Commissioners met in Executive Session from 6:00 PM until 7:00 PM for the purpose of discussing a personnel matter.

(6-14) MOVED WILSON-PADULA to approve the minutes of the regular meeting of December 12, 2005 and the Reorganization meeting of January 3, 2006. The motion was adopted by unanimous roll call vote.

Communications:

- 1. Mr. Robert Freedenberg, Esquire, Commonwealth of PA Department of Revenue: Regarding Act 40 of 2005 recent amendments to the Realty Transfer Tax which provide for the collection of delinquent realty transfer tax by the Commonwealth instead of local governments. The Commonwealth will assess a 10% collection fee for first year collections. Municipalities choosing to "opt out" of the Commonwealth's collection efforts are required to notify the Department in writing. If a municipality "opts-in" no further action is necessary. Mrs. Bradley recommended that the Board take no action, thus "opting-in".
- 2. Lorraine Buck, past President, Penhurst Civic Association requesting \$200.00 appropriation for civic association.
- (6-15) MOVED PADULA-MARTINELLI to approve the request of the Penhurst Civic Association for an appropriation of \$200.00 in accordance with the requirements of the First Class Township Code. The motion was adopted by unanimous roll call vote.

Citizen's Comments:

Mr. William Henn of 3576 Ridgewood Drive questioned why Chief Guthrie was suspended and whether or not he had a Civil Service Hearing. He questioned whether the Chief was accused of doing something illegal or immoral. Mr. Matta, Solicitor, stated that Chief Guthrie's suspension was a matter of personnel that cannot be discussed publicly. He did however, state that Chief Guthrie is not accused of a criminal or immoral act, but has committed an act which is not in accordance with the rules and regulations of the Township. Mr. Henn—further stated that the Police Department has done a fine job and he believes that it all starts at the top. He is having a hard time understanding what is going on. If the Chief has done something wrong, then he should be fired.

Ms. Ann Henn, owner of BP Henn's Gas Station, Brown Avenue stated that she feels that Chief Guthrie is doing a good job. She has seven female cashiers and two males, which is unusual in the service station business. All of her female cashiers feel safe working at night in Wilkins thanks to the Chief and the police department and the fine job that they do.

Ms. Joyce Wagner, 4044 Miller Street, questioned whether the Board of Commissioners would be hiring another crossing guard due to one guard being off for by-pass surgery.

Mr. Eric Lawson of 176 Penhurst, thanked the Board for paving Penhurst during the past year. Thanked the DPW for taking care of snow removal and would also like to know whether there are any plans to pave the other streets in the Penhurst plan. Commented on

Minutes of the Regular Meeting, Monday, January 9, 2006 - Page Two

the Guthrie situation and stated that the citizens should not believe everything they read in the paper.

Ms. Cheryl Spena, 730 Beulah Road, Churchill, stated that she respects everything the Chief says and everything he does.

REPORTS:

Police Report – December 2005	2004	2005
Total Police Calls Logged	223	297
Total Criminal Offenses Reported	40	26
Criminal Arrests/Persons Charged	7	13
Traffic Citations Issued	16	18
Parking Tags Issued	16	33
Parking Citations Issued	2	10
Monies collected during December	3,904.18	3,506.00
Total monies collected for the year	•	75,826.79

Mr. Padula requested that when the speed trailer is taken back out in the Spring that the Chief place it on Rita Drive as there have been a number of complaints in that area. Mr. Wilson questioned the Chief as to where he was with the purchase of shotguns. The Chief stated that he had supplied Mrs. Bradley with a memo regarding the three quotes that the board wished to see.

Mr. Paul Vargo's DPW Report can be found, filed in the Manager's Office. Mr. Wilson questioned how the Township is faring on salt. Mr. Vargo stated that the fair weather has certainly helped us and currently the bin is full. However, there is still no salt on the ground at the distribution point and it is still coming in on barges. Therefore, the Township will continue to conserve salt.

WTVFD #3 reported ten (10) fires, one (1) training session and sixteen (16) non-incident activities with a total man-hours of 195.57 hours.

WTVFD #4 reported ten (10) fires and four (4) drills with a total man-hours of 150.50

WTVFD #4 Year End Report for 2005 Fire Calls – 116 Man-hours 764.75 Fire Schools – 29 Man-hours 897.25 Drills – 27 Man-hours 481.75 Public Service – 11 Man-hours 128 Work Details – 31 Man-hours 695.75

Total man-hours for the year 2005: 3,046.50

Building Permits issued – December 2005

Two (2) Additions & Alterations – both permits: Interior repair – cost \$5,900.00 Two (2) Soffer Permits – one Bldg., 1, 3rd Floor Cost - \$20,018.00, one Bldg 6, 5th & 7th Floor; Cost \$17,156.00

Two Cut & Fill/Grade: One Vincention Place and One D'Andrea/East Park II

Deed Transfer Tax – The total amount of real estate transfer tax collected for December 2005 was \$6,697.92, bringing total collections to the year 2005 was \$148,837.00.

Tax Collectors Report for the month of December 2005:

Balance Collectable – beginning of month	\$197,987.67
Deductions (exonerations)	(20,162.87)
Adjusted Collectable	177,824.80

Minutes of the Regular Meeting, Monday, January 9, 2005 – Page Three			
Less Face Collections for Month	137,788.65		
Balance Collectable – End of Month	40,036.15		
Total Refunds to Date	1,955.69		
Face Amount of Collections	137,788.65		
Plus: Penalties	13,778.91		
Total Cash Collected per column	151,567.56		
Total Cash Collected \$312,080.65			

PA MUNICIPAL SERVICES - ACT 511 TAX REPORT

EADVED DIGO	NATE OF A NATION			
EARNED INCO	ME TAXES			
Current Month	\$34,494.51	Previous Year	\$10,653.61	Difference
Current YTD	545,172.97	Previous YTD	523,427.75	\$20,745.22
OCCUPATION	DDIVII EGE 1	ΓΑΥ		
Current Month	2,934.10	Previous Year	336.29	Difference
Current YTD	53,746.04	Previous YTD	49,652.27	\$ 4,093.77
MERCANTILE	TAX			
Current Month	586.04	Previous Year	80.83	Difference
Current YTD	940,167.48	Previous YTD	970,360.50	(\$30,193.02)
BUSINESS PRI	VILEGE TAX	C:		
Current Month	7,608.86	Previous Year	2,909.50	Difference
			•	
Current YTD	204,873.65	Previous YTD	52,728.14	\$52,145.51

Mr. Padula asked why is mercantile tax \$30,000.00 less in 2005 than if 2004? Mrs. Bradley stated that a large mercantile tax payer reported less taxable income in 2005 than in the previous year.

The Wilkins Township Recreation Advisory Board's Financial Report for the year 2005 can be found, filed in the Manager's Office.

The Wilkins Township Engineer's Report for December 2005 can be found, filed in the Manager's Office. Mr. Padula requested that Mr. McKeever contact Mr. Nese to determine when demolition of the structures will commence. Mr. Nese had previously advised the VFC's that they could use the buildings for fire practices prior to demolition. Mrs. Martinelli questioned whether the Township is still required to offer public education on the MS4's. She will be scheduling meetings with the Senior Citizens Group the Penhurst Civic Group and the Century Club.

- (6-16) MOVED PADULA-MARTINELLI to approve the payment of the Schedule of Bills in the amount of \$221,132.47 as presented. The motion was adopted by unanimous roll call vote.
- (6-17) MOVED WILSON-MARTINELLI to ratify the action of the manager to bind insurance coverage with Seubert & Associates for Workers' Compensation through Penn Prime for the year 2006 at a cost of \$79,280. effective 01/01/06. The motion was adopted by unanimous roll call vote.
- (6-18) MOVED PADULA-MARTINELLI to ratify the action of the manager to bind insurance coverage with Seubert & Associates for property, inland marine, general liability, automobile, law enforcement and public officials liability through Selective Insurance for the year 2006 at a cost of \$68,103. effective January 1, 2006. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 01-06

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

Minutes of the Regular Meeting, Monday, January 9, 2006 - Page Four

- (6-19) MOVED WILSON-MARTINELLI to adopt Resolution No. 01-06 (appointment of Auditor). The motion was adopted by unanimous roll call vote.
- (6-20) MOVED WILSON-FIALLA to authorize the manager to submit an application to the Local Government Academy for a student intern for the following projects:
 1. Municipal Records Management, 2. Personnel Policy Manual Development. The motion was adopted by unanimous roll call vote.
- (6-21) MOVED FIALLA-MARTINELLI to authorize a 3% increase for the Administrative staff (Mae Franc, Karen Luffe, Lisa Taglieri, N. Leonard Hill, George Vrontos) and Crossing Guards as proposed and adopted in the 2006 Budget. The motion was adopted by unanimous roll call vote.
- (6-22) MOVED WILSON-MARTINELLI to ratify the action of the Manager and authorizing the transmission of relevant documentation to the Civil Service Board in conjunction with the five (5) day suspension of Chief Guthrie. The motion was adopted by a four to one vote, with Ms. Fialla voting NO.
- (6-23) MOVED WILSON-PADULA to approve the submission of a Letter of Intent to the Governor's Center for Local Government Services (DCED) for the purpose of requesting technical assistance in the development of a Regional Police Study in cooperation with Forest Hills, Churchill and Chalfont. The motion was adopted by unanimous roll call vote.
- (6-24) MOVED WILSON-MARTINELLI to agree not to apply for a DEP grant/Penvest Loan for the separation of CS01 or CS02. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 02-06

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE DESTRUCTION OF SPECIFIC RECORDS IN CONFORMANCE WITH RESOLUTION NUMBER 08-03 AND THE MUNICIPAL RECORD MANUAL APPROVED BY THE LOCAL GOVERNMENT RECORDS COMMITTEE ON JULY 16, 1993.

(06-25) MOVED MARTINELLI-PADULA to adopt Resolution No. 02-06), Disposition of Records. The motion was adopted by unanimous roll call vote.

Joint meeting with Planning Commission, Zoning Hearing Board, Recreation Advisory Board to be scheduled for Monday, February 6, 2006 beginning at 7:00 PM with Denny Puko from the Governor's Center (DCED) to begin the process of a preparing an update to the Comprehensive Plan

- (6-26) MOVED WILSON-FIALLA to table the authorization to the Civil Service Board for the preparation of a new eligibility list. The motion was adopted by unanimous roll call vote.
- (6-27) MOVED PADULA-FIALLA to authorize the Engineer to develop specifications and prepare bid packages on the the following sewer projects: 1. Greensburg Pike install sewer line; 2. Peffer Road repair collapsed line; 3. Baker Street remove spring water infiltration from sewer line; 4. Negley Avenue repair/replace existing line; 5. Manhole relining to remove groundwater infiltration. The motion was adopted by unanimous roll call vote.

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Commissioners' Comments:

Mr. Padula commented upon the Chiefs suspension. He stated that the Board is forced to make tough decisions, but he still respects the Chief and the job he is doing, even though he voted to ratify the action this evening, because he felt it was necessary. Also commented upon Mr. Hill's reports and the need for a rental/property maintenance ordinance and made the following motion:

(6-28) MOVED PADULA-MARTINELLI to authorize the Solicitor to draft an ordinance for rental property maintenance. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Padula reminded the residents that the joint Christmas Tree Burning will take place at the Forest Hills/Westinghouse Recreation Center on Greensburg Pike on Friday, January 13th beginning at 7:00 PM.

Ms. Fialla thanked everyone for their attendance at the meeting.

Mrs. Martinelli thanked the Recreation Board for their great job on the Children's Christmas Party and encouraged everyone to attend the Tree Burning on Friday.

Mr. Wilson welcomed all of the non-residents to the meeting. Expanded on the article that was published in the Pittsburgh Post-Gazette relative to a guilty plea entered by an employee of Goodwill Industries for a \$15.00 parking violation and thanked everyone for coming out this evening.

President Frank Greco thanked everyone for coming to the meeting and recognized former Commissioners Hanlon and Brannigan.

(6-29) MOVED MARTINELLI-PADULA to adjourn. The meeting was adjourned at 8:25 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Celecca Suddley
Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, JANUARY 30, 2006

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Minutes January 9, 2006
- 4. Citizen's Comments
- 5. Correspondence Timothy O'Rourke, WPJWA Engineering Coordinator –Angie Giallorretto, Chair, Democratic Committee
- 6. Allegheny County Department of Human Services Summer Lunch Program
- 7. Request from George Porado, Tax Collector Exoneration from collection of unpaid balance of 2005 Wilkins Township Real Estate Tax: \$41,991.84.
- 8. Resolution #3-2006 Treasurer's Bond.
- 9. Discussion of issues with audio system Swissvale Pro-Sound.
- 10. Town Planner Calendar
- 11. Road Paving Project 2006
- 12. Request for fingerprint training Chief Guthrie
- 13. Request to attend PELRAS Training Manager
- 14. Commissioner's Comments
- 15. Adjournment

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, JANUARY 30, 2006

The Additional Stated Meeting of Monday, January 30, 2006 was brought to order at 7:00 PM by Vice President Frank Greco. A quorum was present as follows:

Mr. Greco Mr. Wilson Mrs. Martinelli Mr. Padula Ms. Fialla

Mrs. Bradley announced that the Board of Commissioners met in Executive Session from 6:30 PM until 7:00 PM for the purpose of discussing two items of litigation and two items of personnel.

(6-30) MOVED WILSON-MARTINELLI to approve the minutes of the Regular Meeting of January 9, 2006. The motion was adopted by unanimous roll call vote.

CORRESPONDENCE:

- 1. Mr. Timothy J. O'Rouke, Engineering Coordinator with the Wilkinsburg-Penn-Joint Water Authority requesting that the Township Department of Public Works incorporate ditch line paving on behalf of the Water Authority when the Township paves the remainder of the Ivy Street Bridge. The Water Authority is willing to reimburse the Township \$1,670.00 for this paving.
- (6-31) MOVED MARTINELLI-PADULA to authorize the Department of Public Works to pave the ditch line on Ivy Street on behalf of the Wilkinsburg Penn Joint Water Authority in the amount of \$1,670.00. The motion was adopted by unanimous roll call vote.
 - 2. Mrs. Angie Gialloretto, Chair, Wilkins Township Democratic Committee requesting permission to use the Irene J. Pohl Municipal Building for a meeting on Thursday, February 9, 2006, from 7:30 PM until 9:00 PM.
- (6-32) MOVED WILSON-MARTINELLI to authorize the Wilkins Township Democratic Committee to use the Municipal Building for meeting on Thursday, February 9, 2006 from 7:30 PM until 9:00 PM. The motion was adopted by unanimous roll call vote.
- (6-33) MOVED MARTINELLI-FIALLA to authorize the Manager to submit an application to Allegheny County Department of Human Services for the 2006 Summer Lunch Program. The motion was adopted by unanimous roll call vote.
- (6-34) MOVED WILSON-MARTINELLI to exonerate Mr. George Porado, Tax Collector, from the collection of the unpaid balance of 2005 Township of Wilkins real estate taxes in the amount of \$41,991.84. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 3-06

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, RESOLVING TO PROVIDE A FIDELITY BOND FOR THE TOWNSHIP TREASURER, COVERING ALL RESPONSIBILITIES FOR THE FULL TERM OF OFFICE, AS REQUIRED BY THE FIRST CLASS TOWNSHIP CODE.

(6-35) MOVED PADULA-FIALLA to adopt Resolution No. 03-06 - The Treasurer's Bond. The motion was adopted by unanimous roll call vote.

Minutes of the Additional Stated Meeting, Monday, January 30, 2006 - Page Two

- (6-36) MOVED WILSON-MARTINELLI to authorize the Manager to request an amendment to DCED grant received for the Municipal Building improvements to include funds for the sound system. The motion was adopted by unanimous roll call vote.
- (6-37) MOVED MARTINELLI-WILSON to authorize the engineer to develop specifications, prepare bid packets and advertise for the 2006 Road Paving Program for the following streets: Dunbar Drive (Kingston to Jefferson Heights); Gilmore Drive; Farnsworth (Curry to Patterson); Highland Avenue (Negley to Mortimer); Mortimer Avenue (Highland to Saw Mill); Rita Drive and Wilbur Avenue. The motion was adopted by unanimous roll call vote.
- (6-38) MOVED WILSON-FIALLA to authorize the request of Chief Guthrie to send two officers to fingerprint training, sponsored by the Wilkinsburg Police Department and presented by Public Agency Training Council at a cost of \$250.00 per officer. The motion was adopted by unanimous roll call vote.
- (6-39) MOVED MARTINELLI-PADULA to approve the request of the Township Manager to attend the annual PELRAS training held at State College from March 29th-31st at a cost of \$100.00 plus \$99.00 per night for a room. The motion was adopted by unanimous roll call vote.

COMMISSIONERS' COMMENTS:

- 1. Mr. Padula questioned whether the Solicitor had an opportunity to prepare an ordinance for rental occupancy. Mr. Matta stated that he would have that for the Board's review at the next work session meeting. Also questioned the progress on the appointment of a School Crossing Guard. Mrs. Bradley stated that currently the Township is short by one substitute guard and she will continue to work on that. Also advised the Board that he attended the WHEMS meeting on the 24th of January. Mr. Bruce Sivak, the Manager for WHEMS announced at that meeting that he will be leaving effective February 3rd to accept another position. Until his position is filled, other members of the WHEMS Board will fill in for him.
- 2. Ms. Fialla also questioned the vacant crossing guard position and questioned where prisoners are being held now that the Township has changed over from the ERC to the EOC. Mrs. Bradley stated that she would continue to try and work out an agreement with either Turtle Creek, Forest Hills or Monroeville on this issue. Ms. Fialla also questioned the safety of the Shop-N-Save on William Penn. Mrs. Bradley stated that Shop-N-Save has retained an engineer who provides the Township with quarterly reports regarding the movement of the building. As of the last quarterly report, the engineer retained by Shop-N-Save indicated that there is no eminent threat to the public from the movement of the structure.
- 3. Mrs. Martinelli questioned whether or not the Police Department was still holding Crime Watch Meetings. Chief Guthrie indicated that Sgt. DeMarco will be arranging another meeting with Penhurst in the near future and that he is working on arranging a meeting with the residents of Laurel Village. She also questioned Chief Guthrie as to whether or not he resolved the problem at the Wilkins Primary School that she discussed with him, to which he responded in the affirmative. Mrs. Martinelli commented on the sewer line work that is currently underway on Elizabeth, reminded all that the deadline for articles for the newsletter is Friday, February 3rd and finally, stated that she hopes that the Steelers are victorious in Detroit on Sunday.

Minutes of the Additional Stated Meeting, Monday, January 30, 2006 - Page Three

- 4. Mr. Wilson advised the audience that he had attended a training session with the Civil Service Board on Tuesday, January 24th and was pleased with not only the attendance, but also the information presented. Mr. William Gamble, a police consultant and retired member of the Local Governor's Center for Local Government Services, Department of Community and Economic Development taught the three hour training session. Mr. Wilson questioned when the Board will begin the process of creating a new eligibility list. Mrs. Bradley stated that the Civil Service Board met on Saturday, January 28, 2006 and it was her understanding that the Civil Service Board would be finalizing the Rules and Regulations for the Commissioners review and subsequent adoption. Once the rules and regulations are adopted, it would be appropriate to authorize the Civil Service Commission to begin the process of eligibility list creation. Mr. Wilson thanked all those in attendance for coming to the meeting.
- 5. Mr. Greco stated that he is sorry to see Mr. Sivak leave WHEMS and feels that he has strengthened the working relationship between the Township and WHEMS and hopes that will continue. Mr. Greco thanked everyone in attendance for coming to the meeting and stated that he is glad that this is the last football game of the year. Go Steelers!
- (6-40) MOVED WILSON-MARTINELLI to adjourn. The meeting was adjourned at 7:45 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, FEBRUARY 13, 2006

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, January 30, 2006

Guest Speaker: Congressman Timothy Murphy

COMMUNICATIONS: Ms. Marla Marcinko, Manager, Penn Hills

CITIZENS' COMMENTS:

REPORTS:

1. Police

2. Public Works

3. Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF BILLS:	General Fund	\$196,944.56

General Fund Addendum------ \$ 288.12 Combined Sewer Fund - - - - - \$ \$174,837.15

Combined Sewer Fund Addendum \$ 22,543.44 (Hydrotech)

OLD BUSINESS:

1. Civil Service Rules and Regulations – review revisions recommended by the Civil Service Board.

NEW BUSINESS:

- 1. Recommendation(s)/Request(s) from Recreation Advisory Board:
 - a. By-laws For Consideration at meeting of January 27th.
 - b. Bands and Fireworks contracts Community Days, 2006

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, FEBRUARY 13, 2006

- c. Increase in rental fee per vendor booth from \$200-250 to \$250-300, plus \$25 per additional electrical requirements.
- d. Easter Egg Hunt Budget: \$1,666.00-includes purchase of "Easter Bunny" costume (see e) and Educational Wildlife Program (\$350.00).
- e. Request to purchase an "Easter Bunny" and "Santa Claus" costume \$450.00.
- 2. Turtle Creek Valley Council of Governments 35th Annual Membership & Installation of Officers Meeting: February 24, 2006 at Churchill Country Club \$50.00 / Elected Official.
- 3. Request by Mr. Hill and Mr. Vrontos to attend the Pa Construction Codes Academy "Summer Codes Issues" class on April 11, 2006 in Cranberry Township at a cost of \$95.00 each.

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, FEBRUARY 13, 2006

The Regular Meeting of Monday, February 13, 2006 was brought to order at 7:00 PM by President Frank J. Greco. A quorum was present as follows:

Mr. Greco Mr. Wilson Mrs. Martinelli Mr. Padula Ms. Fialla

2005

2006

(6-41) MOVED WILSON-PADULA to approve the minutes of the Meeting of January 30, 3006. The motion was adopted by unanimous roll call vote.

Communications:

Marla Marcinko, Manager, Municipality of Penn Hills regarding holding a meeting to resolve other outstanding issues related to the Boundary dispute.

(6-42) MOVED WILSON-PADULA to waive the reading of reports. The motion was adopted by unanimous roll call vote.

REPORTS:

The Police Report for January 2006

	2005	<u>2000</u>
Total Police Calls Logged	293	279
Total Criminal Offenses Reported	41	25
Criminal Arrests/Persons Charged	16	32
Criminal Offenses Cleared	20	19
Traffic Citations Issued	23	27
Parking Tags Issued	14	21
Parking Citations Issued	2	13
Monies collected during January	\$4,530.29 4	1,539.70

DPW Superintendent Vargo's January Report can be found filed in the Manager's Office.

WTVFD #1 - #1 didn't present the report at the meeting, but faxed it the next day: For December 2005: Nine (9) Fires, Four (4) Practices, a meeting and a Santa Detail – Total man hours 208.5

For January 2006: Seven (7) Fires, Three (3) Practices, One Tree Burning and a meeting. Total man hours 156.75

WTVFD #3 Reported as follows: Six (6) Fire Calls, Two (2) Training Sessions and eight (8) work details. Total man hours 136.00.

WTVFD #4 reported as follows: Five (5) Fire Calls, One (1) Drill, 4 Four Public Services and Four Work Details. Total man hours 173.5.

Building Permits issued during January 2006:

One (1) Residential Interior Alteration - \$,4,900.00.

One (1) New Home - \$40,000.00.

One (1) Porch Roof - \$1,500.00.

Interior Alterations – One at Byzantine, Inc. (Dollar General), Greensburg Pike (Formerly Penhurst Candy).

\$96,000.00 plus a Plan Review.

Total amount received for the month of January 2006 for Deed Transfer Tax - \$6,517.28.

Minutes of the Regular Meeting, Monday, February 13, 2006 - Page Two

A Municipal Services – Act 511 Tax Report:

Earned Income	<u>Taxes:</u>			
Current Month	\$31,388.25	Previous Year	\$ 28,201.56	Difference
Current YTD	31,388.25	Previous YTD	26,201.56	\$ 5,186.69
Occupation Private	vilege Tax::			
Current Month	1,462.40	Previous Year	390.00	Difference
Current Year	1,462.40	Previous YTD	390.00	\$ 1,072.40
Mercantile Tax	<u>.</u>			
Current Month	2,818.83	Previous Year	-0-	Difference
Current YTD	2,818.83	Previous YTD	-0-	\$ 2,818.83
Business Privile	ege Tax:			
Current Month	2,498.88	Previous Year	-0-	Difference
Current YTD	2,498.88	Previous YTD	-0-	\$2,498.88

Mr. Cambest's report is on file in the Manager's Office.

The Recreation Advisory Board Tree Burning Budget & Expense is on file in the Manager's Office.

Mr. McKeever's Senate Engineering Report is on file in the Manager's Office.

- (6-43) MOVED FIALLA-MARTINELLI to approve the schedule of bills in the amount of \$456,862.78 as presented. The motion was adopted by unanimous roll call vote.
- (6-44) MOVED WILSON-MARTINELLI to approve amendments to the Civil Service Rules and Regulations, as recommended by the Civil Service Board, as follows: 1. Section 4.2, General Examination Requirements for Promotions (page 15 of proposed rules and regulations) - delete "In addition, each applicant will undergo a physical fitness test which will be graded on a pass/fail basis for every applicant. After an applicant has been extended an offer of promotion, the final appointment to the promotional position shall be contingent upon the applicant passing a physical and psychological examination." 2. Section 4.7 Physical Fitness Testing (page 16 of the proposed rules and regulations) – subparagraph b., - delete"....remove a simulated motor vehicle operator weighing approximately 200 pounds from behind the steering wheel of a motor vehicle and drag the simulated operator to a point 50 feet from the motor vehicle." – add in the place of this: "....drag a simulated body weight of approximately two hundred 200 pounds for a distance of forty feet (40') within fifteen (15) seconds." 3. Section 4.7 Physical Fitness Testing (page 17 of the proposed rules and regulations) – subparagraph e., - delete" ...to repeatedly pull fifteen times for each hand the trigger of a double action nonfunctional revolver with arms horizontally extended." And add in the place of this: "pull the trigger repeatedly thirty times strong hand and fifteen times in thirty seconds weak hand, with arm fully extended in a shooting position using a double action handgun." The motion was adopted by unanimous roll call vote.

Guest Speaker: Congressman Timothy Murphy: Congress Murphy addressed the Board of Commissioners and the audience. After introducing his staff members and reminding the Board that he has an office in Monroeville if the Township, requires any assistance, Mr. Murphy talked to the Board about the availability of federal funding especially as it concerns joint-municipal projects. He stated that he was successful in receiving a federal appropriation of \$475,000 for police car digital cameras and that the Chief should speak with the Turtle Creek Valley Council of Governments regarding similar public safety

Minutes of the Regular Meeting, Monday, February 13, 2006 - Page Three

purchases. Also requested that the Township correct its' website, which currently shows Mike Doyle as the congressman for Wilkins Township

Mr. Wilson questioned whether there was funding available to help the Township remodel the Rescue 1 building for Senior Citizens and Mr. Padula questioned the availability of funding for the joint purchase of fire department communications equipment. Mr. Murphy suggested that Mrs. Bradley contact Emily Campbell of his office for assistance on these and any other grant opportunities.

- (6-45) MOVED WILSON-MARTINELLI to accept the recommendation of the Recreation Advisory Board approving the following contracts, contingent upon the review and approval of the Township's Solicitor, Mr. Matta: Billy Price \$2,000.00, Velvetta \$2,500.00: Midnite Run \$2,000.00 (also contingent upon the resolution of electricity requirements with the Department of Public Works); The Vogues \$3,000.00; Pure Gold \$4,500.00; Mid-Life Crisis \$300.00; DJ Radio Rich \$700.00; and Starfire Fireworks 3 year agreement \$4,000.00. The motion was adopted by unanimous roll call vote.
- (6-46) MOVED MARTINELLI-PADULA to authorize the increase in vendor booth rentals for Community Days from \$250 for new booth rentals to \$300 and from \$200 for repeat booth rentals to \$250. The motion was adopted by unanimous roll call vote.
- (6-47) MOVED MARTINELLI-WILSON to approve the budget for the Easter Egg Hunt scheduled for April 8, 2006, in the amount of \$1,666.00 pending the legal review of a contract between the Township and Educational Wildlife Program. The motion was adopted by unanimous roll call vote.
- (6-48) MOVED WILSON-MARTINELLI to approve the request of the Recreation Advisory Board to purchase a Santa Suit and an Easter Bunny costume at an estimated price of \$450.00. The motion was adopted by unanimous roll call vote.
- (6-49) MOVED MARTINELLI-WILSON to approve the expenditure of \$50.00 per elected official wishing to attend the 35th Annual Turtle Creek Valley Council of Governments Membership and installation of Officers banquet to be held on February 24, 2006 at the Churchill Country Club. The motion was adopted by unanimous roll call vote.
- (6-50) MOVED FIALLA-PADULA to approve the request of Messrs. Hill and Vrontos to attend the PA Construction Codes Academy "Summer Codes Issues" class on April 11, 2006 in Cranberry Township at a cost of \$95.00 each. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Padula questioned what the Township's position was on a memorandum from Mr. Hill to the Board and Mrs. Bradley regarding Emergency Shelters. Mr. Wilson stated that he was working on getting a Public Safety Committee meeting together in March and this is one of the topics that they will discuss.

Ms. Fialla thanked the Recreation Advisory Board for all of their hard work.

Mrs. Martinelli had no comments.

Mr. Wilson thanked the Recreation Advisory Board for their hard work and stated that their reports are the best that he has seen since he has been a Commissioner. Also, questioned Mr. McKeever on the last page of this report regarding recommendations by

Minutes of the Regular Meeting, Monday, February 13, 2006 - Page Four

Mr. McKeever for payment to Hydrotech for Consent Order and Agreement work. Wished all a Happy Valentines Day.

Mr. Greco thanked the Recreation Advisory Board for all of their time and effort and thanked all for their attendance this evening.

(6-51) MOVED MARTINELLI-FIALLA to adjourn. The meeting was adjourned at 7:40 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, FEBRUARY 27, 2006

- Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Minutes: Meeting of Monday, February 13, 2006
- 4. Communications: Charlene Cervino, Municipal Coordinator, Waste Management of Pa, Inc.

Dennis M. Davin, Director of Department of Economic Development

- CDBG Funding Request-Rescue 1 Building

- CDBG Funding Request- Montgomery St. / Washington Avenue

- 5. Citizens' Comments
- 6. Proposed Ordinance #976 of 2006 Occupancy Permits.
- 7. Recreation Advisory Board Approval of By-laws.
- 8. Local Government Academy Intern Program Announcement of Award.
- 9. Policy for purchase of back-up weapons.
- 10. Request from Sergeant DeMarco for Municipal Building use April 27th; May 11th; and May 25th.
- 11. Request from Mr. N. Leonard Hill to attend the Building and Fire Code Academy course, "Understanding Fire Sprinklers" being offered in Pittsburgh on May 25-26th at a cost of \$225.00, also requesting authorization for reimbursement for ½ of cost for those Fire Chiefs who wish to attend.
- 12. Commissioners' Comments
- 13. Adjournment.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, FEBRUARY 27, 2006

The Additional Stated Meeting of Monday, February 27, 2006 was brought to order at 7:00 PM by President Frank J. Greco. A quorum was present as follows:

Mr. Greco Mr. Wilson Mrs. Martinelli Mr. Padula Ms. Fialla

(6-52) MOVED PADULA-WILSON to approve the minutes of the regular meeting of February 13, 2006 with the following amendment: VFC #1 did not submit a report for the meeting. However, a report was faxed to the municipal building on February 14, 2006 The motion was adopted by a 4-1 vote with Mrs. Martinelli voting NO.

Mrs. Martinelli stated that she voted no on the motion because she feels that if the reports from departments are due on a specific date, they should be here on that date, not the following day.

Communications:

1. Charlene Cervino, Municipal Coordinator, Waste Management of PA., Inc.: Requesting that the Board of Commissioners consider the grant of a \$0.20 per unit per month increase in the municipal refuse bill for the added cost of fuel.

(6-53) MOVED PADULA-MARTINELLI to deny the request of Waste Management of PA., Inc. for an increase of \$0.20 per unit per month in the municipal refuse bill for the added cost of fuel. The motion was adopted by unanimous roll call vote.

- 2. Dennis Davin, Director of Ecopomic Development, Allegheny County, advising the Township that the CDBG Year 32 application submitted for the rehabilitation of the former Rescue #1 building for a Senior Center was denied due to funding restrictions and encouraging the township to reapply for funding in Year 33.
- 3. Dennis Davin, Director of Economic Development, Allegheny County, advising the Township that the CDBG Year 32 application submitted for the reconstruction of Montgomery Street and Washington Avenue was denied due to funding restrictions and encouraging the Township to reapply for funding in Year 33.

Citizens' Comments:

Ms. Dora Packowski of 194 Ridge Street stated that she was unhappy with what she perceived as a political rally instead of a reorganization of the Board of Commissioners on January 5, 2006. Further questioned what rules of procedure the Board of Commissioners follows.

<u>Proposed Ordinance Number 976 – Occupancy Permits</u> - Mrs. Bradley reviewed the proposed ordinance governing the issuance of occupancy permits for one and two family; multi family and commercial structures in the Township of Wilkins. The Ordinance will be advertised for adoption at the meeting scheduled for March 13, 2006.

Mrs. Bradley reviewed correspondence received from Ms. Nowikowski, Recreation Advisory Board Chair, regarding additional amendments to the proposed by-laws for the Recreation Advisory Board. Mrs. Bradley recommended that the Board of Commissioners not take formal action to approve the by-laws until the Recreation Advisory Board had formally approved the three amendments requested by Ms. Nowikowski in her communication of February 27, 2006. Also recommended that the Board consider amending Article VII, Rules and Amendments; Section 3 to state:

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"No amendment shall be made to the code of laws except at a board meeting, and must receive concurrence of 2/3 of the members present. All Board members shall be nofified in writing of a meeting wherein an amendment to the by-laws is contemplated at least thirty (30) days in advance. No amendment to the by-laws may be made until voted upon by the Board of Commissioners of the Township of Wilkins. This item will be reintroduced at the meeting of March 13, 2006.

