AGENDA
TOWNSHIP OF WILKINS
BOARD OF COMMISIONERS MEETING
RE-ORGANIZATION MEETING
MONDAY, JANUARY 04, 2010

A. PUBLIC COMMENT

B. RE-ORGANIZATION:

1. **Selection of Board President**
2. **Selection of Board Vice President**
3. **Appointment of Committees and Chairs**
   a) **Finance**
   b) **Police**
   c) **Public Works**
   d) **Recreation**
4. **Appointment of Solicitor**
5. **Appointment of Engineer**
6. **Appointment of Fire Marshal**
7. **Appointment of Deputy Fire Marshals**
8. **Designate Bank Depository**
   a) PNC Bank
   b) Pennsylvania Local Government Investment Trust (PLGIT)
9. **Designate Newspapers for Legal Notices**
   a) Valley Dispatch
   b) Pittsburgh Post-Gazette
   c) Pittsburgh Tribune Review
10. **Appointments of Representatives**
    a) **Turtle Creek Valley Council of Governments (2)**

AGENDA
TOWNSHIP OF WILKINS
BOARD OF COMMISIONERS MEETING
RE-ORGANIZATION MEETING
MONDAY, JANUARY 04, 2010

b) **Commissioner Liaison to Allegheny County Emergency Operations Center (1)**

c) **Woodland Hills Emergency Services Board (1)**

d) **3 Rivers Wet Weather Demonstration Program Eastern Basin Group *(2)***

e) **Turtle Creek Watershed Association**

11. **Appointments to Township Boards / Commissions**

a) **Zoning Hearing Board (2)**

b) **Planning Commission (1)**

c) **Vacancy Board (1)**

d) **Civil Service Commission – Alternate (1)**

C. **COMMISSIONERS' COMMENTS**

D. **ADJOURNMENT**

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REORGANIZATION MEETING, MONDAY, JANUARY 4, 2010

The Reorganization Meeting of Monday, January 4, 2010 was brought to order at 7:00 PM by President William G. Wilson. A quorum was present as follows:

Mr. Wilson		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

Certification and Oath of Office:

Judge Susan Evashavik-DiLucente, Fifth District of Pennsylvania, Allegheny County Court of Common Pleas administered the oath of office to Mr. George Porado, Mr. Joseph Costa and Mrs. Sylvia Martinelli.

Recess – The Board recessed for twenty minutes, awaiting the arrival of the Solicitor, who had been delayed due to icy street conditions in Braddock Borough.

(1-10) MOVED PADULA-COSTA to open nominations for the selection of President of the Board of Commissioners. Commissioner Costa nominated Commissioner Sylvia Martinelli. Commissioner Szoko nominated Commissioner Padula, who also declined. There were no further nominations and nominations were thus closed. The motion was adopted by unanimous roll call vote.

(2-10) MOVED COSTA-PADULA to appoint Commissioner Sylvia J. Martinelli as President of the Board of the Commissioners. The motion was adopted by a 3 to 2 vote with Ms. Fialla and Mr. Szoko voting "NO".

President Martinelli opened nominations for the selection of Vice President of the Board of Commissioners. Commissioner Costa nominated Commissioner Paul Padula and Commissioner Szoko nominated Commissioner Joseph Costa, who declined nomination. There were no further nominations and nominations were thus closed.

(3-10) MOVED FIALLA-COSTA appointing Commissioner Paul G., Padula as Vice-President of the Board of Commissioners. The motion was adopted by unanimous roll call vote.

President Martinelli made the following appointments:

FINANCE – Michael Szoko, Chair; Sylvia Martinelli and Joseph Costa.
POLICE – Paul Padula, Chair; Sharyn Fialla and Joseph Costa.
PUBLIC WORKS – Joseph Costa, Chair; Sharyn Fialla and Paul Padula.
RECREATION – Joseph Costa, Chair; Paul Padula and Michael Szoko.

(4-10) MOVED PADULA-COSTA to appoint the law firm of Dodaro, Matta and Cambest, P.C., as Solicitor. The motion was adopted by a 3 to 2 vote with Ms. Fialla and Mr. Szoko voting "NO".

(5-10) MOVED PADULA-COSTA to appoint the firm of Senate Engineering as Engineer. The motion was adopted by a 4 to 1 vote with Mr. Szoko voting "NO".

(6-10) MOVED COSTA-FIALLA to appoint Mr. N. Leonard Hill as Fire Marshal. The motion was adopted by unanimous roll call vote.

(7-10) MOVED COSTA-PADULA to appoint Mr. William McElheny, Mr. Paul Romanelli and Mr. Nicholas Slobodnyak as Deputy Fire Marshals. The motion was adopted by unanimous roll call vote.

(8-10) MOVED FIALLA-COSTA designating PNC Bank and the Pennylvania Local Government Investment Trust (PLGIT) as the bank depository for the Township. The motion was adopted by a 4 to 1 vote with Mr. Padula abstaining as he is an employee of PNC Bank.

(9-10) MOVED COSTA-SZOKO designating the Valley Dispatch, the Pittsburgh Post-Gazette and the Pittsburgh Tribune Review as the newspapers for legal notices. The motion was adopted by unanimous roll call vote.

President Martinelli made the following appointments:

Turtle Creek Valley Council of Governments – Mr. Joseph Costa, Mrs. Sylvia Martinelli.
Commissioner Liaison to Allegheny County Emeergency Operations – Mr. P. Padula.
Woodland Hills Emergency Services Board – Mr. Paul Padula.
3 Rivers Wet Weather Demonstration Program Eastern Basin Group - Mr. Michael Szoko, Ms. Sharyn Fialla.
Turtle Creek Watershed Association – Mr. Joseph Costa, Mrs. Sylvia Martinelli.

(10-10) MOVED COSTA-FIALLA to appoint Mrs. Madonna DeOrio and Mr. Don McConnell to the Wilkins Township Zoning Hearing Board for a term of three years. The motion was adopted by unanimous roll call vote.

(11-10) MOVED PADULA-COSTA to appoint Angie Gialloretto to the Vacancy Board for a term of one year. The motion was adopted by a 3 to 2 vote with Ms. Fialla and Mr. Szoko voting "NO".

Planning Commission appointment: There is one vacancy on the Planning Commission, due to Mr. Thomas Cenna moving out of Wilkins Township. The term runs through December 31, 2013. The Board shall seek interested candidates who should submit correspondence expressing that interest for the meeting of January 25, 2010.

(12-10) MOVED COSTA-PADULA to appoint Kelly Wilson to the position of Civil Service Board Alternate, to fill the unexpired term of Sylvia Martinelli through December 31, 2013. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Szoko stated that he meant no offense to Senate Engineering and Dodaro, Matta and Cambest in voting against their reappointment. He felt he was not really consulted regarding these reappointments and that there should have been more discussion.

Commissioner Padula responded to Commissioner Szoko that if the Board were going to discuss appointing alternate firms to these posts, those discussions should have taken place several months ago, as the manager indicated. Mr. Padula thanked Senate for their past years of service, congratulated Mrs. Martinelli, Mr. Costa and Mr. Porado on their re-elections, congratulated Mr. Wilson for all he had done for Wilkins Township and stated that he looks forward to Mr. Wilson's continued participation.

Commissioner Fialla stated that her vote against Dodaro, Matta and Cambest was not a vote of no-confidence, but that she thinks the Board should have taken a look at our expectations for the firm and held a relationship counseling session. Ms. Fialla welcomed Amber Yon from Senate Engineering; congratulated Mr. Porado on his re-election as Tax Collector; welcomed Mrs. Martinelli back to the Board and congratulated Mr. Costa for being duly elected by the voters. She stated that there are a lot of things pressing and the Board will have to make tough decisions, but that all five members of the Board have one common goal and that is doing what is in the best interest of the Township.

Commissioner Costa thanked the voters for their continued confidence in him and wished Mr. Wilson good luck and thanked him for all of his years of service.

Commissioner Martinelli thanked her husband, John, for being her biggest supporter, thanked her children, Justin and Jessica; her sisters and their spouses and the rest of her extended family for their help in her election campaign; thanked the Democrats and Republicans of Wilkins who voted for her; thanked the Democratic Committee for all of their support and especially thanked Angie Gialloretto for her leadership and support. Mrs. Martinelli stated that her re-election was a victory for Wilkins Township and she pledged to lead the Board to work as a team – together. She stated that there are no super stars on the Board and that not one of them stands alone. She further stated that all members of the public will be treated fairly and are welcome to attend and speak at any meeting. She further stated that she wishes to pursue a grant to purchase equipment to provide for the airing of Commissioners meetings on television and finally thanked the Democratic Committee for the reception which will follow the regular meeting.

(13-10) 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 COMMISSIONERS MEETING
MONDAY, JANUARY 4, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Budget Meeting of Monday, December 14, 2009
Regular Meeting of Monday, December 14, 2009

COMMUNICATIONS: Al K. DeRoy, 94 Ridgecrest Drive
Dave Defide, Manager, Energy Efficiency and Demand Response Programs, Duquesne Light Company

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	$37,141.72
General Fund Addendum	$50,008.02
Combined Sewer Fund	$ 233.25
Capital Reserve Fund	$ 3,721.07
Capital Reserve Fund Addendum	$ 181.99
Emergency Management Fund Addendum	$ 4,891.00
TOTAL:	$96,177.05

OLD BUSINESS:

1. Accept the recommendation of Senate Engineering to pay Soli Construction $1,250.24, representing 2% retainage withheld in final payment for the Critical Sewer Contract.

NEW BUSINESS:

1. DCED Grant – MDT's Police Cars
   a. Authorize Execution of Contract documents
   b. Authorize submission of payment requisition to DCED
   c. Authorize advertisement of Ordinance 1002 – Intergovernmental Cooperation Agreement

2. Pittsburgh Cares – Volunteering Made Easy – Outreach Project

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 4, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

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Regular Meeting of Monday, December 14, 2009

COMMUNICATIONS: Al K. DeRoy, 94 Ridgecrest Drive
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   a. Authorize Execution of Contract documents
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2. Pittsburgh Cares – Volunteering Made Easy – Outreach Project

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 4, 2010

3. Televising Commissioners' meetings / Grant opportunities to acquire necessary equipment.

4. Resolution #1-2010 – Recognizing the contributions of Mr. William G. Wilson

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

The next meeting of the Lions Park Study Committee is scheduled for January 7, 2010, beginning at 7:00 PM.

The Recreation Advisory Board will meet on Tuesday, January 5, 2010. Planning for the February youth dance and 2010 Summer Festival is on-going.

The Planning Commission will meet on Wednesday, January 20, 2010 for the purpose of reviewing the revised site plan and subdivision for Showcase East and continue the review of the sign ordinance.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 4, 2010

7 Television Commissioners' meetings / Closet opportunities to acquire necessary equipment.

4 Resolution #1-2010 – Recognizing the contributions of Mr. William G. Wilson

COMMISSIONER COMMENTS

ADJOURNMENT

AGENDA COMMENTS:

The next meeting of the Lions Park Study Committee is scheduled for January 7, 2010, beginning at 7:00 P.M.

The Recreation Advisory Board will meet on Tuesday, January 5, 2010. Planning for the February youth dance and 2010 Summer Festival is ongoing.

The Planning Commission will meet on Wednesday, January 20, 2010 for the purpose of reviewing the revised site plan and subdivision for Shoreacre Run and continue the review of the sign ordinance.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JANUARY 4, 2010

The Regular Meeting of Monday, January 4, 2010 was brought to order at 8:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(14-10) MOVED PADULA-COSTA to approve the minutes of the Budget Meeting and Regular Meeting of Monday, December 14, 2009. The motion was adopted by a 3 to 2 vote with Ms. Fialla and Mrs. Martinelli abstaining.

Communications:

Correspondence was submitted by Mr. Al DeRoy of 94 Ridgecrest Drive commenting on comments made by Commissioner Wilson at the end of the meeting of November 23, 2009. Mr. DeRoy agrees with Commissioner Wilson that government is not and cannot be operated as a business because business is focused on profits while government focuses on results benefiting its' constituents.

Mr. Dave Defide, Manager of Energy Efficiency and Demand Response Programs with Duquesne Light Company submitted correspondence regarding Act 129, which requires all electric distribution companies with more than 100,000 customers to reduce energy consumption and demand in Pennsylvania. In order to accomplish these goals, Duquesne Light is offering conservation and demand reduction measures for each residential, commercial and industrial customers. The costs of these programs are being passed onto customers at 0.11 cents per kilowatt hour. For Wilkins Township, this equates to about $340.00 annually.

Citizens' Comments:

Mr. N. Leonard Hill, Emergency Management Coordinator for Wilkins Township stated that the Township received correspondence from the Long Term Recovering Team which was formed following the flooding of June 2009 to aid residents in the Woodland Hills area. The team is made up of representatives of area churches, local emergency management services, the Westinghouse Valley Human Services Center, the Western Pennsylvania VOAD, Allegheny County Behavioral Health and the Woodland Hills School District Foundation. The Team recently announced that a caseworker is now working with them to assess and help meet the needs of area flood victims. Anyone seeking this assistance should contact Ms. Betty Dillon at 724-674-9165, Monday, Wednesday and Friday between the hours of 9:00 AM and 5:00 PM, or Tuesday and Thursday between the hours of 12:00 PM and 9:00 PM.

State Representative Paul Costa wished everyone a happy New Year, congratulated Mrs. Martinelli, Mr. Costa and Mr. Porado on their elections; thanked Mr. Wilson for his service and thanked the Board for serving the community and putting in the necessary amount of time to do so. Representative Costa also stated that his office is available to aid in anyway. Tom Caulfield usually attends the Township's meetings, but if the Board requires anything from him, they should always feel comfortable calling.

Mr. William Wilson, 201 Dorothy Street congratulated Mrs. Martinelli and Mr. Costa on their elections; thanked everyone for coming to the meeting this evening and stated that he loves Wilkins and is going to miss being a Commissioner, even if only for one year.

(15-10) MOVED SZOKO-COSTA to waive the reading of reports. The motion was adopted by a 4 to 1 vote with Mr. Padula voting "NO".

Police Report for the month of December 2009

	2008	2009

Total Police Calls Logged	215	232
Total Criminal Offenses Reported	16	
Criminal Arrests/Persons Charged	5	
Criminal Offenses Cleared	9	
Traffic Citations Issued	7	27
Parking Tags Issued	1	8
Parking Citations Issued	0	8
Alarm Fees/Fines	$2,792.00	$1,670.00
Monies Collected	5,503.01	5,036.18
Total Year Monies Collected	76,182.34	77,558.60

Mr. Bruener's Public Works Department Monthly Report is on file in the Manager's Office.

WTVFD #3 reported the following for the month of December 3009:
Eleven (11) Fires, man-hours 17.65
Ten (10) Activities, man-hours 455.25. Total Man-hours for month 472.90.

Building Permits Issued during December 2009:
#BP 2627 CS – Penn Towers NCPLLC, Apt 1014 – Interior Repairs Cost $8500.
#BP 2628 CS – Brian Vallallio, 3909 Grnsbg Pike – Deck Cost $900.

The Township received $3,969.49 in real estate transfer taxes during the month of December representing deed transfers which were recorded by the County in November. Total Real Estate Transfer Tax collections to date are: $83,724.94 or 167.45% of budget.

PA Municipal Services – Act 511 Tax Report:

Earned Income Taxes:

Current Month	$48,502.67	Previous Year	$48,393.00	Difference
Current YTD	614,048.22	Previous YTD	600,021.41	$14,026.81

Local Service Tax:

Current Month	12,920.95	Previous Year	25,741.82	Difference
Current YTD	170,016.97	Previous YTD	172,066.46	($2,049.49)

Business Tax (Mercantile & Business Privilege)

Current Month	18,845.63	Previous Year	12,957.05	Difference
Current YTD	568,595.19	Previous YTD	558,478.15	$10,117.04

(16-10) MOVED SZOKO-COSTA to approve the schedule of bills in the amount of $96,177.05 as presented. The motion was adopted by unanimous roll call vote.

(17-10) MOVED FIALLA-PADULA to accept the recommendation of Senate Engineering to pay Soli Construction $1,250.24, representing 2% retainage withheld in final payment for the 2009 Critical Sewer Contract. The motion was adopted by unanimous roll call vote.

(18-10) MOVED PADULA-COSTA to authorize the execution of the DCED contract documents for a joint grant for the purchase of laptops for police cars; authorizing the manager to submit the payment requisition to DCED and authorizing the manager to advertise proposed Ordinance Number 1002, an Intergovernmental Agreement between Wilkins, Churchill and Forest Hills, pending the review and approval of the Solicitor. The motion was adopted by unanimous roll call vote.

(19-10) MOVED PADULA-FIALLA to authorize the Manager to correspond with Phil Fraga of Dan Cohen's office and advise him of the Township's desire to seek grant funding for the purchase of equipment to permit the televising of Township Commissioners Meetings. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 1-2010

A RESOLUTION OF THE TOWNSHIP OF WILKINS , ALLEGHENY COUNTY, PENNSYLVANIA, RECOGNIZING THE CONTRIBUTIONS OF WILLIAM G. WILSON.

(20-10) MOVED PADULA-FIALLA to read Resolution No. 1-2010. The motion was adopted by unanimous roll call vote.

(21-10) MOVED PADULA-COSTA to adopt Resolution No. 1-2010. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mrs. Angie Gialloretto, Chairman of the Wilkins Township Democratic Committee thanked Mr. William Wilson for his commitment to Wilkins Township, stated that he was a very dear friend who always offered guidance and presented him with a gift on behalf of the members of the Wilkins Township Democratic Committee.

Commissioner Szoko congratulated Mrs. Martinelli and Mr. Costa on their election; stated that residents can visit the Wilkins Township Times, a new website, to learn additional information about Wilkins Township's meetings; stated that he believes that government should run as a business insofar as that entails business analysis to effectively distribute profit. Mr. Szoko stated that the Township has a lot of financial challenges ahead and we must analyze and strategize to dig ourselves out, while continuing to have a positive attitude towards operating within our fiscal means.

Commissioner Padula commented that Wilkins' Township is not sinking yet and stated that the Wilkins Township Times is not a website that is a part of Wilkins Township, or one condoned by the Board of Commissioners. Residents should continue to review information available on the Township's website. Mr. Padula also offered that maybe Mr. Krary would like to help the Township with its' website, or contribute articles to the Township's newsletter, or help with one of the Volunteer Fire Companies' websites instead of writing a separate blog which is not condoned by the Township. Mr. Padula thanked everyone for coming to the meeting and stated that he hopes we can work together to keep Wilkins moving forward and asked that Mr. Krary please place an article in his blog regarding clearing snow and ice from in front of fire hydrants.

Commissioner Fialla stated that during 2009, we lost a lot of friends including Cindy Lowry, M. Jos Martinelli, Robert Skrbin, Jeff Wagner and Fran Colonella and she wishes to extend her condolences to their friends and family. Ms. Fialla also stated that she welcomes the opportunity to work with the Board as a team, no one is infallible and two heads are always better than one and five are better than two. Ms. Fialla commented on the water break on Rodi Road and questioned whether the Township should ask the Water Authority to provide bottled water to affected families.

Commissioner Costa stated that when he reads the business section of the newspaper, he cannot help but notice the number of communities that are struggling to balance their budgets and therefore, recognizes the need of the members of the Board to work together to keep the Township stable.

Commissioner Martinelli stated that the residents of the community need to be the watchdogs to determine whether the Board is working together and she welcomes that opportunity. Mrs. Martinelli also thanked Mr. Wilson for his dedication and service to Wilkins Township and stated that the next meeting of the Board is scheduled for January 25, 2010.

(22-10) MOVED PADULA-FIALLA to adjourn. The meeting was adjourned at 8:45 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley

Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 25, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Reorganization Meeting of January 4, 2010
Regular Meeting of January 4, 2010

COMMUNICATIONS: Dennis Davin, Director, Allegheny County Economic Development

CITIZENS' COMMENTS:

PAYMENT OF BILLS:

General Fund	$ 97,743.48
General Fund Addendum	$ 69,634.38
Combined Sewer Fund	$ 87,815.42
Capital Reserve Fund	$ 3,718.24
Capital Reserve Fund Addendum	$ 593.75
DEP GHG Fund	$ 5,179.69
TOTAL:	$264,684.96

OLD BUSINESS:

1. ProCare Agreement.
2. Wilbur Street – update and discussion of core boring sample quotes.
3. Community Center rentals.

NEW BUSINESS:

1. Motion authorizing the Engineer to prepare bid specification and advertise for the 2010 Road Paving Project, as follows:
    a. Base Bid:
        i. Old William Penn Highway from Sunset to the Township line.
        ii. Penn Center Boulevard (tar and chip)
    b. Alternate Bid:
        i. Hart Drive
2. Request from Chief Krancic to purchase Tasers for the Police Department.
3. Authorize repayment of $6,892 to the Commonwealth of Pennsylvania representing reimbursement for overpayment of state aid, plus interest.
4. Request from George Porado for exoneration from the collection of unpaid 2009 real estate taxes in the amount of $94,963.94.
5. Village at Showcase – Revised Land Development and Subdivision.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 25, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Reorganization Meeting of January 4, 2010
Regular Meeting of January 4, 2010

COMMUNICATIONS: Dennis Davin, Director, Allegheny County Economic Development

CITIZENS' COMMENTS:

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OLD BUSINESS:

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2. Wilbur Street – update and discussion of core boring sample quotes.
3. Community Center rentals.

NEW BUSINESS:

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   a. Base Bid:
      i. Old William Penn Highway from Sunset to the Township line.
      ii. Penn Center Boulevard (tar and chip)
   b. Alternate Bid:
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2. Request from Chief Krancic to purchase Tasers for the Police Department.
3. Authorize repayment of $6,892 to the Commonwealth of Pennsylvania representing reimbursement for overpayment of state aid, plus interest.
4. Request from George Porado for exoneration from the collection of unpaid 2009 real estate taxes in the amount of $94,963.94.
5. Village at Showcase – Revised Land Development and Subdivision.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 25, 2010

6. Resolution #2-2010 - Park rental fees.

7. Local Government Academy Internship Program

8. Duquesne Light Company – Right of Way Agreement to install 2 new lights at the Community Center.

9. Recreation Advisory Board recommendations:
   a. Purchases
   b. Removal of Liz Kostandinu from the Board.
   c. Appointment of Frank Rizza to the Board.
   d. Approval of the 2010 Pyrotechnico Fireworks Contract in the amount of $3,500.00.

10. Allegheny County Summer Lunch Program.

11. 37th Annual Conference for the Allegheny League of Municipalities – April 8th – April 11th at Seven Springs at a cost of $999.00 per person for Plan A or $830.00 per person for Plan B.

12. Request to attend the 2010 Grant Workshop - DCNR C2P2 Grants on February 24, 2010 at the Dormont Borough Recreation Center from 8:30 a.m. until 12:00 p.m. at no cost.

13. PELRAS Conference – March 17th -March 19th at State College at a cost of $341.00, plus applicable hotel taxes.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

The Recreation Advisory Board will meet at the Community Center on Tuesday, February 2, 2010 at 7:30 p.m.

The next meeting of the Board of Commissioners is scheduled for Monday, February 8, 2010; at 7:00 p.m.

The Recreation Advisory Board will host a dance for children between the ages of 11 and 15 on February 20, 2010 from 7:00 p.m. until 10:00 p.m. at the Community Center.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 25, 2010

a. Resolution #2-2010 - Park rental fees.

7. Local Government Academy Internship Program

8. Duquesne Light Company – Right of Way Agreement to install 2 new lights at the Community Center.

9. Recreation Advisory Board recommendations:
   a. Purchases
   b. Removal of Liz Kostandinu from the Board.
   c. Appointment of Frank Riizza to the Board.
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12. Request to attend the 2010 Grant Workshop - DCNR C2P2 Onsite on February 24, 2010 at the Penn Borough Recreation Center from 8:30 a.m. until 12:00 p.m. at no cost.

13. PSLRAS Conference – March 17th -March 19th at State College at a cost of $341.00, plus applicable hotel taxes.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

The Recreation Advisory Board will meet at the Community Center on Tuesday, February 2, 2010 at 7:00 p.m.

The next meeting of the Board of Commissioners is scheduled for Monday, February 8, 2010; at 7:00 p.m.

The Recreation Advisory Board will host a dance for children between the ages of 11 and 15 on February 20, 2010 from 7:00 p.m. until 10:00 p.m. at the Community Center.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING, MONDAY, JANUARY 25, 2010

The Second Stated Meeting of Monday, January 25, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(23-10) MOVED PADULA-COSTA to approve the minutes of the Reorganization Meeting of January 4, 2010 and the Regular Meeting of January 4, 2010 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Mr. Dennis Davin, Director of Allegheny County Economic Development submitted correspondence indicating that although the proposals submitted for CDBG Year 36 were eligible, the amount of proposals greatly exceeded funding and therefore, the Township's proposals will not be funded.

Citizens' Comments:

Mr. Nick Didiano of 333 Cline Street requested an update on the potential sale of the former Slat property, which is adjacent to his home, to a nonprofit entity and registered another complaint regarding the maintenance of the property.

Mr. Matt Kramer, Manager of the Wilkins Township Shop-N-Save addressed the Board relative to the need to advertise and the difficulty in doing so due to the location of the existing facility; and requested clarification of the Township's temporary sign ordinance.

Ms. Patty Stewart, 118 Gardenia Drive, announced that the Recreation Advisory Board will sponsor a Senior Bingo and luncheon on March 13th in cooperation with Pittsburgh Cares, if the Township is successful in receiving adolescent volunteers from that organization.

(24-10) MOVED SZOKO-PADULA to approve the Schedule of Bills, as presented. The motion was adopted by unanimous roll call vote.

(25-10) MOVED PADULA-FIALLA to accept the Settlement and Release Agreement between Wilkins Township and ProCare Pharmacy Direct, the L.L.C. and authorizing the appropriate officials to execute it. The motion was adopted by unanimous roll call vote.

(26-10) MOVED COSTA-SZOKO to proceed with the lowest bid to produce core boring samples at the Wilbur Street retaining wall area. The motion was adopted by unanimous roll call vote.

Community Center Rentals:

Chairperson Martinelli established the following Committee to discuss renting the Community Center: Commissioner Szoko, Commissioner Fialla and Commissioner Costa. She requested that this committee meet within the next week.

(27-10) MOVED FIALLA-COSTA to authorize the Engineer to prepare bid specifications and advertise for the 2010 Road Paving Project as follows: Milling and Paving: Old William Penn Highway from Sunset to the Township boundary; and Tar and Chip Penn Center Boulevard. Milling and Paving of Hart Drive will be bid as an alternate. The motion was adopted by unanimous roll call vote.

(28-10) MOVED COSTA-PADULA to authorize Chief Krancic to purchase five Tasers at a cost of $6,176.,60 from Witner Public Safety Group, the sole source manufacturer of the Taser X26, utilizing a grant from the Allegheny County District Attorney's Office in the amount of $3,705.96 and using Department of Justice Funding to pay the balance. The motion was adopted by a 4 to 1 vote with Mr. Szoko voting "NO".

(29-10) MOVED COSTA-PADULA to authorize Officer Lehew to attend training in Lower Burrell on February 8th and 9th at a cost of $395.00 to become certified in training officers on Taser use. The motion was adopted by a 4 to 1 vote with Mr. Szoko voting "NO".

(30-10) MOVED PADULA-COSTA to authorize the payment of $6,892.00 to the Commonwealth of PA representing reimbursement for overpayment of 2007 state aid, plus interest as determined in the audit of the Police Pension Plan conducted by the Auditor General's office. The motion was adopted by a 4 to 1 vote with Mr. Szoko voting "NO".

(31-10) MOVED COSTA-SZOKO to exonerate Mr.George Porado, Tax Collector, from the collection of the unpaid balance of 2009 Township of Wilkins Real Estate Tax in amount of $94,963.94. The motion was adopted by unanimous roll call vote.

Delinquent Real Estate Tax Committee:

Chairperson Martinelli established a Delinquent Real Estate Tax Committee and appointed, in addition to herself the following individuals to that committee: Commissioner Szoko and Commissioner Padula. This committee is to meet on a monthly basis with the Solicitor.

(32-10) MOVED COSTA-FIALLA to accept the recommendation of the Planning Commission to approve the revised subdivision and land development plans submitted by Kratsa Properties on behalf of NAI Acquisitions for the Village at Showcase Property (Lot/Blocks 542-F-50 and 542-B-70), located at 3455 William Penn Highway. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 2-2010

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA AMENDING RESOLUTION NUMBER 09-2009, TO INCREASE THE FEE FOR PARK AND PAVILION RENTALS.

(33-10) MOVED SZOKO-FIALLA to adopt Resolution No. 2-2010, increasing Park Rental Fees from $50.00 to $80.00 and the required refundable deposit from $50.00 to $75.00. The motion was adopted by a 4 to 1 vote with Mr. Padula voting "NO".

(34-10) MOVED PADULA-COSTA to authorize the submittal of the following two proposals to the Local Government Academy Internship Program: an intern to work with the Township's records to develop an accurate database for Act 511 Collection; an intern to work with the Police Department to develop a Community Policing Program. The motion was adopted by a 3 to 2 vote with Ms. Fialla and Mr. Szoko voting "NO".

(35-10) MOVED COSTA-PADULA to authorize the execution of a Right of Way Agreement with Duquesne Light Company for the installation of two new street lamps by the Community Center Parking Lot at an approximate annual increase in cost of $300.00. The motion was adopted by unanimous roll call vote.

(36-10) MOVED FIALLA-PADULA to accept the recommendation of the Recreation Advisory Board to remove Liz Kostandinu from the Recreation Advisory Board due to lack of attendance at meetings. The motion was adopted by unanimous roll call vote.

(37-10) MOVED FIALLA-COSTA to accept the recommendation of the Recreation Advisory Board to appoint Frank Rizza to the Recreation Advisory Board. The motion was adopted by a 4 to 1 vote with Mrs. Martinelli abstaining since Mr. Rizza is a nephew.

(38-10) MOVED PADULA-COSTA to approve the 2010 Pyrotechnico Fireworks Contract in the amount of $3,500.00 contingent upon the review and approval of the Township Solicitor. The motion was adopted by a 4 to 1 vote with Ms. Fialla voting "NO".

(39-10) MOVED PADULA-COSTA to authorize the Township to participate in the Allegheny County Summer Lunch Program from June 14, 2010 through August 20, 2010. The motion was adopted by unanimous roll call vote.

(40-10) MOVED FIALLA-COSTA to authorize the Manager to attend the 2010 Grant Workshop sponsored by the Department of Conservation and Natural Resources on C2P2 Grants to be held on February 24, 2010 from 8:30 AM until 12:00 PM at the Dormont Community Center at no cost. The motion was adopted by unanimous roll call vote.