Mrs. Bradley announced that she had received notification from John Barrett of the Local Government Academy that the application submitted by the Township for an intern to prepare and present an employee manual had been approved. Initial intern interviews are scheduled for Tuesday, February 28^{th} at Carnegie Mellon University from 12:00-3:00 PM.

RESOLUTION NO. 04-06

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ADOPTING A POLICY GOVERNING THE PURCHASE OF OFF-DUTY WEAPONS BY POLICE OFFICERS OF THE TOWNSHIP OF WILKINS WITH TOWNSHIP-ISSUED CLOTHING ALLOWANCE.

- (6-54) MOVED MARTINELLI-PADULA to read Resolution #04-2006 for the first time with the following amendments: Under Paragraph A(4) Clarify the language to indicate that the purchase of off-duty weapons is limited to one (1) weapon period, not one weapon each year; and under Paragraph B(4) Add language indicating that the Chief of Police must sign off on firearms certification. The motion was adopted by unanimous roll call vote.
- (6-55) MOVED WILSON-MARTINELLI to read Resolution #04-2006 for the second time, by title only. The motion was adopted by unanimous roll call vote.
- (6-56) MOVED WILSON-MARTINELLI to adopt Resolution #04-2006. The motion was adopted by unanimous roll call vote.
- (6-57) MOVED FIALLA-MARTINELLI to approve the request of Sergeant DeMarco to use the municipal building on the following dates: April 27, 2006 for a seminar for residents entitled: "Your Child and the Internet" in conjunction with the Post Office; May 11, 2006 for a training session with area police departments on Visual Alert (record management system); and May 25, 2006 for a seminar to be conducted for Wilkins Township businesses to aid them in the identification of counterfeit money and credit card fraud in conjunction with the US Secret Service. Also requesting that the solicitor review and approve an agreement between the Post Gazette and the Township for the right to duplicate and use an article published in that paper. The motion was adopted by unanimous roll call vote.
- (6-58) MOVED WILSON-MARTINELLI to accept the recommendation of the Manager to table Agenda Item #11 until the meeting of March 13, 2006. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Padula questioned whether there had been any action on the hiring of a substitute crossing guard as was previously discussed. Thanked the Recreation Advisory Board for doing a great job on the recent newsletter. Questioned whether all Wilkins Township residents receive the newsletter. Spoke with a resident of Seville Square who does not receive it.

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Ms. Fialla questioned the action on a substitute crossing guard. Stated that if there is no expense, then the position should be filled.

Mr. Wilson congratulated Patty Nowikowski on her receipt of the Citizen of the Year Award.

Mrs. Martinelli thanked the Recreation Advisory Board for the great job on the newsletter. Formally thanked the following individuals for their help in getting the newsletters out to the residents and requested that the manager send thank you letters to these individuals: Mr. & Mrs. Neal Stanton, Mrs. Judy Null, Nancy & Chris Chapman, Mrs. Linda Porado, Mrs. Patricia Romanelli, Mr. Zachary Rizza and Mrs. Betty Delanko. Also thanked the residents of the community for allowing the Board of Commissioners to attend the Turtle Creek Valley Council of Governments' dinner on this past Saturday. The guest speaker at the event was Jon Delano from KDKA.

President Greco thanked everyone for coming out and thanked the Recreation Advisory Board for doing such a nice job on the newsletter.

(6-59) MOVED MARTINELLI-FIALLA to adjourn. The meeting was adjourned at 8:15 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MARCH 13, 2006

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, February 27, 2006

COMMUNICATIONS: Mrs. Sylvia Martinelli, President-elect, Century Club of Wilkins Township

CITIZENS' COMMENTS:

REPORTS:

1. Police

2. Public Works

Fire Companies
 Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF BILLS:

General Fund ----- \$131,340.76

Combined Sewer Fund ----- \$ 17,183.18 FEMA Fund ----- \$ 68,833.25

TOTAL:

\$217,357.19

OLD BUSINESS:

- 1. Resolution # 5 of 2006 Civil Service Rules and Regulations.
- 2. Ordinance Number 976 Occupancy Permit Ordinance.
- 3. Resolution #6 of 2006 Recreation Advisory Board By-Laws.
- 4. Request from Mr. N. Leonard Hill, Fire Marshall, Mr. Paul Romanelli, Mr. Bill McElhaney and Mr. Nick Slobodniak (Deputy Fire Marshalls) to attend the Building and Fire Code Academy course, "Understanding Fire Sprinklers" being offered in Pittsburgh on May 25-26th at a total cost of \$900.00 with funds to be drawn from the "Fire Prevention" (411.210) line item of the General Fund Budget.

NEW BUSINESS:

1. Request for authorization to approve Change Order #1 – Straley Bridge.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MARCH 13, 2006

- 2. Request to attend GFOA-PA West Chapter training session on GASB 34 issues at a cost of \$20.00, to be held at the Cranberry Township Municipal Building on Friday, March 24th from 9AM until 12 PM.
- 3. Request for authorization to approve contract with Copier Corporation of America for the period of March 15, 2006 through March 14, 2007.
- 4. Submittal of grant application to Penn Prime for Automatic Electronic Difibulator for the municipal building.

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, MARCH 13, 2006

The Regular Meeting of Monday, March 13, 2006 was brought to order at 7:00 PM by President Frank J. Greco. A quorum was present as follows:

Mr. Greco Mr. Wilson Mrs. Martinelli Mr. Padula Ms Fialla

(6-60) MOVED MARTINELLI-PADULA to approve the minutes of the additional stated meeting of Monday, February 27, 2006. The motion was adopted by unanimous roll call vote.

COMMUNICATIONS:

Mrs. Sylvia Martinelli, President-elect, G.F.W.C. Century Club of Wilkins Township: Requesting permission to place a dumpster in the municipal parking lot for the collection and recycling of newspapers. The dumpster will be provided and serviced by Abitibi Paper Retriever of Carnegie. The bin will be emptied weekly and the Century Club will receive a donation for the collection, which will be passed on to the various community groups in Wilkins Township.

(6-61) MOVED WILSON-FIALLA to approve the request of the Century Club to place a newspaper recycling bin in the municipal building lot. The motion was adopted by a 4-1 vote with Mrs. Martinelli abstaining.

REPORTS:

Wilkins Township Police Report for February 2006:

	<u>2005</u>	<u>2006</u>
Total Police Calls Logged	269	295
Total Criminal Offenses Reported	31	37
Criminal Arrests/Persons Charged	19	22
Criminal Offenses Cleared	22	16
Traffic Citations Issued	33	42
Parking Tags Issued	14	8
Parking Citations Issued	2	6
Monies collected during February	\$5,036.77	\$4,427.69

Mr. Paul Vargo's Report has been filed in the Manager's Office.

WTVFD #1 reported the following: 17 Fires, 3 Practices, 2 Training Sessions, 1 (One) meeting with man hours totalling 224.14 hours.

WTVFD #3 reported the following: 17 Fires, 3 Training Sessions, 3 Work Details, One (1) Meeting and 5 other activities with man hours totalling 328.36.

WTVFD #4 reported the following: 11 Fires, 3 Drills, One (1) Public Service and One (1) work detail with man hours totaling 142.50.

Building Permits issued during February 2006:

One (1) Roof - Construction cost \$800.00 Soffer - One (1) Interior Alteration CC: \$5,114.00 One (1) Sprinkler Alteration CC: \$2,600.00 Two (2) Signs

Deed Transfer Tax for the month of February 2006: \$2,478.42.

Minutes of the Regular Meeting, Monday, March 13, 2006 - Page Two

Pennsylvania Municipal Services - Act 511 Tax Report

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Current Month	\$ 59,666.64	Previous Year \$	\$71,285.41	Difference	
Current YTD	91 054.98	Previous YTD	97,486.97	(\$6,432.08)	
				,	
Occupation Privilege Tax:					
Current Month	31,951.20	Previous Year	-0-	Difference	
Current YTD	33,413.60	Previous YTD	390.00	\$33,023.60	
				•	
Mercantile Tax:					
Current Month	-0-	Previous Year	-0-	Difference	
Current YTD	2,818.83	Previous YTD	-0-	\$2,818.83	
	·			,,	
Business Privilege Tax:					
Current Month	-0-	Previous Year	-0-	Difference	
Current YTD	2,498.88	Previous YTD	-0-	\$2,498.88	
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Solicitor Gary Matta's Report is in file in the Manager's Office.

The Recreation Advisory Board's Report is on file in the Manager's Office. After the Recreation Advisory Report was read, Mr. William Mence, owner of Property located at 838 Larimer Avenue, approached the podium to discuss a property maintenance letter that he had received from Mr. Hill. He stated that he was approaching the Board on the advice of his attorney. Due to the fact that Mr. Mence did not address the Board during the "Citizen' Comments" section of the meeting, he was advised to speak with Mrs. Bradley the following day.

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

(6-62) MOVED FIALLA-PADULA to approve the payment of the bills in the amount of \$217,357.19 as presented. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 05-06

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ADOPTING CIVIL SERVICE RULES AND REGULATIONS IN ACORDANCE WITH THE POWERS GRANTED BY THE CIVIL SERVICE PROVISIONS OF THE FIRST CLASS TOWNSHIP CODE.

- (6-63) MOVED WILSON-MARTINELLI to adopt Resolution No. 5-2006 Civil Service Rules & Regulations, 2006. The motion was adopted by unanimous roll call vote.
- (6-64) MOVED WILSON-MARTINELLI to authorize the Civil Service Board to advertise for police examinations. The motion was adopted by unanimous roll call vote.
- (6-65) MOVED FIALLA-PADULA to table Ordinance No. 976, at the recommendation of the Manager. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 06-06

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ADOPTING THE BY-LAWS OF THE WILKINS TOWNSHIP RECREATION ADVISORY COMMITTEE.

Minutes of the Regular Meeting of Monday, March 13, 2006 - Page Three

- (6-66) MOVED MARTINELLI-PADULA to adopt Resolution No. 6-2006 The Recreation Advisory Board By-Laws. The motion was adopted by unanimous roll call vote.
- (6-67) MOVED FIALLA-WILSON to approve the payment of \$900.00 to the Building and Fire Code Academy for the attendance of Mr. N. Leonard Hill, Fire Marshal and Mr. Paul Romanelli, Mr. William McElhaney and Mr. Nick Slobodniak, Deputy Fire Marshals at a seminar on March 25-26th in Pittsburgh, entitled "Understanding Fire Sprinklers," with the allocation to be drawn from General Fund Budget line-item 411.210. The motion was adopted by unanimous roll call vote.
- (6-68) MOVED WILSON-FIALLA to approve Change Order #1 from Gregori Construction for the Straley Bridge at an increase in cost of \$6,300.00, as reviewed and approved by Senate Engineering. The motion was adopted by unanimous roll call vote.
- (6-69) MOVED PADULA-FIALLA to authorize the attendance of the Manager at a seminar sponsored by the GFOA-Western PA Chapter, to be held on March 24, 2006 at the Cranberry Township Municipal Building on GASB 34, issues at a cost of \$20.00. The motion was adopted by unanimous roll call vote.
- (6-70) MOVED WILSON-MARTINELLI to approve the contract between the Township of Wilkins and Copier Corporation of America for the maintenance of the Township's copier for the period of March 15, 2006 through March 14, 2007 at a cost of .014 per copy. The motion was adopted by unanimous roll call vote.
- (6-71) MOVED WILSON-PADULA to authorize the Manager to submit an application to Penn Prime for the purpose of acquiring a \$1,000.00 grant to purchase an Automatic Electronic Defibulator to be housed at the Municipal Building and utilized for municipal empoloyees and visitor purposes. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Padula questioned the procedure currently in place by the Police Department wherein residents are charged a fee for the removal and disposition of rabid wild life that ends up on their property. Requested that the Manager and the Police Chief review this policy and report back to the Board at the next meeting with recommendations for modification.

Ms. Fialla questioned whether the Manager and Police Chief had discussed the vacant substitute crossing guard position. Mrs. Bradley again recommended that the position not be filled. Currently, the Township employs nine (9) crossing guards. One of the guards is a substitute who can only substitute in the afternoons. However, typically during daylight hours, the Chief and two officers are on duty. If it necessary to fill an empty post, then an officer may be assigned. Mrs. Bradley stated that due to the small amount of hours accumulated by a secondary substitute during the previous years, and the fact that daylight officers can fill in, it really was not critical to fill the position. The safety of the children has not been changed or compromised.

Mr. Wilson stated that the Public Safety Committee held a Public Safety meeting on March 9, 2006. He was very impressed by the knowledge that those in attendance possessed and believes that the Township is in very good hands, if an emergency situation should occur He stated that the meeting was very well attended by the volunteers of the community in addition to the Board of Commissioners, Mrs. Bradley, Mr. Vargo and Chief Guthrie. Finally, stated that he did not mean to be rude to Mr. Mence, but he was trying to explain that the Board does have an agenda that they must follow for meetings and that Mr. Mence had missed the part of the agenda where he would be permitted to speak.

Minutes of the Regular Meeting, Monday, March 13, 2006 - Page Four

Mrs. Martinelli stated that she wanted to reiterate Mr. Wilson's comments with regard to the level of preparedness that was displayed at the Public Safety Committee meeting that she attended last week. The volunteer emergency service workers in the community possess a tremendous amount of knowledge and she remains in awe of them. She further thanked the Board of Commissioners for approving the request of the Century Club to place a newspaper recycling collection bin in the municipal lot. She stated that she has had many inquiries from residents as to why the Township does not recycle newspapers – beginning May 15th, we will.

President Greco stated that he also was impressed by the knowledge that the emergency service workers in the community possess and that he felt that it was an excellent idea to hold these types of meetings on a quarterly basis just to make sure that everyone remains on the same page. Thanked all for coming to the meeting.

(6-72) MOVED MARTINELLI-WILSON to adjourn. The meeting was adjourned at 7:55 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, MARCH 27, 2006

- Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Minutes: Meeting of Monday, March 13, 2006
- 4. Presentation of Citizen of Year Award: Ms. Patty Nowikowski by Peggy Conrad- Woodland Hills Progress
- 5. Communications:

Joseph D. Costa, 539 Lucia Road

Woodland Hills Emergency Medical Services (2) Mr. & Mrs. Charles Straley, 558 Brown Avenue Mrs. Lorraine Buck, Penhurst Civic Association

- Citizens' Comments
- 7. Proposed Ordinance #976 of 2006 Occupancy Permits.
- 8. Local Government Academy Intern Program update.
- 9. Resolution #07 of 2006, Supporting increased funding for the FY 2007 CDBG budget.
- 10. Request by Wilkins Township Wage Policy Committee for the creation of a Pension Plan Committee.
- 11. Request to attend seminar on personnel policy development to be held on May 9, 2006 at the Sheraton in Greensburg, sponsored by the Governor's Center for Local Government Services (DCED) at a cost of \$25.00.
- 12. Review/discussion of Chief's proposal for animal control policy.
- 13. Request from VFC #1, #3 & #4 for \$15,000 each in additional municipal donation for the purpose of purchasing radio equipment.
- 14. Request for authorization to enter into a joint bid with the Borough of Forest Hills for dye-testing in compliance with the Consent Order and Agreement.
- 15. Request by Chief Guthrie to attend Police Chiefs Annual Training Conference from July 9, 2006 through July 13, 2006 at a cost of \$812.00.
- 16. Request to purchase police vehicle.
- 17. General Information: Property Maintenance Inspection Program.

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, MARCH 27, 2008



- Call to Order / Roll Call
 - 2. Fledge of Allagiance
- s. Approval of Minutes: Meeting of Honday, March 13, 2006
- Presentation of Citizen of Year Award: Ms. Patty Novikowski by Peggy Corrad- Woodland Hills.

 Progress
 - ... Communications:

Joseph D. Costa, 539 Lucia Road

Woodland Hills Emergency Medical Services (2) Mr. & Mre. Charles Straley, 558 Brown Avenue

Mrs. Lorraine Buck, Penhurst Civic Association

- 6. Glizens' Comments
- 7. Proposed Ordinance 3/376 of 2006 Occupancy Permits.
 - E. Local Government Academy Intern Program update.
- Recordston #07 of 2006, Supporting increased funding for the FY 2007 CDRG budget.
- Request by Willdins Township Wage Policy Committee for the creetion of a Pension Plan Committee.
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- 13. Request from VFC 約, 对3 8 种 for \$15,000 each in additional municipal donation for the purpose of purchasing radio equipment.
 - (4) Request or authorization to enter into a joint bid with the Borough of Forest Hills for dye-lesting in compliance with the Consent Order and Agreement.
 - Request by Chief Guttaje to attend Police Chiefs Annual Training Conference Aum July 9: 2006 through July 13, 2006 at a cost of \$812.00.
 - 16. Reguest to purchase police vehicle.
 - General Information: Property Maintenance Inspection Program.



AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, MARCH 27, 2006

- 18. General Information: Chairman of Zoning Hearing Board request for legal representation. Change in meeting date of Zoning Hearing Board meeting Wednesday, April 26, 2006 beginning at 7:00 PM.
- 19. Commissioners' Comments
- 20. Adjournment.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, MARCH 27, 2006

The Additional Stated Meeting of Monday, March 27, 2006 was brought to order at 7:00 pm by President Frank J. Greco. A quorum was present as follows:

Mr. Greco Mr. Wilson Mrs. Martinelli Mr. Padula Ms. Fialla

(6-73) MOVED WILSON-FIALLA to approve the Minutes of the Meeting of March 13, 2006. The motion was adopted by unanimous roll call vote.

Communications:

- 1. Joseph D. Costa, 539 Lucia Road requesting consideration of becoming a member of the Recreation Advisory Committee.
- (6-74) MOVED WILSON-MARTINELLI to refer the request of Mr. Costa to the Recreation Advisory Board for review and recommendation. The motion was adopted by unanimous roll call vote.
 - 2. Woodland Hills Emergency Medical Services Announcing that Mr. Adam Knight has replaced Mr. Bruce Sivak as Manager for WHEMS effective March 6, 2006.
- (6-75) MOVED PADULA-MARTINELLI to authorize the donation of \$1.00 per capita to the Woodland Hills Emergency Medical Service, as is budgeted and as was done last year. The motion was adopted by unanimous roll call vote.
 - 3. Charles & Bonnie Straley of 558 Brown Avenue thanking the Board of Commissioners for replacing the Straley Lane bridge.
 - 4. Lorraine Buck, Past President of the Penhurst Civic Association thanking the Board of Commissioners for the donation of \$200.00 to the Civic Association.

Ms. Peggy Conrad of the Woodland Hills Progress presented Ms. Patty Nowikowski, Chairperson of the Wilkins Township Recreation Advisory Committee, the 2006 Citizen of the Year Award for all of her efforts on behalf of the Township with the Recreation Board.

Citizen's Comments:

- 1. Mr. John Yocca, owner of property at 4065 Greensburg Pike requested the Board's aid in the consideration of rezoning of his property. His family has owned this property since the 1930's and since that time, it has primarily been used as an auto repair garage. He became aware in 1998 that the property had been rezoned in 1977 to residential (R-3). He is interested in possibly selling this property, but can only sell it for a residential use.
- (6-76) MOVED WILSON-MARTINELLI to refer this matter to the Planning Commission for review and recommendation of potential rezoning of the Greensburg Pike corridor. The motion was adopted by unanimous roll call vote.
 - 2. Mr. Steven Lazzaro of 717 Thompson Street commented upon proposed Ordinance 976-2006. He requested information about how citizens are informed of proposed ordinances and also commented on Citizen's Comments being requested at the beginning of the meeting instead of at the end.

Minutes of the Additional Stated Meeting, Monday, March 27, 2006 - Page Two

- 3. Mr. Jeff Bergamasco of 720 Negley Avenue questioned how residents who do not have a subscription to the Pittsburgh Post-Gazette and do not have internet access are supposed to get information on proposed ordinances that affect all of the residents of the township.
- 4. Mr. John Lazzaro of 733 Negley Avenue stated that although he believes he understands the goal of the ordinance, he was interested in understanding whether there has been any precedent set in any other municipality with a similar ordinance. Also questioned whether the Board has the means to amend the ordinance, it is not effective.
- 5. Mr. Frank Fasciano of 661 Mortimer Avenue stated that he does not understand how residents are supposed to get information regarding what is being discussed at Commissioner's meetings. He stated that the proposed ordinance will affect all Township residents and that all residents should have been notified.

Proposed Ordinance #976.

Prior to discussing the perceived problems with the ordinance, Mrs. Bradley gave a general overview of the intent of the ordinance for the benefit of the members of the audience. Following that overview, the Board discussed the following issues:

1. <u>Property Manager:</u> Commissioner Fialla raised a question at a previous meeting regarding whether the Township had the authority to require that a property manager reside within fifteen (15) miles of the township.

Mr. Matta stated that he has researched this issue and finds that while a number of municipalities now require that a property manager live within so many miles of the community, this has never been challenged. Therefore, it appears to him that it would be appropriate to include this language in the ordinance. In the event of a challenge, the Township would have the ability to sever this section. Commissioner Fialla stated that she does not have a problem with requiring a property manager, but does not believe that the Township should restrict that manager to a fifteen (15) mile radius. Commissioner Wilson stated that he believes an out-of-town property owner is taking care of the property, he should not be called the "manager of the property."

- 2. <u>Dates of Re-inspection</u>: The proposed ordinance calls for a re-inspection of residential one and two family homes no more frequently than once every two years, regardless of the change of ownership or occupancy. The multifamily section of the ordinance, however, calls for a re-inspection no more frequently than once every five years, regardless of the change of ownership or occupancy. Commercial, like one and two family residential, provides for an inspection no more frequently than every two years. Mrs. Bradley questioned whether the Commissioners believed that this was "fair". The Board generally agreed to leave this as written.
- 3. Fees: The proposed ordinance provides for the establishment of a fee schedule by resolution. However, Mrs. Bradley stated that the Board needed to make some decisions about the fee schedule so that a resolution could be adopted setting that schedule at the same time as the proposed ordinance is approved. The proposed fee schedule is: \$50.00 for one and two family residential inspections: Forty-percent of \$50.00 (or \$20.00) for inspections of properties with three (3) or more units; for simultaneous inspections, \$50.00 for the first and then \$33.00 for each additional inspection; and a re-inspection fee (after two inspections) of between \$35.00 and \$50.00. For commercial inspections, the proposed fee is \$100.00. A resolution will be drafted reflecting this fee schedule.

Minutes of the Additional Stated Meeting, Monday, March 27, 2006 - Page Three

The ordinance will be presented for adoption at the regularly scheduled meeting of April 10, 2006.

Local Government Academy Intern: Mrs. Bradley stated that she had an opportunity to interview four potential candidates for the position of personnel manual development in conjunction with the grant received through the Local Government Academy. Mrs. Bradley recommended that the Board authorize her to contact the Local Government Academy and request that they make a job offer to the candidate that she feels is the most qualified for the position, pending her contact with the references listed for the candidate. In addition,, Mrs. Bradley requested permission to transfer the Township's share of the interns salary (\$2,400.00) from the Contingencies line-item of the Emergency Contingency Fund, if that became necessary.

- (6-77) MOVED FIALLA-MARTINELLI to authorize the manager to contact Local Government Academy to request that they make a job offer to the selected candidate, pending a review of references. The motion was adopted by unanimous roll call vote.
- (6-78) MOVED MARTINELLI-WILSON to authorize the manager to transfer \$2,400.00 from the Contingencies line-item of the Emergency Contingency budget to cover the Township's share of the intern's salary, if necessary. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 07-06

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, EXPRESSING ITS UNWAVERING SUPPORT OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM AND RECOGNIZING THE PROGRAM'S SIGNIFICANT AND UNPARALLELED IMPACT UPON THE COMMUNITIES OF THIS COUNTY; AND FURTHER, CALLING UPON THE UNITED STATES SENATE AND HOUSE OF REPRESENTATIVES TO SUPPORT FULL FUNDING OF THE CDBG FORMULA GRANTS AT \$4.5 BILLION AS WELL AS FULL FUNDING FOR OTHER CRITICALLY IMPORTANT AFFORDABLE HOUSING AND COMMUNITY AND ECONOMIC DEVELOPMENT PROGRAMS.

- (6-79) MOVED WILSON-MARTINELLI to adopt Resolution #7-2006, supporting increased funding for the Fiscal Year 2007 Community Development Block Grant Funding. The motion was adopted by unanimous roll call vote.
- (6-80) MOVED WILSON-MARTINELLI to authorize the Solicitor to prepare an ordinance creating a Police Pension Plan Committee as requested by the Wilkins Township Wage Policy Committee. The motion was adopted by unanimous roll call vote.
- (6-81) MOVED MARTINELLI-FIALLA to approve the request of the manager to attend a seminar on personnel policy development, together with the appointed intern, offered by the DCED Local Governor's Services Center on May 9, 2006 at the Sheraton in Greensburg at a cost of \$25.00 per person. The motion was adopted by unanimous roll call vote.

Minutes of the Additional Stated Meeting, Monday, March 27, 2006 - Page Four

- (6-82) MOVED PADULA-MARTINELLI to approve the Chiefs recommendation that the Township will no longer invoice residents for the disposition of rabid or sick wildlife that is removed from their property. Also authorizing the Chief to prepare a General Order to the Officers advising that prior to contacting animal control they are to speak with a supervisor of the department. The motion was adopted by unanimous roll call vote.
- (6-83) MOVED WILSON-FIALLA to authorize the request from VFC #1, #3, and #4 for an additional municipal donation during the 2006 fiscal year in the amount of \$15,000.00 per company for the purpose of purchasing radio equipment. Said funds to be drawn from the Emergency Management Fund, line item 190-90411. Further authorizing the purchase of radio equipment for the Fire Marshal. The motion was adopted by unanimous roll call vote.
- (6-84) MOVED PADULA-FIALLA to authorize the Township to enter into a joint bid with the Borough of Forest Hills for dye testing of residential structures in accordance with the Consent Order and Agreement. The motion was adopted by unanimous roll call vote.
- (6-85) MOVED FIALLA-WILSON to approve the request of Chief Guthrie to attend the annual Police Chiefs training conference held from July 9, 2006 July 13, 2006 at a cost of \$812,000. The motion was adopted by unanimous roll call vote.

Mrs. Bradley stated that no action would be taken on the Chiefs request to purchase a police vehicle as she had not received all of the relevant information.

(6-86) MOVED PADULA-FIALLA to authorize the Zoning Hearing Board to retain legal counsel (Attorney Evashavik) for their Zoning Hearing Board meeting scheduled for April 26, 2006. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Padula reminded residents to turn their clocks ahead this weekend and, at the same time, change the batteries in their smoke and carbon monoxide detectors.

Ms. Fialla thanked Mr. Roolf who found some old maps of the Township from 1903 and the 1960's and was kind enough to send them onto the Township. Stated that the next meeting of the Board of Commissioners will be held on April 10, 2006. Also stated in response to Mr. Fasciano's comment in Citizen Comments that he does not care about paying \$25.00 for the attendance of municipal personnel at a seminar that the Board of Commissioners is required by the Sunshine law to approve the payment of all expenses of the Township at a public meeting. Congratulated Ms. Nowikowski on her recognition as Citizen of the Year for Wilkins Township and finally, thanked all in attendance for coming to the meeting.

Mrs. Martinelli apologized for the way that the auditorium currently looks, but the Township is in the process of remodeling due to the award of \$10,000. from the State. She stated that the woodwork is to be refinished, the room will be painted and that carpeting will be purchased and installed. She is hopeful that these changes would increase the acoustics in the auditorium. Also reminded the residents that the Recreation Advisory Committee Easter Egg Hunt is scheduled for April 8, 2006 and anyone interested in attending needs to get their slips in by tomorrow. Finally, congratulated Ms. Nowikowski on her appointment as Wilkins Township Citizen of the Year.

Minutes of the Additional Stated Meeting, Monday, March 27, 2006 - Page Five

Mr. Wilson thanked everyone for coming to the meeting this evening.

President Greco thanked all in attendance for coming out and showing interest in the Township. Reminded those in attendance that the Board members are residents too. Also congratulated Ms. Nowikowski on her recognition as Wilkins Township Citizen of the Year.

(6-87) MOVED MARTINELLI-PADULA to adjourn. The meeting was adjourned at 8:37 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, APRIL 10, 2006

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

PRESENTATION: By Michael Lepore of the Wilkins Lodge #577 B.P.O. Elks - 2005-2006 Citizen of the

Year Award to Commissioner Wilson.

APPROVAL OF MINUTES: Meeting of Monday, March 27, 2006

COMMUNICATIONS: Joan Eiger Gottlieb, Secretary, Churchill Area Environmental Council

Winifred M. Klingerman, Turtle Creek Valley Memorial Day Association (2)

CITIZENS' COMMENTS:

REPORTS:

_1. Police

2. Public Works

3. Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF BILLS:

Emergency Mangement Fund -- \$ 45,000.00 **TOTAL**: \$ 243.071.20

OLD BUSINESS:

- 1. Proposed Ordinance #976 Occupancy Permit Ordinance.
- 2. Resolution #8 of 2006 naming the following individuals to the Wilkins Township Police Pension Board: Officer David Kemp, Chief (Retired) Elias Sejko, and Rebecca Bradley.
- 3. Approval of Recreation Advisory Board recommendation to appoint Mr. Joe Costa as a member of the Recreation Advisory Committee.
- 4. Memorandum issued to employees regarding Township chain of command.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, APRIL 10, 2006

NEW BUSINESS:

- 1. Approval of Chief Guthrie's recommendation to execute an Authorized Provider Agreement with the American Red Cross.
- 2. Motion to accept the resignation of Mr. George Vrontos from the position of Property Maintenance Officer effective April 30, 2006.
- 3. Motion accepting the recommendation of Chief Guthrie to purchase one (1) 2006 Ford Crown Victoria Police Interceptor, 3.55 Axle through the SHACOG Purchasing Alliance 2005 bid tabulation from Day Ford at a base price of \$20,068.00 plus optional equipment totaling \$566.00 for a total purchase price of \$20,634.00.

COMMISSIONERS' COMMENTS

ADJOURNMENT

*4. (Added at meeting) Motion to rescind Resolution #4-2006
- Off duty Weapons policy.

Rsb 4/12/06

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, APRIL 10, 2008

BENEAU STEEL

- Approved of Chief Guthris's recommendation to execute an Authorized Provider Agreement with the American Red Cross.
- Modeln to accept the resignation of Mr. George Vrontos from the position of Property Maintenance Officer effective April 30, 2006.
- Motion accepting the recommendation of Chief Guthrie to purchase one (1) 2006 Ford Crown Victoria Police Interceptor, 3.55 Axie through the SHACOG Purchasing Aliance 2005 bid labulation from Day Ford at a base price of \$20,058.00 plus optional equipment totaling \$555.00 for a total purchase price of \$20,054.00.

COMMISSIONERS COMMISSION

AGJOURNMENT

4. (As led shoreebing). Mobile the rescand Resolution = 1-2006
- "Affilial Westons policy.

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WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING OF MONDAY, APRIL 10,2006

The Regular Meeting of Monday, April 10, 2006 was brought to order at 7:00 PM by President Frank J. Greco. A quorum was present as follows:

Mr. Greco

Mr. Wilson

Mrs. Martinelli

Mr. Padula

Ms. Fialla

Mr. Michael Lepore of the BPO Elks, Lodge #577 presented Mr. William Wilson with the 2005-2006 Citizens of the Year Award for all of his hard work in arranging the Veteran's Day Celebration.

(6-89) MOVED PADULA-FIALLA to approve the minutes of the meeting of March 27, 2006 as presented. The motion was adopted by unanimous roll call vote.

Communications:

- 1. Dr. Joan Eiger Gottlieb, Secretary for the Churchill Area Environmental Council requesting consideration of a donation in the amount of \$45.00 to be used in conjunction with other municipal donations to offer a \$150.00 graduation award to Christine Levine of 3532 Ridgewood Drive, Wilkins for her significant contributions to environmental conservation and improvement.
- (6-90) MOVED MARTINELLI-WILSON to grant the request of the Churchill Area Environmental Council to donate \$45.00 to be used in conjunction with other municipal donations to support a graduation award to Christine Levine for her contributions to environmental conservation and improvement. The motion was adopted by unanimous roll call vote.
 - 2. Winifred M. Klingerman of Turtle Creek Valley Memorial Day Association inviting Wilkins Township to participate in the annual Memorial Day parade to be held on May 29, 2006 beginning at 9:00 AM, and further requesting a donation to help defray the expenses of the parade.
- (6-91) MOVED WILSON-PADULA to grant the request of the Turtle Creek Valley Memorial Day Association for a donation in the amount of \$100.00. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

- 1. Mr. Robert McGrath of 269 Penhurst Drive questioned whether the recent ruling by the PA Department of Labor and Industry regarding the requirement of prevailing wage scales for contractors performing road resurfacing projects would have any impact upon the Township and suggesting that the Township send a letter to the governor and the Department of Labor and Industry urging them to not uphold this recent action. Also stated that he felt that the negative publicity currently in the newspapers about Wilkins was damaging and requested that the Board work out the differences. Also stated that the ACLU should "butt out".
- 2. Mrs. Susie Grant-Guthrie of 100 Larchwood Drive stated that she disagrees with Mr. McGrath's statements and takes her First Amendment Right to freedom of speech very seriously. Stated that she is a resident of Wilkins and also owns a business in the Township and is concerned about the proposed new Township ordinance requiring occupancy inspections. She questioned whether this ordinance had been legally challenged and how the Township would enforce for 100% compliance. She also questioned how the Township planned to deal with low-income residents. She suggested that prior to enactment, the Board should take a look at all of the angles. Finally, she stated that she remains in support of any initiatives that create appreciation in community property values.