(41-10) MOVED COSTA-PADULA to authorize the Manager to attend the PELRAS Conference to be held at State College from March 17th through March 19th at a cost of $341.00 plus applicable hotel taxes. The motion was adopted by a 4 to 1 vote with Ms. Fialla voting "NO".

(42-10) MOVED FIALLA-SZOKO to authorize the manager to advertise for sealed bids for the sale of Lot/Block 454-L-30, a vacant piece of property located on Farnsworth Drive. The motion was adopted by unanimous roll call vote.

(43-10) MOVED COSTA-FIALLA to approve the luncheon and Senior Citizen Bingo on March 13th in cooperation with Pittsburgh Cares. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Szoko commented on an article from the January edition of the Township News Magazine regarding the financial difficulties that all Pennsylvania municipalities are facing and how they are handling these crisis; stated that he has attended two meetings of the Act 32 Committee and will provide the manager with the minutes and thanked Commissioner Fialla for attending the last meeting due to his work schedule.

Commissioner Costa wished Mr. Calabria from Kratsa Properties the best of luck with the Showcase project; stated that he hopes things work out well with the Wilbur Street project; commented that he recently attended the ALCOSAN Consent Decree meeting and provided the manager with the written information if anyone is interested in reviewing it. He further commented that the news from ALCOSAN is not good. Funding for future projects will be 1/3 ALCOSAN and 2/3 from the communities. Mr. Costa also thanked everyone for their attendance at the meeting.

Commissioner Fialla congratulated the Recreation Advisory Board for getting the newsletters out before the event deadline advertised in the newsletter this time and thanked everyone for coming to the meeting.

Commissioner Padula thanked everyone for coming to the meeting; thanked Mr. Calabria for providing the information relative to Showcase; thanked Liz Kostandinu for all of her hard work on the Recreation Advisory Board; thanked the Recreation Advisory Board for sponsoring the dance for teenagers and the bingo for Seniors and for all of their past work; commented on the Lions Park Study Survey which is available on the Township's website; commented on the increase in the total number of calls WHEMS has answered in Wilkins Township between 2007 and 2009 (from 611 to 980); thanked VFC #4 for providing space for an ambulance during business hours; thanked Chief Krancic for his work on the Tasers; and commented on the Slat property and Mr. Didiano's complaints.

Commissioner Martinelli asked that, in the spirit of working together, if any Commissioner has a prepared statement to be read at a meeting, that they provide that prepared statement to the rest of the Board members prior to the meeting and that they limit their comments to five minutes; stated that the recycling calendar included in the newsletter is not accurate for the month of May, 2010; thanked Amber Yon of Senate Engineering and Mr. Bruener for their work on the Wilbur Street project; congratulated Chief Krancic on his good work in securing funding from the District Attorney's office for tasers and thanked the Recreation Advisory Board for their good work.

(44-10) MOVED PADULA-COSTA to adjourn. The meeting was adjourned at 9:45 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, FEBRUARY 8, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, January 25, 2010

COMMUNICATIONS:
Ms. Cheryl Akers Stanton, President, GFWC Century Club
Ms. Barbara Welner, 224 Hawthorne Road
Mr. Paul Szuch, U.S. Census 2010

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	$105,787.94
General Fund Addendum	$ 12,360.78
Combined Sewer Fund	$126,220.10
Combined Sewer Fund Addendum	$ 128.49
Capital Reserve Fund	$ 5,541.14
Capital Reserve Fund Addendum	$ 869.49
DEP GHG Fund	$ 2,500.00
U.S. DOJ Fund	$ 1,327.10
TOTAL:	$254,735.04

OLD BUSINESS:

1. Sanitary Sewer Facilities Easement and Maintenance Agreement among Wilkins Hospitality Associates, L.P., NAI Acquisition Group, L.P. and Wilkins Township.

2. CDBG Year 36 Safe Neighborhood Demolition Project.

NEW BUSINESS:

1. Ordinance #1002 – Intergovernmental Cooperation Agreement between Wilkins, Forest Hills and Churchill for the receipt and administration of a grant in the amount of $50,000 for the purchase of laptops for police cars.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, FEBRUARY 8, 2010

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: *Second Stated Meeting of Monday, January 25, 2010*

COMMUNICATIONS: *Ms. Cheryl Ahers Stanton, President, OHWC Century Club*
Ms. Barbara Weber, 224 Hawthorne Road
Mr. Paul Snook, U.S. Census 2010

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	$105,787.94
General Fund Addendum	$ 12,360.78
Combined Sewer Fund	$120,220.10
Combined Sewer Fund Addendum	$ 128.49
Capital Reserve Fund	$ 5,941.14
Capital Reserve Fund Addendum	$ 869.49
DEP OHO Fund	$ 2,500.00
U.S. DOJ Fund	$ 1,327.10
TOTAL:	$249,735.04

OLD BUSINESS:

1. *Sanitary Sewer Facilities Easement and Maintenance Agreement among Wilkins Hospitality Associates, I, P, NAI Acquisition Group, L.P. and Wilkins Township.*

2. *COHO Year 36 Safe Neighborhood Demolition Project.*

NEW BUSINESS:

1. *Ordinance #1002 – Intergovernmental Cooperation Agreement between Wilkins Police Hills and Churchill for the receipt and administration of a grant in the amount of $50,000 for the purchase of laptops for police cars.*

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, FEBRUARY 8, 2010

2. Turtle Creek Valley Council of Governments Annual Dinner Meeting – Friday, February 26, 2010 at Olympia Hall, beginning at 5:30 PM at a cost of $50.00 per person.

3. PLCM Streetlight Services Program.

4. Recommend appeal of reassessment of Lot/Block 542-J-150.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

The next meeting of the Planning Commission is scheduled for Wednesday, February 17, 2010, beginning at 7:00 PM in the Municipal Building. The Commission will review an amended ordinance, based upon the County's comments, for the rezoning of Brown Avenue, Larimer Avenue and Ridgecrest; and will continue to work on amendments to the Township's sign ordinance.

The next meeting of the Lions Park Study Committee will be held on Thursday, February 18, 2010 at 7:00 PM in the Municipal Building. Participants will review the results of the survey which was sent out to area residents.

The Recreation Advisory Board will host a dance for children between the ages of 11 and 15 on February 20, 2010 from 7:00 p.m. until 10:00 p.m. at the Community Center.

The next meeting of the Township Board of Commissioners is scheduled for Monday, February 22, 2010, beginning at 7:00 PM in the Municipal Building.

The Zoning Hearing Board will meet on Thursday, February 25, 2010 to hear an application for a special exception filed by Mr. and Mrs. Farmer and to hear an application for a variance filed by Shop-N-Save.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, FEBRUARY 8, 2010

2. Turtle Creek Valley Council of Governments Annual Dinner Meeting – Friday, February 26, 2010 at Olympia Hall, beginning at 5:30 PM at a cost of $50.00 per person.

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The next meeting of the Lions Park Study Committee will be held on Thursday, February 18, 2010 at 7:00 PM in the Municipal Building. Participants will review the results of the survey which was sent out to area residents.

The Recreation Advisory Board will host a dance for children between the ages of 11 and 15 on February 20, 2010 from 7:00 p.m. until 10:00 p.m. at the Community Center.

The next meeting of the Township Board of Commissioners is scheduled for Monday, February 22, 2010, beginning at 7:00 PM in the Municipal Building.

The Zoning Hearing Board will meet on Thursday, February 25, 2010 to hear an application for a special exception filed by Mr. and Mrs. Parmer and to hear an application for a variance filed by Shop-N-Save.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, FEBRUARY 8, 2010

The Regular Meeting of Monday, February 8, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli	Ms. Fialla
Mr Costa	Mr. Szoko

Mr. Padula was excused.

(45-10) MOVED COSTA-SZOKO to approve the minutes of the Second Stated Meeting of January 25, 2010, with the following correction: Under Commissioner Fialla's comments, she congratulated the Recreation Advisory Board for getting the newsletters out before the event deadline advertised in the newsletter. The motion was approved by unanimous roll call vote of all present.

Communications:

Cheryl Akers-Stanton, President of the GFWC Century Club of Wilkins Township submitted correspondence advising the Board that they are once again sponsoring Clean-up Wilkins on April 24th from 9:00 AM until 12:00 PM, and requesting that the Board provide two public works department employees and a truck to aid the volunteers.

(46-10) MOVED FIALLA-COSTA to approve the request of the Century Club to provide two public works employees and a truck for the April 24th clean-up. The motion was adopted by unanimous roll call vote of all present.

Communications:

Ms. Barbara Welner of 224 Hawthorne Road submitted correspondence thanking Wilkins Township Police Officer Robert Lehew for his assistance when her house was burglarized.

Mr. Paul Szuch of the 2010 Census submitted an email advising that the Census Bureau is seeking part-time employees to work in the Quality Assistance Centers, which will open on or about February 26, 2010.

Citizens' Comments:

Mr. Carl Krary of 256 Penhurst Drive complimented the Public Works Department on the great job they did clearing the streets of snow.

(47-10) MOVED COSTA-FIALLA to waive the reading of reports. The motion was adopted by unanimous roll call vote of all present.

REPORTS:

January 2010 Monthly Police Report:

	2009	2010
Total Police Calls Logged	268	248
Total Criminal Offenses Reported	26	13
Criminal Arrests/Persons Charged	17	3
Criminal Offenses Cleared	21	3
Traffic Citations Issued	43	36
Parking Tags Issued	9	27
Parking Citations Issued	2	23
Monies Collected/Month	$7,292.58	$6,515.46

Mr. Ed Bruener's Monthly DPW Report is on file in the Manager's Office.

WTVFD #1 reported the following for January 2010: 18 Fires, man-hours 135.50; 2 Practices, man-hours 84; 2 Specials, man-hours 55.5. Total man-hours 275.

WTVFD #3 reported the following for January 2010: 17 Fires, man-hours 89.4; 1 Training Session, man-hours 30; 13 Activities, man-hours 188.63. Total man-hours 308.03.

The WHEMS 2009 Report and the January 2010 Report are on file with the above WTVFD Reports.

The Township received $5,188.12 in real estate transfer taxes during the month of January representing deed transfers which were recorded by the County in December. Total Real Estate Transfer Tax collections to date are: $5,188.12 or 11.53% of budget.

December 2009 Tax Collector's Report:

Balance Collectable – Beginning of the Month	$86,391.26
Deductions (Exonerations)	(194.06)
Adjusted Collectable	86,197.20
Less Face Collections	(18,316.00)
Balance Collectable – End of Month	67,881.20
Face Amount of Collections	18,316.00
Plus: Penalties	1,831.93
Total Cash Collected	20,147.93
Face Refunds	395.10

Act 511 Tax Report for January 2010:

Earned Income Taxes:

Current Month	-0-	Previous Year	$51,390.77	Difference
Current YTD	-0-	Previous YTD	51,390.77	($51,390.77)

Local Service Tax:

Current Month	19,996.83	Previous Year	7,872,03	Difference
Current YTD	19,996.83	Previous YTD	7,872,03	$12,124.80

Business Tax (Mercantile & Business Privilege)

Current Month	9,590.69	Previous Year	-0-	Difference
Current YTD	9,590.69	Previous YTD	-0-	$9,590.69

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

The Recreation Advisory Board Budget and Expenses for the Year 2009 are on file in the Manager's Office.

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

(48-10) MOVED SZOKO-COSTA to approve the schedule of bills in the amount of $254,735.04 as presented. The motion was adopted by unanimous roll call vote of all present.

(49-10) MOVED COSTA-FIALLA to approve the Sanitary Sewer Facilities Easement and Maintenance Agreement among Wilkins Hospitality Associates, L.P., NAI Acquisitions Group, L.P. and Wilkins Township contingent upon the inclusion of recommendations made by the Engineer and Solicitor in the final version to be executed. The motion was adopted by unanimous roll call vote of all present.

(50-10) MOTION FIALLA-SZOKO to submit 661 Larimer Avenue and 915 Larimer Avenue to the COG for demolition utilizing CDBG Year 36 funds, with 661 Larimer receiving first priority. The motion was adopted by unanimous roll call vote of all present.

ORDINANCE NO. 1002

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE TOWNSHIP TO ENTER INTO AN INTERGOVERNMENTAL COOPERATION AGREEMENT WITH THE BOROUGH OF CHURCHILL, AND THE BOROUGH OF FOREST HILLS FOR THE PURPOSE OF ADMINISTERING A GRANT RECEIVED THROUGH THE COMMONWEALTH OF PENNSYLVANIA, DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT URBAN DEVELOPMENT PROGRAM.

(51-10) MOVED SZOKO-COSTA to read Ordinance #1002 for the first time, by title only.

(52-10) MOVED COSTA-SZOKO to accept the first reading of Ordinance #1002.

(53-10) MOVED FIALLA-SZOKO to read Ordinance #11002 for the second time, by title only.

(54-10) MOVED SZOKO-COSTA to accept the second reading and adopt Ordinance #1002.

Motions 51-10 through 54-10 were adopted by the unanimous roll call vote of all present.

(55-10) MOVED FIALLA-SZOKO to authorize elected officials to attend the Turtle Creek Valley Council of Governments Annual Dinner on February 26, 2010 at Olympia Hall and to pay $25.00 per Commissioner. The motion was adopted by a 3 to 1 vote with Mr. Costa voting "NO.

(56-10) MOVED SZOKO-FIALLA to authorize the manager to contact Republic ITS to begin a study of Township street lighting and to present the study to the Board. The motion was adopted by unanimous roll call vote of all present.

(57-10) MOVED MARTINELLI-COSTA to authorize the Solicitor to appeal the reassessment of Lot/Block 542-J-150. The motion was adopted by a 3 to 1 vote with Mr. Szoko voting "NO".

Commissioners' Comments:

Commissioner Szoko questioned the Solicitor relative to the Delinquent Tax Committee which was established at the last meeting; discussed a memorandum prepared by Mr. Hill relative to the maintenance of abandoned private property in the Township; questioned the storage of equipment at the Nissan vacant lot on Route 22; questioned the signage issues faced by Shop-N-Save and stated that a Finance Committee Meeting will be held on March 29, 2010 beginning at 5:30 P.M.

Commissioner Fialla thanked Mr. Hill for writing the memorandum relative to maintenance of abandoned private property and for his recommendations regarding demolition; thanked the Public Works Department for clearing the streets during the snow storm and thanked Carl Krary for his recognition of the efforts of the employees of the Public Works Department.

Commissioner Costa commented that he believes officials should be permitted to attend the COG dinner at no personal financial expense due to the amount of funding, equipment and support that the COG provides to the Township which decreases residents' tax burden; commented on Commissioner Szoko's comments relative to the Township expending funds to maintain abandoned private property and thanked the Public Works Department, Volunteer Fire Departments and the Police Department for their efforts in the community during the snow storm.

Commissioner Martinelli thanked the Public Works, Police and Fire Departments for their efforts during the snow storm and requested that Commissioners prepare for meetings prior to their attendance by asking any questions before-hand due to the Township working with Comcast to televise future meetings of the Board and the need to streamline those meetings so that they can be adequately televised in the air-time available. Commissioner Martinelli also read the following announcements: The Planning Commission will meet on February 17th beginning at 7:00 pm and will continue to review comments made by Allegheny County relative to the amendment to the Zoning Code for Larimer Avenue, Brown Avenue and Ridgecrest as well as continuing their review of the Township's sign ordinance. The Lions Park Study Committee will meet again on February 18th at 7:00 PM, to review the results of the survey recently sent out to Township residents. The Recreation Advisory Board will host a dance for children aged 11 to 15 on February 20th at the Community Center from 7:00 PM until 10:00 PM. Pre-registration is required. The next meeting of the Board of Commissioners is scheduled for February 22nd, beginning at 7:00 PM. The Zoning Hearing Board will meet on February 25th beginning at 7:00 PM to hear a request for a special exception filed by Mr. & Mrs. Farmer and an application for a variance filed by Shop-N-Save.