Minutes of the Regular Meeting of Monday, April 10, 2006 - Page Two

- 3. Mr. N. Leonard Hill, 408 Kingston Drive stated that he has been involved in inspection of properties in Wilkins Township since 1970. He stated that the proposed ordinance does two things: First, it updates the existing Township code from the 1998 Property Maintenance Code to the 2003 Property Maintenance Code. Second, it requires inspections on properties that are either sold or reoccupied. This is nothing new in Wilkins Township. Back in 1966, the Township of Wilkins passed an ordinance requiring interior inspections of homes prior to re-habitation. This is not a new idea. Penn Hills, a community of 19.25 square miles, has been enforcing a similar ordinance for years. Swissvale has had an occupancy inspection ordinance on the books since 1989. Turtle Creek has an ordinance that requires the inspection of rental property prior to re-occupancy. Wilmerding also requires the re-inspection of all rental property, Plum Borough – a municipality with over 30,000 residents encompassing twenty nine (29) square miles has an occupancy permit ordinance for all properties that are either sold or re-occupied and finally, Rochester Borough, in Beaver County has an occupancy permit requirement for all rental units.
- 4. David Kemp of 340 Frazier Drive stated that he is concerned for the general safety and well-being of Mr. Hill. Mr. Hill is currently performing house-by-house property maintenance inspections. He drives a vehicle that very closely resembles a police vehicle. Mr. Kemp stated that he is aware that some of the houses that Mr. Hill is knocking on in performance of his duties contain individuals who have reason to fear police officers. He is concerned that because Mr. Hill's car looks like a police car that he may be perceived as an under cover officer and may be hurt. He suggested that the board consider making changes to Mr. Hill's car to make it look less like a police vehicle for his protection.
- 5. Mr. Steve Lazzarro of 717 Thompson Street stated that he appreciates Mr. Hill's comments, but he has about a half dozen questions that he would like to have answered with regard to the proposed ordinance. He suggested that the board consider some type of public forum where residents could voice their concerns only on this issue.

Mrs. Martinelli suggested that Mr. Lazzaro provide a list of questions to the Township manager who will not only respond to these questions in writing, but will also provide verbal responses at the next meeting of the Board of Commissioners.

- 6. Mr. Frank Fasciano of 661 Mortimer Avenue stated that he understands that the Township's proposed ordinance is a meshing of ordinances from other municipalities. He questioned how the residents can be sure that the township has not only included the most restrictive parts of other municipalities' ordinances in the formation of the Township' new ordinance. He also stated that he did not read the ordinance that the Township had enacted prior to this proposed ordinance and he wanted a summary of the powers that the Township was assuming under this new ordinance that it does not already have.
- 7. Mr. Jim Beatty, owner of rental property in Wilkins Township and resident of the Commonwealth of Pennsylvania stated that as a landlord, he is required to pay commercial ratings on his insurance. This means that the insurance company performs an inspection of his properties on a five year basis. He is concerned that the rent on his units will be too high for tenants to afford due to the additional requirements enforced by the Township through the adoption of this ordinance. He makes sure that his properties are safe. He provides information to tenants regarding asbestos and lead based paint and how to clean their properties. He is a responsible landlord and is a responsible citizen of the commonwealth. He takes offense at the fact that since he lives outside of the fifteen mile required radius, he is required to appoint a manager for his properties. The cost of this manager must also be passed on to his tenants.

Minutes of the Regular Meeting of Monday, April 10, 2006 - Page Three

Mrs. Martinelli stated that we need to look at this particular section of the ordinance again. We need to be able to reward "good" landlords like Mr. Beatty by not requiring them to appoint managers. Mr. Wilson stated that Mr. Beatty was brought up to take care of his property, unfortunately, he is one of the very few landlords that respond in this fashion. The Township is trying to stop landlords who are not of the same type as Mr. Beatty. However, he agrees with Mr. Beatty that the term "manager" is not appropriate.

- 8. Mr. Joe O'Conner of 150 Churchill Lane stated that he received a letter for not having a railing next to his steps. He is extremely upset by the receipt of this letter given the condition of other properties situated on the same street as he is.
- 9. Mrs. Barbara Mitchell of Churchill Lane also received a letter for missing railing. Ms. Mitchell lives between two abandoned houses that are falling apart and she is upset about receiving a letter about a set of steps that only the property owners have access to.
- 10. Mr. George Mitchell of Washington Street stated that he does not believe that it is right for the Township to charge the owners of rental property an occupancy permit fee. He was a victim of the 2004 floods and had to put \$14,000.00 into his home and rental units as a result of that flood. He questioned what the point of making this investment was if the Township was not going to resolve the issue that exists with Mr. Taylor's culvert on Brown Avenue.

REPORTS:

Chief Guthrie's Police Report for March 2006:

	2005	<u>2006</u>
Total Police Calls Logged	278	254
Total Criminal Offenses Reported	39	31
Criminal Arrests/Persons Charged	21	28
Criminal Offenses Cleared	24	21
Traffic Citations Issued	45	20
Parking Tags Issued	12	6
Parking Citations Issued	3	0
Monies Collected	\$ 4,203.02	\$2,620.62

Mr. Vargo's DPW Report for the month of March 2006 is filed in the Manager's Office

WTVFD #1 reported the following: 14 Fires, 5 Practices and 2 Training Sessions for a total of 157 Man-hours.

WTVFD #3 reported the following: 13 Fires man hours 39.53, 3 Training Sessions manhours 99 and 25 Non-incident activities man-hours 746.33. Total man-hours 884.86.

WTVFD #4 reported the following: 17 Fire calls, man-hours 76.25, 4 Drills, man-hours 106.25 and 4 Public Service Details, man-hours 37.

Building Permits Issued During March 2006: Two (2) additions & alterations: one pool and one sun room Total cost \$17,287.00 One (1) Demolition, cost \$17,000.00, One (1) Cut & Fill, One (1) Exterior Repair cost \$3,000.00, One (1) Interior Alteration – Soffer – Building #4, 9th Floor, cost \$39,000.00

Real Estate Transfer Tax – March 2006 \$3,486.35.

Minutes of the Regular Meeting of Monday, April 10, 2006 - Page Four

Tax Collector's Report for March 2006:

	I			
Balance Collecta	ble			\$ 1,253,033.77
Deductions (exor	nerations)			-152.11
Adjusted Collect	abie			1,252,881.66
Less Face Collec	tions for Montl	n		201,898.01
Balance Collecta	ble - end of mo	onth		1,050,983.65
Face Amount of	Collections			201,898.01
Less Discounts				4,038.18
Total Cash Colle	cted			\$197,859.83
PA Municipal Services – Act 511 for March 2006:				
Earned Income T				
Current Month	\$28,608.66	Previous Year	\$22,282.03	Difference
Current YTD	119,663.55	Previous YTD		(\$105.45)
Emergency & Municipal Services Tax:				
Current Month	796.00	Previous Year	7,464.00	Difference
Current YTD		Previous YTD	7,854.00	\$26,355.60
	,		,,00 1100	440,000.00

Mercan	tile	Tax
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Current Month	-0-	Previous Year	-0-	Difference
Current YTD	2,818.83	Previous YTD	-0-	\$2,818.83

Business Privilege Tax:

Current Month	647.56	Previous Year	-0-	Difference
Current YTD	3,146.44_	Previous YTD	-0-	\$3,146.44

Mr. Matta announced that the Board of Commissioners had met in executive session prior to the regular meeting for the purpose of discussing issues of personnel and potential litigation.

Mrs. Martinelli reported on the great turn-out for the Easter Party and thanked the Recreation Advisory Committee for their continued support.

- (6-92) MOVED FIALLA-PADULA to pay the bills for March as presented in the amount of \$243,071.20. The motion was adopted by unanimous roll call vote.
- (6-93) MOVED WILSON-PADULA to table Ordinance No. 976. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 08-06

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY. PENNSYLVANIA, APPOINTING A POLICE PENSION PLAN ADVISORY COMMITTEE TO ADMINISTER THE AFFAIRS OF THE PLAN AND NAMING THE FIRST THREE MEMBERS TO THE COMMITTEE.

- (6-94) MOVED WILSON-MARTINELLI to read Resolution No. 8-2006 for the first
- (6-95) MOVED WILSON-MARTINELLI to adopt Resolution No. 8-2006.

Motions 6-94 and 6-95 were adopted by unanimous roll call vote.

(6-96) MOVED MARTINELLI-FIALLA to accept the recommendation of the Recreation Advisory Board appointing Mr. Joe Costa to the position of Recreation Advisory Board member. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting of Monday, April 10, 2006 - Page Five

Mrs. Bradley made the following statement in regard to the memorandum issued to the employees regarding the Township chain of command: In conjunction with my discussions with the Township Solicitor and Chairman Mr. Greco, I will be amending the memorandum of February 27, 2006 in regard to the Organizational Chart and Chain of Command Policy of the Township. The memorandum will be amended to alleviate any confusion that there may have been in regard to a Township employee's right to address the Board of Commissioners at a public meeting on matters of general public concern. I will be working with the Township Solicitor to draft language which will clarify the rights of Township employees as well as the rights, duties and obligations of the Board of Township Commissioners in regard to personal, personnel and issues of general public matters. The new memorandum will be in effect as of April 11, 2006.

- (6-97) MOVED WILSON-FIALLA to approve the recommendation of Chief Guthrie to execute an Authorized Provider Agreement with the American Red Cross. The motion was adopted by unanimous roll call vote.
- (6-98) MOVED MARTINELLI-FIALLA to accept the resignation of Mr. George Vrontos from the position of Property Maintenance Officer effective April 30, 2006 The motion was adopted by unanimous roll call vote.
- (6-99) MOVED WILSON-MARTINELLI to accept the recommendation of Chief Guthrie to purchase one (1) 2006 Ford Crown Victoria Police Interceptor, 3.55 Axle through the SHACOG Purchasing Alliance 2005 bid tabulation from Day Ford at a base price of \$20,068.00 plus optional equipment totaling \$566.00 for a total purchase price of \$20,634.00. The motion was adopted by unanimous roll call vote.
- (6-100) MOVED MARTINELLI-PADULA to rescind Resolution No. 4-2006, Off Duty Weapons Policy. The motion was adopted by unanimous roll call vote.

Commissioners' Comment

- 1. Mr. Padula: Thanks to everyone for coming out and giving input. We are here representing you. Requested that Mrs. Bradley contact Waste Management and see whether they are going to pick up the recycling in the Acres. Also stated in response to Mr. Mitchell's complaint regarding Mr. Taylor's culvert on Brown Avenue that the Township is doing everything that they can do at the present time. Also stated that this weekend he and his fellow commissioners went to the Allegheny League of Municipalities Conference at Seven Springs and he spoke with a representative of Lamar who is interested in placing bus shelters in Wilkins Township. He requested that Mrs. Bradley contact her and discuss the potential to place bus shelters in Wilkins.
- 2. Ms. Fialla: Questioned whether the Board would be interested in holding a special meeting for the purpose of receiving additional comments and questions from residents such as Mr. Fasciano and Mr. Lazarro regarding the proposed ordinance. Thanked the residents for their input, thanked George Vrontos for his dedicated service to the Township and questioned a copy of a letter from the Solicitor regarding a matter of litigation.
- 3. Mr. Wilson: Stated that he wishes Mr. Vrontos well and hopes he enjoys his retirement and thanked him for his service to the Township. Thanked Mr. Beatty for his comments to the Board and thanked Mr. Kemp for his comments and providing the Board with a good idea. Wished everyone happy holidays.

Minutes of the Regular Meeting of Monday, April 10, 2006 - Page Six

- 4. Mrs Martinelli: Thanked everyone for coming and reiterated that when the citizens have a concern, they need to call and let us know what's going on. Thanked Mr. Vrontos for his service, thanked the Recreation Advisory Board for doing a great job with the Easter Party and reminded the residents that effective May 15th, they will be able to recycle their newspapers at the Municipal Building, VFC #3 and VFC #4.
- 5. Mr. Greco: Stated that he was pleased with the attendance of the residents this evening. He believes that the proposed ordinance is critical to the Township in order to continue to hold Wilkins standards as high as we can. The Board is always willing to entertain any questions from residents. Thanked Mr. Vrontos for his service to the Township.
- (6-101)MOVED MARTINELLI-WILSON to adjourn, the meeting was adjourned at 8:45 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Checa Gradley
Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MAY 8, 2006

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, April 10, 2006

COMMUNICATIONS: Gerry Meyers, President, Wilkins Township VFC #1

John W. Schombert, 3RWW Project

CITIZENS' COMMENTS:

REPORTS:

1. Police

Public Works
 Fire Companies
 Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer7. Act 511 Taxes8. Solicitor9. Recreation10. Engineer

PAYMENT OF BILLS:

OLD BUSINESS:

- 1. Proposed Ordinance #976 Occupancy Permit Ordinance.
- Schedule of Fees Resolution Draft.

NEW BUSINESS:

- 1. Resolution #9-2006 authorizing the placement of a banner across State Route 130 (Larimer Avenue).
- 2. Resolution #10-2006 authorizing the placement of a banner across State Route 22.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MAY 8, 2006

- 3. Motion ratifying the action of the Manager, appointing Mr. Nicholas Slobodnyak of 102 Wallace Avenue to the position of part-time property maintenance officer to fill the vacancy created by the resignation of Mr. Vrontos, at an hourly rate of \$10.30 for 20 hours per week.
- 4. CDBG Year #33 Discussion of projects.
- 5. Motion accepting the recommendation of Mr. Vargo, employing Joseph Drakulic of 344 Cline Street to the position of seasonal help at an hourly rate of \$7.00.
- 6. Motion accepting the recommendation of Mr. Vargo, authorizing the extension of the contract between the Township and North American Salt for one (1) year.
- 7. Request for Training Mr. Hill.

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING OF MONDAY, MAY 8, 2006

The Regular Meeting of Monday, May 8, 2006 was brought to order at 7:00 PM by President Frank J. Greco. A quorum was present as follows:

Mr. Greco Mr. Wilson Mrs. Martinelli Mr. Padula Ms Fialla

(6-102) MOVED MARTINELLI-PADULA to approve the minutes of April 10, 2006 with two corrections: Page 3, Item 8 – "Mr. O'Conner," not "Mr. Conner and last page, "VFD #3 and #4" not "VFC #1 and #4." The motion was adopted by unanimous roll call vote.

Communications:

- 1. Gerry Meyer, President VFC #1: Requesting disbursement of approved and budgeted funds to VFC #1 for the purchase of their fire apparatus in the Beginning of May, 2006.
- 2. John Schombert, 3 Rivers Wet Weather: Advising the Board that the Regional Flow Monitoring Plan has been completed and will be turned over to the Allegheny Department of Health and the PA Department of Environmental Protection in accordance with the consent order and agreement signed by municipalities in Allegheny County. Further advising the Board that in order to continue participation in this activity, consent by the Board must be granted.
- (6-103) MOVED WILSON-MARTINELLI consenting to Wilkins Township's continued participation in the 3 Rivers Wet Weather Regional Flow Monitoring Plan as recommended by Mr. McKeever, Engineer and authorizing the appropriate officials to execute the documents The motion was adopted by unanimous roll call vote..

Citizens' Comments:

- 1. Mr. Eric F. Lawson, Jr., of 176 Penhurst Drive stated that he came to the meeting tonight because he received an unsigned letter in the mail regarding the Commissioners' intent to pass an ordinance regulating occupancy permits. In general, he supports such an ordinance, however, he cautioned the Board to review it carefully. He also questioned whether there was another agency that could perform the necessary services on behalf of the Township to avoid additional costs. An occupancy inspection ordinance is not the cure-all panacea for Wilkins Township.
- 2. Janet Lazzaro of 717 Thompson Street stated that she had hand-delivered a letter to the Board of Commissioners and wondered why it was not included in Correspondence on the agenda. She understood that because the letter was not delivered until this afternoon, that the Board would not have answers to all of the questions posed.
- 3. Jim Beattie, resident of the Commonwealth of Pennsylvania and owner of rental property in Wilkins Township addressed the Board and audience relative to all of the requirements that he currently places upon his tenants. He provided the Board with samples of documentation that he requires his tenants to sign for lead based paint, asbestos, property maintenance and lease agreements. He advised the Board that he continues to be concerned about the Township adopting an ordinance which would include fees for occupancy inspections because he as a landlord will have to pass those fees onto his tenants and that may result in his tenants' inability to rent his property.

Minutes of the Regular Meeting, Monday, May 8, 2006 - Page Two

- 4. Devera Lucker of 335 Frazier Drive questioned whether when a property is sold, is an inspection required. Further stated that she does not understand the ordinance.
- 5. Chris Hearn of 212 Kingston Drive questioned what happened to the privacy of residents homes. She also questioned what would happen if an owner was unable to make the necessary repairs to a home due to financial constraints and further questioned the Board on the Township ordinance controlling the number of permitted animals per residential unit in Wilkins Township.
- 6. Dora Packowski of 194 Ridge Street stated that she agrees with the Township's position on limiting the number of animals in a home. She is familiar with the property that had to be demolished on Cline Street last year due to the inordinate amount of animals kept at that site. She further stated that she is in support of the Township's actions to adopt the occupancy ordinance. Senior citizens on fixed incomes have other resources available to them to aid them in making necessary home repairs. These repairs keep the neighborhoods safe and clean.
- 7. Frank Fasciano of 661 Mortimer Avenue stated that based on what he understands, the ordinance has the ability to prevent the sale of a home until the owner has reached compliance with the requirements of the ordinance. Also stated that he is concerned about whether or not all property owners will receive the same treatment from the inspectors.
- 8. Carol Pena of 3600 Ridgewood Drive questioned whether she would be required to have another property inspection to sell a home or whether the township's inspection would suffice.
- 9. Alfred LeDonne of 343 Frazier Drive questioned whether a transfer of his existing home to his son, who is also a resident of the property, would initiate a property maintenance inspection.
- 10. Jeff Bergamasco of 720 Negley Avenue stated that he believes this ordinance qualifies as an invasion of privacy. He feels that residents are losing some of the freedoms that they currently have. Also commented on what he believed to be the inappropriateness of some of the remarks made by the manager to Mr. Fasciano.
- 11. Nick Slobodnyak of 102 Wallace Avenue stated that he previously worked as a real estate agent for seven years and can attest that a municipal inspection program never held up the sale of any of the real estate within which he was involved.
- 12. Mr. Steve Lazzarro of 717 Thompson Street stated that Section 107.5 of the property maintenance code makes provisions that if the buyer agrees to make the repairs, then the real estate sale will still go through. He agrees that it is a good idea for the Township to adopt the ordinance, but there are just some points over which he has some concern.
- 13. Anthony Simeone of 301 Frazier Drive spoke in favor of the ordinance. He stated that the government is out there to protect us and for our safety. The government is not trying to get into our pockets, but just trying to protect us and our homes.
- 14. Dorothy Musial of 313 Frazier Drive questioned what the necessary certifications for a property maintenance officer were. Also asked for added police patrol of the turn around area of Frazier Drive where cars keep parking.

Minutes of the Regular Meeting, Monday, May 8, 2006 - Page Three

(6-104) MOVED MARTINELLI-WILSON to waive the reading of reports. The motion was adopted by unanimous roll call vote.

Chief Guthrie's Report for the month of April 2006:

	<u>2005</u>	<u> 2006</u>
Total Police calls logged	284	275
Total Criminal Offenses reported	34	37
Criminal arrests/persons charged	27	16
Criminal Offenses Cleared	22	11
Traffic Citations Issued	36	28
Parking Tags Issued	28	6
Parking Citations Issued	2	4
Monies collected during April	\$3,295.84	3,486.07

Mr. Paul A. Vargo's Report for April 2006 is on file in the Manager's Office.

WTVFD #1 reported the following: fifteen (15) fires, three (3) drills, three (3) work details, two (2) training sessions and one (1) meeting. Total monthly man-hours 249.

WTVFD #3 reported the following: thirteen (13) fires and twenty three (23) non-incident activities. Total monthly man-hours 500.25.

Woodland Hills Emergency Services (WHEMS) reported seventy-one (71) calls during April 2006.

Building Permits Issued during April 2006: Four (4) Alterations & Additions, cost \$30,650.00, three (3) pools, cost \$3,500.00, two (2) signs, one (1) retaining wall cost \$20,000.00, one (1) roof on Dollar General cost \$77,300.00 and one (1) sprinkler system Alteration on Soffer, Building #4, 9th floor, cost \$6,700.00.

The Township received \$2,418.30 in Deed Transfer Tax for April 2006.

Mr. George M. Porado's Tax Collectors Report - April 2006

Balance Collectable – beginning of month	\$ 1,050,983.65
Less Face Collections for month	687,709.93
Balance Collectable – end of month	363,273.72
Face Amount of Collections	687,709.93
Less Discounts	13,754.28
Total Cash Collected	\$ 673,955.65

PENNSYLVANIA MUNICIPAL SERVICES – ACT 511 – APRIL 2006

EARNED INCOM	ME TAXES:			
Current Month	\$ 37,242.53	Previous Year	\$24,163.24	Difference
Current YTD	156,906.08	Previous YTD	143,932.24	\$12,973.84
EMERGENCY &	MUNICIPAL	SERVICES TAX	:	
Current Month	3,451.20	Previous Year	594.55	Difference
Current YTD	36,864.80	Previous YTD	8,448.55	\$28,416.25
MERCANTILE 1	ΓΑΧ:			
Current Month	1,056,313.52	Previous Year	636.17	Difference
Current YTD	1,059,928.35	Previous YTD	636.17	\$1,059,292.18
BUSINESS PRIV	/ILEGE TAX:			
Current Month	128,324.19	Previous Year	15,883.06	Difference
Current YTD	131,470.63	Previous YTD	15,883.06	\$115,587.57

Minutes of the Regular Meeting, Monday, May 8, 2006 - Page Four

Senate Engineering Report for April 2006 is filed in the Manager's Office.

(6-105) MOVED FIALLA-PADULA to approve the schedule of bills in the amount of \$423,301.16 as presented. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 09-06

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, SPONSORING A BANNER ACROSS LARIMER AVENUE, STATE ROUTE 130, FOR COMMUNITY DAYS IN CONJUNCTION WITH THE REQUIREMENTS OF THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION, DISTRICT 11-0.

RESOLUTION NO. 10-06

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, SPONSORING A BANNER ACROSS WILLIAM PENN HIGHWAY, STATE ROUTE BUSINESS 22, FOR COMMUNITY DAYS IN CONJUNCTION WITH THE REQUIREMENTS OF THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION, DISTRICT 11-0.

- (6-106) MOVED WILSON-MARTINELLI to read Resolution #9-2006 and #10-2006 for the first time by title only. The motion was adopted by unanimous roll call vote.
- (6-107) MOVED MARTINELLI-WILSON to adopt Resolution #9-2006 and #10-2006. The motion was adopted by unanimous roll call vote.
- (6-108) MOVED PADULA-FIALLA to ratify the action of the Manager, appointing Mr. Nicholas Slobodnyak of 102 Wallace Avenue to the position of part-time property maintenance officer to fill the vacancy created by the resignation of Mr. Vrontos, at an hourly rate of \$10.30 for twenty (20) hours per week. The motion was adopted by unanimous roll call vote.
- (6-109) MOVED PADULA-FIALLA to accept the recommendation of Mr. Vargo employing Joseph Drakulic of 344 Cline Street to the position of seasonal help at an hourly rate of \$7.00. The motion was adopted by unanimous roll call vote.
- (6-110) MOVED PADULA-WILSON to accept the recommendation of Mr. Vargo, authorizing the extension of the contract between the Township and North American Salt for one year. The motion was adopted by unanimous roll call vote.
- (6-111) MOVED MARTINELLI-WILSON to authorize Mr. N. Leonard Hill to attend a Pennsylvania State Arson Association seminar to be held at State College from June 6-8th at a cost of \$287.00 plus incidentals. The motion was adopted by unanimous roll call vote.
- (6-112) MOVED MARTINELLI-FIALLA to authorize Senate Engineering to prepare surveys for individual lots connected to the Lions Park project. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Padula: Apologized for the inadequacy of the Township's sound system at this time due to remodeling of the room. Thanked the person who sent the anonymous letter out

Minutes of the Regular Meeting, Monday, May 8, 2006 - Page Five

urging residents to attend this evenings' meeting because the board really appreciates the participation of the citizens. Stated that this ordinance will be placed on the agenda for final action at the next regularly scheduled meeting of the Board on May 22, 2006. Reminded residents to come out and vote next week.

Ms. Fialla reiterated that May 16, 2006 is Primary Election Day and advised that the new county voting machines will be used for the first time. Commented on the occupancy ordinance by stating that it appears to invade the privacy and property rights of others. She would favor the ordinance more if it was restricted to rental units only. Thanked all in attendance for coming to the meeting.

Mrs. Martinelli stated that she truly appreciates the input from the residents on problems in the municipality and further stated that for those residents who want to see the County's new voting machine, they can go to Holiday Inn in Braddock on Wednesday or Thursday for a presentation. Finally, reminded residents that the Century Club has started a newspaper recycling program and that bins for disposal of newspapers, periodicals and magazines are in the parking lot of the municipal building and at VFC's #3 and #4.

Mr. Wilson stated that he does not always look out at the crowd, determine how the majority feels, and vote on an issue. He appreciates those individuals, including Mr. Lazzarro, Mr. Beattie, Ms. Packowski and Mr. Lawson who came to the meeting with valid points for consideration by the board prior to passage of this ordinance. Finally, commented that he has never put much stock in unsigned letters.

Mr. Greco stated that he appreciates everone who stood up and spoke tonight about the proposed ordinance. The Board values their opinions.

Mr. Matta, Solicitor, stated that prior to the regular meeting of the Board of Commissioners, an executive session was held relative to matters of personnel and litigation also stated that the board would once again be adjourning to executive session to discuss another issue of personnel. No action will be taken following that executive session.

(6-113) MOVED MARTINELLI-FIALLA to adjourn. The meeting was adjourned at 9:20 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Peliecea Gradley
Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, MAY 22, 2006

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Minutes: Meeting of Monday, May 8, 2006
- 4. Communications: Wilkins Township Planning Commission Greensburg Pike Study Roy & Margaret Butterbaugh, 6 Curry Court
- 5. Citizens' Comments
- 6. Proposed Ordinance #976 of 2006 Occupancy Permits.
- 7. Proposed Resolution #11-2006 Schedule of Fees.
- 8. Bid results 2006 Paving Project.
- 9. Bid results Manhole relining.
- 10. CDBG Projects.
- 11. Accept recommendation of Mr. Vargo to hire Kevin Rykaceski of Elizabeth Street as summer help at a starting pay of \$7.00 per hour.
- 12. Rotary Club membership.
- 13. Accept the recommendation of Mr. Hill to send Nick Slobodnyak to a two-day class on the 2003 International Property Maintenance Code held in Mars, on June 28 and 29th at a cost of \$225.00.
- 14. Request by Mr. Hill for himself and the Deputy Fire Marshalls to attend a one day training session on June 22, 2006, held in Mars entitled: "Understanding Assembly Means of Egress" at a cost of \$160.00 per person. (\$640.00).
- 15. Recommendation by the Police Pension Committee to amend the investment policy of the Wilkins Township Police Pension Plan to change the allocation of assets from 70% fixed, 25% equity and 5% cash to 70% equity, 25% fixed and 5% cash, in-line with the recommendation of the pension plan adviser Mr. Don Pettler of PNC.
- 16. Motion to adopt Resolution #12-2006 Right of Entry Agreement between the Township of Wilkins and the Department of Environmental Protection for 531 Lucia Drive mine.
- 17. 457 Deferred Compensation Plan.
- 18. Code Book Update Section 168-18 Parking

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, MAY 22, 2006

- 19. Motion to accept the recommendation of Chief Guthrie purchasing three (3) mobile radios from B&D Electronic and Communications at a unit cost of \$595.00 each, for a total of \$1,785.00 to be drawn from the Emergency Management Fund.
- 20. Commissioners' Comments
- 21. Adjournment.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, MAY 22, 2006

The Additional Stated Meeting of Monday, May 22, 2006 was brought to order at 7:00 PM by President Frank J. Greco. A quorum was present as follows:

Mr. Greco Mrs. Martinelli Mr. Padula Ms. Fialla Mr. Wilson

(6-114) MOVED MARTINELLI-FIALLA to approve the minutes of the regular meeting of May 8, 2006 as presented. The motion was adopted by unanimous roll call vote.

Communications:

- 1. Mark Wolfgang, Chairman of the Wilkins Township Planning Commission: Responding to a request from the Board to address zoning on Greensburg Pike and recommending that the Board of Commissioners take no action regarding the rezoning of Greensburg Pike or other areas of the Township until the Comprehensive Plan has been finalized.
- 2. Roy and Margaret Butterbaugh, 6 Curry Court: Praising the Board of Commissioners for their effort in passage of Ordinance #976 (Occupancy Inspection).

Citizens' Comments:

- 1. Jeff Bergamasco, 720 Negley Avenue: Questioned how individuals due to the size of the new property owners would know if they were in compliance to the regulations included in the 2003 Property Maintenance Code.
- 2. Jim Graf, 708 Thompson Street: Questioned where the money from fines from Ordinance #976 will go and how Property Maintenance Officers are paid. Also questioned whether the Township has a vicious dog ordinance.
- 3. Frank Fasciano of 661 Mortimer Avenue: Requested that each of the Commissioners express any significant reservations that they have regarding Ordinance #976.
- Mrs. Martinelli stated that as a member of the Board, and speaking for all of the Board Members, she can say that all of the Commissioners have done their homework on this Ordinance. The Board is most interested in abating nuisance properties that have not been kept up in order to keep Wilkins Township beautiful.
- Mr. Greco stated that the Board has met on several occasions to discuss this ordinance. He believes that the Board has answered all of the questions posed by the residents. He further believes that it is the role and duty of the Board of Commissioners to provide extra protection to the residents and the passage of this ordinance is one way in which that can be accomplished. Decisions are difficult, but the Board has tried to cover all of the issues and questions raised by the public.
- Ms. Fialla stated that she does not have a problem with a Property Maintenance Ordinance, but she does have a problem with this particular ordinance for two reasons. First, at the last meeting (May 8th), Mr. LeDonne questioned whether he would be required to have a home inspection when he transferred his home to his son, who is also a resident of the home. Mr. LeDonne would be required to have a home inspection. Ms. Fialla believes that exchanges of real estate between family members should be exempt from the requirements of the ordinance.

Minutes of the Additional Stated Meeting, Monday, May 22, 2006 - Page Two

Second, although she has no problem with establishing this particular ordinance for rental properties, she is not comfortable establishing such an ordinance for owner occupied homes. She does not feel good about potentially getting into the middle of the realtor/buyer/seller relationship. She thinks that the ordinance should be amended to only inspect those owner occupied properties that are either selling for a cash exchange or well below market value.

- Mr. Wilson stated that he has no reservations regarding the passage of this ordinance. He has been with Wilkins Township since 1964. He was also born and raised in Wilkins Township. The Board has spent more time on this Ordinance than any other Ordinance previously adopted. He is comfortable with the language of the ordinance and its passage this evening.
- Mr. Padula stated that he is fairly confident with the Ordinance. He believes that the Township certainly is in a position where it must pass the ordinance. He also commented on a comment made by a resident that if this ordinance was adopted, there might be political repercussions at the polls come next election he is willing to take his chances. Also, if after the ordinance is passed, the Township were to discover that there is a major flaw in the ordinance, at that time, the ordinance could be amended to eliminate any issues with it.
- Mr. Greco reiterated that the fee for a single family residential occupancy inspection is \$50.00, not \$250.00 as had been misstated.
- 4. John Lazzaro of 733 Negley Avenue questioned when someone is selling a house in Wilkins, how are they supposed to know about this ordinance and its' requirements. Also questioned how the Township will successfully police the number of rental units within the Township.
- 5. Jeff Bergamasco of 720 Negley Avenue questioned what would happen if an occupancy permit is granted and then there is a fire, whose liable?

ORDINANCE NO. 976

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, COUNTY OF ALLEGHENY AND COMMONWEALTH OF PENNSYLVANIA AMENDING THE CODIFIED BOOK OF ORDINANCES, PART II, CHAPTER 124, PROPERTY MAINTENANCE TO PROVIDE FOR THE ADOPTION OF THE 2003 INTERNATIONAL PROPERTY MAINTENANCE CODE AND ADDING REGULATIONS GOVERNING REQUIREMENTS FOR THE PROCUREMENT OF OCCUPANCY PERMITS PRIOR TO THE TRANSFER OR RE-OCCUPANCY OF ONE AND TWO FAMILY DWELLING UNITS, MULTI-FAMILY DWELLINGS AND COMMERCIAL ESTABLISHMENTS, CREATING INSPECTION REQUIREMENTS FOR THESE ESTABLISHMENTS, AND SETTING FEES FOR OCCUPANCY PERMITS.

- (6-115) MOVED WILSON-PADULA to read Ordinance #976 by title only for the first time.
- (6-116) MOVED PADULA-MARTINELLI to accept the first reading of Ordinance #976.
- (6-117) MOVED WILSON-MARTINELLI to read Ordinance #976 by title only for the second time.
- (6-118) MOVED WILSON-PADULA to adopt Ordinance #976.

Motions 6-115 through 6-117 were adopted by unanimous roll call vote.

Motion 6-118 was adopted by a 4-1 vote with Ms. Fialla voting NO.

Minutes of the Additional Stated Meeting, Monday, May 22, 2006 - Page Three

RESOLUTION NO. 11-06

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING AND CONSOLIDATING RESOLUTION NUMBERS 9-1991, 21-1991, 13-1993, 25-1993, 7-1995, 3-1996, 2-1999, 6-1999, 3-2001, 12-2001, 3-2002, 12-2002, 18-2003, 21-2003, 11-2004 AND 12-2004 TO INCLUDE FEE SCHEDULES FOR VARIOUS PERMITS AND SERVICES PROVIDED BY THE TOWNSHIP OF WILKINS, DELETING FEES FOR PERMITS AND SERVICES NO LONGER APPLICABLE, AMENDING ZONING CERTIFICATE FEES AND ADDING FEES FOR OCCUPANCY INSPECTION PERMITS.