(58-10) MOVED COSTA-FIALLA to adjourn. The meeting was adjourned at 8:30 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, FEBRUARY 22, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular meeting of Monday, February 8, 2010

COMMUNICATIONS: Alberta Miller and Christine Patterson, Lilly Lane
Joyce O'Connor, Rita Drive
Nicholas Andrews, Penhurst Drive
Edith Ostholm, Rita Drive
Debbie Lucker, Frazier Drive

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Bid opening - Sale of vacant land - Farnsworth.

NEW BUSINESS:

1. Resolution #3-2010 - Tax Collector's Bond.
2. Resolution #4-2010 - Emergency Operations Plan
3. Proposed Ordinance 1003 - Police Pension Plan Amendment.
4. Motion to accept the resignation / retirement of John Regrut and authorizing payment of 17 accumulated unused vacation days.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission meeting scheduled for February 17, 2010 was been postponed until Wednesday, March 10, 2010, at 7:00 P.M. The meeting of March 17, 2010 is cancelled.
2. The Zoning Hearing Board will meet on Thursday, February 25, 2010 beginning at 7:00 to hear an application for a special exception (Sunset) and an application for a variance (William Penn Highway).
3. The Recreation Advisory Board will meet on Tuesday, March 2, 2010 at the Wilkins Township Community Center beginning at 7:30 PM.
4. The Lions Park Study Committee will meet again on Thursday, March 4, 2010 beginning at 7:00 PM in the Municipal Building.
5. The next meeting of the Board of Commissioners is scheduled for Monday, March 8, 2010, beginning at 7:00 P.M.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED M,EETING, MONDAY, FEBRUARY 22, 2010

The Second Stated Meeting of Monday, February 22, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(59-10) MOVED COSTA-PADULA to approve the minutes of the regular meeting of Monday, February 8, 2010, as presented. The motion was adopted by a 4 to 1

Communications:

Ms. Alberta Miller and Ms. Christine Patterson of Lilly Lane submitted a letter thanking the Township for keeping the roads in Wilkins clear of snow, drivable and safe during this winter season.

Ms. Joyce O'Connor of Rita Drive submitted an email stating that the Township employees are doing a great job on snow removal this year.

Mr. Nicholas Andrews of Penhurst Drive congratulated the wonderful preparation and job that the Township did on snow removal and submitted a donation in the amount of $250.00 as a way of showing thanks.

Mr. & Mrs. Osterholm of Rita Drive submitted correspondence thanking the road department for a job well done during the record setting snow events of this season.

Ms. Debbie Lucker submitted an email thanking the crews responsible for keeping Wilkins Township roads clear this winter.

Ms. Trudy Kuenzi of Churchill Road submitted correspondence commending the road crew for the snow clean up on the streets in Wilkins and stating that the Township has the best Road Crew around.

Citizens' Comments:

Ms. Dorothy Musial of 313 Frazier Drive thanked the Public Works Department for the excellent job of snow removal this winter.

Bid Opening:

The Board of Commissioners authorized the sale of lot/block number 454-L-30, a vacant parcel of land located on Farnsworth Avenue. The Township advertised a request for bids for the sale of property in the Valley Mirror on February 11, 2010 and February 18, 2010. The Township received one bid, as follows:

Mr. Donald Beam of 2604 South Cranberry Boulevard, North Port, Florida 34286, bid $500.00

The Manager will review the bid and report to the Board at the next meeting.

RESOLUTION NO. 03-10

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.

(60-10) MOVED COSTA-SZOKO to read Resolution #3-2010 by title only.

(61-10) MOVED PADULA-COSTA to adopt Resolution #3-2010.

Motions 60-10 and 61-10 were adopted by unanimous roll call vote.

RESOLUTION NO. 04-10

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROVING, ADOPTING AND PLACING INTO IMMEDIATE EFFECT THE EMERGENCY OPERATIONS PLAN.

(62-10) MOVED SZOKO-COSTA to read Resolution #4-2010 by title only.

(63-10) MOVED PADULA-FIALLA to adopt Resolution #4-2010.

Motions 62-10 and 63-10 were adopted by unanimous roll call vote.

(64-10) MOVED PADULA-FIALLA to authorize the advertisement of Proposed Ordinance No. 1003. The motion was adopted by unanimous roll call vote.

(65-10) MOVED FIALLA-COSTA to accept the resignation/retirement of John Regrut as a fulltime member of the Public Works Department; authorizing the payment of seventeen (17) accumulated, unused vacation days and authorizing the manager to submit correspondence to Mr. Regrut thanking him for his years of service and wishing him the best in retirement. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Szoko commended the Public Works Department for a phenomenal job on snow removal and made the following motion:

(66-10) MOVED SZOKO-FIALLA to authorize a volunteer to attend a course on conflict resolution at a cost of $200.00 to be paid for by the Township. The motion was defeated by a 3 to 2 vote with Mrs. Martinelli, Mr. Costa and Mr. Padula voting "NO".

Commissioners' Comments:

Commissioner Fialla commented upon Commissioner Szoko's comments regarding a volunteer attending conflict resolution courses and questioned Mr. Bruener as to what steps the Public Works Department can take preemptively to stem the threat of flooding when the snow melts.

Commissioner Costa congratulated the Public Works Department for a job well done and thanked the residents for coming to the meeting.

Commissioner Padula thanked Ms. Musial for coming to the meeting and thanking the Public Works Department; thanked everyone who wrote and expressed their appreciation; thanked the Police Department and Volunteer Fire Departments for their contributions during the snow storms; asked the residents for patience when the employees of the Road Crew are plowing; thanked John Regrut for his years of service and wished him the best of luck and health in retirement; and requested an update on the FEMA application for disaster assistance and the Wilbur Street retaining wall.

Commissioner Martinelli thanked everyone for coming to the meeting and for their patience; thanked the employees of the Township for working their hardest; commented about the Lions Park Study Committee surveys which were recently completed and returned and read the following announcements: The Planning Commission meeting scheduled for February 17, 2010 was been postponed until Wednesday, March 10, 2010, at 7:00 PM. The meeting of March 17, 2010 is cancelled. The Zoning Hearing Board will meet on Thursday, February 25, 2010 beginning at 7:00 to hear an application for a special exception (Sunset) and an application for a variance (William Penn Highway). The Recreation Advisory Board will meet on Tuesday, March 2, 2010 at the Wilkins Township Community Center beginning at 7:30 PM. The Lions Park Study Committee will meet again on Thursday, March 4, 2010 beginning at 7:00 PM in the Municipal Building. The next meeting of the Board of Commissioners is scheduled for Monday, March 8, 2010, beginning at 7:00 PM.

(67-10) MOVED PADULA-COSTA to accept the $250.00 donation from Mr. Andrews to be set aside for an after the storm party for the Public Works Department and authorizing the Manager to correspond with Mr. Andrews, expressing the Commissioners gratitude for the donation. The motion was adopted by unanimous roll call vote.

(68-10) MOVED PADULA-COSTA to adjourn. The meeting was adjourned at 8:00 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MARCH 8, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, February 22, 2010

COMMUNICATIONS: Ralph and Gerry Marting, 309 Frazier 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:

General Fund	$ 136,779.06
General Fund Addendum	$ 11,376.89
Combined Sewer Fund	$ 6,063.00
Capital Reserve Fund	$ 10,570.40
Capital Reserve Fund Addendum	$ 2,991.08
DEP GHG Fund	$ 2,954.12
TOTAL:	$ 170,734.55

OLD BUSINESS:

1. Authorize advertisement of Ordinance #1004 – Authorizing the execution of a cable franchise agreement between the Township and Comcast of Pennsylvania II, L.P.

2. Recommendation to reject the sealed bid received from Mr. Beam in the amount of $500 for the sale of Lot/Block 454-L-30 and authorize advertising for sealed bids on the property with a minimum bid amount of $1,000.

NEW BUSINESS:

1. Ordinance #1003 – Third Amendment to the Police Pension Plan.

2. Resolution #5-2010 – Authorizing the submission of a grant application with the Department of Conservation and Natural Resources for the purpose of seeking funding for improvements to Lions Park in conjunction with the Master Site Plan currently being finalized.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MARCH 8, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, February 22, 2010

COMMUNICATIONS: Ralph and Gerry Martino, 309 Frazier Drive

CITIZENS' COMMENTS:

REPORTS:

1. Police
2. Public Works
3. Fire Companies
4. Building Inspector
5. Manager (Deed Transfer Tax)
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TOTAL:	$ 170,734.55

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1. Ordinance #1005 – Third Amendment to the Police Pension Plan.

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AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MARCH 8, 2010

3. Request from Forest Hills Council member Mike Belmonte to hold a meeting with representatives of Wilkins Township and Churchill Borough with Senator Costa on Saturday, March 20, 2010 from 9:00 a.m. until 11:00 a.m. to discuss shared police services.

4. Request to purchase two 2010 Ford Crown Victoria Police Interceptors through the SHACOG Purchasing Alliance from Tri Star at the low bid price of $23,677.00 each.

5. Quotes for repair to the storm sewer on George Street.

6. Request from Ms. Gail Turner, President of the Penhurst/Grayhurst Civic Association, for approval of an appropriation in the amount of $200.00 for the Civic Association to be used for landscaping and maintenance costs at both entrances into the neighborhood.

7. Request from the Public Works Department to use the Community Center on Saturday, March 27, 2010 for the purpose of holding a surprise retirement party for John Regrut.

8. Request from the Allegheny County Federation / Women's Club to use the Community Center on April 7, 2010 from 6 p.m. until 9 p.m.

9. Request from N. Leonard Hill to attend a training seminar sponsored by Commonwealth Building Officials on 2009 International Residential Codes (IRC) Fire Sprinkler Systems to be held on April 1, 2010 from 8:30 a.m. until 4:00 p.m. at the Fox Chapel Municipal Building at a cost of $89.00.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission meeting scheduled for February 17, 2010 was postponed until Wednesday, March 10, 2010, at 7:00 P.M. The meeting of March 17, 2010 is cancelled.

2. The next meeting of the Board of Commissioners is scheduled for Monday, March 29, 2010, beginning at 7:00 P.M.

3. The Administrative offices and the Public Works Department will be closed on Friday, April 2, 2010 in observation of the Easter holiday.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MARCH 8, 2010

3. Request from Forest Hills Council member Mike Belmonte to hold a meeting with representatives of Wilkins Township and Churchill Borough with Senator Costa on Saturday, March 20, 2010 from 9:00 a.m. until 11:00 a.m. to discuss shared police services.

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<u>COMMISSIONERS' COMMENTS</u>

<u>ADJOURNMENT</u>

<u>ANNOUNCEMENTS:</u>

1. The Planning Commission meeting scheduled for February 17, 2010 was postponed until Wednesday, March 10, 2010, at 7:00 P.M. The meeting of March 17, 2010 is cancelled.

2. The next meeting of the Board of Commissioners is scheduled for Monday, March 29, 2010, beginning at 7:00 P.M.

3. The Administrative offices and the Public Works Department will be closed on Friday, April 2, 2010 in observation of the Easter holiday.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, MARCH 8, 2010

The Regular Meeting of Monday, March 8, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli	Mr. Padula
Mr. Costa	Mr. Szoko

Ms. Fialla was absent.

(69-10) MOVED PADULA-COSTA to approve the minutes of the Second Stated Meeting of February 22, 2010, with one correction – on page 2, under motion 62-10, change 1010 to 2010. The motion was adopted by unanimous roll call vote of all present.

Communications:

Correspondence was submitted by Ralph & Gerry Marting of 309 Frazier Drive thanking the Wilkins Township Public Works Department for their efforts in snow removal this winter season.

Citizen's Comments:

Mr. N. Leonard Hill, Emergency Management Coordinator for Wilkins Township addressed the Board relative to the Emergency Management meeting that he attended on Friday regarding the potential for flooding in Allegheny County. It is currently anticipated that localized flooding will be minimal. It is however, anticipated that rivers will flood due to warming temperatures and forecasted rain over the next several days. Flooding will be the result of the melting of remaining snow pack in the Laurel Highlands and the mountains of West Virginia and Maryland which ultimately contribute to the Youghiogheny and Cheat Rivers.

Reports:

Police Report for February 2010

	2009	2010
Total Police Calls Logged	319	258
Total Criminal Offenses Reported	21	
Criminal Arrests/Persons Charged	12	
Criminal Offenses Cleared	12	
Traffic Citations Issued	56	15
Parking Tags Issued	33	19
Parking Citations Issued	4	2
Monies collected during month	$4,121.90	$8,346.59

Ed Bruener's Monthly Report can be found filed in the Manager's Office.

WTVFD #3 reported the following: Thirty One (31) Fires, man-hours 106.93, One (1) Apparatus Check, man-hours 6.00 and twenty four (24) Activities, man-hours 544.03. Total man-hours for the month 656.96.

There was one (1) building permit issued during February 2010:
BP #2629-CS, B. J. Maintenance, 3406 William Penn Highway, Pittsburgh Pa 15235
Commercial Interior Alteration – cost - $138,000.00

The Township received $1,028.88 in real estate transfer taxes during the month of February representing deed transfers which were recorded by the County in January. Total Real Estate Transfer Tax collections to date are: $6,217.00 or 13.82% of budget.

Act 511 Tax Report for February 2010

Earned Income Tax:				
Current Month	$ 50,792.50	Previous Year	$ 92,710.72	Difference
Current YTD	50,792.50	Previous YTD	144,101.49	($93,308.99)
Local Service Tax:				
Current Month	6,129.75	Previous Year	34,290.20	Difference
Current YTD	26,126.58	Previous YTD	42,162.23	($16,035.65)
Business Tax (Mercantile & Business Privilege)				
Current Month	5,353.60	Previous Year	-0-	Difference
Current YTD	14,964.29	Previous YTD	-0-	$ 14,964.29

Mr. John Rushford's Solicitor Report can be found in the file in the Manager's Office.

Ms. Amber Yon's Engineer's Monthly Report can be found in the file in the Manager's Office.

Recreation Report:

Commissioner Martinelli stated that there will be a luncheon and bingo for seniors held this Saturday at the Community Center. The event is sponsored by the Recreation Advisory Board and the Pittsburgh Cares Foundation. The Recreation Advisory Board will hold an Easter Party for Wilkins Township children on Saturday, March 27, 2010 beginning at noon at the Community Center. This is the last week to register for the event. Plans are continuing for the 2010 Summer Festival which will be held from June 22nd through June 26th at Penn Center, behind Sears.

(70-10) MOVED SZOKO-COSTA to approve the payment of the schedule of bills in the amount of $170,734.55 as presented. The motion was adopted by unanimous roll call vote of all present.

(71-10) MOVED PADULA-COSTA to authorize the advertisement of proposed Ordinance 1004 – authorizing the execution of a cable franchise agreement between Wilkins Township and Comcast. The motion was adopted by unanimous roll call vote of all present.