- (6-120) MOVED MARTINELLI-WILSON to adopt Resolution No. 11-2006. The motion was adopted by unanimous roll call vote.
- (6-121) MOVED PADULA-FIALLA to accept the recommendation of Mr. Vargo, awarding the 2006 Paving Bid to Sciaretti in the amount of \$334,564.00. Work to be completed includes the base bid of Rita, Gilmore and Dunbar plus Alternate #1 Wilbur. The motion was adopted by unanimous roll call vote.
- (6-122) MOVED WILSON-MARTINELLI to accept the recommendation of Mr. Vargo, awarding the Manhole Relining bid to Coastal Gunite, Inc., the low bid, in the amount of \$106,427.00. The motion was adopted by unanimous roll call vote.
- (6-123) MOVED MARTINELLI-WILSON approving the following list of projects for submission for CDBG Year 33: Street paving: Washington Street from Brown Avenue to Hazel, Washington Street Extension, from Montgomery to Hazel, Montgomery from Washington Street Extension to the dead-end; Demolition of Slat house on Cline Street; Demolition of Sunset Bowling Lanes; Rescue #1 Rehabilitation and matching funds for DCNR grant for Comprehensive Parks Plan. The motion was adopted by unanimous roll call vote.
- (6-124) MOVED PADULA-FIALLA to accept the recommendation of Mr. Vargo appointing Kevin Rykaceski of Elizabeth Street as summer help at a starting pay of \$7.00 per hour. The motion was adopted by unanimous roll call vote.
- (6-125) MOVED MARTINELLI-WILSON authorizing any members of the Board of Commissioners and the Manager to join the Wilkins-Churchill Rotary at a cost of \$85.00 per year per membership. The motion was adopted by unanimous roll call vote.
- (6-126) MOVED MARTINELLI-FIALLA to accept the recommendation of Mr. Hill to send Nick Slobodnyak to a two-day training class on the 2003 International Property Maintenance Code at a cost of \$225.00. The motion was adopted by unanimous roll call vote.
- (6-127) MOVED FIALLA-WILSON to authorize the request of Mr. Hill for himself and the Deputy Fire Marshals to attend a one-day training class on "Understanding Assembly Means of Egress" at a cost of \$160.00 per person. The motion was adopted by unanimous roll call vote.
- (6-128) MOVED WILSON-FIALLA to accept the recommendation of the Police Pension Plan Advisory Committee to amend the investment policy of the Wilkins Township Police Pension Plan to change the allocation of assets from 70% fixed, 25% equity and 5% cash to 70% equity, 25% fixed and 5% cash in line with the recommendation of the pension plan adviser, Mr. Don Pettler of PNC. The motion was adopted by unanimous roll call vote.

Minutes of the Additional Stated Meeting, Monday, May 22, 2006 - Page Four

- (6-129) MOVED WILSON-FIALLA to table Resolution No. 12-2006. The motion was adopted by unanimous roll call vote.
- (6-130) MOVED WILSON-PADULA to authorize the manager to arrange a meeting with the municipal employees and Colleen Carr, Financial representative with Waddell and Reed to discuss the implementation of a 457 Deferred Compensation Plan for employees of the Township. The motion was adopted by unanimous roll call vote.
- (6-131) MOVED WILSON-MARTINELLI to accept the recommendation of Chief Guthrie to purchase three (3) mobile radios from B&D Electronic and Communications at a unit cost of \$595.00 each for a total cost of \$1,785.00 to be drawn from the Emergency Management Fund. The motion was adopted by unanimous roll call vote.

Commissioners Comments:

Mr. Matta advised the audience that the Board of Commissioners met in Executive Session immediately before the regular meeting for the purpose of discussing one item of personnel and one item of litigation.

Mr. Padula questioned Chief Guthrie as to whether or not the radios in the police department are still under warranty and questioned whether the Township will pickup the warranty of the new fire department radios. Thanked the public for their concerns on Ordinance #976. Everyone who has attended the meetings has brought up valid points. Thanked Mrs. Bradley, Mr. Hill, Mr. Slobodnyak, Mr. Vargo and Chief Guthrie for working on the Ordinance as diligently as they did.

Ms. Fialla thanked all for coming to the meeting and stated that the next meeting of the Board of Commissioners will be held on Monday, June 12, 2006.

Mrs. Martinelli thanked everyone for coming to the meeting. Stated that sometimes the Commissioners have to make hard decisions and she appreciates all of the input from the residents.

(6-132) MOVED MARTINELLI-WILSON to donate \$100.00 to the Senior Citizens Club for their help in getting the Municipal Directories ready for mailing. The motion was adopted by unanimous roll call vote.

Mrs. Martinelli also thanked the Century Club for planting the flowers in the Pep Boys lot and thanked Nancy Chapman for working on the flowers in front of the municipal building. Finally, reminded the residents that on Monday, May 29, 2006 at 10:30 AM there will be a Memorial Day Service at Mates-Linhart Cemetery and invited all to join them for the service.

Mr. Wilson thanked all of the residents for their input on Ordinance #976, it was very enlightening and educational. Also requested that the Public Works Department take over the maintenance and upkeep of the War Memorial across from Yost Café. The memorial is located on public property, but has been maintained by a private resident for a number of years. This individual is no longer able to maintain the memorial. Also wished everyone a safe and happy Memorial Day.

Mr. Greco thanked everyone who helped the Board adopt Ordinance #976 and wished all a happy and safe Memorial Day.

(6-133) MOVED FIALLA-PADULA to adjourn. The meeting was adjourned at 8:00 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

Township of Wilkins

Board of Commissioners Frank J. Greco, President Sylvia J. Martinelli, Vice President William G. Wilson Paul G. Padula Sharyn Fialla

Allegheny County Founded in 1821

Irene J. Pohl Municipal Building

110 Peffer Road Turtle Creek, PA 15145-1192 Telephone: (412) 824-6650

Township Officers Rebecca Bradley, Township Manager George M. Porado, Treasurer John F. Cambest, Solicitor Paul A. Vargo, Public Works Superintendent Keith D. Guthrie, Police Chief

TO:

Board of Commissioners

FROM:

Rebecca Bradley Township Manager Nub-

SUBJECT:

Meeting - Monday, June 12, 2006

DATE:

June 9, 2006

Executive Session: 6:30 PM

Update on Guthrie lawsuit (Matta)

Discussion of job descriptions included in Police Management Study (see below)

Discussion of Sciaretti – 2006 Paving Project

Old Business:

Item 1: Pursuant to our conversation in executive session at the last meeting, we need to adopt an amended policy for the disposition of funds for drug buys. This is the language that was agreed upon.

New Business:

- Item 4: Stephanie Bonda, who has been the summer parks coordinator at Eastmont, will not be able to work this summer due to the need to take summer classes. Stephanie has recommended that Lisa Donofrio Luptak take her place. Mrs. Luptak has been involved with the program with her children. Mrs. Luptak has received her Criminal History clearance and Child Abuse clearance and has gone through the County training program. Her hourly rate will be \$7.00.
- NIMS Requirements Elected Officials. All elected officials are required to receive NIMS certification by September 2006. We will discuss the procedures to ensure that Wilkins elected officials (and several appointed officials) meet the requirements. (NIMS - National Incident Management System)

Telephone: (412) 824-6650 Fax: (412) 824-3808 * Police Fax: (412) 824-6647 * Public Works Fax: (412) 824-1986

- Resolution #14 2006: About 2 weeks ago, you should have received a memorandum from me relative to utilizing the new job description for police officer in the application process for new hires. This job description is the one recommended by Chief Pushak (and approved by Chief Guthrie) in the Police Management Study. Chief Pushak also recommended a job description for Sergeant and Chief of Police. Due to the fact that the last time the township updated these job descriptions was in 1977, and the fact that these job descriptions more accurately depict the duties of these positions, I recommend that the Board not only adopt the new police officer job description but also the sergeant and Chief of Police job description. Chief Guthrie is off sick today and I was unable to discuss this issue with him. We did briefly discuss it about a week ago and he was not comfortable moving forward on the Sergeant's job description. I would like to discuss this in executive session. Resolution #14-2006 includes the job descriptions for all 3 positions. I have also attached the existing job descriptions (Resolution 4-1977). I emailed Gary Matta a copy of the resolution for his review.
- Resolution #15-2006: Commissioner Padula informed me that the three fire departments made a decision to donate the reserve pumper (1970 Ward American LaFrance) to the Forbes Road CTC (vo-tech). This decision was made due to the age of the equipment, its low value (\$5,000), the fact that it has standard transmission that is not operable by a large number of firefighters and because the truck and equipment on it no longer meet the National Fire Protection Association (NFPA) standards. Each of the three departments has their own pumper this was a spare that was to be shared among the three. The Township has discontinued the insurance on this vehicle.

The purpose of Resolution #15-2006 is to eliminate language relative to the spare pumper that exists in the current enacting legislation (02-09) adopted in 2001. The language change is at Section VI. Resolution #15-2006 is intended to repeal 02-09.

If you have any questions regarding this or any other item on the agenda, please feel free to call me. The good news is that I finally replaced the old Township cell phone (the "4" fell off of it). My new phone works quite well: 412-736-1628. Have a great weekend!

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JUNE 12, 2006

The Regular Meeting of Monday, June 12, 2006 was brought to order at 7:00 PM by Vice-President Mrs. Sylvia Martinelli. A quorum was present as follows:

Mrs. Martinelli

Mr. Padula

Mr. Wilson

Mr. Frank Greco and Ms. Sharyn Fialla were absent.

(6-134) MOVED WILSON PADULA to approve the minutes of Monday, May 22, 2006 as presented. The motion was adopted by unanimous roll call vote of all present.

Dr. Charles P. Bostaph, Director of Career Services, Community College of Allegheny County Boyce Campus – requesting permission to borrow 45-50 art display screens for the annual Monroeville Summer Fest Art Show to be held on July 15, 2006.

- (6-135) MOVED WILSON-PADULA to approve the request of Dr. Bostaph to borrow all available art display screens from July 13-18th, 2006. The motion was adopted by unanimous roll call vote of all present.
- (6-136) MOVED PADULA-WILSON to waive the reading of reports. The motion was adopted by unanimous roll call vote of all present.

	2005	2006
Total Police Calls Logged	293	252
Total Criminal Offenses Reported	41	21
Criminal Arrests/Persons Charged	19	7
Criminal Offenses Cleared	27	7
Traffic Citations Issued	46	16
Parking Tags Issued	17	11
Parking Citations Issued	0	3
Total monies collected for May	\$4,016.90	\$2,897.12

Mr. Paul Vargo's report for May 2006 can be found filed in the Manager's Office.

WTVFD#1 reported 15 fires, 4 practices and 2 specials for May 2006. Total man hours 117.

WTVFD#3 reported 20 fires, 2 training sessions and 6 non-incident actives for May 2006. Total man hours 168.32.

WTVFD#4 reported 16 fire calls, 4 fire schools, 2 drills, 3 public service calls and 4 work details. Total man hours 368.75.

WHEMS report for May 2006 is filed in the Manager's office with the Fire Departments.

Building Permits issued during May 2006:

Two (2) additions & alterations – one roof and one deck, construction cost \$1,450.00.

One (1) demolition at 308 Churchill Road – cost \$5,000.00.

One (1) new dwelling at 308 Churchill Road – cost \$230,000.00.

The Real Estate Transfer Tax for May 2006 was \$6,953.64.

Tax Collectors Monthly Report May 2006:

Balance collectable – beginning of month	\$363,273.72
Deductions (exonerations)	-149.30
Adjusted collectable	363,124.42
Less face collections	15 933 50

Minutes of the Regular Meeting, Monday, June 12, 2006 - Page Two

Balance collectable	347,190.83
Face amount of collections	15,933,59
Less Discounts	60.77
Total cash collected	\$15,872.82

PA Municipal Services Act 511 Tax Report for May 2006

Farned	l Income	Tavec
maille	<u>i inconic</u>	I anco.

Current Month	\$ 54,307.09	Previous Year	\$52,405.03	Difference
Current YTD	211,213.17	Previous YTD	196,337.27	\$ 14,875.90

Emergency and Municipal Services Tax:

Current Month	97,427.51	Previous Year	14,012.40	Difference
Current YTD	134,292.31	Previous YTD	12,460.95	\$121,831.36

Mercantile Tax:

Current Month	7,260.99	Previous Year	869,248.14	Difference
Current YTD	1,067,189.34	Previous YTD	869,884.31	\$197,305.03

Business Privilege Tax:

Current Month	15,618.33	Previous Year	46,049.21	Difference
Current YTD	147,088.96	Previous YTD	61,932.27	\$85,156.69

Attorney John Cambest Report filed in the Manager's Office.

Engineer's Report for May 2006 filed in the Manager's Office.

- (6-137) MOVED WILSON-PADULA to approve the schedule of bills in the amount of \$221,562.01 as presented. The motion was adopted by the unanimous roll call vote of all present.
- (6-138) MOVED WILSON-PADULA authorizing the amendment of Police Rules and Regulations Policy 21.01.1. The motion was adopted by the unanimous roll call vote of all present.
- (6-139) MOVED PADULA-WILSON to read Resolution No. 12-2006

RESOLUTION NO. 12-2006

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, COUNTY OF ALLEGHENY AND COMMONWEALTH OF PENNSYLVANIA, AUTHORIZING THE CHAIRMAN OF THE BOARD TOGETHER WITH THE MANAGER TO EXECUTE THE CONSENT FOR RIGHT OF ENTRY AGREEMENT ATTACHED HERETO FOR THE BENEFIT OF THE OWNER AND THE GENERAL PUBLIC; GRANTING THE GOVERNMENT A RIGHT OF ENTRY TO CONDUCT PROJECT ACTIVITY CONSISTING OF INSTALLING A MINE DRAINAGE PIPE AS A PART OF GOVERNMENT PROJECT NUMBER INQUIRY NUMBER 06-02-036; RELEASING THE GOVERNMENT FROM ANY AND ALL LIABILITY FOR CLAIMS ARISING AS A RESULT OF SAID PROJECT ACTIVITY; HOLDING HARMLESS AND INDEMNIFYING THE GOVERNMENT FROM ANY AND ALL CLAIMS OR CONTROVERSIES ARISING FROM THE PERFORMANCE OF SAID PROJECT ACTIVITY; AND EXECUTING SUCH OTHER DOCUMENTS AND AGREEMENTS AS MAY BE NECESSARY OR REQUIRED TO PERMIT THE GOVERNMENT TO COMPLETE SAID PROJECT ACTIVITY.

(6-140) MOVED WILSON-PADULA to adopt Resolution No. 12-2006.

Motions 6-139 and 6-140 were adopted by unanimous roll call vote of all present.

Minutes of the Regular Meeting, Monday, June 12, 2006 - Page Three

- (6-141) MOVED WILSON-PADULA to accept the recommendation of Senate Engineering, awarding the contract for repairs to Highland Avenue to A. Merante Contracting, Inc. of Pittsburgh, in the amount of \$189,472.00. The motion was adopted by unanimous roll call vote of all present.
- (6-142) MOVED PADULA-WILSON to accept the recommendation of Mr. Vargo authorizing a change order for HydroTech to finish all dye testing requirements in Wilkins Township, contingent upon the review and approval of the Solicitor and Engineer. The motion was adopted by unanimous roll call vote of all present.
- (6-143) MOVED PADULA-WILSON to appoint Lisa Donofrio Luptak of Hart Drive to the position of Summer Program Coordinator at Eastmont Park at an hourly rate of \$7.00. The motion was adopted by unanimous roll call vote of all present.
- (6-144) MOVED WILSON-PADULA to read Resolution No. 13-2006 by title only.

RESOLUTION NO. 13-2006

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE DESTRUCTION OF SPECIFIC RECORDS IN CONFORMANCE WITH RESOLUTION NUMBER 08-03 AND THE MUNICIPAL RECORD MANUAL APPROVED BY THE LOCAL GOVERNMENT RECORDS COMMITTEE ON JULY 16, 1993.

(6-145) MOVED WILSON-PADULA to adopt Resolution No. 13-2006.

Motions 6-144 and 6-145 were adopted by unanimous roll call vote of all present.

(6-146) MOVED WILSON-PADULA to read Resolution No. 14-2006 by title only.

RESOLUTION NO. 14-2006

A RESOLUTION OF THE TOWNSHIP OF WILKINS ESTABLISHING JOB DESCRIPTIONS FOR POLICE PERSONNEL AND DEFINING THE AUTHORITY, RESPONSIBILITIES AND DUTIES OF THE VARIOUS RANKS AND RESCINDING RESOLUTION NO. 4-1977.

(6-147) MOVED WILSON-PADULA to adopt Resolution No. 14-2006.

Motions 6-146 and 6-147 were adopted by unanimous roll call vote of all present.

(6-148)MOVED PADULA-WILSON to read Resolution No. 15-2006 by title only.

RESOLUTION NO. 15-2006

A RESOLUTION OF THE TOWNSHIP OF WILKINS SETTING FORTH A POLICY RELATING TO REQUESTS BY VOLUNTEER FIRE COMPANIES FOR TOWNSHIP PARTICIPATION IN THE FINANCING OF PURCHASE OF FIRE AND RESCUE VEHICLES.

(6-149)MOVED WILSON-PADULA to adopt Resolution No. 15-2006.

Motions 6-148 and 6-149 were adopted by unanimous roll call vote of all present.

Minutes of the Regular Meeting, Monday, June 12, 2006 - Page Four

Commissioners' Comments:

- Mr. Padula thanked the members of the audience for coming to the meeting and reminded everyone that Community Days is scheduled for next week.
- Mr. Wilson requested an update on the demolition of Mr. Slat's house on Cline Street. Thanked everyone for coming to the meeting and congratulated Mrs. Martinelli on running her first meeting.
- Mrs. Martinelli reminded the audience that Community Days starts on Tuesday, June 20th and runs through June 24th. The next scheduled meeting of the Board of Commissioners is July 10, 2006.

(6-150)MOVED PADULA-WILSON to adjourn. The meeting was adjourned at 7:30 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Celecca Bradley
Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JULY 10, 2006

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, June 12, 2006

COMMUNICATIONS:

CITIZENS' COMMENTS:

REPORTS:

1. Police

Public Works
 Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer7. Act 511 Taxes8. Solicitor

Recreation
 Engineer

PAYMENT OF BILLS:

General Fund ------ \$134,117.18

Emergency Management ---- \$ 1,840.25 Combined Sewer Fund \$ 6,904.85 FEMA Fund ----- \$ 5,123.00 TOTAL: \$147,985.28

OLD BUSINESS:

- 1. NMS Requirements Elected Officials.
- 2. Yost Café Demolition bids.

NEW BUSINESS:

- 1. Employee Handbook Introduction of Core Policies.
- 2. LUPTAP Grant Application for Comprehensive Plan Funding / Resolution #16-2006
- 3. Cable T.V. Franchise Agreement.
- 4. Review/approval of low bid for Peffer Road Sanitary Sewer Construction.
- 5. Resolution #17 of 2006 Disposition of Records.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JULY 10, 2006

- 6. Allegheny County & Western Pennsylvania Association of Township Commissioners 34th Annual Joint Fall Conference Seven Springs September 28th through October 1st.
- 7. September meeting schedule.
- 8. Accept the recommendation of Mr. Vargo to appoint John D'Alessandro of Larimar to the position of temporary summer help for the Department of Public Works, effective July 5, 2006, at a rate of \$7.00 per hour
- 9. Accept the recommendation of the Civil Service Board to extend the deadline for applications for police officer until Friday, August 4, 2006 and authorize the additional advertisement of the position in the Post-Gazette on Wednesday, July 19, 2006 and Wednesday, July 26, 2006

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JULY 10, 2006

The Regular Meeting of Monday, July 10, 2006 was brought to order at 7:00 PM by President Frank J. Greco. A quorum was present as follows:

Mr. Greco Mr. Wilson Mrs. Martinelli Mr. Padula Ms. Fialla

(6-151) MOVED PADULA-MARTINELLI to approve the minutes of Monday, June 12, 2006. The motion was adopted by a three to two vote with Mr. Greco and Ms. Fialla abstaining.

CITIZENS' COMMENTS:

Mr. John Gibbons of 127 Gardenia Drive filed a complaint about a statue on his neighbors' wall.

Ms. Dora Packowski of 194 Ridge Street congratulated the Board of Commissioners on the nice job done in the auditorium and stated how nice the room looks.

REPORTS:

Wilkins Township Police Report for June 2006:

	<u> 2005</u>	<u> 2006</u>
Total police calls logged	295	270
Total criminal offenses reported	38	20
Criminal arrests/persons charged	29	9
Criminal offenses cleared	23	11
Traffic citations issued	7	11
Parking tags issued	. 22	11
Parking citations issued	2	9
Monies collected during June 2006	\$3,155.65 3	,257.73

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

WTVFD #3 reported the following for the month of June 2006: Fourteen (14) fires, training sessions for general driver training and Sixteen (16) non incident activities with total man-hours of 454.03.

WHEMS Report for the first two quarters of 2006 is on file with the VFD's Reports.

The following building permits were issued during June 2006: Four (4) roofs with construction cost of \$10,300.00, Two (2) decks cc: \$8,577.00 and one (1) pool cc: \$299.00

Real Estate Tax collected during June 2006 was \$4,096.40.

Tax Collection for June 2006:

Balance Collectable	347,190.83
Less face collections for month	64,792.11
Balance collectable - end of month	282,398.72
Face amount of collections	64,792.11
Total cash collected	\$64,792.11

PA Municipal Services Act 511 Tax Report:

EARNED INCOME TAXES:

Current Month \$115,568.24 Previous Year \$127,247.26 Difference Current YTD 326,781.41 Previous YTD 323,584.53 \$3,296.88

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EMERGENCY AND MUNICIPAL SERVICES TAX:

Current Month \$40,648.04 Previous Year \$25,099.40 Difference Current YTD 174,940.35 Previous YTD 37,560.35 \$137,380.00

MERCANTILE TAX:

Current Month \$32,823.44 Previous Year \$51,278.89 Difference Current YTD 1,100,012.78 Previous YTD 921,163.20 \$178,849.58

BUSINESS PRIVILEGE TAX:

Current Month \$6,995.00 Previous Year 87,286.34 Difference Current YTD 154,083.96 Previous YTD 149,218.61 \$4,865.35

Gary Matta's Report for June 2006 is on file in the Manager's Office.

Senate Engineering Report for June 2006 is on file in the Manager's Office.

- (6-152) MOVED FIALLA-PADULA to approve the schedule of bills for June 2006 in the amount of \$147,985.28 as presented. The motion was adopted by unanimous roll call vote.
- (6-153) MOVED MARTINELLI-WILSON to authorize the manager and any member of the Board of Commissioners wishing to attend a seminar sponsored by the Governor's Center for Local Government Services on National Incident Management Systems (NIMS) being held on Saturday, August 26th from 8:00 AM until 12:00 PM at the Mountain View Inn in Greensburg at a cost of \$25.00 per participant. The motion was adopted by unanimous roll call vote.
- (6-154) MOVED WILSON-MARTINELLI to accept the recommendation of the manager to award the demolition contract for the Yost Cafe' to ROAC, Inc. at a cost of \$39,500.00 and authorizing the utilization of \$18,875.00 from the Emergency Contingency Fund to make up the funding deficiency. The motion was adopted by unanimous roll call vote.
- (6-155) MOVED WILSON-PADULA to read Resolution #16-2006 by title only.

RESOLUTION NO. 16-2006

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR FUNDING TO THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT, LAND USE PLANNING AND TECHNICAL ASSISTANCE PROGRAM AND ALLOCATING MUNICIPAL RESOURCES IN THE AMOUNT OF \$30,000.00 TO SAID PROJECT.

(6-156) MOVED WILSON-MARTINELLI to accept Resolution #16-2006.

Motions 6-155 and 6-156 were adopted by unanimous roll call vote.

(6-157) MOVED MARTINELLI-WILSON to accept the recommendation of the Engineer to award the contract for the Peffer Road Sanitary Sewer project to Creative Enterprises at a low bid price of \$47,495.00. The motion was adopted by unanimous roll call vote.

RESOLUTION #17-2006

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PA, AUTHORIZING THE DESTRUCTION OF SPECIFIC RECORDS IN CONFORMANCE WITH RESOLUTION #08-03 AND THE MUNICIPAL RECORD MANUAL APPROVED BY THE LOCAL GOVERNMENT RECORDS COMMITTEE ON JULY 16, 1993.

Minutes of the Regular Meeting, Monday, July 10, 2006 - Page Three

- (6-158) MOVED WILSON-MARTINELLI to adopt Resolution #17-2006, with the exception of the documents located on page 1, of the attached narrative summary, third item from the bottom of the page, "Other miscellaneous correspondence regarding Fire Department procedures and activities" The motion was adopted by unanimous roll call vote.
- (6-159) MOVED MARTINELLI-WILSDON to authorize the Township's elected officials and the manager to attend the Allegheny County and Western Pennsylvania Association of Township Commissioners 34th Annual Joint Fall Conference to be held at Seven Springs from September 28th through October 1st. The motion was adopted by unanimous roll call vote.
- (6-160) MOVED FIALLA-PADULA to authorize the manager to cancel the regularly scheduled meetings of September 11, 2006 and September 25, 2006 and to schedule a meeting for September 18, 2006. The motion was adopted by unanimous roll call vote.
- (6-161) MOVED PADULA-FIALLA to accept the recommendation of Mr. Vargo to appoint John D'Alessandro of Larimer Avenue to the position of temporary summer help for the Department of Public Works, effective July 5, 2006, at an hourly rate of \$7.00. The motion was adopted by a five to one vote with Mrs. Martinelli abstaining.
- (6-162) MOVED WILSON-MARTINELLI to accept the recommendation of the Civil Service Board to extend the deadline for applications for police officer until Friday, August 4, 2006 and authorize the additional advertisement of the position in the Post-Gazette on Wednesday, July 19, 2006 and Wednesday, July 26, 2006. The motion was adopted by unanimous roll call vote.

Commissioners Comments:

Mr. Padula thanked the Department of Public Works and the Board of Commissioners for all of the hard work that was done in rehabbing the Auditorium.

Ms. Fialla thanked the audience for coming to the meeting and thanked the volunteers who put so much time into Community Days. Also commented on Mr. Gibbons statements with regard to the perceived offensive statue on his neighbor's property.

Mrs. Martinelli thanked the audience for their attendance and reminded them that the Century Club is collecting newspapers in three locations. Thanked all involved for a successful Community Days and commented on the rehabilitation project in the auditorium.

Mr. Wilson commented on Mr. Gibbons complaint.

Mr. Greco thanked everyone involved in making Community Days a great success. He stated that although we live in a small Township, the Community Days celebration is the best in the area and is widely attended by members of other communities. Thanked everyone for coming to the meeting and commented on the need to change the existing sound system.

(6-163) MOVED WILSON-FIALLA to adjourn. The meeting was adjourned at 7:50 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS SPECIAL MEETING OF THE BOARD THURSDAY, JULY 27, 2006 – 1:00 P.M.

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Citizens' Comments
- 4. Motion to rescind the motion made at the Second Stated Meeting of May 22, 2006, awarding the 2006 Paving project to Sciaretti, upon the recommendation of the Township Engineer and Township Solicitor and further accepting the request of Sciaretti to withdraw their bid due to a confirmed clerical / arithmetical error.
- 5. Motion awarding the 2006 Paving Contract to Folino Construction in the amount of \$439,269.60 for the base bid (Gilmore, Rita and Dunbar) only.
- 6. Commissioners' Comments
- 7. Adjournment.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SPECIAL MEETING, THURSDAY, JULY 27, 2006

The Special Meeting of Thursday, July 27, 2006 was brought to order at 1:21 PM by President Frank Greco. A quorum was present as follows:

Mr. Greco

Mrs. Martinelli

Mr. Wilson

Mr. Padula (via telephone)

Ms. Fialla was absent.

- (6-164) MOVED WILSON-MARTINELLI to rescind the motion made at the Second Stated Meeting of May 22, 2006, awarding the 2006 Paving Project to Sciaretti, upon the recommendation of the Township Engineer and Township Solicitor and further accepting the request of Sciaretti to withdraw their bid due to a confirmed clerical and arithmetical error. The motion was adopted by unanimous roll call vote of all present.
- (6-165) MOVED MARTINELLI-WILSON to award the 2006 Paving Contract to Folino Construction in the amount of \$439,269.60 for the base bid (Gilmore, Dunbar and Rita). The motion was adopted by unanimous roll call vote of all present.

Commissioner Wilson requested that Mr. McKeever give a brief summary of the reason for the actions taken today.

Mr. McKeever stated that the bids for the 2006 Paving Project were initially opened on May 19, 2006. The apparent low bidder, Sciaretti, was subsequently awarded the paving project at the meeting of the Commissioners held on May 22, 2006. That same day, Sciaretti submitted correspondence to the Township indicating that they wanted to withdraw their bid. The Township held a hearing on July 17, 2006 at 1:00 PM at which time Mr. Al Torrence, Counsel for Sciaretti presented evidence to the satisfaction of both the Engineer and the Solicitor of a clerical and mathematical error. Therefore, it is appropriate to accept the withdrawal of Sciaretti's bid. Folino Construction was the second lowest bidder at the bid opening. According to the Township's bid documents, all bids are held by the Township for ninety (90) days after bid opening. Therefore, the Township is able to award the low bid to Folino Construction at this time.

Commissioner Wilson asked Mr. McKeever if the Township had acted appropriately in the actions that were taken to which he responded in the affirmative.

(6-166) MOVED MARTINELLI-WILSON to adjourn. The meeting was adjourned at 1:26 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, AUGUST 14, 2006

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, July 10, 2006

Special Meeting of Thursday, July 27, 2006

COMMUNICATIONS: Mr. James C. Anweiler, Post Commander, VFC #6681

Dr. Charles Bostaph, Co-Director of Monroeville Summer-

Fest.

CITIZENS' COMMENTS:

REPORTS:

1. Police

Public Works
 Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer7. Act 511 Taxes

8. Solicitor
9. Recreation
10. Engineer

PAYMENT OF BILLS:

OLD BUSINESS:

1. Employee Handbook - Review of Document / Next Steps.

NEW BUSINESS:

- 1. Mr. Nick Andrews offer of donation.
- 2. Announcement of award of grant Penn Prime for an automatic electronic difibulator
- 3. 2007 Minimum Municipal Obligation Police Pension Plan / Non-Uniform Employees Pension Plan

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, AUGUST 14, 2006

- 4. Motion supporting the action of the Public Safety Chairman and the Township Manager to reinstate all General Orders in the Police Department, with the exception of General Order Number 39-06 until such time as the Public Safety Committee has had an opportunity to meet with Chief Guthrie and review these orders, further ordering Chief Guthrie to immediately notify all officers of the department.
- 5. 2006 Paving Program Update.

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, AUGUST 14, 2006

The Regular Meeting of Monday, August 14, 2006 was brought to order at 7:00 PM by President Frank J. Greco. A quorum was present as follows:

Mr. Greco Mr. Wilson Mrs. Martinelli Mr. Padula Ms. Fialla

(6-167) MOVED PADULA-MARTINELLI to approve the minutes of the regular meeting of July 10, 2006 and the special meeting of July 27, 2006. The motion was adopted by unanimous roll call vote.

COMMUNICATIONS:

- 1. Mr. James C. Anweiler, Post Commander, VFW #6681 requesting a \$300.00 donation from the Township for the purpose of holding a family picnic.
- (6-168) MOVED WILSON-MARTINELLI to approve the request of the VFW #6681, pending the review and approval of the Township Solicitor. The motion was adopted by unanimous roll call vote.
 - 2. Dr. Charles Bostaph, Co-Director of the Monroeville Summer Fest thanking the Board of Commissioners for lending the art screens for their festival and presenting a Certificate of Appreciation to the Board.

CITIZENS' COMMENTS:

Prior to hearing public comments, Commissioner Martinelli addressed the Board and the residents by giving an overview of all of the accomplishments of the present Board of Commissioners. Following Mrs. Martinelli's comments, Mrs. Bradley made a statement indicating that neither she nor Mr. Vargo planned to resign from their positions, as the newspaper had reported the residents were planning to request at this evenings' meeting.

Mrs. Dora Packowski of 194 Ridge Street questioned the information included in a Pittsburgh Post Gazette news article relative to the request for documents made by the plaintiff in the Hearn matter.

Mr. Eugene Foley of 15 Charnwood Drive stated that the members of the police department and the managers of Wilkins Township need to keep their catfights out of the newspapers.

Jeff Nagle of Greensburg, PA, questioned the board regarding what steps he needs to take to purchase 102 Ivy Street, which has been condemned by the Township.

Michael Szoko, 4 Greyhurst Drive stated that he has been reading the articles in the Post-Gazette and has begun to wonder whether the Manager and Assistant Manager are "fit" to manage. He stated that the morale in the Police Department is broken and that the Board needs to review the way that they treat the Chief of Police. Mr. Szoko was removed from the meeting by Chief Guthrie after taking a drink of the Solicitor's iced tea.

John Gibbons, 127 Gardenia Drive stated that he does not have any obligation to explain to Mrs. Bradley why he chose to hold a meeting outside of the community and further has no obligation to invite anyone to attend that meeting. He questioned whether the Township has a sexual harassment policy and whether that policy includes fraternization.

Mr. Mike Muhar of 689 Negley Avenue commented on how nice the newly remodeled auditorium looks.

Minutes of the Regular Meeting, Monday, August 14, 2006 - Page Two

Mr. Robert McGrath commented on the amount of people who were at the meeting and the fact that these individuals should attend meetings on a more frequent basis. He has met several times with both the manager and assistant manager and believes that they are competently performing their duties within the community.

Mr. Steve Lazarro of 717 Thompson Street questioned whether the monthly minute meetings on-line include citizen's comments. Also stated that he is concerned about the amount of litigation in the township and questioned whether the manager could research the amount of litigation in other communities as compared to Wilkins to determine whether it was excessive.

Ms. Mary Jo Palmer of 217 Penhurst questioned who hired Mrs. Bradley.

Mr. N. Leonard Hill of 405 Kingston Drive stated that he is extremely upset with the news article from the August 10th edition of the Post-Gazette. His particular concern is that, as the code enforcement officer and Fire Marshal in the community, it is his responsibility to perform property inspections in accordance with the newly adopted Township ordinance. In the Post-Gazette, there was a statement that this position may be abused. As a long-standing citizen of the community and a long-standing employee and volunteer of the community, Mr. Hill takes very seriously these types of allegations.

REPORTS:

Police Report for the month of July 2006:

	<u>2005</u>	<u> 2006</u>
Total police calls logged	344	298
Total criminal offenses reported	48	
Criminal arrests/persons charged	26	
Criminal offenses cleared	30	
Traffic citations issued	13	17
Parking tags issued	. 17	6
Parking citations issued	-0-	4
Monies collected during July 2006	\$14,316.16	\$4,436.27

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

WTVFW #3 reported the following: 24 fires, 1 training session and 11 non-incident activities with total man hours of 189.48.

WTVFW #4 reported the following: 14 fires, 1 fire school, 1 drill, 2 public services and 4 work details with total man hours of 164.

The July 2006 report for Woodland Hills EMS is on file with the above WTVFW reports.

In July 2006 the following building permits were issued: 1 Soffer, Building #4, Suite 18 for interior alteration cost: \$9,132.; 1 Shop 'n Save floral cooler, cost \$11,000.; 1 Demolition Yost Café cost \$39,500.; 1 pool, cost #267.; and 1 Wall Sign.

The Township received \$4,418.27 in Real Estate Transfer Tax during the month of July.

Tax Collector's Report for July 2006:

Tax Concett B Report for July 2000.	
Balance Collectable	- \$ 282,398.72
Additions	2,409.56
Adjusted Collectable	284,808.28
Less face collections for month	4,349.46
Balance collectable	280,458.82
Face amount of collections	4,349.46
Plus Penalties	370.62
Less Discounts	12.86
Total cash collected	\$4,707.22

Minutes of the Regular Meeting, Monday, August 14, 2006 - Page Three

PENNSYLVANIA MUNICIPAL SERVICES Act 511 TAX REPORT

Earned Income	Taxes:			
Current month	\$35,209.75	Previous Year \$2	25,066.38	Difference
Current YTD	361,991.16	Previous YTD 34	48,650.91	\$13,340.25
Emergency and	Municipal Serv	vices Tax:		
Current month	19,209.96	Previous Year	5,746.00	Difference
Current YTD	194,150.31	Previous YTD	43,306.35	\$150,843.96
				•
Mercantile Tax:				
Current month	1,418.75	Previous Year	75.51	Difference
Current YTD	1,101,431.21	Previous YTD	921,238.71	\$180,192.50
				•
Business Privile	ge Tax:			
Current month	21,290.90	Previous Year	3,635.53	Difference
Current YTD	175,374.86	Previous YTD	152,854.14	\$22,520.72
			-	•

Solicitor's Report: Mr. Matta stated that the Board of Commissioners met in Executive Session prior to the start of the regular meeting to discuss on-going litigation and personnel issues.

Engineer's Report: Mr. McKeever updated the Board on the 2006 paving program. At the July 27, 2006 meeting, the Board accepted the recommendation of the Solicitor and the Engineer to accept the withdrawal of the low bid submitted by Sciaretti due to an apparent mathematical error in the bid. At that same meeting, the Board awarded the 2006 paving project to A. Folino. Subsequently, Folino corresponded with Mr. McKeever and advised that he believed that the Township's bid documents included the ability for Folino to utilize the PennDot 408 Specifications escalator clause for the price of liquid asphalt. Mr. Matta reviewed this information and advised the Board that, in his opinion, it would be appropriate for Folino to utilize the escalator clause. Therefore, the cost of the paving project is expected to increase between \$14,000. and \$24,000. based upon the asphalt index. Folino has also indicated that due to other commitments, they do not anticipate proceeding with the Township's paving project until October of 2006.

- (6-169) MOVED MARTINELLI-PADULA to authorize the Solicitor to file the Declaration of Takings for temporary easements prepared by the Engineer in conjunction with the Highland Avenue Retaining Wall project. The motion was adopted by unanimous roll call vote.
- (6-170) MOVED FIALLA-MARTINELLI to approve the schedule of bills in the amount of \$369,794.79 as presented. The motion was adopted by unanimous roll call vote.
- (6-171) MOVED WILSON-PADULA to accept the donation of Mr. Nick Andrews for the purchase of a 2007 Dodge Charger in memory of his late father, Manny Andrews, in the amount of \$30,390.00. The motion was adopted by unanimous roll call vote.

Mrs. Bradley announced that the Township was successful in obtaining a \$1,000.00 grant from Penn Prime for the purchase of an automatic electronic defibrillator for the Municipal Building.

Mrs. Bradley announced that the Minimum Municipal Obligation for 2007 for the Non-uniformed Pension Plan was calculated at \$49,263.04 and the Police Pension Plan at \$194,628.00.

Minutes of the Regular Meeting, Monday, August 14, 2006 - Page Four

(6-172) MOVED MARTINELLI-WILSON to authorize the action of the Public Safety Chairman and the Township manager to reinstate all General Orders in the Police Department, with the exception of General Order Number 39-06 until such time as the Public Safety Committee has had an opportunity to meet with Chief Guthrie and review these orders, further ordering Chief Guthrie to immediately notify all officers of the department. The motion was adopted by unanimous roll call vote.

COMMISSIONERS' COMMENTS:

Commissioner Padula stated that he had been a resident of Wilkins Township since 1984. He raised his family here and thinks that Wilkins is a fine community. It is a shame that a handful of residents are causing this much controversy. He believes that Mrs. Bradley's statement says it all and hopes that that is what is in the newspaper. He also thanked the Andrews family for all of their kindness.

Commissioner Fialla questioned whether the Board would need to approve any new General Orders prior to the Chief instituting them. Also thanked Mr. Andrews for his kindness in donating a vehicle to the Police Department.

Commissioner Martinelli requested that Mrs. Bradley get the public's microphone fixed immediately and asked her to determine what the cost of construction would be to install sidewalks from Harrison Road to the Wilkins Township Primary school on Churchill Road – only on the Wilkins Township side. Finally, apologized for the actions of Mr. Martinelli.

Commissioner Wilson stated that he is very proud of the accomplishments of VFC #1 and has been a lifetime member. He congratulated the 12 and under girls East Suburban Softball League on their championship and thanked Ms. Sherry Young and Ms. Nanette Mancusso for improving the Eastmont sign. He further discussed the newspaper stories of late which detailed the relationship between the former Irene Pohl and the former George Porado. He does not believe that people's personal lives should be the subject of Newspaper lawsuits. However, he only has four cheeks and he has turned all four.

Mr. Greco thanked all of those members of the audience who not only came to the meeting but also stayed through its' conclusion. He further thanked the Andrews family for their consideration in the donation of a police vehicle to the Township.

(6-173) MOVED WILSON-PADULA to adjourn. The meeting was adjourned at 8:55 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca/Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, SEPTEMBER 18, 2006

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, August 14, 2006

COMMUNICATIONS: Mr. Elias Sejko, Chairman, Wilkins Township Civil Service Commission

Mr. Peter G. Nychis, Esquire on behalf of Mr. Joseph D'Andrea

Ms. Angie Gialloretto - Democratic Committee

CITIZENS' COMMENTS:

REPORTS:

1. Police

Public Works
 Fire Companies
 Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer7. Act 511 Taxes8. Solicitor9. Recreation10. Engineer

PAYMENT OF BILLS:

OLD BUSINESS:

1. Resolution #18-2006 – Authorizing the condemnation of certain property in Wilkins Township for the public purpose of the repair and maintenance of a landslide on or about Highland Avenue.

NEW BUSINESS:

- 1. Officer William Wetzler Application for disability retirement
- 2. Request from the Wilkins Township Baseball Association for consideration of an additional donation.
- 3. Setting of Halloween "Trick-or-Treat" night.
- 4. Deer Advisory Churchill Area Environmental Council.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, SEPTEMBER 18, 2006

- 5. Request to attend a training course entitled "Police Liability Issues" offered by the PSATS on November 16, 2006 from 8:30 AM 4:00 PM at a cost of \$50.00, at the Mountain View Inn in Greensburg.
- 6. Recommendation for purchase of card key system for gasoline tanks.
- 7. Accept the recommendation of the Recreation Advisory Committee to contract with Sadecky Puppets to perform at the children's Christmas Party on December 16, 2006.

COMMISSIONERS' COMMENTS

ADJOURNMENT

TOWNSHIP OF WILKINS BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, SEPTEMBER 18, 2006

The Regular Meeting of Monday, September 18, 1006 was brought to order at 7:00 PM by President Frank J. Greco. A quorum was present as follows:

Mr. Greco Mrs. Martinelli

Mr. Padula

Mr. Wilson Ms. Fialla

(6-174) MOVED WILSON-PADULA to approve the minutes of the meeting of August 14, 2006 with correction: Commissioners' Comments: Sharyn Fialla stated that what she said was that she was questioning whether the Board of Commissioners would be required to authorize any future General Orders prior to the Chief of Police enacting them. The motion was adopted by unanimous roll call vote.

COMMUNICATIONS:

- 1. Mr. Elias Sejko, Chairman of the Wilkins Township Civil Service Board: Stating that the Civil Service Board met and certified thirteen applicants to be tested for the position of Police Officer. The tentative testing date is September 30, 2006, beginning at 9:30 AM, pending approval of the Board.
- (6-175) MOVED WILSON-MARTINELLI to authorize the Civil Service Board to test applicants for the position of full time police officer on Saturday, September 30, 2006, beginning at 9:30 AM. The motion was adopted by unanimous roll call vote.
- 2. Mr. Peter Nychis, Esquire of the firm of Griffith, McCague and Wallace, P.C., requesting that the Board of Commissioners adopt a resolution for the installation and operation of a traffic signal at the intersection of Rodi Road and Purity Road in Penn Hills.
- (6-176) MOVED WILSON-MARTINELLI to adopt Resolution #19-2006, making application to the Commonwealth of Pennsylvania, Department of Transportation for the installation and operation of a traffic light at Rodi Road and Maple Lane. The motion was adopted by unanimous roll call vote.
 - 3. Mrs. Angie Gialloreto, Chair of the Wilkins Township Democratic Committee requesting permission to use the meeting room for a committee meeting on October 12, 2006 beginning at 7:00 PM.
- (6-177) MOVED PADULA-FIALLA to authorize the Democratic Committee to use the meeting room on October 12, 2006 for a committee meeting. The motion was adopted by unanimous roll call vote.

CITIZENS' COMMENTS:

Commissioner Martinelli recognized that there were three students in the audience from the Woodland Hills School District this evening and thanked them for their attendance at the meeting.

Prior to the start of Citizens' Comments, Mrs. Bradley announced that there were two additional agenda items under new business that were not on the agenda. At New Business #8, the Recreation Advisory Board was seeking a motion to approve their recommendation to expend \$1,350.00 for the 2006 Pumpkin Patch Party. At New Business #9, a motion is needed to authorize the Solicitor to formulate a consent decree for court approval regarding the Dinbar Development. The public was invited to speak on these issues as well.

Minutes of the Regular Meeting, Monday, September 18, 2006 - Page Two

Mr. Gary Matta, Solicitor for the Township stated: "At the August 14, 2006 meeting, several citizens expressed concerns regarding the two federal lawsuits currently pending against the Township, one of which is a civil rights lawsuit filed by Police Chief Guthrie. Although the Township's general policy is not to comment on pending litigation, the Board of Commissioners believes it is appropriate to inform the citizens of recent developments in this case in order to address some of the concerns expressed at last month's meeting.

In his lawsuit, Chief Guthrie alleges that the Township has violated his free speech rights under the First Amendment, and that it has retaliated against him for whistle-blowing. In June, the Township filed a motion seeking to dismiss portions of Chief Guthrie's complaint. Since our last meeting, the Court has issued a favorable ruling on the Motion to Dismiss.

Last month, the federal court judge agreed with the Township's position that Chief Guthrie's First Amendment claim is largely barred by a recent decision by the United States Supreme Court, in which the Court held that "when public employees make statement pursuant to their official duties, the employees are not speaking as citizens for First Amendment purposes and the Constitution does not insulate their communications from employer discipline." The Supreme Court specifically stated that the First Amendment "does not invest [public employees] with a right to perform their jobs however they see fit."

Judge Conti agreed that all of Chief Guthrie's complaints relative to internal mismanagement and "procedural irregularities" are not actionable following the Supreme Court's decision. This means that all of Chief Guthrie's claims regarding alleged misconduct by former Chief Wilson, and Ms. Bradley and Mr. Vargo's alleged interference with his decision-making cannot result in a recovery.

In fact, Judge Conti stated that she might have dismissed Chief Guthrie's First Amendment claim in its entirety but for one allegation in his Complaint which saved the claim. Specifically, Chief Guthrie alleged that the township passed and enforced an ordinance "restricting employees' rights to communicate with elected officials about matters of public concern." Because this allegation potentially implicates Chief Guthrie's right to speak as a citizen, opposed to his speech as an employee of the Township, Judge Conti believes this alleged violation may be actionable, and has therefore allowed Chief Guthrie to proceed with his First Amendment claim on this very limited basis. Judge Conti emphasized, however, that "any statements made in the course of [his] official duties...are not going to be actionable.

The Court was also largely receptive to the Township's arguments relative to Chief Guthrie's whistleblower claim. First, the Township had argued that any actions which occurred more than six months prior to the filing of Guthrie's lawsuit in May of 2006 are barred by the whistleblower law's statute of limitations. The court agreed that, prior to trial, the Township could seek dismissal of any alleged "whistleblower" activities which occurred prior to November of 2005. Chief Guthrie has only alleged one incident which falls within this six-month time frame – a five day suspension in November of 2005.

In addition, the judge agreed with two other arguments raised by the Township. Specifically, the Court ruled that "for purposes of this case, there would be no punitive damages that could be awarded for any claim under the Pennsylvania Whistleblower Act and that there is no jury trial on the Whistleblower Act." The court's ruling on these issues reduced any risk of a large monetary verdict against the Township to the extent that Chief Guthrie cannot recover any punitive damages, but can only recover his lost wages.

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Finally, the court granted the Township's motion to dismiss Commissioners Frank Greco, Sylvia Martinelli and Paul Padula from this lawsuit, finding that Chief Guthrie had not alleged any facts whatsoever which would indicate any individual wrongdoing on their part. Therefore, Commissioners Greco, Martinelli and Padula have been dismissed from the lawsuit.

In conclusion, we believe it is appropriate to update the citizens of Wilkins Township on the Court's initial ruling in the Guthrie case because of the concerns expressed by some citizens at last month's meeting. The court's ruling is a matter of public record. Based on the court's ruling, we believe that the Township's financial exposure due to this litigation is greatly minimized. he Township intends to vigorously defend this case, disputes the claims raised initially in Chief Guthrie's complaint, and continues to dispute the few claims which survived the motion to dismiss."

Mr. Eric Lawson, 176 Penhurst Drive thanked the Board of Commissioners for directing the Department of Public Works to locate the two manholes on his property and for raising these manholes. Also recognized the professionalism of both the volunteer fire companies and police department in their response to his home last Saturday morning when his fire alarm was activated by his clothes dryer. Finally, requested that the Board of Commissioners direct the appropriate Township personnel to locate two 15" storm lines and a catch basin at the rear of his property. Currently, stormwater from Cline and Powell Streets pours over the hillside behind his business. There used to be a catch basin located at the base of the hillside to take in the stormwater, but he cannot locate it. Also requested that the Township remove the fill that they placed on his property.

(6-178) MOVED WILSON-MARTINELLI to direct Mr. Vargo to investigate Mr. Lawson's request to find the catch basin at the rear of his property. The motion was adopted by unanimous roll call vote.

CITIZENS' COMMENTS:

Mrs Suzy Grant of 100 Larchwood Drive questioned whether the property owners surrounding Lions Park have been notified of the Township's intent to take their property for the proposed Lions Park expansion project. Mr. Padula stated that the Township's proposed expansion project to-date has only included filling-in the ravine. Future plans for expansion are still in the development phase. Mrs. Grant also requested the net profit made at Community Days and stated that the Township should work towards making Community Days a profitable event in order to be able to provide more funds in the Township's volunteer organization.

(6-179) MOVED WILSON-PADULA to waive the reading of reports. The motion was adopted by unanimous roll call vote.

REPORTS:

Police Reports for the month of August 2006:

	2005	2006
Total police calls logged	265	265
Total criminal offenses reported	32	30
Criminal arrests/persons charged	12	6
Criminal offenses cleared	15	8
Traffic citations issued	136	10
Parking tags issued	36	12
Parking citations issued	11	2
Monies collected during August	\$13,457.18	\$2,560.18

Minutes of the Regular Meeting, Monday, September 18, 2006 - Page Four

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

WTVFD #3 reported the following for August: 15 fires – man hours 89.53, 1 training session – man hours 24.75 and 17 non-incident activities – man hours 214.83. Total man hours – 329.11.

The August 2006 Report for WHEMS is on file with the Fire Department Reports.

Building Permits issued during August 2006:

Two pools – cost \$170.00, Three roofs – cost \$1,600.00, One New Home – cost \$200,000.00 (VINCESIAN PLACE) Soffer – Bldg #4, Suite 501 – Interior Alteration – cost \$9,859.00 Shop 'n Save – Sprinkler Alteration – cost \$3,150.00 Hooters – Exterior Repoairs – cost \$1,150.00

Amount received for deed transfers \$7,410.27.

Tax Collectors Report for August	ax Collectors	Report	for A	ugust 2006:
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Balance collectable	\$280,458.82
Deductions	-1,448.23
Adjusted collectable	279,010.59
Less face collections	8,366.57
Exonerations	1,448.23
Balance collectable	270,644.02
Total refunds to date	1,448.23
Face amount of collections	8,366.57
Plus penalties	709.98
Less Discounts	25.35
Total Cash Collected	\$9,051.20

PA Municipal services – Act 511 Taxes for August:

Earned Income Taxes:

Current Month	\$75,414.93	Previous Year	\$78,451.70	Difference
Current YTD	437,406.09	Previous YTD	427,102,81	\$ 10,303,48

Emergency & Municipal Services Tax:

Current Month	48,391.79	Previous Year	3,630.10	Difference
Current YTD	242,542.10	Previous YTD	46,936,45	\$195,605,65

Mercantile Tax:

Current Month	711.16	Previous Year	131.00	Difference
Current YTD	1,102,142.37	Previous YTD	921,369.71	\$180,772.66

Business Privilege Tax:

Current Month	1,844.43	Previous Year	51.00	Difference
Current YTD	177,219.29	Previous YTD	152,905.14	\$24,314.15

The Engineer's Report for August 2006 is on file in the Manager's Office

(6-180) MOVED FIALLA-PADULA to approve the payment of the Schedule of Bills and the Addendum to the Schedule of Bills in the amount of \$227,430.75. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, September 18, 2006 - Page Five

RESOLUTION NO. 18-2006

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE CONDEMNATION OF CERTAIN PROPERTY LOCATED IN THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, FOR THE PUBLIC PURPOSE OF THE REPAIR AND MAINTENANCE OF A LANDSLIDE ON OR ABOUT HIGHLAND AVENUE.

- (6-181) MOVED WILSON-PADULA to adopt Resolution #18-2006, authorizing the condemnation of certain property in Wilkins Townsip for the public purpose of the repair and maintenance of a landslide on or about Highland Avenue. The motion was adopted by unanimous roll call vote.
- (6-182) MOVED WILSON-MARTINELLI to accept the application filed by Officer William Wetzler for a disability retirement from the Wilkins Township Police Department. The motion was adopted by unanimous roll call vote.
- (6-183) MOVED MARTINELLI-PADULA to approve the request of the Wilkins Township Baseball Association for an additional donation of \$1,367.23. The motion was adopted by unanimous roll call vote.
- (6-184) MOVED PADULA-WILSON to set Halloween "Trick or Treat" night in Wilkins Township on Tuesday, October 31, 2006 from 6:00 PM until 8:00 PM. The motion was adopted by unanimous roll call vote.
- (6-185) MOVED WILSON-MARTINELLI to authorize the Manager and Chief of Police to attend a training course entitled "Police Liability Issues" offered by the PSATS on November 16, 2006 from 8:30 AM until 4:00 PM at a cost of \$50.00 per person at the Mountain View Inn in Greensburg. The motion was adopted by unanimous roll call vote.
- (6-186) MOVED PADULA-MARTINELLI to approve the recommendation of Mr. Vargo to purchase a card-key system for the gasoline and diesel pumps at a cost of \$8,126.00 from George I. Reitz and Sons and recommending that the card-key be utilized by vehicle instead of by employee and that if the system provides for the tracking of mileage that we employ that tracking. The motion was adopted by unanimous roll call vote.
- (6-187) MOVED MARTINELLI-FIALLA to accept the recommendation of the Recreation Advisory Committee to contract with Sadecky Puppets to perform at the Wilkins Township Christmas Party on December 16, 2006 at a cost of \$550.00 The motion was adopted by unanimous roll call vote.
- (6-188) MOVED MARTINELLI-WILSON to accept the recommendation of the Recreation Advisory Committee to expend \$1,350.00 on the 2006 Pumpkin Patch Party. The motion was adopted by unanimous roll call vote.
- (6-189) MOVED WILSON-FIALLA to authorize the solicitor to formulate a consent decree for court approval regarding the Dinbar Development. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Padula thanked everyone for coming out to the meeting and reminded residents that if they have a street light out, they can call Duquesne Light's hotline number which is located in the telephone book.

Minutes of the Regular Meeting, Monday, September 18, 2006 - Page Six

Commissioner Fialla thanked everyone for their attendance and reminded the residents that the Halloween Party will be held at VFD #3 on October 28, 2006 and the Christmas Party will be held on December 16, 2006 at the Elks Club. Also, the next meeting of the Board of Commissioners is scheduled for October 9, 2006.

Commissioner Martinelli thanked those in the audience for making time to come to the meeting and stated that she hoped that the students from Woodland Hills High School had learned something and offered to answer their questions, if any, following the meeting. Also stated that the newspaper recycling is going very well and advised residents that if the bin is full when they are dumping their newspapers into it, they should contact Karen Luffe at the municipal building and she will see to it that the dumpster is emptied.

Commissioner Wilson thanked Eric Lawson for his kind comments regarding the Township's police and firefighters and also stated that there is a street opening that is filled only with binder (about 2" lower than the road surface) at the intersection of Greensburg Pike and Cline Street and requested that Mr. Vargo contact the WPJWA to make the necessary repairs as this area has been in this condition for at least a month.

Commissioner Greco thanked everyone for coming to the meeting.

(6-190) MOVED MARTINELLI-FIALLA to adjourn. The meeting was adjourned at 8:00 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Celecca Gradley
Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, OCTOBER 09, 2006

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Meeting of Monday, September 18, 2006

COMMUNICATIONS: Mr. Elias Sejko, Chairman, Wilkins Township Civil Service Commission

Krystall Kenderish, Recreation Advisory Committee Member

Cynthia LaPietra, Faith Christian School Cheryl Fedder, 110 George Lane

CITIZENS' COMMENTS:

REPORTS:

1. Police

Public Works
 Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF BILLS:

General Fund ------ \$184,192.76

Combined Sewer Fund \$ 83,107.05

FEMA Fund ----- \$ 1,345.32

TOTAL: \$268.645.1

OLD BUSINESS:

1. Order of the Court - Harvey Taylor property

NEW BUSINESS:

- 1. Presentation of 2007 Preliminary Budget.
- 2. Discussion of Civil Service requirements for Police Officers and the hiring of a new officer.
- 3. Discussion of the recommendation made by the Duty Weapons Committee for a new duty weapon.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, OCTOBER 09, 2006

- 4. Request by Mr. Hill to attend the following:
 - (a) Residential Electrical Essentials class offered by the Pennsylvania Construction Codes Academy (PCCA) to be held at the Mountain View Inn in Greensburg on November 14-15th at a cost of \$195.00.
 - (b) Understanding the 2003 Property Maintenance Code offered by the Building & Fire Code Academy on November 8 and 9th in Pittsburgh at a cost of \$255.00 (for Mr. Slobodnyak).
 - (c) Understanding Assembly Means of Egress (Fire Prevention) for Mr. Hill and the Fire Deputies. This class was approved earlier this year, but was cancelled due to lack of enrollment. The cost per individual is \$160.00. The class will be held on November 21, 2006 in Pittsburgh and is sponsored by the Building & Fire Code Academy.
- 5. Request to attend the PELRAS / APMM conference scheduled on November 10, 2006 at the Radison in Monroeville (1/2 day), at no cost to the Township.
- 6. Use of Municipal Building for mandatory police training 2007.

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, OCTOBER 9, 2006

The Regular Meeting of Monday, October 9, 2006 was brought to order at 7:00 PM by President Frank Greco. A quorum was present as follows:

Mr. Greco

Mr. Padula

Ms. Fialla

Mrs. Martinelli

Mr. Wilson was absent due to illness.

Prior to the beginning of the meeting, Mrs. Bradley stated that two changes had been made to the agenda. First, under communications, the first item – Mr. Elias Sejko Chairman of the Civil Service Commission has been deleted and will not be read. Under New Business, Item number 2 (Discussion of Civil Service Requirements for Police Officers) has been deleted from the agenda, however, the Board will still discuss the request of the Wage Policy Committee for the employment of an additional officer.

(6-191) MOVED MARTINELLI-PADULA to approve the minutes of the regular meeting of September 18, 2006. The motion was adopted by unanimous roll call vote of all present.

COMMUNICATIONS:

- 1. Krystall Kenderish, 100 Tynewood Drive, resigning as a member of the Recreation Advisory Board due to relocation of residency.
- (6-192) MOVED MARTINELLI-FIALLA to accept the resignation of Krystall Kenderish from the Recreation Advisory Board. The motion was adopted by unanimous roll call vote of all present.
 - 2. Cynthia LaPietra, Faith Christian School, 801 Thompson Street, Wilkins Township, requesting that the Board consider refunding a portion of the sewage charge on their current bill since they had a leak.
- (6-193) MOVED FIALLA-MARTINELLI to approve the request of the Faith Christian School for forgiveness of the Township's portion of the sewage bill that the School received due to an apparent leak. The motion was adopted by unanimous roll call vote of all present.
 - Cheryl Fedder, 110 George Street, requesting that the Township install a traffic mirror at the intersection of Harrison Road and George Street due to poor sight distance caused by pine trees.
- (6-194) MOVED MARTINELLI-PADULA to approve the request of Mrs. Fedder, as recommended by Mr. Vargo, to install a traffic mirror at the intersection of Harrison and George Street. The motion was adopted by unanimous roll call vote of all present.

CITIZENS' COMMENTS:

Mr. John Martinelli, 210 George Lane, questioned whether the petition for the removal of the manager had been presented to the Board and directly questioned Commissioner Fialla as to her involvement with the group of citizens who stated that they had begun the petition. He questioned whether this issue is over and whether the group is just trying to bury the issue now. He further stated that he believes that the manager is due a public apology from this group.

Minutes of the Regular Meeting, Monday, October 9, 2006 - Page Two

REPORTS:

Monthly Police Report for September 2006:	2005	2006
Total Police Calls Logged	263	268
Total Criminal Offenses Reported	41	N/A
Criminal Arrests/persons charged	22	N/A
Criminal Offenses Cleared	20	N/A
Traffic Citations Issued	27	15
Parking Tags Issued	22	1
Parking Citations Issued	13	0
Monies Collected during September	\$4,082.66	\$2,582.79

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

WTVFD #1 Report for June 2006: 12 Fires, 4 Practices, 1 Meeting, 6 Specials, Total June Man-hours 491.5.

July 2006: 23 Fires and 1 Meeting – Total July Man-hours: 180. August 2006: 12 Fires, and 5 Practices – Total Man-hours: 225.5

September 2006: 14 Fires, 3 Practices, 1 Meeting and 1 Training Session - Total Man-

hours: 180.

WTVFD #3 reported 13 Fires and 12 Non-Incident Activities with Total Man-hours 612.

WTVFD #4 reported 14 Fires, 9 Fire Schools, 3 Drills, 3 Public Service Calls and 2 Work Details – Total Man-hours 214.25.

The WHEMS Report for September is on file with the VFD Reports.

Building Permits Issued During September 2006:

Caryle Land (Sprint) Interior Alteration, Cost \$70,000.00

Soffer – Building #3, 1st & 2nd Floor – INT ALT, Cost \$35,700.00

Soffer - Building #4, Suite 600 - INT ALT, Cost \$22,142.00

Soffer - Building #2, Studio "Z" - INT ALT, Cost \$9,532.00

Home Depot – H-VAC Repair – Cost \$45,000.00

Pep Boys - Oil Storage Tank - Cost \$2,500.00

BYZANTINE, 995 Greensburg Pike – Install "SUBWAY", Cost \$65,000.00

SMITH Gas Station – DEMOLITION of Car Wash Building, Cost \$5,000.00

CONTEMPORARY CONCEPTS - McCormick Ren - INT ALT, Cost \$32,000.00

NEW HOME - 1610 Vinesian Place, Cost \$150,000.00

3 Roofs – Cost \$2,500.00

1 Pool - Cost \$-0-

Real Estate Taxes for September was \$18,012.65.

Tax Collectors September 2006 Report:

Balance Collectable	\$270,644.02
Deductions:	-344.62
Adjusted Collectable	270,299.40
Less Face Collections	1,753.34
Exonerations	344.62
Balance Collectable	268,546.06
Total Refunds to Date	1,792.85
Face Amount of Collections	1,753.34
Plus Penalties	175.34
Total Cash Collected	1,928.68

Minutes of the Regular Meeting, Monday, October 9, 2006 - Page Three

PA Municipal Services Act 511

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Current Month	\$26,467.50	Previous Year \$!1,295.52	Difference
Current YTD	463,873.59	Previous YTD 438.398.13	\$ 25,475.46

Emergency & Municipal Services Tas:

Current Month	4,290.73	Previous Year	860.00	Difference
Current YTD	246,832.83	Previous YTD	47,796.45	\$ 199,036.38

Mercantile Tax:

Current Month	1,127.62	Previous Year	15,040.12	Difference
Current YTD	1,103269.99	Previous YTD	936,409.83	\$166.850.16

Business Privilege Tax

Current Month	211.04	Previous Year	10,887.63	Difference
Current YTD	177,430.33	Previous YTD	163,792.77	\$ 13, 637.56

Mr. Gary Matta's Report is on file in the Manager's Office.

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

The Senate Engineering Company Report is on file in the Manager's Office.

(6-195) MOVED FIALLA-PADULA to approve the schedule of bills as read in the amount of \$227,430.75. The motion was adopted by unanimous roll call vote of all present.

Mrs. Bradley read the recent order of the court entered in the matter of the Department of Environmental Protection v. Harvey Taylor, Erik F. Lawson and Jerry Countouris.

Mrs. Bradley presented the proposed 2007 Budget for all funds to the Board of Commissioners. The budget will be presented again at the regularly scheduled meeting of October 30, 2006, with first reading scheduled on the Ordinance at the regularly scheduled meeting of November 13, 2006.

The Board discussed the request of the Wage Policy Committee regarding whether the position that was vacated by the retirement of one police officer would be filled. The Board stated that the funds for the position have been included in the 2007 Budget. Currently, the Civil Service process is in motion. Once an eligibility list is completed, the Board will consider the replacement.

The Board reviewed the proposal submitted by the Duty Weapons Committee (Officers Brokaw, Schlanger, Lehew and Sergeant DeMarco) for a new Township-issued duty weapon. Officer Kemp spoke to the Board about the recommended weapon, accessories and costs. The Board complimented the Duty Weapons Committee on a very through job in researching the issue. After review of the trade-in values of the current weapons, the increase in cost to add a "spare" weapon and a determination of where additional funds will be drawn from, the Board expects to vote on the Duty Weapons Committee's recommendation at the next regularly scheduled meeting.

(6-196) MOVED PADULA-FIALLA to approve the following requests made by Mr. N. Leonard Hill:

Minutes of the Regular Meeting, Monday, October 9, 2006 - Page Four

- (a). Request to attend a Residential Electrical Essentials class offered by the PA Construction Code Adademy (PCCA) to be held at the Mountain View Inn in Greensburg on November 14th-15th at a cost of \$195.00.
- (b). Recommendation that Mr. Slobodnyak attend a course entitled "Understanding the 2003 Property Maintenance Code" offered by the Building & Fire Code Academy on November 8th-9th in Pittsburgh at a cost of \$255.00.
- (c). Recommendation that the Fire Marshal and Deputy Fire Marshals attend a course entitled "Understanding Assembly Means of Egress (Fire Prevention). This course, which was approved by the Board of Commissioners earlier in the year, is being offered again. The previous course was cancelled due to lack of participation. The course is sponsored by the Building and Fire Code Academy and will be held on November 21, 2006 in Pittsburgh at a cost of \$160.00 per applicant.

The motion was adopted by unanimous roll call vote of all present

(6-197) MOTION PADULA-MARTINELLI to approve the request of Mrs. Bradley to attend the PELRAS/APMM conference scheduled on November 10, 2006 at the Radison in Monroeville at a cost of \$75.00. The motion was adopted by unanimous roll vote of all present.