(72-10) MOVED COSTA-PADULA to accept the Manager's recommendation to reject the sealed bid received from Mr. Beam in the amount of $500. for the sale of Lot/Block 454-L-30 and authorize the Manager to advertise for sealed bids on the property, with a minimum bid requirement of $1,000. The motion was adopted by unanimous roll call vote of all present.

ORDINANCE NO. 1003

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, RELATIVE TO THE ESTABLISHMENT AND MAINTENANCE OF EMPLOYEES PENSION BENEFIT FUND OR FUNDS TO AMEND CERTAIN PROVISIONS OF THE PENSION PLAN OR PROGRAM APPLICABLE TO THE POLICE EMPLOYEES OF SAID TOWNSHIP.

(73-10) MOVED COSTA-PADULA to read Ordinance No. 1003 for the first time by title only.

(74-10) MOVED COSTA-PADULA to accept the first reading of Ordinance No. 1003.

(75-10) MOVED PADULA-COSTA to read Ordinance No. 11003 for the second time by title only.

(76-10) MOVED COSTA-PADULA to adopt Ordinance No. 1003.

Motions 73-10 through 76 -10 were adopted by unanimous roll call vote of all present.

RESOLUTION NO. 05-10

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE FILING OF AN APPLICATION FOR A GRANT THROUGH THE COMMONWEALTH OF PENNSYLVANIA, DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES (DCNR) COMMUNITY CONSERVATION PARTNERSHIP PROGRAM (C2P2) AND AUTHORIZING THE APPROPRIATE OFFICIALS TO SIGN THE GRANT AGREEMENT SIGNATURE PAGE.

(77-10) MOVED PADULA-SZOKO to read Resolution #5-2010 by title only.

(78-10) MOVED PADULA-COSTA to accept Resolution #5-2010.

Motions 77-10 and 78-10 were adopted by unanimous roll call vote of all present..

(79-10) MOVED PADULA-COSTA to authorize a meeting between representatives of Forest Hills Borough, Churchill Borough and Wilkins Township along with Senator Jay Costa and Chief of Police Amman of the Northeast Regional Police Department to be held on Saturday, March 20, 2010 from 9:00 AM until 11:00 AM at the Township Building to discuss shared police services. The motion was adopted by unanimous roll call vote of all present.

(80-10) MOVED PADULA-COSTA to authorize the request of Chief Krancic to purchase two 2010 Ford Crown Victoria Police Interceptors through the SHACOG Purchasing Alliance from Tri Star at the low bid price of $23,677 each. The motion was adopted by a 3 to 1 vote with Mr. Szoko voting "NO".

(81-10) MOVED COSTA-PADULA to accept the low-bid /quote of Thomas Contracting for the repair of the storm sewer on George Street at a cost of $9,150.00. The motion was adopted by unanimous roll call vote of all present.

(82-10) MOVED PADULA-COSTA to approve the request of Gail Turner, President of the Penhurst Grayhurst Civic Association for an appropriation in the amount of $200.00 to be used for landscaping of the entrances contingent upon all three entrances being maintained. The motion was adopted by unanimous roll call vote of all present.

(83-10) MOVED PADULA-COSTA to approve the request of the Public Works Department to use the Community Center from 6:00 PM until 12:00 AM on March 27, 2010 for the purpose of holding a retirement party. The motion was adopted by unanimous roll call vote of all present.

(84-10) MOVED COSTA-SZOKO to approve the request of the Allegheny County Federation of Women's Clubs to use the Community Center on April 7,2010 from 6:00 PM until 9:00 PM to hold a meeting with light refreshments. The motion was adopted by unanimous roll call vote of all present.

(85-10) MOVED COSTA-SZOKO to approve the request of Mr. N. Leonard Hill to attend a training seminar sponsored by Commonwealth Building Officials on 2009 International Residential Codes (IRC) Fire Sprinkler systems to be held on April 1, 2010 from 8:30 AM until 4:30 PM at the Fox Chapel Municipal Building at a cost of $89.00. The motion was adopted by unanimous roll call vote of all present.

Commissioners' Comments:

Commissioner Szoko requested Mrs. Bradley arrange a meeting between representatives of Jordan Tax Service and the Board of Commissioners for April 12, 2010 at 6:00 PM to discuss delinquent real estate taxes; questioned Mr. Hill regarding storage of light poles on the lot at Nissan; reminded the Board that a Finance Committee Meeting will be held on March 29, 2010 beginning at 5:30 PM, and updated the Board regarding the last meeting of the Southeast Tax Collection District.

Commissioner Padula reminded residents that they will soon be receiving questionnaires from the United States Census Bureau and advised that if residents have questions regarding the completion of these questionnaires, a representative of the Census Bureau will be available three days a week at the Municipal Building to help them; and thanked Commissioner Szoko and the Rotary Club for their donation of $300.00 for each of the three fire companies from the pancake breakfast.

Commissioner Costa stated that the Turtle Creek Valley Council of Governments held an emergency meeting last week to seek authorization for the COG to put together a business plan to compete with other tax collection businesses in securing the necessary votes from the Southeast Tax Collection District to become the district's earned income tax collector. Commissioner Costa stated that unlike other tax collection companies, any profits made by the COG's collection efforts will be returned to the municipalities in the form of dividends at the end of each year.

Commissioner Martinelli congratulated Commissioner Costa on the birth of his first grandson, Adam Joseph, this past weekend; reminded the residents that the Red Cross will hold training for individuals interested in volunteering to staff the Emergency Shelter and made the following announcements: The Planning Commission will meet on Wednesday, March 10, 2010 beginning at 7:00 PM, and the Administrative and Public Works Departments will be closed on Friday, April 7, 2010 in observance of the Easter Holiday.

(86-10) MOVED PADULA-COSTA 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 COMMISSIONERS MEETING
MONDAY, MARCH 29, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular meeting of Monday, March 8, 2010

COMMUNICATIONS: Municipal Employers Insurance Trust – Highmark coverage changes
Ms. Christine Mezyk, 946 Lilly Lane

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Bid opening – Sale of vacant land – Farnsworth.
2. Ordinance No. 1003 – Police Pension Plan Amendment.
3. Recommendation from Planning Commission: Proposed Zoning Ordinance and Map Amendments – Larimer, Brown and Ridgecrest.
4. Community Center Rental – Rules and Regulations.

NEW BUSINESS:

1. Proposed Ordinance No. 1004 – Comcast Cable Franchise Agreement.
2. Request from the Penhurst/Grayhurst Civic Association to hold a block party on Saturday, August 21, 2010.
3. Request from the Turtle Creek Valley Council of Governments for a donation for the Seven Springs Hospitality Room.
4. Authorize execution of five year agreement with Pitney Bowes for the provision of postage meter, maintenance and software at a cost of $588 per year.
5. Request from Chief Krancic to send Officer Kemp to the American Red Cross CPR and First Aid Instructor Course on April 5, 9, and 12, 2010 at a cost of $230.00.
6. Request from the Churchill Area Environmental Council for a contribution of at least $45 for a graduation award. Request for appointment of two Wilkins Township representatives to serve on the Board.
7. Recommendation from Planning Commission: Setback requirements for accessory buildings in Residential Zoning District.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MARCH 29, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular meeting of Monday, March 8, 2010

COMMUNICATIONS: Municipal Employers Insurance Trust – Highmark coverage changes
Ms. Christine Mezyk, 960 Lilly Lane

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Bid opening – sale of vacant land – Farnsworth.
2. Ordinance No. 1005 – Police Pension Plan Amendment.
3. Recommendation from Planning Commission: Proposed Zoning Ordinance and Map Amendments – Larimer, Brown and Ridgecrest.
4. Community Center Rental – Rules and Regulations.

NEW BUSINESS:

1. Proposed Ordinance No. 1004 – Comcast Cable Franchise Agreement.
2. Request from the Penhurst/Onyhurst Civic Association to hold a block party on Saturday, August 21, 2010.
3. Request from the Turtle Creek Valley Council of Governments for a donation for the Seven Springs Hospitality Room.
4. Authorize execution of five year agreement with Pitney Bowes for the provision of postage meter, maintenance and software at a cost of $588 per year.
5. Request from Chief Remcic to send Officer Kemp to the American Red Cross CPR and First Aid Instructor Course on April 5, 9, and 12, 2010 at a cost of $230.00.
6. Request from the Churchill Area Environmental Council for a contribution of at least $45 for a graduation award. Request for appointment of two Wilkins Township representatives to serve on the Board.
7. Recommendation from Planning Commission: Setback requirements for accessory buildings in Residential Zoning District.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MARCH 29, 2010

8. Donation of $25 gift card by Township resident to the Police Department and Public Works Department.

9. Request from Sergeant DeMarco for reimbursement of 2009 vacation and personal days.

10. Authorize refund to SunGard in the amount of $56,407.49 for 2007 and 2008 Business Privilege Tax.

11. Request from Ed Bruener to attend "Purchasing Power," a seminar sponsored by the Local Government Academy to be held on Wednesday, April 7, 2010 from 6:00 PM until 9:00 PM at Green Tree Borough Municipal Building at a cost of $30.00.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Administrative offices and the Public Works Department will be closed on Friday, April 2, 2010 in observation of the Easter holiday.

2. The Recreation Advisory Board will meet at 7:30 p.m. on Tuesday, April 6, 2010 at the Community Center.

3. The Lions Park Study Committee will meet at 7:00 p.m. on Thursday, April 8, 2010 at the ***Community Center***.

4. The Century Club will hold a Spaghetti Dinner on Sunday, April 11, 2010 at the Community Center from 2:00 p.m. until 6:00 p.m.

5. The next meeting of the Board of Commissioners is scheduled for Monday, April 12, 2010.

6. The next meeting of the Planning Commission is Wednesday, April 21st beginning at 7:00 p.m.

7. The Century Club and Senior Citizens are sponsoring a Clean-up Wilkins Day on Saturday, April 24th from 9:00 a.m. until 12:00 p.m. Volunteers are asked to meet at the Community Center to retrieve bags, gloves and safety equipment at 9:00 a.m.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MARCH 29, 2010

8. Donation of $25 gift card by Township resident to the Police Department and Public Works Department.

9. Request from Sergeant DeMarco for reimbursement of 2009 vacation and personal days.

10. Authorize refund to SunCoast in the amount of $56,407.49 for 2007 and 2008 Business Privilege Tax.

11. Request from Ed Brunner to attend "Foreclosing Power," a seminar sponsored by the Local Government Academy to be held on Wednesday, April 7, 2010 from 6:00 PM until 9:00 PM at Green Tree Borough Municipal Building at a cost of $30.00.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Administrative offices and the Public Works Department will be closed on Friday, April 2, 2010 in observation of the Easter holiday.

2. The Recreation Advisory Board will meet at 7:30 p.m. on Tuesday, April 6, 2010 at the Community Center.

3. The Lions Park Study Committee will meet at 7:00 p.m. on Thursday, April 8, 2010 at the Community Center.

4. The Century Club will hold a Spaghetti Dinner on Sunday, April 11, 2010 at the Community Center from 2:00 p.m. until 6:00 p.m.

5. The next meeting of the Board of Commissioners is scheduled for Monday, April 12, 2010.

6. The next meeting of the Planning Commission is Wednesday, April 21st beginning at 7:00 p.m.

7. The Century Club and Senior Citizens are sponsoring a Clean-up Wilkins Day on Saturday, April 24th from 9:00 a.m. until 12:00 p.m. Volunteers are asked to meet at the Community Center to retrieve bags, gloves and safety equipment at 9:00 a.m.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING, MONDAY, MARCH 29, 2010

The Second Stated Meeting of Monday, March 29, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(87-10) MOVED PADULA-COSTA to approve the minutes of the Regular Meeting of March 8, 2010. The motion was adopted by a 4 to 1 vote with Ms. Fialla abstaining.

Correspondence:

Municipal Employers Insurance Trust submitted correspondence advising that Highmark has announced that it will be withdrawing all PPO products from the small group market (employees with 50 or less employees) and replacing them with "comparable products under their fully-owned subsidiary, Highmark Health Insurance Company (HHIC)."

Christine Mezyk of 946 Lilly Lane submitted an email thanking the Township Public Works for their excellent job of clearing snow this winter and thanking the Board of Commissioners for keeping this service in the budget.

The Board of Commissioners authorized the sale of lot/block number 454-L-30, a vacant parcel of land located on Farnsworth Avenue. The Township advertised a request for bids for the sale of property in the Vallley Mirror on March 18, 2010 and March 25, 2010. The Township received one bid, as follows:
Mr. Donald Beam of 2604 S. Cranberry Boulevard, North Port, Florida 34286, bid $1,000.00.

(88-10) MOVED COSTA-SZOKO to accept the recommendation of the Manager to accept the bid of $1,000.00 for the sale of Lot/Block 454-L-30. The motion was adopted by a 4 to 1 vote with Ms. Fialla voting "NO".

Ordinance Number 1003: At the last meeting of the Board, held on March 8, 2010, Ordinance Number 1003 was presented for adoption. Unfortunately, the Ordinance was advertised for adoption at the meeting scheduled for tonight. Therefore, Mrs. Bradley requested that the Board consider adoption of this Ordinance again.

ORDINANCE NO. 1003

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, RELATIVE TO THE ESTABLISHMENT AND MAINTENANCE OF EMPLOYEES PENSION BENEFIT FUND OR FUNDS TO AMEND CERTAIN PROVISIONS OF THE PENSION PLAN OR PROGRAM APPLICABLE TO THE POLICE EMPLOYEES OF SAID TOWNSHP

(89-10) MOVED COSTA-SZOKO to read Ordinance No. 1003 for the first time by title only.

(90-10) MOVED PADULA-FIALLA to accept the first reading of Ordinance No. 1003.

(91-10) MOVED PADULA-FIALLA to read Ordinance No. 1003 for the second time by title only.

(92-10) MOVED PADULA-FIALLA to adopt Ordinance No. 1003.

Motions 89-10 through 92-10 were adopted by unanimous roll call vote.

(93-10) MOVED FIALLA-COSTA to accept the recommendation of the Planning Commission to schedule a public hearing on April 26, 2010 for the purpose of hearing comments on the proposed ordinance which would rezone portions of Larimer Avenue, Ridgecrest Drive and Brown Avenue and a proposed ordinance which would create a traditional neighborhood district overlay on Larimer Avenue from Harrison to Churchill. The motion was adopted by unanimous roll call vote.

ORDINANCE NO. 1004

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING EXECUTION OF A CABLE FRANCHISE AGREEMENT BETWEEN THE TOWNSHIP AND COMCAST OF PENNSYLVANIA II,,L.P.

(94-10) MOVED SZOKO-COSTA to read Ordinance No. 1004 for the first time by title only.

(95-10) MOVED PADULA-COSTA to accept the first reading of Ordinance No. 1004.

(96-10) MOVED PADULA-COSTA to read Ordinance No. 1004 for the second time by title only.

(97-10) MOVED PADULA-COSTA to adopt Ordinance No. 1004.

Motions 94-10 through 97-10 were adopted by unanimous roll call vote.

(98-10) MOVED COSTA-SZOKO to approve the request of the Penhurst/Grayhurst Association to hold a block party on August 21, 2010; authorizing the provision of barricades and permitting the Association to use a disc jockey, provided that the Association ensure that the Township's noise ordinance is not violated. The motion was adopted by unanimous roll call vote.

(99-10) MOVED COSTA-PADULA to approve the request of the Turtle Creek Valley Council of Governments for a donation in the amount of $50.00 to be used in the hospitality room at the Seven Springs conference. The motion was adopted by unanimous roll call vote.