(6-198) MOVED MARTINELLI-PADULA to approve the continued use of the Municipal Building Auditorium for mandatory police training until the Rescue #1 building is finished. The motion was adopted by unanimous roll call vote of all present.

COMMISSIONERS' COMMENTS:

Mrs. Martinelli reminded the residents that it is not too late to sign up for the Recreation Advisory Board's Halloween Party. Registration runs through October 14th. The party will be held on October 28th at VFC #3. The Recreation Advisory Committee Christmas party will be held on December 16th at the Elks. Also read a letter from the Monroeville Area Chamber of Commerce congratulating Ms. Nowikowski, the Chairperson of the Recreation Committee, for her award of Outstanding Citizen of the year and inviting her to attend a public recognition dinner to be held on November 10th. Mrs. Martinelli congratulated Ms. Nowikowski for her outstanding accomplishments.

Ms. Fialla thanked Krystall Kenderish for all of her work as a member of the Recreation Advisory Committee. Also, commented on Mr. Martinelli's comments made in Citizens' Comments by stating that the democratic process allows all citizens the right to join forces and speak out against or for issues. Although she recognizes that these issues have not been comfortable, she is sure that the manager has not taken them personally. Also reminded the residents that election day is November 7th and asked them to read up on candidates prior to then.

Mr. Padula reminded the residents that Trick-or-Treat/Halloween will be held on October 31, 2006 from 6 to 8 PM. Thanked Krystall Kenderish for her participation on the Recreation Board and thanked Mrs. Bradley and the department heads for putting together the 2007 proposed budget.

Mr. Greco also thanked Mrs. Bradley and the department heads for putting together the budget. He recognizes that it is a lot of hard work and a long process. On behalf of the Board and employees, extended his condolences to Mae Franc, on the loss of her husband, Andy.

Minutes of the Regular Meeting, Monday, October 9, 2006 - Page Five

(6-199) MOVED MARTINELLI-FIALLA to adjourn, the meeting was adjourned at 8:45 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Rebecca Bradley

Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, OCTOBER 30, 2006

The Additional Stated Meeting of Monday, October 30, 2006 was brought to order at 7:00 PM by President Frank Greco. A quorum was present as follows:

Mr. Greco

Mr. Padula

Mr. Wilson

Ms. Fialla

Mrs. Martinelli was absent.

(6-200) MOVED PADULA-FIALLA to approve the minutes of October 9, 2006. The motion was adopted by unanimous roll call vote of all present.

CORRESPONDENCE:

- Walter Hazlett, President, Board of Trustees C. C. Mellor Memorial Library requesting the consideration of the Board in the allocation of \$1.00 per capita in
 donation to the Library for the year 2007.
- (6-201) MOVED PADULA-WILSON to include \$1,000.00 in the 2007 Budget for the C.C. Mellor Memorial Library to support the programs offered in Wilkins (Summer Reading, Book Exchange and Shut-in provisions). The motion was adopted by unanimous roll call vote of all present.
 - Valerie McDonald Robert, Recorder of Deeds, Allegheny County regarding the necessity of adopting an ordinance to authorize the Commonwealth of Pennsylvania, Department of Revenue to collect Redetermined Realty Transfer Tax on behalf of the Township.
- (6-202) MOVED WILSON-PADULA to authorize the solicitor to develop an ordinance authorizing the Commonwealth of Pennsylvania Department of Revenue to collect Redetermined Realty Transfer Tax on behalf of the Township, for adoption at the next meeting. The motion was adopted by unanimous roll call vote of all present.

Mrs. Bradley advised the Board of Commissioners of changes in the proposed 2007 Budget that was initially presented at the meeting of October 9, 2006. Continuing concerns include current year real estate, which is still off from budget by \$208,000. due to the non-payment of one large taxpayer. Also, a decision with regard to the paving project – whether it would occur in 2006 or 2007 – will have a major impact on the budget and must be made prior to first reading of November 13, 2006.

At Mrs. Bradley's request, Mr. McKeever addressed the Board with regard to a communication received from A. Folino Construction, Inc. This year has been an extremely difficult year for both paving companies as well as municipalities due to the rising price of asphalt. The original bid for the 2006 Paving Project was awarded to Sciarretti on May 26, 2006. Sciarretti withdrew their bid due to a material mathematical error. The process to accomplish this withdrawal took the better part of two months. The Board then awarded the contract to A. Folino Construction, Inc. at their meeting of July 27, 2006. Between May and July, Folino accepted various other contracts, believing that the company was unsuccessful in receiving the low—bid from Wilkins. When notified at the end of July that they were in fact the awarded low-bidder by the Township, Folino advised the Township that they would not be able to proceed with the Township's work until late October. Today, the Township received correspondence from Folino advising that the work will not be done during this construction season. Folino will give the Township priority in the Spring and they are agreeable to holding the liquid asphalt cost at the current level, or declining, dependent upon the index.

Minutes of the Additional Stated Meeting, Monday, October 30, 2006 - Page Two

The streets that were to be paved this year were: Rita, Gilmore and Dunbar. It is anticipated that both Dunbar and Gilmore will require extensive base repair. If the streets were opened at this time, there is a concern that, because of the base repair, the streets would not be able to be sealed up before the asphalt plants close for the season, or the weather changes. Mr. McKeever strongly recommended that the Board accept Folino's request. Mr. McKeever further indicated that he will work with Mr. Matta, Solicitor, to more clearly establish the parameters of an agreement between the Township and Folino for the completion of the 2006 paving project.

The funds allocated for the 2006 paving project are: \$463,270. The 2007 Budget must include these funds if the Board chooses to accept the offer of Folino. With first reading of the budget scheduled for the next meeting (November 13th), this decision must be made prior to that reading. The First Class Township code mandates that when a change is made to the proposed budgeted expenditures in the amount of 10% in the aggregate or 25% in one line-item, that the budget be declared inaccurate and same be readvertised prior to final adoption with the required changes.

Other items affecting the 2007 budget include:

Hospitalization. The 2007 budget reflects an estimated 10% increase in hospitalization costs. The Township just received the 2007 rates from MEIT. The premiums for the active employees are slightly less than those for 2006. The premiums for retirees under the age of 65 dropped dramatically. These new premiums will be calculated into the budget. The Township has not yet received the premiums for the over 65 group of retirees.

Insurance: The Township was notified by Seubert to expect an increase in the Workers Compensation premium. However, to date, the Township has not received new rates on any of the insurances (i.e., Workers' Compensation, Police Professional Liability, Auto, Errors and Omissions). It is not anticipated that these rates will be available before the first reading of the budget. The 2007 budget reflects an estimated increase of 15% for all insurances.

Other: Two other issues which need to be addressed are the request made by Baseball for \$7,800 and the addition of the deductible payment for the two federal lawsuits filed against the Township.

These changes will be made prior to the first reading of the budget in November.

- (6-203) MOVED WILSON-FIALLA to authorize the Township Manager to prepare correspondence addressed to Attorney Goldman indicating that the Board of Commissioners has approved the combination of parcel number 452-H-4 and 541-E-255 (1437 Jefferson Heights Road). The motion was adopted by unanimous roll call vote of all present.
- (6-204) MOVED WILSON-PADULA to authorize Chief Guthrie to replace an existing computer within the police department at a cost of \$1,125.00 to be drawn from the Capital Reserve Fund. The motion was adopted by unanimous roll call vote of all present.
- (6-205) MOVED PADULA-WILSON to authorize Pennsylvania Municipal Retirement Systems to allocate excess interest for 2005 in the following manner: Wilkins Township: \$726 (will decrease Minimum Municipal Obligation); Active Employees: \$1,430.00 (will increase employee retirement benefits); Retirees: \$6,473.00 (will provide a cost-of-living increase).

Minutes of the Addditional Stated Meeting, Monday, October 30, 2006 - Page Three

Motion 6-205 was adopted by unanimous roll call vote of all present.

Mrs. Bradley referred the Board to Chief Guthrie's memorandum of October 13th with attached quote from Witmer Associates, Inc., for the purchase of 13 duty weapons. Chief Guthrie advised that he is currently seeking two other quotes for this purchase. He expects to have that information for the next meeting.

COMMISSIONERS' COMMENTS:

Mr. Padula stated that although he was unable to attend, he understands that the Recreation Advisory Board's Halloween Party was very successful. There were 118 kids at the party. He reminded everyone that tomorrow night is Trick-or-Treat night and that both the police and fire departments will be out watching the kids. He asked that everyone also slow down and watch for the kids. Also, reminded the residents that VFC #4 will hold a parade beginning at 5:30 at the Eastmont School tomorrow.

Ms. Fialla thanked the audience for coming to the meeting and wished everyone a Happy Halloween. Also reminded everyone that election day is scheduled for November 7, 2006. There is a referendum on the ballot this year. A "Yes" vote provides the Commonwealth with the ability to seek funding to provide additional benefits to veterans of Desert Storm.

Mr. Wilson thanked everyone for their prayers and get well cards after his recent surgery for lung cancer. Advised the residents that November 11, 2006, the VFW and the Elks will co-sponsor a salute to veterans, beginning at 1:00 PM at the Elks. Refreshments will be served following the event.

Mr. Greco thanked everyone for their attendance this evening. He did have an opportunity to attend the Halloween Party and he said that there were a lot of kids having a lot of fun.

(6-206) MOVED PADULA-FIALLA to adjourn. The meeting was adjourned at 7:40 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted.

Rebecca Bradley Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, OCTOBER 30, 2006

The Additional Stated Meeting of Monday, October 30, 2006 was brought to order at 7:00 PM by President Frank Greco. A quorum was present as follows:

Mr. Greco Mr. Wilson

Mr. Padula Ms. Fialla

Mrs. Martinelli was absent.

(6-200) MOVED PADULA-FIALLA to approve the minutes of October 9, 2006. The motion was adopted by unanimous roll call vote of all present.

CORRESPONDENCE:

- 1. Walter Hazlett, President, Board of Trustees C. C. Mellor Memorial Library requesting the consideration of the Board in the allocation of \$1.00 per capita in donation to the Library for the year 2007.
- (6-201) MOVED PADULA-WILSON to include \$1,000.00 in the 2007 Budget for the C.C. Mellor Memorial Library to support the programs offered in Wilkins (Summer Reading, Book Exchange and Shut-in provisions). The motion was adopted by unanimous roll call vote of all present.
 - 2. Valerie McDonald Robert, Recorder of Deeds, Allegheny County regarding the necessity of adopting an ordinance to authorize the Commonwealth of Pennsylvania, Department of Revenue to collect Redetermined Realty Transfer Tax on behalf of the Township.
- (6-202) MOVED WILSON-PADULA to authorize the solicitor to develop an ordinance authorizing the Commonwealth of Pennsylvania Department of Revenue to collect Redetermined Realty Transfer Tax on behalf of the Township, for adoption at the next meeting. The motion was adopted by unanimous roll call vote of all present.

Mrs. Bradley advised the Board of Commissioners of changes in the proposed 2007 Budget that was initially presented at the meeting of October 9, 2006. Continuing concerns include current year real estate, which is still off from budget by \$208,000. due to the non-payment of one large taxpayer. Also, a decision with regard to the paving project – whether it would occur in 2006 or 2007 – will have a major impact on the budget and must be made prior to first reading of November 13, 2006.

At Mrs. Bradley's request, Mr. McKeever addressed the Board with regard to a communication received from A. Folino Construction, Inc. This year has been an extremely difficult year for both paving companies as well as municipalities due to the rising price of asphalt. The original bid for the 2006 Paving Project was awarded to Sciarretti on May 26, 2006. Sciarretti withdrew their bid due to a material mathematical error. The process to accomplish this withdrawal took the better part of two months. The Board then awarded the contract to A. Folino Construction, Inc. at their meeting of July 27, 2006. Between May and July, Folino accepted various other contracts, believing that the company was unsuccessful in receiving the low—bid from Wilkins. When notified at the end of July that they were in fact the awarded low-bidder by the Township, Folino advised the Township that they would not be able to proceed with the Township's work until late October. Today, the Township received correspondence from Folino advising that the work will not be done during this construction season. Folino will give the Township priority in the Spring and they are agreeable to holding the liquid asphalt cost at the current level, or declining, dependent upon the index.

Minutes of the Additional Stated Meeting, Monday, October 30, 2006 - Page Two

The streets that were to be paved this year were: Rita, Gilmore and Dunbar. It is anticipated that both Dunbar and Gilmore will require extensive base repair. If the streets were opened at this time, there is a concern that, because of the base repair, the streets would not be able to be sealed up before the asphalt plants close for the season, or the weather changes. Mr. McKeever strongly recommended that the Board accept Folino's request. Mr. McKeever further indicated that he will work with Mr. Matta, Solicitor, to more clearly establish the parameters of an agreement between the Township and Folino for the completion of the 2006 paving project.

The funds allocated for the 2006 paving project are: \$463,270. The 2007 Budget must include these funds if the Board chooses to accept the offer of Folino. With first reading of the budget scheduled for the next meeting (November 13th), this decision must be made prior to that reading. The First Class Township code mandates that when a change is made to the proposed budgeted expenditures in the amount of 10% in the aggregate or 25% in one line-item, that the budget be declared inaccurate and same be readvertised prior to final adoption with the required changes.

Other items affecting the 2007 budget include:

Hospitalization. The 2007 budget reflects an estimated 10% increase in hospitalization costs. The Township just received the 2007 rates from MEIT. The premiums for the active employees are slightly less than those for 2006. The premiums for retirees under the age of 65 dropped dramatically. These new premiums will be calculated into the budget. The Township has not yet received the premiums for the over 65 group of retirees.

Insurance: The Township was notified by Seubert to expect an increase in the Workers Compensation premium. However, to date, the Township has not received new rates on any of the insurances (i.e., Workers' Compensation, Police Professional Liability, Auto, Errors and Omissions). It is not anticipated that these rates will be available before the first reading of the budget. The 2007 budget reflects an estimated increase of 15% for all insurances.

Other: Two other issues which need to be addressed are the request made by Baseball for \$7,800 and the addition of the deductible payment for the two federal lawsuits filed against the Township.

These changes will be made prior to the first reading of the budget in November.

- (6-203) MOVED WILSON-FIALLA to authorize the Township Manager to prepare correspondence addressed to Attorney Goldman indicating that the Board of Commissioners has approved the combination of parcel number 452-H-4 and 541-E-255 (1437 Jefferson Heights Road). The motion was adopted by unanimous roll call vote of all present.
- (6-204) MOVED WILSON-PADULA to authorize Chief Guthrie to replace an existing computer within the police department at a cost of \$1,125.00 to be drawn from the Capital Reserve Fund. The motion was adopted by unanimous roll call vote of all present.
- (6-205) MOVED PADULA-WILSON to authorize Pennsylvania Municipal Retirement Systems to allocate excess interest for 2005 in the following manner: Wilkins Township: \$726 (will decrease Minimum Municipal Obligation); Active Employees: \$1,430.00 (will increase employee retirement benefits); Retirees: \$6,473.00 (will provide a cost-of-living increase).

Minutes of the Addditional Stated Meeting, Monday, October 30, 2006 - Page Three

Motion 6-205 was adopted by unanimous roll call vote of all present.

Mrs. Bradley referred the Board to Chief Guthrie's memorandum of October 13th with attached quote from Witmer Associates, Inc., for the purchase of 13 duty weapons. Chief Guthrie advised that he is currently seeking two other quotes for this purchase. He expects to have that information for the next meeting.

COMMISSIONERS' COMMENTS:

Mr. Padula stated that although he was unable to attend, he understands that the Recreation Advisory Board's Halloween Party was very successful. There were 118 kids at the party. He reminded everyone that tomorrow night is Trick-or-Treat night and that both the police and fire departments will be out watching the kids. He asked that everyone also slow down and watch for the kids. Also, reminded the residents that VFC #4 will hold a parade beginning at 5:30 at the Eastmont School tomorrow.

Ms. Fialla thanked the audience for coming to the meeting and wished everyone a Happy Halloween. Also reminded everyone that election day is scheduled for November 7, 2006. There is a referendum on the ballot this year. A "Yes" vote provides the Commonwealth with the ability to seek funding to provide additional benefits to veterans of Desert Storm.

Mr. Wilson thanked everyone for their prayers and get well cards after his recent surgery for lung cancer. Advised the residents that November 11, 2006, the VFW and the Elks will co-sponsor a salute to veterans, beginning at 1:00 PM at the Elks. Refreshments will be served following the event.

Mr. Greco thanked everyone for their attendance this evening. He did have an opportunity to attend the Halloween Party and he said that there were a lot of kids having a lot of fun.

(6-206) MOVED PADULA-FIALLA to adjourn. The meeting was adjourned at 7:40 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Peliecca Gradley
Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, NOVEMBER 13, 2006

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, October 30, 2006

COMMUNICATIONS: Consent Order of Court – Dinnocenzo/Barcellino & Wilkins Township

Adam Knight, Operations Manager, WHEMS

Erik Lawson, 501 Brown Avenue

CITIZENS' COMMENTS:

REPORTS:

1. Police

2. Public Works

3. Fire Companies

4. Building Inspector

Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF BILLS:

OLD BUSINESS:

- 1. Bellagio Real Estate, L.P. Request for Township acceptance of the dedication of the Vineseian Place improvements, per the requirements of Section 12 of the Developer's Agreement.
- 2. Approval of purchase of duty weapons \$6,696.00, including trade-back. \$5,309.60 to be drawn from US DOJ Forfeiture Fund and \$1,386.40 to be drawn from Capital Reserve.

NEW BUSINESS:

- 1. Ordinance No. 978 2007 Budget First Reading.
- 2. Authorization to execute agreement with Hoffman's Kennels for stray animal disposition for the calendar year 2007.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, NOVEMBER 13, 2006

- 3. Recommendation by Civil Service Board for an amendment to the Civil Service Rules and Regulations, Section 3.9.
- 4. EMS Tax Senate Bill 157.
- 5. Resolution #20 of 2006 Affirmation of Local Franchising Process and urging the Pennsylvania General Assembly to oppose any legislation that would provide for state-issued cable video franchises.
- 6. Approval of Recreation Advisory Board Budget for Christmas Party.
- 7. Motion to cancel the advertised meeting of November 20, 2006.

COMMISSIONERS' COMMENTS:

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, NOVEMBER 13, 2006

The Regular Meeting of Monday, November 13, 2006 was brought to order at 7:00 PM by Vice-President Mrs. Martinelli. A quorum was present as follows:

Mrs. Martinelli Mr. Wilson

Mr. Padula Ms. Fialla

President Frank J. Greco was absent.

(6-207) MOVED PADULA-FIALLA to approve the Minutes of the October 30, 2006 meeting. The motion was adopted by unanimous roll call vote of all present.

COMMUNICATIONS:

- 1. Consent Order of Court Court of Common Pleas of Allegheny County, Civil Division, Summary Appeals, John Dinnocenzo and Nino Barcellino, Appellants, vs. the Wilkins Township Zoning Hearing Board, Appellee and Township of Wilkins, Intervenor, Township of Wilkins vs. The Zoning Hearing Board of Wilkins Township, Appellee (Consolidated Cases). Mrs. Bradley advised the Board that on the 30th day of October, Judge James executed a Consent Order, which was agreed to by all parties named. The consent order will permit the construction of multiple-family dwellings containing up to four (4) residential dwelling units on property owned by Mr. Barcellino and Mr. Dinnocenzo, located at the corner of Greensburg Pike and Elizabeth Street. A variance is granted as to minimum lot size and as to front and side yard set-back requirements, so long as no more than four units are constructed and so long as the front and side yard set-backs do not exceed the existing adjoining properties' setbacks, and as to the requirement that no multiple-family dwellings are to be located within two hundred fifty (250) feet of any other land used as a multiplefamily dwelling.
- 2. Adam Knight, Operations Manager, WHEMS requesting that the Board of Commissioners consider the adoption of an ordinance restricting private ambulance companies from soliciting for business within the community.
- 3. Eric Lawson, 501 Brown Avenue regarding a request that the Board authorize the Department of Public Works to locate an 18" concrete storm pipe and catch basin on his property and clean the same.

CITIZENS' COMMENTS:

Eric Lawson of 501 Brown Avenue discussed his correspondence and Mr. Vargo's response regarding water run-off on his property and the storm pipe and catch basin.

Dora Packowski of 194 Ridge Street thanked Mr. Wilson for organizing the Veteran's Day service held at the Elks on Saturday and stated that she would like to see Trick-or-Treat moved to Sunday afternoon instead of Halloween night.

(6-208) MOVED WILSON-PADULA to waive the reading of reports, with the exception of the Engineer's Report. The motion was adopted by unanimous roll call vote of all present.

Prior to Mr. McKeever's comments on the Engineer's report, Mr. Padula questioned Chief Guthrie as to why the Police Report, for the second month in a row, stated that statistics on crimes and crimes cleared (UCR information) was unavailable. Chief Guthrie stated that Sgt. DeMarco generally completes the UCR information and since he has been off, it has not been done. The Chief stated that he will compile the information and have it to the Board this week.

Minutes of the Regular Meeting, Monday, November 13, 2006 - Page Two

ENGINEER'S REPORT:

- 1. Highland Avenue Roadway Failures: Mr. McKeever asvised the Board that this project is now substantially completed, with only paving and guide rail placement remaining. The contractor has requested and Senate is recommending payment of \$162,129.37 for work completed.
- (6-209) MOVED WILSON-FIALLA to accept the recommendation of the Engineer authorizing payment to A. Merante Contracting, Inc. in the amount of \$162,129.37 to be drawn from the FEMA Fund for work completed. The motion was adopted by unanimous roll call vote of all present.
 - 2. Manhole Relining Project National Gunite has currently completed the relining of 57 of a total of 65 manholes and is requesting payment in the amount of \$45,766.35. Senate is recommending payment for work completed.
- (6-210) MOVED PADULA-WILSON to accept the recommendation of the Engineer authorizing payment to National Gunite in the amount of \$45,766.35 to be drawn from the Combined Sewer Fund for work completed. The motion was adopted by unanimous roll call vote of all present.
 - 3. A. Folino 2006 Paving Project: As discussed at the meeting of October 30, 2006, A. Folino is requesting that the Board approve an extension to permit the 2006 Road Paving Project to be completed in the Spring of 2007. Mr. Matta, Solicitor recommended that the Board approve a motion authorizing an amendment to the current agreement with A. Folino, extending the time for construction until May 11, 2007.
- (6-211) MOVED WILSON-FIALLA to accept the recommendation of the Township Engineer and Township Solicitor to authorize an amendment to the current agreement between the Township of Wilkins and A. Folino, extending the time for construction until May 11, 2007. The motion was adopted by unanimous roll call vote of all present.
 - 4. Vinesian Place (Bellagio, LLC). The developer is requesting a conditional acceptance of the public street, storm and sanitary facilities to allow for building connections and to provide for winter maintenance. The development bond could be reduced to cover final paving and sidewalk. The maintenance bond should be provided for \$150,000. for the extended period of five (5) years. Senate Engineering recommends acceptance contingent upon the receipt of acceptable security for the maintenance period, the reduction of financial security under Section 8 of the Development Agreement to an amount equal to 110% of the cost of final paving and sidewalk construction and the review and approval of the Township Solicitor.
- (6-212) MOVED WILSON-PADULA to accept the recommendation of the Township Engineer, to accept the public street, storm and sanitary facilities of Vinesian Place, contingent upon the receipt of acceptable security for the maintenance period, the reduction of Financial Security under Section 8 of the Development Agreement to an amount equal to 110% of the cost of final paving and sidewalk construction, and the review and approval of the Township Solicitor. The motion was adopted by unanimous roll call vote of all present.

Minutes of the Regular Meeting, Monday, November 13, 2006 - Page Three

REPORTS:

Police Report for the month of October 2006:	2005	2006
Total Police Calls Logged	309	292
Total Criminal Offenses Reported	35	n/a
Criminal Arrests/Persons Charged	11	n/a
Criminal Offenses Cleared	8	n/a
Traffic Citations Issued	8	20
Parking Tags Issued	6	11
Parking Citations Issued	7	8
Monies collected during October	\$ 6,698.13	\$2,441.29

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

WTVFD #1 reported the following: 18 Fires, 3 Practices, 6 Specials and 1 Meeting. Total Man-hours 361.5

WTVFD #3 reported the following: 17 Fire Calls – man-hours 61.91, 2 Training Classes, man-hours 45.87 and 11 Details – man hours 140.17.

WHEMS October 2006 Report is on file with the Fire Department Reports.

Building Permits Issued during October 2006:

Bldg. #7 – 1,2,3&4 floors – Interior Alteration – Cost \$303,304.

Bldg. #2 – 2nd floor, 250 Penn /Ctr - Interior Alteration – Cost \$15,000.

Bldg. #2 - Suite 223 - Studio "Z" - Sprinkler Alteration - Cost \$3,300.

Structural Repair - 117 Ivy - Cost \$200.00

Interior Alteration - 316 Sunset - Cost \$5,000.00

Roofs: 300 Kingston - Cost \$4,975., 658 Beech - Cost \$150.00

Deed Transfer Tax for September 2006 was \$9,482.48.

Tax Collectors Report for October 2006:

Balance Collectable	\$ 268,546.06
Additions	250.48
Deductions	-177.07
Adjusted Collectable	268,619.47
Less Face Collections for Month	2,334.74
Exonerations	177.07
Balance Collectable – End of Month	266,284.73
Total Refunds to Date	1,969.92
Face Amount of Collections	2,334.74
Plus Penalties	216.22
Less Discounts	1.97
Total Cash Collected	\$ 2,548.99

Pennsylvania Municipal Services - Act 511 Tax Report

Earned Income Tax:

Current Month \$ 15,949.78 Previous Year \$ 24,821.61 Difference Current YTD 479,823.37 Previous YTD 463,219.74 \$ 16,603.63

Minutes of the Regular Meeting, Monday, November 13, 2006 - Page Four

Emergency and	Municipal Servi	ces Tax:	•	
Current Month	\$ 312.00	Previous Year	718.20	Difference
Current YTD	247,144.83	Previous YTD	46,514.65	\$198,630.18
Mercantile Tax:				
Current Month	-0-	Previous Year	3,059.71	Difference
Current YTD	1,103,269.99	Previous YTD	939,469.54	\$163,800.45
Business Privile	ge Tax:			
Current Month	-0-	Previous Year	25,84213	Difference
Current YTD	177,430.33	Previous YTD	189,634.90	(\$12,204.57)

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

- (6-213) MOVED FIALLA-PADULA to approve the payment of the schedule of bills for the month of October 2006 in the amount of \$231,495.81. The motion was adopted by unanimous roll call vote of all present.
- (6-214) MOVED PADULA-FIALLA to approve the purchase of duty weapons from Witmer Associates, Inc., for \$6,696.00, which includes the trade back of existing duty weapons (\$1,960.00), with funds to be drawn from US DOJ Asset Forfeiture Account (\$5,309.60) and the Capital Reserve Fund (\$1,386.40). The motion was adopted by unanimous roll call vote of all present.

Ordinance Number 978: 2007 Budget – First Reading, General Fund Budget – proposed revenues and expenditures: \$4,984,700; IDA Fund: \$78,200; Combined Sewer Fund; \$1,465,500; Emergency Contingency Fund; \$122,300; Emergency Management Fund; \$55,000; Capital Reserve Fund; \$594.000; Liquid Fuels Fund; \$137,080; Police Pension Fund \$241,500; Retired Members Death Benefit Fund; \$86,650; Wilkins Township Disaster Fund; \$675; FEMA Fund; \$85,175 and Community Development Fund; \$10,500

- (6-215) .MOVED PADULA-WILSON to authorize the execution of an agreement with Hoffman's Kennels for stray animal disposition for the calendar year 2007. The cost of weekend/evening calls increased from \$40 to \$45 and the monthly fee increased from \$190 to \$200. The motion was adopted by unanimous roll call vote of all present.
- (6-215) MOVED WILSON-FIALLA to accept the recommendation of the Wilkins Township Civil Service Board to amend Section 3.9 of the Rules and Regulations to state; "Any applicants or other persons who believe that they are aggrieved by the actions of the commission, in refusing to examine or to certify them as eligible after examination, may request a hearing before the commission within ten (10) days of receiving written notice of what is perceived as the alleged error."

EMS Tax: Mrs. Bradley stated that the Board was copied on a memorandum from Mr. John Rushford, from Mr. Cambest's office which advised the Township of Senate Bill 157 which proposed changing the name of EMS tax to "Local Service Tax" and changing the way that this tax is collected. Mrs. Bradley further advised the Board that she had provided them with a copy of an article from the Sunday Pittsburgh Post-Gazette. Governor Rendell vetoed Senate Bill 157. Although the legislature could overturn Governor Rendell's veto, at this time, the Board does not need to further discuss this issue.

Minutes of the Regular Meeting, Monday, November 13, 2006 - Page Five

RESOLUTION NO. 20-2006

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, OPPOSING STATEWIDE CABLE FRANCHISING LEGISLATION IN PENNSYLVANIA.

- (6-216) MOVED PADULA-FIALLA to read Resolution #20 of 2006 for the first time.
- (6-217) MOVED WILSON-FIALLA to adopt Resolution #20 of 2006.

Motions 6-217 and 6-218 were adopted by unanimous roll call vote of all present.

- (6-218) MOVED PADULA-FIALLA to approve the Recreation Advisory Board's proposed budget for the Christmas Party to be held on December 18, 2006 at the Elks in the amount of \$2,601.96. The motion was adopted by unanimous roll call vote of all present.
- (6-219) MOVED WILSON-PADULA to cancel the scheduled meeting of Monday, November 20, 2006. The motion was adopted by unanimous roll call vote of all present.

COMMISSIONERS' COMMENTS:

Commissioner Padula: Questioned whether the Township had received NIMS Certification for all required Township personnel; questioned the correspondence received from Penn Dot on the red light for Maple Lane and Rodi Road; and wished all a Happy Thanksgiving.

Commissioner Fialla: Wished everyone Happy Holidays and Happy Hunting and thanked everyone for their attendance.

Commissioner Wilson: Reminded residents that November is Veteran's month and wished all a Happy Thanksgiving and Happy Hunting.

Commissioner Martinelli: Stated that she had the honor of accompanying Ms. Nowikowski to the Monroeville R.O.C.S. dinner, honoring citizens of the year, including Patty Nowikowski. She is very proud of Patty and what she accomplished; thanked Mr. Wilson for all of his efforts in putting together the Veteran's Day celebration at the Elks and wished all a Happy Thanksgiving.

(6-220) MOVED WILSON-PADULA to adjourn. The meeting was adjourned at 8:15 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JANUARY 8, 2007

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES:

Regular Meeting of Monday, December 11, 2006

COMMUNICATIONS:

Proclamation honoring the service of John M. Means as Solicitor

CITIZENS' COMMENTS:

REPORTS:

1. Police

2. Public Works

3. Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAYMENT OF	RILLS.
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TOTAL:	\$227,34 8.78
Police Pension Fund	<u>\$ 1,000.00</u>
FEMA Fund Addendum	\$ 36,368.68
FEMA Fund	\$ 1,403.50
Combined Sewer Fund	\$ 78,451.12
General Fund Addendum	\$ 2,016.04
General Fund	\$108,109.44

OLD BUSINESS:

1. Public Safety Committee Meeting – proposed date: January 18, 2007.

NEW BUSINESS:

- 1. Committee Appointments:
 - a Vacancy Board (One appointment 1 year term).
 - b Zoning Hearing Board (Two appointments 3 year term).
 - c Planning Commission (fill the unexpired term of Mr. John Means through 12/31/08).
 - d Civil Service Commission (One appointment 6 year term).
 - e Board of Building Appeals (Three appointments 5 year term).
 - f Industrial Development Authority (One appointment 5 year term).
 - g Recreation Advisory Committee (Nine appointments 2 year term).

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JANUARY 8, 2007

- 1. Authorize Change Order #1 A. Merante Highland Avenue Project.
- 2. Resolution #1-2007 Amending Resolution 11-2006 to add a fee for sign face replacement.
- 3. Resolution #2-2007 Appointment of Auditor.
- 4. Rescue #1 Building proposal for architectural design / scheduling of stakeholders' meeting.
- 5. Motion authorizing the Engineer to prepare specifications and bid documents and advertise for the 2007 Paving Project for the following streets:
 - Ivy Street
 - Mortimer Avenue (from Saw Mill to Highland)
 - Ridge Avenue (from Wallace to Cline)
 - Sunset Drive (from Orion to Old William Penn)
 - Sylvia Lane
 - Wilbur Avenue
- 6. Motion to accept the recommendation of Senate Engineering to pay Creative Enterprises Corporation the sum of \$52,640.00 from the Combined Sewer Fund for the repair/replacement of the Peffer Road sanitary sewer line.

COMMISSIONERS' COMMENTS:

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, DECEMBER 11, 2006

The Regular Meeting of Monday, December 11, 2006 was brought to order at 7:00 PM by President Mr. Frank J. Greco. A quorum was present as follows:

Mr. Greco Mrs. Martinelli Mr. Wilson Mr. Padula Ms. Fialla

(6-221) MOVED PADULA-MARTINELLI to approve the minutes of the Regular Meeting of November 13, 2006. The motion was adopted by a 4 to 1 vote with Mr. Greco abstaining since he was absent on 11-13-06.

COMMUNICATIONS:

- 1. Mr. Richard DeRiso, 308 Churchill Road requesting that the Board of Commissioners consider a two-year tax abatement on the new home that he is building at this address, similar to the abatement approved for Vineseian Place.
- (6-222) MOVED WILSON-MARTINELLI to authorize the Solicitor to research the issue of tax abatements for new construction and report back to the Board in January. The motion was adopted by unanimous roll call vote.
 - 2. Mr. Robert McGrath of 269 Penhurst Drive commenting on the proposed 2007 Budget.
 - 3. Mr. Thomas Cenna of 943 Lilly Lane requesting the consideration of the Board in appointment to either a vacancy on the Zoning Hearing Board or the Planning Commission.

REPORTS:

Police Report for November 2006:

	2005	2006
Total Police Calls Logged	304	256
Total Criminal Offenses Reported	31	N/A
Criminal Arrests/Persons Charged	11	N/A
Criminal Offenses Cleared	14	N/A
Traffic Citations Issued	33	23
Parking Tags Issued	27	8
Parking Citations Issued	12	2
Monies collected during November	\$5,091.42	\$4,887.63

Mr. Paul Vargo's Public Works Report is on file in the Managers Office.

WTVFD #1 reported the following: 16 fires, 3 Practices and 1 training session with a total monthly man-hours of ninety (90).

WTVFD #3 reported the following: 13 fires, 1 training session and 18 non-incident activities with a total monthly man-hours of 417.13.

WTVFD #4 reported the following for October 2006: 16 fires, 8 fire schools, 2 drills, 4 public services and 1 work details with a total monthly man-hours of 241.75.

WTVFD #4 reported the following for November 2006: 12 fires, 3 fire schools, 2 drills, 5 public services and 4 work details with a total monthly man hours of 241.25.

Minutes of the Regular Meeting, Monday, December 11, 2006 - Page Two

Building Permits Issued During November 2006:

Interior Alterations:

Bricklayer's Union, 100 Kingston Drive, BP #2432, cost \$26,000.00 MCRO Construction – Superior Petroleum, 710 Brown Ave, cost \$130,000.00 Building #4, Suite 1000, REXAM BP #2435 CS, cost \$39,519.00

Sprinkler System Alterations:

Building #3, Suite 120 & 121 BP #2431, cost \$21,000.00 Building #7, Western School, BP #2434, cost \$44,450.00

The total amount of real estate transfer tax collected in the month of November was \$2,641.88.

Tax Collectors Report for November 2006:

Total Collectable	266,284.73
Less Face Collections for Month	8,555.75
Balance collectable	257,728.98
Total refunds to date	1,969.92
Face amount of collections	8,555.75
Plus Penalties	855.59
Total cash collected	9,411.34

PAMS – Act 511 Tax Report:

Earned Income Taxes:

Earned Income	axes:			
Current Month	\$62,228.61	Previous Year	\$47,458.72	Difference
Current YTD	542,051.61	Previous YTD	510,678.46	\$31,373.15
Emergency & M	unicipal Service	es Tax:		
Current Month	27,836.97	Previous Year	2,297.29	Difference
Current YTD	274,981.80	Previous YTD	50,811.94	\$224,169.66
Mercantile Tax:				
Current Month	-0-	Previous Year	111.90	Difference
Current YTD	1,103,269.99	Previous YTD	939,581.44	\$163,688.55
Business Privileg	ge Tax			
Current Month	4,715.10	Previous Year	7,629.89	Difference
Current YTD	182,145.43	Previous YTD	197,264.79	(\$15,119.36)

The Dodaro, Cambest & Associates Report is on file in the Manager's Office.

The Senate Engineering Company is on file in the Manager's Office.

(6-223) MOVED FIALLA-PADULA to authorize the payment of bills in the amount of \$336,990.05 as presented. The motion was adopted by unanimous roll call vote.

ORDINANCE #977

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, COUNTY OF ALLEGHENY AND COMMONWEALTH OF PENNSYLVANIA AMENDING THE CODIFIED BOOK OF ORDINANCES, PART II, CHAPTER 156, TAXATION, TO AUTHORIZE THE DETERMINATION, COLLECTION AND ENFORCEMENT OF TAX, INTEREST AND PENALTIES OF DELINQUENT OR REDETERMINED REALTY TRANSFER TAX BY THE COMMONWEALTH OF PENNSYLVANIA, DEPARTMENT OF REVENUE.

Minutes of the Regular Meeting, Monday, December 11, 2006 - Page Three

- (6-224) MOVED WILSON-MARTINELLI to read Ordinance #977 by title only for the first time.
- (6-225) MOVED MARTINELLI-WILSON to accept the first reading of Ordinance #977.
- (6-226) MOVED MARTINELLI-PADULA to read Ordinance #977 by title only for the second time.
- (6-227) MOVED MARTINELLI-WILSON to adopt Ordinance #977.

Motions 6-224 through 6-227 inclusive were adopted by unanimous roll call vote.

ORDINANCE #978

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROPRIATING OUT OF REVENUES AVAILABLE FOR FISCAL YEAR 2007 SPECIFIC SUMS REQUIRED AS SHOWN BY THE BUDGET AND FIXING THE REAL ESTATE TAX LEVY FOR THE FISCAL YEAR 2007.

- (6-228) MOVED PADULA-MARTINELLI to read Ordinance #978 for the first time.
- (6-229) MOVED PADULA-MARTINELLI to accept the first reading of Ordinance #978.
- (6-230) MOVED PADULA-MARTINELLI to read Ordinance #978 for the second time by title only.

Motions 6-228 through 6-230 were adopted by unanimous roll call vote.

(6-231) MOVED MARTINELLI-WILSON to adopt Ordinance #978.

Motion 6-31 was adopted by a four to one vote with Ms. Fialla voting No.

- (6-232) MOVED PADULA-MARTINELLI to authorize the manager to make application to the Federal Emergency Management Agency (FEMA) for grant funding for the demolition of 102 Ivy Street. The motion was adopted by unanimous roll call vote.
- (6-233) MOVED MARTINELLI-WILSON to cancel the second stated meeting of December 18, 2006. The motion was adopted by unanimous roll call vote.
- (6-234) MOVED MARTINELLI-FIALLA to authorize the reimbursement of \$120.14 to
 Wilkins Township VFC #4 for the purchase of candy for the children's
 Halloween Parade. The motion was adopted by unanimous roll call vote.

RESOLUTION #22-06

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE ACCEPTANCE OF AN ADVANCE DISTRIBUTION OF ASSETS FROM THE EASTERN REGIONAL COMMUNICATIONS CENTER, PURSUANT TO THE PLAN OF DISSOLUTION AND AGREEING THAT ALL OR PART OF SAID AMOUNT THAT IS FINALLY DETERMINED TO NOT HAVE BEEN DISTRIBUTED AFTER AUDIT BE RETURNED.

(6-235) MOVED MARTINELLI-PADULA to read Resolution #22-2007 by title only.

Minutes of the Regular Meeting, Monday, December 11, 2006 - Page Four

(6-236) MOVED WILSON-MARTINELLI to adopt Resolution #22-2007.

Motions 6-235 and 6-236 were adopted by unanimous roll call vote.

- (6-237) MOVED WILSON-MARTINELLI to authorize the payment of monies due to Sgt. DeMarco, if applicable, from the 2006 budget. The motion was adopted by unanimous roll call vote.
- (6-238) MOVED WILSON-MARTINELLI to approve the following request by Mr. Hill: Request to attend the Basic Electrical Investigations Seminar, sponsored by the PA Association of Arson Investigators on January 20-21st in State College at a cost of \$75.00 and request to attend a 2006 International Building /Code Fundamentals-Nonstructural Provisions Seminar to be held in Harrison City on January 12th at a cost of \$135.00. The motion was adopted by unanimous roll call vote.
- (6-239) MOVED FIALLA-PADULA to authorize the manager to advertise the 2007 meeting schedule. The motion was adopted by unanimous roll call vote.
- (6-240)MOVED PADULA-FIALLA to approve the request of the Century Club to hold a Spaghetti Dinner on April 22, 2007 at the Irene J. Pohl Municipal Building. The motion was adopted by a 4 to 1 vote with Mrs. Martinelli abstaining.

COMMISSIONERS' COMMENTS:

Mr. Padula: Thanks to VFC #4 for housing the WHEMS crew since they moved out of the Rescue #1 Building. Thanks to Ms. Bradley for a well put together budget. Happy Holidays.

Ms. Fialla: Thanks to VFC #4 for housing WHEMS. Thanks to Ms. Bradley for the time put into preparing the 2007 budget – as well as Chief Guthrie and Mr. Vargo. Thanks to everyone for the past year. Happy, healthy and prosperous New Year.

(6-241) MOVED MARTINELLI-WILSON to authorize the Commissioners to attend the ALOM conference on January 11th at a cost of \$65.00 per person. The motion was adopted by unanimous roll call vote.

Mrs. Martinelli: Thank You on behalf of the Century Club for the use of the building for the Spaghetti Dinner. Thank you to the community for their newspaper recycling efforts. Over the last six months, the community has recycled thirty one (31) tons of paper, earning \$183.41 for the various charities supported by the Century Club. Request that a special letter of thanks be sent to Mrs. Porado for her decorating work for the holidays and thanked Mr. Geric, Mr. Bonda and Mr. Miller and VFC #3 for their help as well. Reminded the Board that the children's Christmas Party will be held on Saturday at the Elks on Brown Avenue. So far sixty nine children have signed up to attend. Wished all Happy Holidays.

Mr. Wilson: Thanked Mrs. Bradley for the budget and wished all Happy Holidays.

Mr. Greco: Thanked VFC #4 for their support of WHEMS and wished all a happy and safe holiday season.

(6-242)MOVED WILSON-MARTINELLI to adjourn. The meeting was adjourned at 8:30 PM. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, December 11, 2006 - Page Five

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JANUARY 8, 2007

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES:

Regular Meeting of Monday, December 11, 2006

COMMUNICATIONS:

Proclamation honoring the service of John M. Means as Solicitor

CITIZENS' COMMENTS:

REPORTS:

- 1. Police
- 2. Public Works
- 3. Fire Companies
- 4. Building Inspector
- 5. Manager (Deed Transfer Tax)
- 6. Treasurer
- 7. Act 511 Taxes
- 8. Solicitor
- 9. Recreation
- 10. Engineer

PAYMENT OF BILLS:	General Fund	\$108,109.44
	General Fund Addendum	\$ 2,016.04
	Combined Sewer Fund	\$ 78,451.12
	FEMA Fund	\$ 1,403.50
	FEMA Fund Addendum	\$ 36,368.68
	Police Pension Fund	\$ 1,000.00
	TOTAL:	\$227,348.78

OLD BUSINESS:

1. Public Safety Committee Meeting - proposed date: January 18, 2007.

NEW BUSINESS:

- 1. Committee Appointments:
 - a Vacancy Board (One appointment 1 year term).
 - b Zoning Hearing Board (Two appointments 3 year term).
 - c Planning Commission (fill the unexpired term of Mr. John Means through 12/31/08).
 - d Civil Service Commission (One appointment 6 year term).
 - e Board of Building Appeals (Three appointments 5 year term).
 - f Industrial Development Authority (One appointment -5 year term).
 - g Recreation Advisory Committee (Nine appointments 2 year term).

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, JANUARY 8, 2007

- 1. Authorize Change Order #1 A. Merante Highland Avenue Project.
- 2. Resolution #1-2007 Amending Resolution 11-2006 to add a fee for sign face replacement.
- 3. Resolution #2-2007 Appointment of Auditor.
- 4. Rescue #1 Building proposal for architectural design / scheduling of stakeholders' meeting.
- 5. Motion authorizing the Engineer to prepare specifications and bid documents and advertise for the 2007 Paving Project for the following streets:
 - Ivy Street
 - Mortimer Avenue (from Saw Mill to Highland)
 - Ridge Avenue (from Wallace to Cline)
 - Sunset Drive (from Orion to Old William Penn)
 - Sylvia Lane
 - Wilbur Avenue
- 6. Motion to accept the recommendation of Senate Engineering to pay Creative Enterprises Corporation the sum of \$52,640.00 from the Combined Sewer Fund for the repair/replacement of the Peffer Road sanitary sewer line.

COMMISSIONERS' COMMENTS:

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JANUARY 8, 2007

The Regular Meeting of Monday, January 8, 2007 was brought to order at 7:00 PM by President Mr. Frank J. Greco. A quorum was present as follows:

Mr. Greco Mrs. Martinelli Mr. Wilson Mr. Padula Ms. Fialla

(7-1) MOVED PADULA-MARTINELLI to approve the minutes of the Regular Meeting of Monday, December 11, 2006. The motion was adopted by unanimous roll call vote.

Mrs. Bradley read a proclamation in honor of Mr. John M. Means, who served as Solicitor for the Township of Wilkins for over forty years and who passed away on December 19, 2006.

(7-2) MOVED WILSON-MARTINELLI to waive the reading of reports. The motion was adopted by a three to two vote with Mr. Padula and Ms. Fialla voting NO.

2005

2006

REPORTS:

POLICE REPORT FOR DECEMBER 2006:

	2005	2006
Total Police Calls Logged	297	274
Total Criminal Offenses Reported	26	39
Criminal Arrests/Persons Charged	13	24
Criminal Offenses Cleared	13	17
Traffic Citations Issued	18	20
Parking Tags Issued	33	3
Parking Citations Issued	10	4
Total Monies collected during December 2006	\$7,942.77	5,865.54

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

WTVFD #1 reported as follows: 27 fires – man hours 182, 2 Practices – man hours 40, 1 Work detail – man hours 110, 1 meeting – man hours 42. Total man-hours 374.

WTVFD #3 reported as follows: 13 Fires – man-hours 45.23, 11 Work Details – man hours 163.50. Total man-hours 208.73.

WTVFD #4 reported as follows: 19 Fires – man-hours 176, 4 Fire Schools, 16 Drills – man-hours 16, 1 Work Detail – man-hours 21. Total man-hours 217.

BUILDING PERMITS ISSUED DURING DECEMBER 2006:

- 1 Deck, 158 Churchill Road Cost \$3,700.00
- 1 New Home, Lot 14, 1642 Vineseian Place Cost \$150,000.00
- 1 Commercial Building, John Mock, 1271 Rodi Road Cost \$55,000.00
- 1 Spray Booth, John Mock, 1267 Rodi Road Cost \$21,965.00

The total for real estate transfer tax was \$4,792.84 for December 2006. The total collections for the year 2006 was \$72,708.78.

Minutes of the Regular Meeting, Monday, January 8, 2007 - Page Two

TREASURER'S REPORT FOR DECEMBER 2006:

Balance collectable	\$257,570.19
Additions	577.88
Deductions	-2,226.16
Adjusted collectable	255,921.91
Less face collections for month	34,379.30
Exonerations (refunds this month)	2,054.38
Balance collectable – end of month	221,542.61
Total refunds to date	4,340.47
Face amount of collections	34,379.30
Plus penalties	3,425.78
Less discounts	2.43
Total cash collected	37,802.65

PA MUNICIPAL SERVICES – ACT 511 TAX REPORT:

Earned Income	Гахеs:			
Current Month	\$28,397.50	Previous Year	\$ 34,494.51	Difference
Current YTD	570,449.11	Previous YTD	542,172.97	\$ 28,276.14
Emergency & M	unicipal Services	Tax:		
Current Month	10,306.27	Previous Year	2,934.10	Difference
Current YTD	285,288.07	Previous YTD	53,746.04	231,542.03
Mercantile Tax:				
Current Month	9.29	Previous Year	586.04	Difference
Current YTD	1,103,279.28	Previous YTD	940,167.48	163,111.80
Business Privile	ge Tax:			
Current Month	2,728.23	Previous Year	7,608.86	Difference
Current YTD	184,873.66	Previous YTD	204,873.65	(19,999.99)

The Engineer's Report for December 2006 is on file in the Manager's Office.

- (7-3) MOVED FIALLA-PADULA to approve the payment of bills in the amount of \$189,457.67 for December 2006. The motion was adopted by unanimous roll call vote.
- (7-4) MOVED FIALLA-MARTINELLI to appoint Angie Gialloreto to the Vacancy Board for the period 01/01/07-12/31/07. The motion was adopted by unanimous roll call vote.
- (7-5) MOVED WILSON-FIALLA to appoint M. Joseph Martinelli to the Zoning Hearing Board for the period 01/01/07-12/31/09. The motion was adopted by a 4 to 1 vote with Mrs. Martinelli abstaining.
- (7-6) MOVED PADULA-FIALLA to authorize the manager to advertise for the second vacancy on the Zoning Board to fill the term 01/01/07-12/31/09. The motion was adopted by unanimous roll call vote.
- (7-7) MOVED MARTINELLI-FIALLA to appoint Mr. Thomas Cenna to the Planning Commission to fill the unexpired term of Mr. John M. Means. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, January 8, 2007 - Page Three

- (7-8) MOVED WILSON-MARTINELLI to appoint Mr. Elias Sejko to the Civil Service Commission for the period 01/01/07-12/31/12. The motion was adopted by unanimous roll call vote.
- (7-9) MOVED MARTINELLI-WILSON to appoint Mr. Norman Daughenbaugh, Mr. Patrick Harman and Mr. Frank Vincunas to the Board of Building Appeals for the period 01/01/07-12/31/11. The motion was adopted by unanimous roll call vote.
- (7-10) MOVED FIALLA-MARTINELLI to appoint Mr. Francis Colonello to the Industrial Development Authority for the period 01/01/07-12/31/11. The motion was adopted by unanimous roll call vote.
- (7-11) MOVED MARTINELLI-FIALLA to appoint Ms. Beth Humbertston, Mr. William Stewart, Mr. Richard Wise, Ms. Patty Stewart, Mrs. Joy Voeltzel and Mr. Richard Voeltzel to the Recreation Advisory Board for the period 01/01/07-12/31/08. The motion was adopted by unanimous roll call vote.
- (7-12) MOVED MARTINELLI-PADULA to authorize the manager to advertise for three (3) vacancies on the Recreation Advisory Board. The motion was adopted by unanimous roll call vote.
- (7-13) MOVED PADULA-FIALLA to authorize Change Order #1 for A. Merante on the Highland Avenue Project, as recommended by Senate Engineering in the amount of \$9,026.05 due to a difference in the estimated and actual quantities of backfill and pavement for the retaining wall. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 01-07

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING RESOLUTION NUMBER 11-2006, KNOWN AS THE SCHEDULE OF FEES, ARTICLE II, SECTION B TO ADD A FEE FOR THE REPLACEMENT OF SIGN FACES.

- (7-14) MOVED WILSON-MARTINELLI to read Resolution #1 of 2007, amending Resolution 11 of 2006, to add a fee for sign face replacement. The motion was adopted by unanimous roll call vote.
- (7-15) MOVED MARTINELLI-WILSON to adopt Resolution No. 01-2007. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 02-07

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

- (7-16) MOVED WILSON-PADULA to read Resolution #2 of 2007, appointing Robert Tomasic as the auditor for the Township for the year 2007. The motion was adopted by unanimous roll call vote.
- (7-17) MOVED MARTINELLI-PADULA to adopt Resolution No. 02-2007. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, January 8, 2007 - Page Four

- (7-18) MOVED WILSON-MARTINELLI to accept the recommendation of the Township Manager to accept the proposal for architectural design submitted by Max Mavrovic for design and engineering of the Rescue One Building in the amount of \$15,500.00, and scheduling a meeting of the stakeholders in the project for Wednesday, January 17, 2007 beginning at 7:00 PM. The motion was accepted on a 4 to 1 vote with Ms. Fialla voting "NO".
- (7-19) MOVED PADULA-MARTINELLI to authorize Senate Engineering to prepare specifications and bid documents and advertise for the 2007 Paving Project for the following streets: Ivy Street, Mortimer Avenue (from Saw Mill to Highland), Ridge Avenue (from Wallace to Cline), Sunset Drive (from Orion to Old William Penn), Sylvia Lane and Wilbur Avenue. The motion was adopted by unanimous roll call vote.
- (7-20) MOVED WILSON-PADULA to accept the recommendation of Senate Engineering to pay Creative Enterprises Corporation the sum of \$52,640.00 from the Combined Sewer Fund for the repair/replacement of the Peffer Road Sanitary Sewer Line. The motion was adopted by unanimous roll call vote.

COMMISSIONERS' COMMENTS:

- 1. Mr. Padula thanked Mrs. Bradley for preparing the proclamation for Mr. Means. Mr. Means did a lot for our community, not only just for the Township but also for the Fire Departments and he will be sadly missed.
- 2. Ms. Fialla also thanked Mrs. Bradley for the preparation of the proclamation for Mr. Means and advised that Churchill Area High School Class of 1972 is trying to locate members of their class for their reunion in September or October of this year. If anyone knows of someone in that class, please contact her and she will get them in touch with the appropriate people.
- 3. Mrs. Martinelli thanked Mrs. Bradley for the proclamation for John Means and announced that the Board of Commissioners would be donating \$100.00 to the Wilkins Township Disaster Relief Fund in honor of Mr. Means. Also, on behalf of the Board of Commissioners, congratulated two of our fine young men for helping their college teams get into the prestigious Bowl games. Darren Walls of Gilmore Acres was a member of the Notre Dame Fighting Irish that played in the Sugar Bowl. Brian Mundi of Eastmont was a member of the Michigan Wolverines team that played in the Rose Bowl.
- 4. Mr. Wilson apologized to the DeRiso's, who were in the audience. He stated that the Board is working on the tax abatement ordinance. If they had any questions of the solicitor, they could feel free to ask them. He thought that they would be acting upon the ordinance this evening. He requested that Mr. Matta briefly explain what is currently being reviewed. Also, promised the citizens that he is going to try to avoid all of the distractions from Township business in 2007 that plagued the Board in 2006.
- 5. Mr. Greco thanked Mrs. Bradley for preparing the proclamation for Mr. Means. He stated that Mr. Means was the only person that he knew that did not have to look in the book, he knew all the answers and was like a walking dictionary. He will be sadly missed. Mr. Greco thanked everyone for their attendance this evening and wished everyone a happy new year. The next meeting of the board will be held on January 29, 2007.

Minutes of the Regular Meeting, Monday, January 8, 2007 - Page Five

(7-21) MOVED FIALLA-PADULA to adjourn. The meeting was adjourned at 7:45 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, JANUARY 29, 2007

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Minutes January 08, 2007
- 4. Citizen's Comments
- 5. Correspondence:
 - Mr. Timothy Olshefski, Records Management Intern
 - Mr. Don McConnell, 131 Queenston Drive
 - Ms. Barbara Fallon, CD Coordinator, Turtle Creek Valley COG
 - Ms. Lorraine Buck, Penhurst Civic Association
 - Woodland Hills EMS
- Presentation of proposed final design Wilkins Township Community Center / Motion authorizing Mavrovich Architects to prepare drawings and specifications.
- Discussion of proposed ordinance for tax abatement / Motion to advertise for adoption at the regular meeting of February 12, 2007.
- 8. Appointment to probationary police officer position, contingent upon the successful completion of required psychological and physical testing.
- 9. Resolution #3-2007 Banner on Larimer Avenue
- 10. Resolution #4-2007 Banner on Route 22
- 11. Resolution #5-2007 Disposition of Records
- 12. 2007 Municipal Intern Program Local Government Academy
- 13. Request by the Wilkins Township Democratic Committee to use the Municipal Building Meeting room on Thursday, February 8, 2007 from 7:30 PM until 9:00 PM.
- 14. Starfire Corporation Contract for fireworks display June 23, 2007.
- 15. Authorize attendance of elected officials at the Allegheny League of Municipalities 34th Annual Conference to be held at Seven Springs April 12th April 15th at a cost of \$590.00 per person (Plan A).

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, JANUARY 29, 2007

- 16. Authorize attendance of elected officials at the 36th Annual Turtle Creek Valley Council of Governments dinner to be held at the Churchill Valley Country Club on Friday, February 23, 2007 at a cost of \$50.00 per participant.
- 17. Commissioner's Comments
- 18. Adjournment

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND MEETING, MONDAY, JANUARY 29, 2007

The Second Meeting of Monday, January 29, 2007 was brought to order at 7:00 PM by President Mr. Frank J. Greco. A quorum was present as follows:

Mr. Greco

Mrs. Martinelli

Mr. Wilson

Mr. Padula

Ms. Fialla

(7-22) MOVED MARTINELLI-PADULA to approve the minutes of the regularly scheduled meeting of January 8, 2007. The motion was adopted by unanimous roll call vote.

CITIZENS' COMMENTS:

- Dora Packowski, 194 Ridge Street questioned information contained in the Woodland Hills Progress regarding the proposed Community Center and also Ms. Fialla's letter to the editor.
- 2. Jerry Meyer of 103 Linhart Street questioned whether the additional costs for maintenance and utilities for the Community Center have been determined and also expressed concern about businesses, particularly PharmaCare, moving out of Wilkins and the impact upon revenues if that happens.
- 3. David Kemp of 340 Frazier Drive questioned what the Township is doing to address the vacancy rate of commercial space within the Route 22 corridor, specifically, Penn Center and the Cinema.

CORRESPONDENCE:

- 1. Mr. Timothy Olshefski, Records Management Intern: Advising the Board that he has completed the first phase of the Records Management project and further advising of recommended next steps.
- 2. Mr. Don McConnell, 131 Queenston Drive requesting appointment to the Wilkins Township Zoning Hearing Board.
- (7-23) MOVED PADULA-FIALLA to appoint Mr. Don McConnell of 131 Queenston Drive to the Zoning Hearing Board for the period January 30, 2007 through December 31, 2010. The motion was adopted by unanimous roll call vote.
 - 3. Ms. Barbara Fallon, CD Coordinator, Turtle CreekValley Council of Government advising that Wilkins Township was awarded \$10,312.00 in CD 33 Safe Neighborhood Demolition Funding. The Township applied for two demolition projects in Year 33 Sunset Bowling Lanes with an estimated cost of demolition of \$61,125. and 340 Cline Street with an estimated cost of \$8,500. Mrs. Bradley recommended that the Board authorize proceeding with the demolition of 340 Cline Street and additionally, authorize the engineer to prepare specifications for the demolition of the Spencer house at 174 Churchill Lane. Funding for the Churchill Lane demolition will be a mixture of remaining CD funds and Township appropriation to the new Community Development Fund.
- (7-24) MOVED WILSON-MARTINELLI to accept the recommendation of the Manager to authorize the demolition of 340 Cline Street and further authorize the engineer to prepare specifications and bid documents for the demolition of 174 Churchill Lane. The motion was adopted by unanimous roll call vote.

Minutes of the Second Meeting, Monday, January 29, 2007 - Page Two

CORRESPONDENCE:

- 4. Mrs. Lorraine Buck, Past-President of the Penhurst Civic Association requesting an appropriation of \$200,00, as authorized for Civic Associations by the First Class Township Code. Action on this request was tabled pending receipt of additional information, including the current Board of Directors for the Civic Association and the use of the funding provided by the Township.
- 5. Woodland Hills Emergency Medical Services. Requesting a \$2.00 per capita donation by the Township.
- (7-25) MOVED PADULA-MARTINELLI to authorize the distribution of \$6,917.00 to Woodland Hills Emergency Medical Services as appropriated in the 2007 General Fund Budget. The motion was adopted by unanimous roll call vote.
- (7-26) MOVED WILSON-MARTINELLI to accept the proposed final design of the Community Center, with the exception of the addition of a room partition and authorizing Mavrovich Architects to prepare drawings, specifications and final design. The motion was adopted by a 4 to 1 vote with Ms. Fialla voting NO..
- (7-27) MOVED WILSON-PADULA to authorize the Solicitor to amend the proposed tax abatement ordinances as per the recommendations made by the manager. The motion was adopted by a 4 to 1 vote with Ms. Fialla voting NO.
- (7-28) MOVED WILSON-MARTINELLI to appoint Mr. Jeremy Frisk of Wilkinsburg Borough to the position of probationary police officer, contingent upon the successful completion of required psychological and physical testing. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 03-07

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, SPONSORING A BANNER ACROSS LARIMER AVENUE, FOR COMMUNITY DAYS IN CONJUNCTION WITH THE REQUIREMENTS OF THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION. DISTRICT 11.0.

- (7-29) MOTION MARTINELLI-WILSON to read Resolution #3-07 by title only.
- (7-30) MOTION MARTINELLI-PADULA to adopt Resolution #3-07.

Motions 7-29 and 7-30 were adopted by unanimous roll call vote.

RESOLUTION NO. 04-07

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, SPONSORING A BANNER ACROSS WILLIAM PENN HIGHWAY, STATE ROUTE BUSINESS 22, FOR COMMUNITY DAYS IN CONJUNCTION WITH THE REQUIREMENTS OF THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION, DISTRICT 11-0.

- (7-31) MOVED WILSON-PADULA to read Resolution #4-07 by title only.
- (7-32) MOVED MARTINELLI-WILSON to adopt Resolution #4-07,

Motions 7-31 and 7-32 were adopted by unanimous roll call vote.

Minutes of the Second Meeting, Monday, January 29, 2007 - Page Three

RESOLUTION NO. 05-07

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE DESTRUCTION OF SPECIFIC RECORDS IN CONFORMANCE WITH RESOLUTION NUMBER 08-03 AND THE MUNICIPAL RECORD MANUAL APPROVED BY THE LOCAL GOVERNMENT RECORDS COMMITTEE ON JULY 16, 1993.

- (7-33) MOVED MARTINELLI-WILSON to read Resolution #5-2007 by title only.
- (7-34) MOVED MARTINELLI-WILSON to adopt Resolution #5-2007.

Motions 7-33 and 7-34 were adopted by unanimous roll call vote.

- (7-35) MOVED MARTINELLI-PADULA to authorize the Manager to submit the following two projects to the Local Government Academy for the 2007 Municipal Intern Program: Records Management and GIS. The motion was adopted by unanimous roll call vote.
- (7-36) MOVED FIALLA-MARTINELLI to grant the request of the Wilkins Township Democratic Committee to use the Municipal Building on Thursday, February 8, 2007 from 7:30 PM until 9:00 PM. The motion was adopted by unanimous roll call vote.
- (7-37) MOVED MARTINELLI-PADULA to authorize the appropriate officials to execute a contract between Starfire and Wilkins Township for the Community Days Fireworks, contingent upon the review and approval of the Solicitor. The motion was adopted by unanimous roll call vote.
- (7-38) MOVED WILSON-MARTINELLI to authorize the attendance of elected officials at the Allegheny League of Municipalities 34th Annual Conference to be held at Seven Springs April 12th through April 15th at a cost of \$590.00 per person (Plan A). The motion was adopted by unanimous roll call vote.
- (7-39) MOVED MARTINELLI-WILSON to authorize the attendance of elected officials at the 36th Annual Turtle Creek Valley Council of Governments dinner to be held at the Churchill Valley Country Club on Friday, February \$23, 2007 at a cost of \$50.00 per participant. The motion was adopted by unanimous roll call vote.

COMMISSIONERS' COMMENTS:

Mr. Padula extended his sympathy to the family of Mr. McGrath on the advent of his passing; thanked the Department of Public Works for the stage improvements and reminded all in attendance that it is now the law in Pennsylvania that when you have your windshield wipers on, you must turn on your headlights.

Ms. Fialla thanked everyone for their attendance and wished them a safe trip home.

Mrs. Martinelli thanked everyone for coming; thanked the Department of Public Works for the stage improvements, and thanked Tim Saunders of the Public Works Department for all of his work in putting together the new sound system.

Minutes of the Second Meeting, Monday, January 29, 2007 - Page Four

Mr. Wilson congratulated Mr. Jeremy Frisk on his appointment to the position of probationary police officer; thanked Mr. Hill for following through on the concern of the residents with the fire alarm system at Wilkins Primary School and stated that it should be quite obvious to the audience at tonight's meeting that this board is not a "rubber stamp" board. Not all members agree on all items; thanked everyone for their attendance at the meeting.

Mr. Greco thanked everyone for coming to the meeting.

(7-40) MOVED FIALLA-PADULA to adjourn. The meeting was adjourned at 8:35 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Illerea Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, FEBRUARY 12, 2007

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES:

Second Stated Meeting of January 29, 2007

COMMUNICATIONS:

Mr. Richard DeRiso, 318 Braddsley Drive

Ms. Christy R. Goss, President Penhurst Civic Association

Mr. Lou Siyufy, LJS Development Corporation Ms. Elizabeth Kostandinu, 116 Gardenia Drive

CITIZENS' COMMENTS:

REPORTS:

1. Police

2. Public Works

3. Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

PAT	YMENT	OF	RII	IS:

TOTAL:	\$4	90,977.73
Capital Reserve Fund Addendum	\$	437.50
Capital Reserve Fund	\$	82.56
FEMA Fund	\$	1,314.50
Combined Sewer Fund	\$2	73,315.97
General Fund Addendum	\$	50,995.77
General Fund	•	64,831.43

OLD BUSINESS:

NEW BUSINESS:

- 1. Request for exoneration from collection of unpaid 2006 Real Estate Taxes \$42,037.27
- 2. Proposal from Corporate Cost Solutions, Inc.
- 3. Request for attendance at PELRAS 25th Annual Training Conference, March 21-23rd.
- 4. Request for authorization to purchase a 2007 Ford Crown Victoria from Day Ford at a price of \$21,685.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, FEBRUARY 12, 2007

5. Recreation Advisory Board

a. Request for authorization of Easter Egg Hunt Budget.

b. Request for authorization on contracts for bands for Community Days, as follows:

Tuesday:	8th Street Rox	\$1,000
Wednesday	The Buffet Man	\$2,050
Thursday	The Billy Price Band	\$2,500
Friday	Johnny Angel & the Halos	\$3,400
Saturday	The Vogues	\$3,000

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, FEBRUARY 12, 2007

The Regular Meeting of Monday, February 12, 2007 was brought to order at 7:00 PM by President Frank J. Greco. A quorum was present as follows:

Mr. Greco

Mrs. Martinelli

Mr. Wilson

Mr. Padula

Ms. Fialla

(7-41) MOVED WILSON-FIALLA to approve the minutes of the Second Stated Meeting of January 29, 2007 as presented. The motion was adopted by unanimous roll call vote.