(100-10) MOVED FIALLA-COSTA to authorize the execution of a five year agreement with Pitney Bowes for the provision of a postage meter, maintenance and software at a cost of $588.00 per year. The motion was adopted by unanimous roll call vote.

(101-10) MOVED COSTA-PADULA to authorize Officer Kemp to attend the Red Cross CPR and First Aid Instructor Course on April 5, 9 and 12, 2010 at a cost of $230.00. The motion was adopted by unanimous roll call vote.

(102-10) MOVED PADULA-COSTA to authorize the donation of $50.00 to the Churchill Environmental Council at be used for a graduation award. The motion was adopted by unanimous roll call vote.

(103-10) MOVED FIALLA-PADULA to accept the recommendation of the Planning Commission to advertise for a public hearing to hear comments on a proposed amendment to the zoning ordinance which would permit accessory structures of 120 square feet or less to be located within five feet of the side and/or rear lot line. The motion was adopted by unanimous roll call vote.

(104-10) MOVED COSTA-SZOKO to authorize the Public Works Department and the Police Department to accept a $25.00 Panera's gift card from a Township resident in recognition of their service during the snow storm in February. The motion was adopted by unanimous roll call vote.

(105-10) MOVED FIALLA-SZOKO to approve the request of Sergeant DeMarco to reimburse him for vacation and personal days from 2009 in the amount of $5,361.04, pursuant to the award of the Arbitrator. The motion was adopted by unanimous roll call vote.

(106-10) MOVED PADULA-COSTA to authorize the refund of $56,407.49 to SunGard Availability Services, 680 East Swedesford Road, Wayne PA for overpayment of 2007 and 2008 Business Privilege Tax. The motion was adopted by unanimous roll call vote.

(107-10) MOVED COSTA-FIALLA to authorize Mr. Bruener to attend "Purchasing Power," a seminar sponsored by the Local Government Academy to be held on Wednesday, April 7, 2010 from 6:00 PM until 9:00 PM at the Greentree Municipal Building at a cost of $30.00. The motion was adopted by unanimous roll call vote.

Commissioners' Comments

Commissioner Fialla thanked Mr. Bruener for requesting to attend training; thanked everyone for their attendance and wished everyone a Happy Holiday.

Commissioner Szoko stated that it is getting harder and harder to spend any money on items without real value based upon the future financial projections.

Commissioner Padula stated that he attended a meeting to discuss police regionalization on March 20th with Senator Costa, Northeast Regional Police Chief Amman, and elected officials from Edgewood, Forest Hills, Churchill and Wilkins. The meeting was extremely positive and the group will continue talks with the goal of regionalization in the future. Mr. Padula also attended training provided by the American Red Cross for volunteers who would operate an emergency shelter/warming center at the Township building in the event of an evacuation. He was extremely pleased that at least 25 individuals volunteered and found it interesting how many different backgrounds were represented by the group. The group will meet again for the second of three training sessions on May 1, 2010. Anyone interested in volunteering should contact the Township offices for additional information. Mr. Padula stated that he also had the opportunity to attend the children's Easter Bunny Party which was held on Saturday, March 27th at the Community Center. The party was well-attended and organized. Finally, Mr. Padula reminded residents of the importance of completing their Census reports and mailing them back in and thanked everyone for coming to the meeting.

Commissioner Costa stated that the Easter Party was a success. There were 50 kids and 59 adults. The adults were required to pay for their lunch. In addition, a number of families donated additional dollars to the Board. Mr. Costa also thanked the Public Works Department for their work on the Wilbur Avenue wall. Wilbur Avenue is now reopened to traffic. Mr. Costa wished everyone a Happy Easter.

Commissioner Martinelli commented that it is essential that Wilkins residents complete and mail back their census forms. Currently, one polling place in Wilkins Township is represented by Mike Doyle. The other six polling places are represented by Tim Murphy. Because of this, the Township is not seeing funding from either.

Mrs. Martinelli also commented that she had an opportunity to attend the Senior Citizen Bingo/Luncheon which was sponsored by the Recreation Advisory Board and included about 15 young adults through the Pittsburgh Cares Foundation. These young adults were in Pittsburgh for a Boys and Girls Club Leadership Conference and were from different areas around the county, including Texas, New Jersey and Georgia. The Senior Citizens had a great time. Mrs. Martinelli also commented on a newly published book called "Dress Blues" which was written by a resident of Gilmore Drive, Mr. Bill Moore. Mr. Moore currently works at Starbucks in the morning, but served in the military where he received a silver star and four purple hearts. Mrs. Martinelli requested that Mrs. Bradley send Mr. Moore a letter congratulating him on the publication of his book.

(108-10) MOVED PADULA-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 COMMISSIONERS MEETING
MONDAY, APRIL 12, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, March 29, 2010

COMMUNICATIONS:
Ms. Dorothy Willson, 218 Hart Drive
Assistant Police Chief Roch Kujava, Churchill Borough
Ms. J. Wilson-Carter, Principal, Woodland Hills Junior High School
Mr. William Wilson, 201 Dorothy 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	$ 180,435.86
General Fund Addendum	$ 11,841.92
Combined Sewer Fund	$ 85,082.61
Combined Sewer Fund Addendum	$ 2,534.78
Community Facilities Fund	$ 7,892.00
Capital Reserve Fund	$ 1,975.05
Capital Reserve Fund Addendum	$ 7,900.00
DEP GHG Fund	$ 2,354.12
Emergency Contingency Fund	$ 57,259.24
TOTAL:	$ 357,275.58

OLD BUSINESS:

1. Update on CCTV Sewer Work / Authorize advertisement for bid.

NEW BUSINESS:

1. Review and award of bids – 2010 Paving Contract.
2. Review and approval – PNC Police Pension Plan Investment Policy.
3. Resolution #6-2010 – A Child Is Missing Alert
4. Letter of Recommendation – Liz Sommer / Monroeville Tax Collection Office.
5. USX Federal Credit Union – Investment of idle funds.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, APRIL 12, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, March 29, 2010

COMMUNICATIONS:

Ms. Dorothy Willson, 215 Hart Drive
Assistant Police Chief Rock Kojava, Churchill Borough
Ms. J. Wilson-Carter, Principal, Woodland Hills Junior High School
Mr. William Wilson, 201 Dorothy Street

CITIZENS' COMMENTS:

REPORTS:

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

PAYMENT OF BILLS:

General Fund	$ 109,[illegible]
General Fund Addendum	$ 11,841.92
Combined Sewer Fund	$ 35,[illegible]
Combined Sewer Fund Addendum	$ 2,534.78
Community Facilities Fund	$ 7,892.00
Capital Reserve Fund	$ 1,975.05
Capital Reserve Fund Addendum	$ 7,900.00
DEP SRG Fund	$ 2,354.12
Emergency Contingency Fund	$ [illegible]
TOTAL:	$ 357,275.50

OLD BUSINESS:

1. Update on CCTV Sewer Work / Authorize advertisement for bid.

NEW BUSINESS:

1. Review and award of bids – 2010 Paving Contract.
2. Review and approval – PMC Police Pension Plan Investment Policy.
3. Resolution #6-2010 – A Child Is Missing Alert
4. Letter of Recommendation – Liz Sommer / Monroeville Tax Collection Office.
5. USX Federal Credit Union – Investment of idle funds.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, APRIL 12, 2010

6. WalMart Grant / Letter of Appreciation.

7. Resolution #7-2010 – Authorizing the submission of a Letter of Intent to DCED Governor's Center for Local Government Services to request technical assistance in the form of a Regional Police Study.

8. SHACOG – Rock Salt Contract / Exercise of First Option Year.

9. Authorize elected officials to attend the Allegheny County & Western PA Association of Township Commissioners – Spring Convention at the Westin Convention Center on May 8, 2010 beginning at 6:30 PM at a cost of $50.00 per person.

10. Regional Water Symposium hosted by County Executive Dan Onorato, the Pennsylvania Environmental Council and 3 Rivers Wet Weather on April 29, 2010 at the Heinz History Center from 8:00 a.m. until 12:00 p.m. at no cost, but registration is required.

11. Recreation Advisory Board recommendations:

    a. Appoint Melissa Brinza to the Board;
    b. Appoint Lerah Pasqualino to the Board;
    c. Approve the following contracts for Summer Festival 2010:
        i. PGH Vibes Unlimited – DJ Services: $550.00
        ii. Joe Grushecky and The Houserockers – Tuesday night: $3,500.00;
        iii. The Billy Price Band – Thursday night: $2,500.00

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission will meet on Wednesday, April 21, 2010 at 7:00 PM. Discussions regarding amendments to the Township's sign ordinance will continue.

2. The Zoning Hearing Board will meet on Thursday, April 22, 2010 at 7:00 PM to hear a request for a variance filed by PCE LL, LP for the former Comp USA building.

3. The Century Club will sponsor a Clean-Up Wilkins Day on Saturday, April 24, 2010 beginning at 9:00 AM. Participants are asked to meet at the Community Center for supplies.

4. The next meeting of the Board of Commissioners will be held on Monday, April 26, 2010.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, APRIL 12, 2010

6. Wallfort Grant / Letter of Appreciation.

7. Resolution #7-2010 – Authorizing the submission of a Letter of Intent to DCED Governor's Center for Local Government Services to request technical assistance in the form of a Regional Police Study.

8. SHACOG – Rock Salt Contract / Exercise of First Option Year.

9. Authorize elected officials to attend the Allegheny County & Western PA Association of Township Commissioners – Spring Convention at the Westin Convention Center on May 3, 2010 beginning at 6:30 PM at a cost of $50.00 per person.

10. Regional Water Symposium hosted by County Executive Dan Onorato, the Pennsylvania Environmental Council and 3 Rivers Wet Weather on April 29, 2010 at the Heinz History Center from 8:00 a.m. until 12:00 p.m. at no cost, but registration is required.

11. Recreation Advisory Board recommendations:

    a. Appoint Melissa Brimm to the Board;
    b. Appoint Lerah Pasqualino to the Board;
    c. Approve the following contracts for Summer Festival 2010:
        i. PGH Vibes Unlimited – DJ Services: $550.00
        ii. Joe Grashecky and The Housewreckers – Tuesday night: $3,500.00;
        iii. The Billy Price Band – Thursday night: $2,500.00

COMMISSIONERS COMMENTS

ADJOURNMENT

ANNOUNCEMENTS

1. The Planning Commission will meet on Wednesday, April 21, 2010 at 7:00 PM. Discussions regarding amendments to the Township's sign ordinance will continue.

2. The Zoning Hearing Board will meet on Thursday, April 22, 2010 at 7:00 PM to hear a request for a variance filed by PCE LL LP for the former Camp USA building.

3. The Century Club will sponsor a Clean-Up Wilkins Day on Saturday, April 24, 2010 beginning at 9:00 AM. Participants are asked to meet at the Community Center for supplies.

4. The next meeting of the Board of Commissioners will be held on Monday, April 26, 2010.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, APRIL 12, 2010

The Regular Meeting of Monday, April 12, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(109-10) MOVED PADULA-COSTA to approve the minutes of the Second Stated meeting of March 29, 2010. The motion was adopted by unanimous roll call vote.

Correspondence:

Ms. Dorothy Willson of 218 Hart Drive submitted correspondence regarding damage to her driveway which she believes was caused by the Township's snow plow.

Assistant Chief of Churchill Borough Police Roch Kujava sent a letter thanking the Public Works Department for their aid in rerouting traffic recently when there was a fatal accident on Route 22 in Churchill.

Ms. J. Wilson-Carter, Principal of the Woodland Hills Junior High School submitted an invitation to the Board of Commissioners to attend a breakfast on April 24, 2010 from 9:00 AM until 11:00 AM to learn more about the Junior High School.

Mr. William Wilson submitted a request for a contribution from the Township, in accordance with Section 1502, Paragraph XXXVI of the First Class Township Code for the expense of Memorial Days Services.

(110-10) MOVED PADULA-COSTA to authorize the contribution of $200.00 to the Memorial Day Committee/Mr. William Wilson to be used for Memorial Day Services on May 31, 2010 and requiring the furnishing of receipts for expenses related thereto and return of any funds not utilized for these purposes The motion was adopted by unanimous roll call vote..

Citizens' Comments:

Mr. Russell Hall of 114 Quarry Street questioned a statement that he received from Jordan Tax Service regarding taxes from 1996.

Reports:

Police Report for March 2010

	2009	2010
Total Police Calls Logged	288	257
Total Criminal Offenses Reported	26	36
Criminal Arrests/Persons Charged	16	12
Criminal Offenses Cleared	16	12
Traffic Citations Issued	54	42
Parking Tags Issued	18	10
Parking Citations Issued	14	12
Monies collected during March	$4,068.44	$2,594.58

Mr. Bruener's March Report for the Public Works Department is on file in the Manager's Office.

WTVFD #1 March Report : 17 Fires, man-hours 68, 3 Practices, man-hours 110 and one (1) Meeting, man-hours 56.

WTVFD #3 March Report: 15 Fires, man-hours 71.90, 26 Activities, man-hours 614.55. The Township received $891.80 in real estate transfer taxes during the month of March representing deed transfers which were recorded by the County in February. Total Real Estate Transfer Tax collections to date are: $7,108.80 or 15.8% of budget.

Tax Collector's Report for March 2010:

alance Collectable – beginning of month	$1,582,883.29
Additions	2,015.05
Deductions (Exonerations)	-2,137.80
Adjusted Collectable	1,582,760.54
Less Face Collections	-263,741.91
Face NSF Adjustment	-407.97
Balance Collectable – End of month	1,319,426.60
Face Amount of Collections	263,741.91
Face NSF Adjustment	-407.97
Less Discounts	-5,274.97
NSF Adjustment (+ pen/-Disc)	-8.16
Total Cash Collected	258,067.13
Overpayment Refunds	88.12
NSF Cash Returned	399.81

Act 511 Tax Report – March 2010

Earned Income Taxes:

Current Month	$105,078.04	Previous Year	$35,035.50	Difference
Current YTD	155,870.54	Previous YTD	179,136.99	($23,266.45)

Local Service Tax:

Current Month	23,998.32	Previous Year	-0-	Difference
Current YTD	50,124.90	Previous YTD	42,162.23	$7,962.67

Business Tax (Mercantile & Business Privilege)

Current Month	1,256.78	Previous Year	-0-	Difference
Current YTD	16,221.07	Previous YTD	-0-	$16,221.07

The Solicitor's Report for March is on file in the Manager's Office.

The Recreation Advisory Board's Reports for March are on file in the Manager's Office

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

(111-10) MOVED FIALLA-PADULA awarding the 2010 Paving Contract "A" (Hart Drive and Old William Penn Highway) to ElGrande for a total cost of $218,025 and awarding Contract "B" (Penn Center Blvd – Tar and Chip) to Folino for the base bid only in the amount of $46,992.00. The motion was adopted by unanimous roll call vote.

(112-10) MOVED SZOKO-COSTA to approve the schedule of bills in the amount of $357,275.58 as presented. The motion was adopted by unanimous roll call vote.

(113-10) MOVED SZOKO-COSTA to accept the recommendation of the Police Pension Plan Committee to approve a new investment strategy, as recommended by PNC as follows: Equity: 55% Minimum Allocations: 65% Target Allocation; and 75% Maximum Allocation. Fixed Income:25%5 Minimum Allocation 35% Target Allocation and 45% Maximum Allocation. Cash Equivalents: 0% Minimum Allocation and 20% Maximum Allocation. The motion was adopted by unanimous roll call vote.