COMMUNICATIONS:

- 1. Mr. Richard DeRiso, 318 Braddsley Drive requesting consideration for a position on the Planning Commission.
- (7-42) MOVED WILSON-MARTINELLI to appoint Mr. Richard DeRiso of 318
 Braddsley Drive to the Planning Commission to fill the unexpired term of
 Margaret Krasik through December 31, 2008. The motion was adopted by
 unanimous roll call vote.
 - 2. Ms. Christy R. Goss, President of the Penhurst Civic Association requesting consideration of the Board in donating \$200.00 to the Association for the purpose of landscaping the entrances to Penhurst as permitted in the First Class Township Code and authorized in previous years.
- (7-43) MOVED MARTINELLI-PADULA to authorize the donation of \$200. to the Penhurst Civic Association. The motion was adopted by unanimous roll call vote.
 - 3. Mr. Lou Siyufy, LJS Development Corporation, submitting a formal proposal to the Township to enter into a Lease Agreement for the purpose of installing a telecommunications tower on Township property behind the Municipal Building.
- (7-44) MOVED PADULA-MARTINELLI to authorize the Manager to meet with Mr. Siyufy to gather more information regarding his proposal so that the Board may explore it further. The motion was adopted by a 4 to 1 vote with Mr. Wilson voting NO.
 - 4. Ms. Elizabeth Kostandinu, 116 Gardenia Drive expressing interest in being appointed to the Recreation Advisory Committee.
- (7-45) MOVED MARTINELLI-FIALLA to appoint Elizabeth Kostandinu of 117 Gardenia Drive to the Wilkins Township Recreation Advisory Board through December 31, 2008. The motion was adopted by unanimous roll call vote.

CITIZENS' COMMENTS:

- 1. Ms. Suzy Grant of 100 Larchwood questioned the article that was in the Pittsburgh Post-Gazette regarding the largest mercantile tax payer in Wilkins.
- 2. Christy Goss, President of the Penhurst Civic Association requested that the Township take action against the owner of property on Braddsley Drive for property maintenance.
- (7-46) MOVED MARTINELLI-WILSON to waive the reading of reports. The motion was defeated by the following votes: Greco, Padula, Fialla NO, Martinelli and Wilson YES.

Minutes of the Regular Meeting, Monday, February 12, 2007 - Page Two

Police Report for January 2007

	2006	2007
Total Police Calls Logged	279	255
Total Criminal Offenses Reported	25	40
Criminal Arrests/Persons Charged	32	13
Criminal Offenses Cleared	19	12
Traffic Citations Issued	27	15
Parking Tags Issued	21	5
Parking Citations Issued	13	0
Total Monies Collected during January	\$4,539.70	\$3,123.66

- 1. Police: Mr. Padula questioned whether the Chief had taken any further action on the acquisition of tasers as requested by the Wage Policy Committee. Chief Guthrie stated that he needs to review and make changes to the model policy and determine a training officer prior to contacting the District Attorney's office to request tasers. Chief Guthrie is to have the revised policy to the manager for the solicitor's review prior to the next meeting
- 2. Department of Public Works: In lieu of reading the report for Public Works, Mr. Vargo requested that a statement be read addressing comments in the newspaper regarding the Township's progress in compliance with the EPA Consent Decree and the cost of remodeling the Community Center.

Mr. Vargos' Department of Public Works Report is on file in the Managers Office.

WFD #3 reported the following for the month of January 2007: 16 fires with man-hours of 26.92, 2 Training Sessions with man-hours of 50. And 7 Activities with man-hours of 217. Total man hours for the month: 293.92.

The WHEMS Report for January is on file in the Manager's Office

Building Permits issued during January 2007:

One (1) Porch Roof – Greg Casher, 212 Sunset Drive – Cost \$25,000.00

One (1) New Home – Lot 13, 1648 Vineseian Place – Cost \$200,000.00

One (1) Sign, 634 Brown Avenue

One (1) Entrance Foyer - Byzentine, 995 Grnsbg Pk - Cost \$4,000.00

One (1) Heritage Properties, 3484 Wm Penn Hwy, Interior Alt – cost \$24,000.00

One (1) Seville Square, 4297 Grnsbg Pk – 3 Emergency Generators – Cost \$1,800.00 Penn Center:

Bldg #4, 10th Floor – Sprinkler Alteration – Cost \$27,000.00

Bldg #5, Emergency Generator - Cost \$40,000.00

Real Estate Transfer Tax for January 2007 \$19,110.88

Tax Collectors Monthly Report for January 2007:

Balance Collectable	\$221,542.61
Less Face Collections for month	183,842.66
Balance Collectable – end of month	37,969.95
Total refunds to date	4,340.47
Face Amounts of Collections	183,842.66
Plus: Penalties	18,384.28
Total Cash Collected	202,226.94

Minutes of the Regular Meeting, Monday, February 12, 2007 - Page Three

PA Municipal Services - Act 511 - January 2007

Earned Income Ta	xes			
Current Month	\$23,663.63	Previous Year	\$ 31,388.25	Difference
Current YTD	23,663.69	Previous YTD	31,388.25	(\$7,724.56)
Emergency & Mu	nicipal Services	s Tax:		
Current Month	1,664.00	Previous Year	1,462.40	Difference
Current YTD	1,664.00	Previous YTD	1,462.40	\$ 201.60
Mercantile Tax:				
Current Month	-0-	Previous Year	2,818.83	Difference
Current YTD	-0-	Previous YTD	2,818.83	(\$2,818.83)
Business Privilege	: Tax:			
Current Month	-0-	Previous Year	2,498.88	Difference
Current YTD	-0-	Previous YTD	2,498.88	(\$2,498.88)

- 3. Solicitor: Mr. Matta stated that he had been ill last week and was therefore unable to provide the Board with an amended tax abatement ordinance. He will provide it to Mrs. Bradley prior to the next meeting for advertisement. Additionally, he stated that he will be meeting with Mr. Vargo once the snow has cleared to review the Nissan sanitary sewer line that has been exposed by water erosion in order to finalize the development.
- 4. Recreation: Ms. Stewart stated that this years' Easter Party for the children will be held on March 31st from 1 PM to 4 PM at the Elks. Information and reservation forms will be forthcoming in the newsletter. Also, the Recreation Board is moving forward with preparations for this years' Community Days which will be held from June 19th through the 23rd.
- (7-47) MOVED WILSON-PADULA to approve the recommendation of the Recreation Advisory Board, authorizing the appropriate officials to execute contracts, contingent upon the review and approval of the Solicitor for the following entertainment: Tuesday (June 19th): 8th Street Rox at a cost of \$1,000.00; Wednesday, (June 20th): The Buffet Man at a cost of \$2,050: Thursday (June 21st): The Billy Price Band at a cost of \$2,500.00; Friday (June 22nd) Johnny Angel & the Halos at a cost of \$3,400; and Saturday (June 23rd) The Vogues at a cost of \$3,000.00. The motion was adopted by unanimous roll call vote.

The Senate Engineering Report for January 2007 is on file in the Managers Office.

- (7-48) MOVED FIALLA-PADULA to approve payment of the Schedule of Bills in the amount of \$439,544.41 as presented. The motion was adopted by unanimous roll call vote.
- (7-49) MOVED WILSON-FIALLA to exonerate George M. Porado from the collection of 2006 unpaid Real Estate Taxes in the amount of \$42,037.27. The motion was adopted by unanimous roll call vote.
- (7-50) MOVED MARTINELLI-PADULA to accept the recommendation of the Manager to execute a contract with Corporate Cost Solutions, Inc., contingent upon the review and approval of the solicitor. The motion was adopted by unanimous roll call vote.
- (7-51) MOVED MARTINELLI-WILSON to authorize the Manager to attend the PELRAS Conference to be held from March 21-23rd in State College at a cost of \$298.00. The motion was adopted by unanimous roll call vote.

Minutes of the Regular Meeting, Monday, February 12, 2007 - Page Four

(7-52) MOVED WILSON-FIALLA to purchase a 2007 Ford Crown Victoria from Day Ford at a low-bid (SHACOG) of \$21,685.00. The motion was adopted by unanimous roll call vote.

COMMISSIONERS' COMMENTS:

- 1. Mr. Padula thanked Mr. DeRiso and Ms. Kostandinu for their interest in the Township and for volunteering to serve on the Planning Commission and Recreation Advisory Board. Mr. Padula also congratulated the Police Department for recently receiving training on the operation of Automatic Electronic Defibrillators and questioned when the AED for the Township would be purchased.
- 2. Ms. Fialla thanked everyone for coming out this evening and wished everyone a safe trip home.
- 3. Mrs. Martinelli reminded the residents that they are able to recycle their junk mail and newspapers at one of three Abitibi sites in the Township at the Municipal Building, Volunteer Fire Company #3 and Volunteer Fire Company #4. She also reminded the residents that plastic bags should not be placed into the dumpsters. So far, the recycling effort has been highly successful with 43.05 tons of paper collected to-date. This amounts to 132.2 cubic yards of landfill space that was not used.
- 4. Mr. Wilson thanked the residents for coming to the meeting and thanked the Woodland Hills Progress for their recent support of the Township's efforts to remodel the Rescue #1 facility into a Community Center.
- 5. Mr. Greco thanked those in attendance for coming to the meeting.
- (7-53) MOVED PADULA-FIALLA to adjourn. The meeting was adjourned at 8:00 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, FEBRUARY 26, 2007

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Minutes: Meeting of Monday, February 12, 2007
- 4. Communications: Mr. Greg Dunn, 306 Kingston Drive
- 5. Citizens' Comments
- 6. Recommendation from the Planning Commission to approve the Greco Plan of Subdivision, as presented.
- 7. Recommendation from Chief Guthrie to amend the Manual of Rules and Procedures, Section 8.14.13.
- 8. Review of Taser / Use of Force Policy.
- 9. Request from Mr. Vargo to award the purchase of two (2) 2007 International 7400 SFA 4.4 Trucks with plow, spreader, hydraulics and dump body to Hunter Truck Sales in the amount of \$261,168.42.
- 10. Motion to accept the resignation of Nick Slobodnyak from the position of part time property maintenance officer.
- 11. Motion authorizing the Manager to advertise for the position of part time property maintenance officer.
- 12. Recommendation from the Recreation Advisory Board to hold a Battle of the Bands at Community Days on Saturday beginning at 1:00 PM.
- 13. Request from the Monroeville Arts Council and Summerfest to borrow 25 art screens for the 19th Annual Juried Art Exhibit.
- 14. Motion authorizing elected officials to attend the Allegheny County & Western Pennsylvania Association of Township Commissioners Spring Convention to be held on May 5, 2007 at a cost of \$50.00 per person.
- 15. Update Rescue #1 Design / windows.
- 16. Update Tax Abatement Ordinance.
- 17. Commissioners' Comments
- 18. Adjournment.



WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, FEBRUARY 26, 2007

The Additional Stated Meeting of Monday, February 26, 2007 was brought to order at 7:00 PM by President Frank J. Greco. A quorum was present as follows:

Mr. Greco

Mrs. Martinelli

Mr. Wilson

Mr. Padula

Ms. Fialla

(7-54) MOVED WILSON-PADULA to approve the minutes of the regular meeting of February 12, 2007. The motion was adopted by unanimous roll call vote.

Correspondence:

Mr. Greg Dunn of 306 Kingston Drive thanking the Department of Public Works employees for a job well done with snow and ice removal on February 13th and 14th.

Citizens' Comments:

Dora Packowski of 194 Ridge Street commended the employees of the Department of Public Works for a job well-done on snow removal. Also, questioned who was invited to the Stakeholders' Meeting for the renovations to the Rescue #1 facility representing the Republican Committee.

- (7-55) MOVED WILSON-MARTINELLI to accept the recommendation of the Planning Commission, approving the Greco Sub-division of lots as presented. The motion was adopted by a 4 to 1 vote with Mr. Frank Greco abstaining.
- (7-56) MOVED PADULA-WILSON to accept the recommendation of Chief Guthrie to amend the Manual of Rules and Procedures, Section 8.14.13 C, Procedure for Motor Vehicle Inventories, as presented. The motion was adopted by unanimous roll call vote.
- (7-57) MOVED PADULA-MARTINELLI to accept the recommendation of Chief Guthrie to adopt the model Taser Policy, pages 10-14 of the model Use of Force Policy. The motion was adopted by a 4 to 1 vote with Mr. Wilson voting NO.
- (7-58) MOVED PADULA-MARTINELLI to accept the recommendation of Mr. Vargo to award a bid to Hunter Truck Sales for the purchase of two (2) 2008 Hunter Truck Sales for the purchase of two (2) 2008 International 7400 SFA 4x4 Dump Trucks at a total cost of \$261,168.42 with one-half of that amount coming from line-item 430-740 and the other half coming from 080-427322, if the Penn Center sale is finalized. If the Penn Center sale is not finalized, then one half of that amount will be financed at a rate of 5.42% over a 3, 4 or 5 year period, with that decision to be made in August of 2007. The motion was adopted by unanimous roll call vote.
- (7-59) MOVED MARTINELLI-PADULA to accept the resignation of Nick Slobodnyak from the position of part-time property maintenance officer. The motion was adopted by unanimous roll call vote.
- (7-60) MOVED FIALLA-MARTINELLI to authorize the manager to advertise for the position of part-time property maintenance officer. The motion was adopted by unanimous roll call vote.
- (7-61) MOVED WILSON-MARTINELLI to accept the recommendation of the Recreation Advisory Board to hold Battle of the Bands on the final day of Community Days, 2007. The motion was adopted by unanimous roll call vote.

Minutes of the Additional Stated Meeting, Monday, Frbruary 26, 2007 - Page Two

- (7-62) MOVED MARTINELLI-FIALLA to approve the request of the Monroeville Arts Council and Summerfest to borrow 25 art screens for the 19th Annual Juried Art Event from June 12th to June 26th. The motion was adopted by unanimous roll call vote.
- (7-63) MOVED MARTINELLI-FIALLA to authorize elected officials to attend the Allegheny County and Western Pennsylvania Association of Township Commissioners Spring Convention to be held on May 5, 2007 at a cost of \$50.00 per person. The motion was adopted by unanimous roll call vote.

Mrs. Bradley stated that she met with Max Mavorvic, the architect working on the Rescue #1 design. She updated the Board as to changes which had been made since the last design presentation, including the switching of the two bathrooms to provide for access to the existing electrical panel, the addition of a second column for each of the two exterior canopies, and the addition of a drinking fountain outside of the restroom area. She questioned whether the Board had a preference for operating windows, or stationary windows. The Board requested that Mrs. Bradley provide them with the differential in cost for this option as well as the architect's opinion.

Mrs. Bradley provided the Board with a new draft of the proposed tax abatement ordinance, prepared by Mr. Matta. This ordinance provides for residential abatement for a period of up to three years at 100% The ordinance allows for an abatement on not only new residential construction, but also on the rehabilitation of existing dilapidated, condemned residential housing. Ms. Fialla suggested that Mrs. Bradley review the Woodland Hills School District ordinance, which had recently been adopted. Mrs. Bradley also stated that she wanted to look into the County's rehabilitation abatement ordinance as well.

(7-64) MOVED WILSON-MARTINELLI to approve the agreement between the Allegheny County Chiefs of Police Association and Wilkins Township for the donation of one (1) video camera to be placed in the 2007 Dodge Charger. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

- 1. Commissioner Padula requested that Chief Guthrie contact Mr. Andrews so that he may attend the next meeting of the Board and be officially thanked for the donation of the 2007 Dodge Charger. He questioned whether Mrs. Conrad would be able to provide photographic coverage of Chief Guthrie receiving the keys for the car from Mr. Andrews. He thanked everyone for coming to the meeting this evening.
- Commissioner Fialla questioned whether it was possible for the Township to submit a photograph to the Woodland Hills Progress for publication in the event that Mr. Andrews is not able to attend the meeting. Also thanked everyone for coming to the meeting.
- Commissioner Martinelli thanked the Woodland Hills Progress and the residents
 of Wilkins Township for electing the Century Club to the "Citizen of the Year
 Award."
- 4. Commissioner Wilson had no comments.
- 5. Chairman Greco thanked everyone for their attendance this evening and stated that the next meeting of the Board of Commissioners would be held on March 12, 2007.

Minutes of The Additional Stated Meeting, Monday, February 26, 2007 - Page Three

(7-65) MOVED FIALLA-MARTINELLI to adjourn. The meeting was adjourned at 7:50 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted;

Rebecca Bradley

Secretary

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MARCH 12, 2007

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of February 26, 2007

COMMUNICATIONS: Mr. Melvin G. Brandon, 422 Clugston Avenue

Mr. Kenneth Klothen, Deputy Secretary Pa Community Affairs &

Development

Ms. Erin Greco, 535 Lucia Drive

Ms. Sandra Zimmer, 112 Briaridge Drive

CITIZENS' COMMENTS:

REPORTS:

1. Police

2. Public Works

3. Fire Companies

4. Building Inspector

5. Manager (Deed Transfer Tax)

6. Treasurer

7. Act 511 Taxes

8. Solicitor

9. Recreation

10. Engineer

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General Fund	\$1	70,800.52
General Fund Addendum	\$	631.19
Combined Sewer Fund	\$	7,857.50
Emergency Mgmt. Fund	\$	1,527.16
Capital Reserve Fund	\$	2,163.38
IDĀ Fund	<u>\$</u> _	7,869.75
TOTAL:	\$1	90,849.50

OLD BUSINESS:

- 1. Tax Abatement Ordinance.
- 2. LJS Corporation Communications Tower Proposal.
- 3. Use of Force Policy.

AGENDA TOWNSHIP OF WILKINS BOARD OF COMMISIONERS MEETING MONDAY, MARCH 12, 2007

NEW BUSINESS:

- 1. Police Department Computer Agreements:
 - Metro Technology Services, Inc., Alert/Care Software Service Agreement \$1,470.00 (March 2007 March 2008).
 - Response Computer Service, Inc., hardware service agreement \$2,484.00 (March 2007 March 2008).

COMMISSIONERS' COMMENTS

ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, MARCH 12, 2007

The Regular Meeting of Monday, March 12, 2007 was brought to order at 7:00 PM by President Frank Greco. A quorum was present as follows:

Mr. Greco Mr. Padula Mr. Wilson Ms. Fialla

Mrs. Martinelli was absent.

(7-66) MOVED WILSON-PADULA to approve the minutes of the Second Stated Meeting of Monday, February 26, 2007. The motion was adopted by unanimous roll call vote of all present.

Communications:

- 1. Melvin Brandon of 422 Clugston Avenue requested consideration for appointment to either the Planning Commission or the Recreation Advisory Board. Mrs. Bradley indicated that she also received a request for consideration for appointment to the Planning Commission from Erin Greco and recommended that the Board table action on the appointment until Mr. Brandon had an opportunity to submit a resume for consideration as Ms. Greco had done.
- (7-67) MOVED WILSON-PADULA to table consideration for appointment to the Planning Commission until the meeting of March 26, 2007. The motion was adopted by unanimous roll call vote of all present..

Communications:

- 2. Kenneth Klothen, Deputy Secretary, Pennsylvania Community Affairs and Development, advising the Board of Commissioners that the Township has been awarded \$20,000.00 in grant funds for the Community Center Project.
- 3. Ms. Erin Greco of 535 Lucia Drive requested consideration of appointment to the Planning Commission.
- 4. Ms. Sandra Zimmer, 112 Briaridge Drive requested consideration of appointment to the Recreation Advisory Board.
- (7-68) MOVED WILSON-PADULA to appoint Sandra Zimmer of 112 Briaridge Drive to the Recreation Advisory Board. The motion was adopted by unanimous roll call vote of all present.

Reports:

Police Report of February	2006	2007
Total Police Calls Logged	295	282
Total Criminal Offenses Reported	37	21
Criminal Arrests/Persons Charged	22	11
Criminal Offenses Cleared	16	7
Traffic Citations Issued	42	26
Parking Tags Issued	8	18
Parking Citations Issued	6	4
Total monies collected during February	\$4,427.69	\$3,633.74

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

WTVFD #1 reported the following for January 2007: 16 Fires, man hours 54.5, 3 practices, man hours 10.45, one meeting man hours 2.5 and 2 classes man hours 9.5.

Minutes of the Regular Meeting, Monday, March 12, 2007 - Page Two

WTVFD #1 reported the following for February 2007: 19 Fires, man hours 85.5, 4 Practices, man hours 86, and 2 Training Sessions, man hours 20.

WTVFD #3 reported the following: Fires 23, man hours 125.28 and 18 non-incident activities, man hours 384.91.

WTVFD #4 reported the following: 11 Fire Calls, man hours 79.75, 3 Fire School's, man hours 19, 3 Drills, man hours 26.5, 3 Public Services, man hours 39.75 and 3 Work Details, man hours 17.5.

The Woodland Hills Emergency Medical Services (WHEMS) Report is on file with the Fire Departments Reports in the Manager's Office.

The Building Permit Report for February is as follows:

One (1) Interior Alteration for Heritage, 3482 Wm Penn Hwy. Cost \$43,500.00

One (1) Sign - Superior Petroleum, 710 Brown Avenue.

The Total amount of Deed Transfer Tax received for February was \$1,847.30.

George Porado's Tax Collectors Report for February:

Balance Collectable	\$37,699.95
Additions	881.07
Deductions	-1,757.21
Adjusted Collectable	36,823.81
Exonerations (Refunds, this month)	1,757.21
Balance Collectable - End of month	36,823.81
Total Refunds to date	6,097.68
Total Cash Collected	\$239,608.17

PA Municipal Services – Act 511 Tax Report – February 2007:

Earned Income Taxes	\$,69,746.36	Previous Year \$	59,666.64	Difference
Current YTD	93,409.99	Previous YTD	91,054.89	\$ 2,355.10
Emergency & Municip	al Services Ta	ıx:		
Current Month	34,948.38	Previous Year	31,951.20	Difference
Current YTD	36,612.38	Previous YTD	33,413.60	\$ 3,198.78
Mercantile Tax				
Current Month	-0-	Previous Year	-0-	Difference
Current YTD	-0-	Previous YTD	2,818.83	(\$2,818.83)
Business Privilege Tax				
Current Month	-0-	Previous Year	-0-	Difference
Current YTD	-0-	Previous YTD	2,498.88	(\$2,498.88)

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

- (7-69) MOVED FIALLA-PADULA to approve the schedule of bills, as presented in the amount of \$190,849.50. The motion was adopted by unanimous roll call vote of all present.
- (7-70) MOVED WILSON-PADULA to accept the changes recommended by the Township Manager to the proposed tax abatement ordinance. The motion was adopted by unanimous roll call vote of all present.
- (7-71) MOVED WILSON-FIALLA declining the proposed of LJS Development Corporation to lease municipal property for the purpose of constructing an 180' monopole The motion was adopted by unanimous roll call vote of all present.
- (7-72) MOVED WILSON-PADULA to accept the recommendation of Chief Guthrie to approve the Use of Force Policy. The motion was adopted by unanimous roll call vote of all present.

Minutes of the Regular Meeting, Monday, March 12, 2007 - Page Three

- (7-73) MOVED FIALLA-WILSON to approve the computer maintenance agreements between the Wilkins Township Police Department and Metro Technology Services, Inc. for software maintenance for the period 03/07 to 03/08 in the amount of #1,470.00 and Response Computer Service, Inc. for hardware maintenance for the period 03/07 to 03/08 in the amount of \$2,484.00. The motion was adopted by unanimous roll call vote of all present.
- (7-74) MOVED PADULA-FIALLA to accept the recommendation of Chief Guthrie to rescind Section 9.28-0-9.3435 and 11.00.0-11.10.1 from the Standard Operating Procedures Manual. The motion was adopted by unanimous roll call vote of all present.

Commissioners' Comments:

Commissioner Padula thanked Chief Guthrie for submitting a letter to the District Attorney's Office requesting tasers.

Commissioner Fialla thanked Chief Guthrie for submitting a letter to the District Attorney's Office requesting tasers and thanked Mr. Bruener for coming to the meeting and doing a good job reading the Department of Public Works report.

Commissioner Wilson thanked Mr. Hill for the good work he did in preparing his 2006 reports.

Commissioner Greco thanked Chief Guthrie for submitting a letter to the District Attorney's Office requesting tasers and for preparing the Use of Force policy for adoption.

(7-75) MOVED FIALLA-WILSON to adjourn, the meeting was adjourned at 8:00 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Selice Bradley
Rebecca Bradley

Secretary

AGENDA WILKINS TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL STATED MEETING MONDAY, MARCH 26, 2007

- 1. Call to Order / Roll Call
- 2. Pledge of Allegiance
- 3. Presentation of Citizen of Year Award to the Century Club from the Progress
- 4. Approval of Minutes: Meeting of Monday, February 26, 2007
- 5. Communications
- 6. Citizens' Comments
- 7. Motion appointing Mr. Melvin Brandon of 422 Clugston Avenue to the Recreation Advisory Board for the term of March 2007 through December 31, 2008.
- 8. Motion appointing Ms. Erin Greco to the Wilkins Township Planning Commission to fulfill the unexpired term of Mr. Joseph Terry through December 31, 2010.
- 9. Review / approval of the Recreation Advisory Board recommendation for changes to their By-Laws.
- 10. Motion approving the request of Chief Guthrie to attend the Chiefs of Police Education and Training Conference in King of Prussia from July 8th July 12th at a cost of \$575.00.
- 11. Review / approval of the recommendation from Mr. Vargo regarding restricted parking on Wilbur Avenue.
- 12. Review of bid results for the 2007 Road Paving Project.
- 13. Quote from Jacqueline Hochard, "Go faux it" for a 10' X 7' mural for the wall behind the Commissioners table: \$525.00.
- 14. Commissioners' Comments
- 15. Adjournment.



FALLING TOWNSHIP BOARD OF COMMISSIONERS ADDITIONAL BYATED MEETING

- AGHEDA MONDAY, MARON 26, 2007 Cali to Order / Roll Cali Plerige of Allegiance Preschalion of Citizan of Year Prison to the Century Club from the Progress Approval of Minutes: Attefing of Monday, February 26, 2007 Communications Cigrens' Comments Defice appending Wir. Helvin Brandon of \$22 Clugaton Avenue to the Recreation Advisory Board for the cerm of March 2007 through December 31, 2008. Movies appointing the Eth Great to the Wildes Township Planning Countriesion to fulfill the enexaired term of Mr. Joseph Terry through December 31, 2010. Review / approvat of the Regrection Advisory Roard recommendation for changes to their By-Lawor klorion approving the regress of Chief Guithrie to attend the Calera of Polica Education and Training Conference in Fine of Pressin from July $3^{\circ} - \mathrm{July}/12^{\circ}$ at a cost of \$176.00. Review I somewal of the recommendation from Mr. Vargo regarding restricted periologics wilder 11 .603504 Review of pid results for the 2007 Road Paving Project. 3.5
- Guide from Jacquellius Hoshard, "Go faux IP for a 10" X 7" mural for the usell behind the Commissioners (able: 3526.00.
 - Commissioners Commonts
 - Incipriousiday

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

ADDITIONAL STATED MEETING, MONDAY, MARCH 26, 2007

The Additional Stated Meeting of Monday, March 26, 2007 was brought to order at 7:00 PM by President Frank Greco. A quorum was present as follows:

Mr. Greco

Mrs. Martinelli

Mr. Wilson

Mr. Padula

Ms. Fialla

Mrs. Conrad presented the 2007 Woodland Hills Progress Citizen of the Year Award to the members of the Wilkins Township Century Club.

(7-76) MOVED PADULA-WILSON to approve the minutes of the regular meeting of March 12, 2007, with one correction: Under Commissioner Comments, comments credited to Mrs. Martinelli were actually made by Ms. Fialla. The motion was adopted by a four to one vote with Mrs. Martinelli abstaining.

Communications:

Senator Jay Costa, Jr., 1501 Ardmore Boulevard, Forest Hills, PA 15221 congratulated Mrs. Martinelli and the Wilkins Township Century Club for their receipt of the 2007 Citizen of the Year Award from the Woodland Hills Progress.

Citizens' Comments:

Mr. James Graf of 708 Thompson Street thanked Mrs. Martinelli for her help in taking care of the abandoned vehicle on his street and other neighborhood property maintenance issues.

- (7-77) MOVED MARTINELLI-WILSON to appoint Mr. Melvin Brandon of 422 Clugston Avenue to the Recreation Advisory Board for the term of March 2007 through December 31, 2008. The motion was adopted by unanimous roll call vote.
- (7-78) MOVED MARTINELLI-FIALLA to appoint Ms. Erin Greco of 535 Lucia Drive to the Wilkins Township Planning Commission to fulfill the unexpired term of Mr. Joseph Terry through December 31, 2010. The motion was adopted by a four to one vote with Mr. Greco abstaining.
- (7-79) MOVED MARTINELLI-PADULA to accept the recommendation of the Recreation Advisory Board to amend the by-laws, Article I, Section 1 and Article IV, Section 2. The motion was adopted by unanimous roll call vote.
- (7-80) MOVED WILSON-FIALLA to approve the request of Chief Guthrie to attend the Chiefs of Police Education and Training Conference in King of Prussia from July 8th 12th at a cost of \$575.00. The motion was adopted by unanimous roll call vote.
- (7-81) MOVED WILSON-MARTINELLI to table action on the recommendation of Mr. Vargo to restrict parking on Wilbur Avenue in both directions until the Chief has had an opportunity to speak with the resident who will be affected by the restriction. The motion was adopted by unanimous roll call vote.
- (7-82) MOVED FIALLA-WILSON to accept the recommendation of Mr. McKeever, Engineer, awarding the 2007 Street Paving Project to the low-bidder, Victor Paving in the amount of \$389,129.55, contingent upon Mr. Jay Quaid of Senate being the fulltime inspector on the job. The motion was adopted by unanimous roll call vote.

Minutes of the Additional Stated Meeting, Monday, March 26, 2007 - Page Two

(7-83) MOVED MARTINELLI-FIALLA to table the quotation submitted by Ms.

Jacqueline Hochard of "Go Faux It" for the painting of the Township logo on the wall behind the Commissioners' seats until the sound system panels are purchased and in place. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Prior to Commissioners' comments, Mrs. Bradley addressed the Board. As the Board is aware, Mrs. Bradley was recently advised that the Penn Center site will not be available this year for Community Days due to the pending sale of the property. She has, however, received verbal permission from both the current owner (National Amusements) of the Showcase Cinema site as well as the potential new owner of the site to hold Community Days there. Obviously, there are a lot of considerations that still must be made, but at this point, it appears that we will hold Community Days this year. It is also probable that this will be the last year that the township has a Community Days of this magnitude, due to the space requirements necessary to hold the event. It is highly likely that the Showcase site will be in full development by next year.

Mr. Padula congratulated Mrs. Martinelli and the Century Club for their efforts and their receipt of the 2007 Citizen of the Year Award. He mentioned that he has noticed that a number of the properties in the Acres that had for sale signs are either being sold or are under contract. Also, stated that he had done some investigating of the new stop signs that were installed and is questioning the need for seven of these recently installed signs, specifically the following: Elizabeth at Rita; Delaney at Dunbar; Negley at Highland; Negley at Curry; Stevendale at Alpine; Semmens at McMasters and Penhurst at Braddsley.

It was agreed by all Board members that over the next two weeks, they will develop lists of stop signs that they believe should be removed and signs that they believe need to be added for Chief Guthrie's review and recommendation. Based upon the Chief's recommendations, the ordinance will be amended.

Commissioner Padula also stated that the water on Delaney near the home that had mine water problems is flowing excessively again. Mr. Vargo stated that he is aware of the situation and believes that it is tied to a blocked residential line. Commissioner Padula also stated that the 15 volunteer fire departments within the Woodland Hills School District have been meeting for about eight months now to work on recruitment and retention issues. To that end, the group has been successful in receiving a \$10,000. grant for that purpose. The funds will be used to prepare a video highlighting volunteer fire companies within the district that will be passed out to new residents of the district. Each fire department has been asked to have one truck at the High School this Saturday at 11:30 for the photo shoot.

Commissioner Fialla requested that Mrs. Bradley submit a letter to the Soffers thanking them for their permission to utilize the Penn Center site for Community Days past. She also congratulated the Century Club on their receipt of the 2007 Citizen of the Year Award and thanked everyone for coming to the meeting.

Commissioner Martinelli thanked Mr. Vargo for his help with the resolution of the recent complaints on Thompson Street and thanked Chief Guthrie for taking care of the abandoned vehicle. Also commented about a vehicle that has been on Negley for a long time with a for-sale sign and requested that the Chief check into it. Mrs. Martinelli is very concerned about this area of the community. Mrs. Martinelli also reminded the Board and those present at the meeting that the Century Club Spaghetti Dinner will be held at the Municipal Building on April 22nd from 2:00 – 7:00 PM. She further thanked the other Commissioners for their congratulatory remarks regarding the Century Club's award and stated that the Recreation Advisory Board will hold the children's Easter Party at the Elks on Saturday, March 31st.

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Mr. Wilson congratulated Chief Guthrie on his request to receive additional training. He stated that it is good that the Chief, who has the opportunity to retire this May, plans to continue his education. He addressed Officer Kemp who was present in the audience and thanked him for his interest and continued attendance and further advised him that this Board of Commissioners always welcomes requests by employees for additional training. Mr. Wilson congratulated the Century Club for their award and also reminded the Chief that with the approach of Spring weather, it is now time to start speed details.

Commissioner Greco thanked the Century Club for all of the hard work that they do for the community and reminded the Board that the twelve municipalities that make up the Woodland Hills School District will be holding their next meeting this Wednesday (March 28th) at the Westinghouse Recreation Center in Forest Hills and believes these meetings are extremely advantageous to all of the communities. Anytime that the municipalities can come together and share ideas and maybe share costs, all of us win. The next meeting of the Board of Commissioners will be held on Monday, April 9, 2007 beginning at 7:00 PM.

(7-84) MOVED WILSON-MARTINELLI to adjourn. The meeting was adjourned at 7:55 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Cellecca Gradley
Rebecca Bradley

Secretary