RESOLUTION NO,. 610

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, TO ADOPT AN AMENDMENT TO THE MANUAL OF RULES AND REGULATIONS GOVERNING THE OPERATION OF THE TOWNSHIP POLICE DEPARTMENT AND DEFINING THE DUTIES OF THE POLICE DEPARTMENT EMPLOYEES.

(114-10) MOVED PADULA-COSTA to read Resolution #6-2010 by title only.

(115-10) MOVED COSTA-PADULA to adopt Resolution #6-2010.

Motions 114-10 and 115-10 were adopted by unanimous roll call vote.

(116-10) MOVED PADULA-COSTA to authorize the manager to submit a letter of recommendation for Liz Sommers to the Turtle Creek Valley Council of Governments for use when submitting a proposal to the Southeast Tax Collection Committee for collection of Earned Income Tax. The motion was adopted by a 4 to 1 vote with Mr. Szoko "Abstaining"

(117-10) MOVED COSTA-PADULA to authorize the investment of $250,000 in the USX Federal Credit Union. The motion was adopted by unanimous roll call vote.

(118-10) MOVED FIALLA-COSTA to authorize the Manager to submit a letter of appreciation to Walmart for their generous donation of $500.00 to the Police Department for equipment purchases and authorizing the Manager to submit a letter of thanks to Officer Schlanger for his work on this grant. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 7-2010

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE FILING OF A LETTER OF INTENT WITH THE COMMONWEALTH OF PENNSYLVANIA, DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT, GOVERNOR'S CENTER FOR LOCAL GOVERNMENT SERVICES TO REQUEST TECHNICAL SERVICES IN THE FORM OF A REGIONAL POLICE CONSOLIDATION STUDY.

(119-10) MOVED PADULA-COSTA to read Resolution #7-2010 by title only.

(120-10) MOVED PADULA-COSTA to accept Resolution #7-2010 contingent upon the acceptance of a similar motion by both Churchill Borough and Forest Hills Borough.

Motions 119-10 and 120-10 were adopted by unanimous roll call vote.

(121-10) MOVED PADULA-COSTA to exercise the first option year on the contract between the Township of Wilkins and Cargill for salt purchases. The motion was adopted by unanimous roll call vote.

(122-10) Motion to authorize elected officials to attend the Allegheny County and Western PA Association of Township Commissioners Spring Convention at the Westin Convention Center on May 8, 2010 beginning at 6:30 PM at a cost of $50.00 per person. The motion died for lack of an introduction and second.

(123-10) MOVED FIALLA-SZOKO to accept the recommendation of the Recreation Advisory Board to appoint Ms. Lerah Pasqualino and Ms. Melissa Brinza to the Recreation Advisory Board. The motion was adopted by unanimous roll call vote.

(124-10) MOVED PADULA-COSTA to table the recommendation of the Recreation Advisory Board to contract with PGH Vibes Unlimited for DJ Services during the Summer Festival 2010 at a cost of $550.00, pending the Manager's and Solicitor's review. The motion was adopted by unanimous roll call vote.

(125-10) MOVED PADULA-COSTA to accept the recommendation of the Recreation Advisory Board to contract with Joe Grushecky and The Houserockers for entertainment on Tuesday, June 22 at a cost of $3,500. and to contract with The Billy Price Band on Thursday, June 24 at a cost of $2,500.00. The motion was adopted by a 3 to 2 vote with Ms. Fialla and Mr. Szoko voting "NO".

Commissioners' Comments:

Commissioner Fialla stated that she voted against the bands this evening because of the economy and her belief that the Recreation Advisory Board may not be as successful in securing donations as in the past; passed out a memorandum directed to the Manager and Solicitor relative to the personnel code of the Township's Codified Book of Ordinances, specifically Section 33-10, sick leave and concern about liability by surcharge of the Board and thanked the Public Works and Police Department employees for all their hard work.

Commissioner Padula stated that only 76% of the Township's residents have returned their Census 2010 forms and urged the residents to complete and mail these forms back in; led a discussion with other Board members regarding reopening the Cline Street to Ridge Street pathway; thanked the Recreation Advisory Board for coming in under budget on the Easter Party and reminded residents that Clean-up Wilkins will be held on April 24, 2010.

Commissioner Szoko questioned whether or not it would be possible to hold band competitions during the Summer Festival; stated that he believes that political candidates who wish to use the Community Center for fundraising activities should be required to pay the rental fee; advised that there is an Act 32 Committee Meeting scheduled for April 22, 2010; discussed the need for a central location for a police department which would make it cost prohibited if the Township were to participate in a regional police department and requested a five minute executive session following the meeting to discuss a personnel issue.

Commissioner Costa stated that if Commissioner Szoko had attended the last meeting of the Regional Police Committee, he would understand how insignificant a central location for the regional department is at this point. He also stated that there are funds available through Senator Costa's office for additional equipment needs; reminded the audience of the spring clean-up scheduled for April 24 and reiterated that the main source of funding for many Wilkins Township nonprofits is Summer Festival.

Commissioner Martinelli requested that the Board review a section of the Police Collective Bargaining Agreement relative to the use of part time officers. Mr. Rushford will review this section of the contract and report back to the Board.

(126-10) MOVED PADULA 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

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, APRIL 26, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular meeting of Monday, April 12, 2010

PRESENTATION OF CLIMATE ACTION PLAN

COMMUNICATIONS: Mr. Theora "Ted" Jones, Jr., 1006 Gilchrest Drive

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Resolution #7-2010 - Community Center Rental – Rules and Regulations.
2. Recommendation from Recreation Advisory Committee to contract with PGH Vibes for DJ services for Summer Festival 2010 at a cost of $550.00.

NEW BUSINESS:

1. Resolution #8-2010 – Pennsylvania Emergency Management Agency, Designation of Agent for FEMA assistance (snow emergency).
2. CDBG Year 37 Projects:
    a. Lions Park Development / Phase I
    b. Eastmont / Linhart Ball field rehabilitation
    c. Parklette / Pavilion behind Community Center
    d. Demolition of vacant structures
3. Senate recommendations:
    a. Authorize payment to Thomas Contracting Company in the amount of $9,150.00 for repair of the stormwater culvert on George Street.
    b. Authorize payment to KU Resources in the amount of $7,900 for the core boring on Wilbur Avenue.
    c. Bid results – Clean and camera inaccessible sanitary lines.
4. Accept Fee Agreement Letter between Wilkins Township and Campbell, Durrant, Beatty, Palombo & Miller P.C., and authorize the appropriate officials to execute the agreement.
5. Shacog bid results – Asphalt
6. 2010 COPS Grant Hiring Program.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, APRIL 26, 2010

7. Sgt. Lamb request for reimbursement of "unused" vacation and personal days from 2009 in the amount of $1,410.80.

8. Request from Recreation Advisory Board to hold a parade on June 26, 2010 beginning at Johnny Mocks and up Route 22 to Penn Center at 6:00 PM.

9. Recommendation from Recreation Advisory Board:
   a. Saddle-Up Band - $1,500
   b. Girlz in Black Hats - $1,200

10. Refurbished copier purchase - $2,750.00 through Copier Corporation of America.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Recreation Advisory Board will meet on Tuesday, May 4, 2010 beginning at 7:30 PM at the Community Center.

2. The Board of Commissioners will hold a public hearing beginning at 6:00 PM on Monday, May 10, 2010 to seek public comments on a proposed amendment to the Township's Zoning Ordinance which would change the zoning of properties located on Ridgecrest Drive, Larimer Avenue and Brown Avenue and create a Traditional Neighborhood District (TND) overlay zone on Larimer Avenue between Churchill Road and Harrison Road.

3. The next meeting of the Board of Commissioners will be held on Monday, May 10, 2010, beginning at 7:00 PM.

4. The next meeting of the Planning Commission is scheduled for Wednesday, May 19, 2010 beginning at 7:00 PM

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, APRIL 26, 2010

7. Sgt. Lamb request for reimbursement of "unused" vacation and personal days from 2009 in the amount of $1,410.80.

8. Request from Recreation Advisory Board to hold a parade on June 26, 2010 beginning at Johnny Mocks and up Route 22 to Penn Center at 6:00 PM.

9. Recommendation from Recreation Advisory Board:
   a. Saddle-Up Band - $1,500
   b. Girls in Black Hats - $1,200

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COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Recreation Advisory Board will meet on Tuesday, May 4, 2010 beginning at 7:00 PM at the Community Center.

2. The Board of Commissioners will hold a public hearing beginning at 6:00 PM on Monday, May 10, 2010 to seek public comments on a proposed amendment to the Township's Zoning Ordinance which would change the zoning of properties located on Ridgecrest Drive, Larimer Avenue and Brown Avenue and create a Traditional Neighborhood District (TND) overlay zone on Larimer Avenue between Churchill Road and Harrison Road.

3. The next meeting of the Board of Commissioners will be held on Monday, May 10, 2010, beginning at 7:00 PM.

4. The next meeting of the Planning Commission is scheduled for Wednesday, May 19, 2010 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING, MONDAY, APRIL 26, 2010

The Second Stated Meeting of Monday, April 26, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(127-10) MOVED COSTA-PADULA to approve the minutes of the regular meeting of April 12, 2010 with the following corrections: Motion 110-10 – Add: "The motion was adopted by unanimous roll call vote". Commissioner Fialla comments – Add: "and her concerns about liability by surcharge of the Board of Commissioners" after sick leave in the second to last line, Commissioner Szoko comments – Add "political" before "candidates" in the second line and Add "which would make it cost prohibitive" after police department in the second to last line; and change "officer" to "office" under Commissioner Costa's comments. The motion was adopted by unanimous roll call vote.

Presentation of Climate Action Plan

The Township of Wilkins, along with the Borough of Forest Hills and the Municipality of Penn Hills received grant funds to hire Duquesne University Center for Environmental Research and Education (CERE) staff and students to perform a greenhouse gas emissions study and prepare a Climate Action Plan (CAP). Dr. Stanley Kabala, Rebecca Day and Jacob Levine presented their findings thus far to the Board.

Greenhouse gas emissions include carbon monoxide, methane and Freon (CFC's). The aim of the greenhouse gas inventory is to quantify these gasses and then provide a plan to the municipalities on how to reduce that release, which will also result, generally speaking, in a reduction in expenditures.

The graduate students took raw data from the Township, such as utility bill information and gasoline invoices and used a computer program called "Clean Air Climate Protection" to calculate the total amount of emissions. The computer program converts all gasses to carbon monoxide emissions. The preliminary findings for Wilkins Township indicate that the municipality emitted 1,178 tons of carbon monoxide in 2008. Of that amount, 68% (or794 tons) was emitted through the use of street lights, 16% (190 tons) through the use of vehicles, 12% (146 tons) through the operation of buildings and 4% (48 tons) through the operation of traffic signals. Additional calculations regarding employee commutes and Freon usage are ongoing. The CERE students are also working on a commercial and residential component.

Once the additional information is gathered, the CERE students will provide recommendations to reduce the municipal footprint. These recommendations will take into consideration economic and financial conditions, feasibility based upon political will and the changes which will result in the greatest decrease in emissions.

Correspondence:

Mr. Theora "Ted" Jones of 1006 Gilchrest Drive submitted correspondence requesting appointment to the Wilkins Township Planning Commission to fill the unexpired term of Mr. Thomas Cenna who recently moved out of Wilkins Township.

(128-10) MOVED COSTA-PADULA to appoint Mr. Jones of 1006 Gilchrest Drive to the Wilkins Township Planning Commission to fill the unexpired term of Mr. Thomas Cenna through December 31, 2013. The motion was adopted by unanimous roll call vote.

Citizens' Comments: - None

RESOLUTION NO. 9-2010

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING RESOLUTION NUMBER 09-2009, AS AMENDED BY RESOLUTION NO 2-2010 TO ADD A FEE FOR COMMUNITY CENTER RENTALS.

(129-10) MOVED COSTA-PADULA to read Resolution #9-2010 by title only. The motion was adopted by unanimous roll call vote.

(130-10) MOVED COSTA-PADULA to table Resolution #9-2010 for further review by the Community Center Committee with regard to the exemption status of political parties and candidates. The motion was adopted by unanimous roll call vote.

(131-10) MOVED COSTA-MARTINELLI to accept the recommendation of the Recreation Advisory Board to approve an agreement between the Township and PGH Vibes for the provision of disc jockey services at the Summer Festival at a cost of $550, contingent upon a 50% refund "rain clause" being added to the agreement. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 8-2010

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING REBECCA BRADLEY, MANAGER, TO EXECUTE FOR AND IN BEHALF OF WILKINS TOWNSHIP ALL REQUIRED FORMS AND DOCUMENTS FOR THE PURPOSE OF OBTAINING FINANCIAL ASSISTANCE UNDER THE ROBERT T. STAFFORD DISASTER RELIEF AND EMERGENCY ASSISTANCE ACT.

(132-10) MOVED PADULA-COSTA to adopt Resolution No. 8-2010. The motion was adopted by unanimous roll call vote.

(133-10) MOVED COSTA-PADULA to authorize the Manager and Engineer to develop projects for submission to Allegheny County CDBG Year 37 for the following: Lions Park Development – Phase I, Eastmont/Linhart ball field rehabilitation, construction of a pavilion behind the Community Center and demolition of five vacant structures. The motion was adopted by unanimous roll call vote.

(134-10) MOVED COSTA-FIALLA to accept the recommendation of Senate Engineering to pay Thomas Contracting Company $9,150 for the satisfactory completion of the stormwater culvert repair on George Street. The motion was adopted by unanimous roll call vote.

(135-10) MOVED COSTA-PADULA to accept the recommendation of Senate Engineering to pay KU Resources $7,900 for the satisfactory completion of core boring on Wilbur Avenue. The motion was adopted by unanimous roll call vote.

(136-10) MOVED COSTA-PADULA to accept the recommendation of Senate Engineering, after consultation with the Solicitor and Manager, to accept the low bid of State Pipe for the cleaning and televising of inaccessible sanitary lines in Wilkins Township at a low-bid of $10,259.20. The motion was adopted by unanimous roll call vote.

(137-10) MOVED FIALLA-SZOKO to accept the fee agreement letter between Wilkins Township and Campbell, Durrant, Beatty, Palombo & Miller, P.C. and authorizing the appropriate officials to execute the agreement. The motion was adopted by a 4 to 1 vote with Mr. Padula "ABSTAINING"

(138-10) MOVED COSTA-FIALLA to accept the recommendation of Mr. Bruener to award the low-bid for asphalt through the SHACOG to Lindy Paving, based upon a calculation which includes labor, mileage and fuel costs. The motion was adopted by unanimous roll call vote.

(139-10) MOVED SZOKO-COSTA to accept the recommendation of the Manager to not submit an updated application for inclusion in the 2010 COPS Hiring grant program. The motion was adopted by unanimous roll call vote.

(140-10) MOVED PADULA-COSTA to deny the request of the Recreation Advisory Committee to hold a parade on June 26, 2010, beginning at John Mocks and proceeding up Route 22 to Penn Center, beginning at 6:00 PM. The motion was adopted by a 4 to 1 vote with Mrs. Martinelli voting "NO".

(141-10) MOVED COSTA-PADULA to accept the recommendation of the Recreation Advisory Board to accept the agreements with Saddle-Up Band ($1,500) and Girlz in Black Hats ($1,200) for performances at the 2010 Summer Festival. The motion was adopted by a 3 to 2 vote with Ms. Fialla and Mr. Szoko voting "NO".

(142-10) MOVED SZOKO-PADULA to accept the recommendation of the Manager to purchase a refurbished Kyocera Mita KM 4035 Copier from Copier Corporation of America at a cost of $2,750, with $1,000 to be drawn from the Manager's "Minor Equipment" Budget and $1,750 to be drawn from the Commissioner's "Education and Training" Budget. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Fialla commented on the bands for the Summer Festival; thanked Mr. Bruener for the information relative to the asphalt bid; commented upon the ANNIE musical performed by students at Woodland Hills and commented that the Board met in executive session prior to the regular meeting to discuss personnel issues.

Commissioner Costa congratulated Mr. Jones on his appointment to the Planning Commission and briefly commented on the Turtle Creek COG Act 32 proposal.

Commissioner Szoko thanked Mr. Antonelli for attending the meeting; provided information regarding the last Act 32 meeting and commented upon the need to have assurance regarding the financial stability of communities with whom the Township may partner for police services.

Commissioner Padula reminded residents to send in their Census forms; thanked the volunteers who participated in the community clean-up on Saturday; congratulated Mr. Jones on his appointment; and commented on the need to provide entertainment at the Summer Festival to draw participants to finance non-profit groups within the community.

Commissioner Martinelli thanked Chief Krancic, Officer Lehew, Officer Schlanger, Mr. Bruener, Mr. McClelland, Mrs. Bradley, the members of the Recreation Advisory Board, the women of the Century Club and the Senior Citizens Group for their participation in and support of the Third Annual Clean-up Wilkins Day and requested a report from the Solicitor relative to the use of part time police officers.

(143-10) MOVED PADULA-COSTA to adjourn. The meeting was adjourned at 8:40 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley, Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MAY 10, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, April 26, 2010

COMMUNICATIONS: Woodland Hills EMS

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	$ 129,234.88
General Fund Addendum	$ 971.21
Combined Sewer Fund	$ 125,560.06
Capital Reserve Fund	$ 13,753.50
TOTAL:	**$ 269,519.65**

OLD BUSINESS:

1. Ordinance 1005
2. Ordinance 1006
3. PGH Vibes Unlimited – Contract for DJ Services – Community Days.
4. Resolution #7-2010 – Community Center Rental

NEW BUSINESS:

1. Red Cross – Use of Municipal Building / Community Center
2. Motion to accept the resignation / retirement of Paul Vargo and authorizing payment of 24 accumulated unused vacation days.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MAY 10, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, April 26, 2010

CORRESPONDENCE/ITEMS: Woodland Hills EMS

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	$ 129,234.88
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4. Resolution #7-2010 – Community Center Rental

NEW BUSINESS:

1. Red Cross – Use of Municipal Building / Community Center

2. Motion to accept the resignation / retirement of Paul Vargo and authorizing payment of 24 accumulated unused vacation days.

3. Mr. Bruener's recommendation to contract with MAG Commercial and Fire Suppression system for the installation of the exhaust and fire suppression system for the kitchen stove at the Community Center / authorization to pay a deposit of $3,000.00.

4. Authorization to participate in the bid process for rock salt through the SHACOG.

5. Local Government Academy – Road to Excellence Conference, Tuesday, June 1, 2010 at the Sheraton Station Square from 9:00 a.m. until 3:00 p.m. – "Beyond Mutual Aid: Intergovernmental Cooperation, Public Safety and Homeland Security."

6. Recreation Advisory Board Recommendations:

    a. Contract with Event Services for the provision of booths, tents and chairs for the Summer Festival.

    b. Contract with Jimmy Ross and the Jaggerz for Summer Festival at a cost of $3,500.00 ($500.00 paid last year).

7. "e-serve" – Opportunity for 6-8 grade volunteer work.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission is scheduled to meet on Wednesday, May 19, 2010 beginning at 7:00 PM. Work will continue on permanent sign requirements.

2. The Zoning Hearing Board is scheduled to meet on Thursday, May 27, 2010 beginning at 7:00 PM to hear an application for a variance filed by Sheetz.

3. The Administrative Offices of the Township will be closed on Monday, May 31, 2010 in observance of Memorial Day.

4. The next regular meeting of the Board of Commissioners will be held on Monday, June 14, 2010.

5. Summer Festival 2010 begins June 22, 2010!

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MAY 10, 2010

3. Mr. Brunner's recommendation to contract with MAG Commercial and Fire Suppression system for the installation of the exhaust and fire suppression system for the kitchen stove at the Community Center / authorization to pay a deposit of $3,000.00.

4. Authorization to participate in the bid process for rock salt through the SHACOG.

5. Local Government Academy – Road to Excellence Conference, Tuesday, June 1, 2010 at the Sheraton Station Square from 9:00 a.m. until 3:00 p.m. – "Beyond Mutual Aid: Intergovernmental Cooperation, Public Safety and Homeland Security."

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3. The Administrative Offices of the Township will be closed on Monday, May 31, 2010 in observance of Memorial Day.

4. The next regular meeting of the Board of Commissioners will be held on Monday, June 14, 2010.

5. Summer Festival 2010 begins June 22, 2010!

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, MAY 10, 2010

The Regular Meeting of Monday, May 10, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(144-10) MOVED PADULA-COSTA to approve the minutes of the second stated meeting of April 26, 2010. The motion was adopted by unanimous roll call vote.

Correspondence:

Woodland Hills Emergency Medical Services submitted correspondence requesting consideration from the Board for a $2.00 per capita donation for 2010.

(145-10) MOVED PADULA-COSTA to authorize the release of 2010 funding to WHEMS in the budgeted amount of $1.00 per capita. The motion was adopted by unanimous roll call vote.

(146-10) MOVED SZOKO-COSTA to waive the reading of reports, with the exception of the Solicitor's report. The motion was adopted by a 4 to 1 vote with Mr. Padula voting "NO".

Reports:

Police report for the month of April 2010:

	2009	2010
Total Police Calls Logged	307	253
Total criminal offenses reported	34	27
Criminal Arrests/Persons Charged	18	8
Criminal Offenses Cleared	20	9
Traffic Citations	17	31
Parking Tags Issued	4	9
Parking Citations Issued	0	3
Monies collected during April	$4,335.83	5,684.43

Mr. Ed Bruener's DPW Report for April is on file in the Manager's Office.

WTVFD #1 reported the following: 9 Fires, man-hours 39, 4 Drills, man-hours 117, 1 meeting, man-hours 33 and 1 clean-up day, man-hours 7. Total man-hours for month 196.

WTVFD #3 reported the following: 7 Fires & Incidents, 146.01 man-hours and 29 Non-Incident Activities, 473.57 man-hours. Total man-hours for month 619.58.

Building Permits issued during April 2010:
Two Interior Alterations and One Plan Review
Three Pools
One Hot Tub
One Parking Lot
One Guard Rail
One Furnace

The Township received $3,668.38 in real estate transfer taxes during the month of April representing deed transfers which were recorded by the County in March. Total Real Estate transfer Tax collections to date are: $10,777.18 or 23.95% of budget

Tax Collector's Report for April 2010:

Balance collectable – beginning of month	$1,319,426.60
Deductions (Exonerations)	-236.48
Adjusted collectable	1,319,190.12
Less Face Collections	-1,068,863.15
Balance collectable – End of month	250,326.97
Face amount of collections	1,068,863.15
Less: Discounts	-21,377.64
Total Cash collected	1,047,485.51
Overpayment Refunds	533.31

Act 511 Tax Reports – April 2010:

Earned Income Taxes:

Current Month	$ 25,813.34	Previous Year	21,812.60	Difference
Current YTD	181,683.88	Previous YTD	200,949.59	($19,265.71)

Local Service Tax:

Current Month	10,106.50	Previous Year	-0-	Difference
Current YTD	60,231.40	Previous YTD	42,162.23	$18,069.17

Business Tax (Mercantile & Business Privilege):

Current Month	35,554.20	Previous Year	-0-	Difference
Current YTD	51,775.27	Previous YTD	-0-	$51,775.27

Amber Yon's Engineering Report for April 2010 is on file in the Manager's Office.

(147-10) MOVED PADULA-COSTA to approve the Full and Final Release and Settlement Agreement between the Township of Wilkins and Paul Vargo subject to verification and reconciliation of used/unused vacation and personal days and payment of prorated longevity in amount not to exceed $1,200.00 and subject to the return of all Township items in his personal possession. The motion was adopted by a 4 to1 vote with Ms. Fialla voting "NO".

(148-10) MOVED COSTA-PADULA to accept the recommendation of the Solicitor to approve a tax appeal stipulation with Associated Investors for property located on Rodi Road, agreeing to a reduction in assessed valuation from $300,000.00 to $150,000.00 from 2003 through the present. The motion was adopted by unanimous roll call vote.

(149-10) MOVED SZOKO-COSTA to approve the payment of the schedule of bills in the amount of $269,519.65. The motion was adopted by unanimous roll call vote.

ORDINANCE NO. 1005

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING THE WILKINS TOWNSHIP CODIFIED BOOK OF ORDINANCES, PART II, CHAPTER 173, ZONING, ARTICLE I, SECTION 173-4, ZONING MAP, BY REZONING CERTAIN PROPERTIES ON RIDGECREST DRIVE FROM ZONING DISTRICT COMMERCIAL TO ZONING DISTRICT RESIDENTIAL 3, BY REZONING CERTAIN PROPERTIES ON BROWN AVENUE FROM ZONING DISTRICT RESIDENTIAL 3 TO ZONING DISTRICT COMMERCIAL, AND BY REZONING CERTAIN PROPERTIES ON LARIMER AVENUE FROM ZONING DISTRICT RESIDENTIAL 3 AND RESIDENTIAL 4 TO RESIDENTIAL 2.

(150-10) MOVED FIALLA-COSTA to read Ordinance No. 1005 for the first time by title only.

(151-10) MOVED PADULA-COSTA to accept the first reading of Ordinance No. 1005.

(152-10) MOVED FIALLA-COSTA to read Ordinance No. 1005 for the second time by title only.

(153-10) MOVED PADULA-SZOKO to adopt Ordinance No. 1005.

Motions 150-10 through 153-10 were adopted by unanimous roll call vote.

ORDINANCE NO. 1006

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA AMENDING THE WILKINS TOWNSHIP CODIFIED BOOK OF ORDINANCES, PART II, CHAPTER 173, ZONING, ARTICLE I, GENERAL PROVISIONS, SECTION 173-4, ZONING MAP; ARTICLE III, DISTRICT REGULATIONS, SECTION 173-8, ZONING DISTRICTS, SECTION 173-11, CONDITIONAL USES, SECTION 173-13, LOT AND YARD REQUIREMENTS AND ARTICLE VI, CONDITIONAL USES, SECTION 173-49, CRITERIA FOR APPROVAL TO ADD A TRADITIONAL NEIGHBORHOOD DEVELOPMENT (TND) OVERLAY DISTRICT AS A CONDITIONAL USE FOR LARIMER AVENUE FROM HARRISON ROAD TO CHURCHILL ROAD.

(154-10) MOVED FIALLA-SZOKO to read Ordinance No. 1006 for the first time by title only.

(155-10) MOVED FIALLA-SZOKO to accept the first reading of Ordinance No. 1006.

(156-10) MOVED FIALLA-SZOKO to read Ordinance No. 1006 fir the second time by title only.

(157-10) MOVED FIALLA-COSTA to adopt Ordinance No. 1006.

Motions 154-10 through 157-10 were adopted by unanimous roll call vote.

(158-10) MOVED FIALLA-SZOKO to accept the recommendation of the Recreation Advisory Board to approve a contract with PGH Vibes Unlimited for DJ services for the Summer Festival in the amount of $550.00. without regard to a reduction in fee in the event of a rainout.

RESOLUTION NO. 9-2010

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING RESOLUTION NO. 09-2009, AS AMENDED BY RESOLUTION NO. 2-2010 TO ADD A FEE FOR COMMUNITY CENTER RENTALS

(159-10) MOVED COSTA-MARTINELLI to adopt Resolution No. 9-2010.
The motion was not adopted by a 3 to 2 vote with Messrs. Padula and Szoka and Ms. Fialla voting "NO".

(160-10) MOVED PADULA-FIALLA to authorize the Red Cross to utilize the Municipal Building as an Emergency Shelter and authorizing the use of the Community Center on June 1, 2010 for training. The motion was adopted by unanimous roll call vote.

(161-10) MOVED COSTA-PADULA to accept the resignation/retirement of Paul Vargo. The motion was adopted by unanimous roll call vote.

(162-10) MOVED PADULA-MARTINELLI to accept the recommendation of Mr. Bruener to contract with MSG Commercial and Fire Suppression Systems for the installation of the exhaust and fire suppression system for the kitchen stove at the Community Center and authorizing the payment of a deposit in the amount of $3,000.00. The motion was adopted by a 4 to 1 vote with Ms. Fialla voting "NO".

(163-10) MOVED COSTA-PADULA to authorize the Township to participate in the bid process for rock salt through the SHACOG. The motion was adopted by unanimous roll call vote.

(164-10) MOVED COSTA-FIALLA to authorize the Manager to attend a seminar sponsored by the Local Government Academy to be held on Tuesday, June 1, 2010 from 9:00 AM until 3:00 PM at the Sheraton Station Square entitled: "Beyond Mutual Aid: Intergovernmental Cooperation, Public Safety and Homeland Security" at no cost. The motion was adopted by unanimous roll call vote.

(165-10) MOVED FIALLA-SZOKO to accept the recommendation of the Recreation Advisory Board to contract with Event Services for the Summer Festival. The motion was adopted by unanimous roll call vote.

(166-10) MOVED COSTA-PADULA to accept the recommendation of the Recreation Advisory Board to contract with Jimmy Ross and the Jaggerz for the Summer Festival at a cost of $3,500.00. The motion was adopted by a 3 to 2 vote with Ms. Fialla and Mr. Szoko voting "NO".

Commissioners' Comments:

Commissioner Fialla commented upon her vote against Mr. Vargo's settlement agreement and for his retirement/resignation request and thanked everyone for coming to the meeting.

Commissioner Padula requested that Mrs. Luffe update the website; commented upon training that VFC #4 and the owners of the former Showcase Cinemas will be conducting; commented upon the ordinances adopted this evening relative to rezoning; questioned whether or not Churchill Borough had approved a letter of intent to participate in a Police Regionalization Study yet and questioned whether or not members of the audience were permitted to tape record meetings without the participants' knowledge.

(167-10) MOVED PADULA-MARTINELLI to authorize the Solicitor to provide a legal opinion regarding taping of meetings by members of the public. The motion was adopted by a 3 to 2 vote with Ms. Fialla and Mr. Szoko voting "NO".

Commissioner Szoko commented upon his vote against Resolution #9-2010 due to his concerns relative to deep-frying; requested that the budgets on-line be updated; commented that he received an anonymous letter which he forwarded to the Solicitor for response and commented upon financial housecleaning.

Commissioner Costa complained about the news media's lack of attention on good stories in Wilkins Township and an article recently in the newspaper regarding Plum Borough's intent to advertise for additional commercial businesses in their community.

Commissioner Martinelli thanked Mrs. Bradley for attending the Monroeville Area Chamber of Commerce for her last week; thanked Mr. Vargo for his years of service to Wilkins Township; thanked Joy Voeltzel for her countless hours of research to find bands for the Summer Festival; stated that the Board met in executive session prior to the regular meeting to discuss items of personnel; requested that the Public Safety Committee meet to begin discussions regarding the utilization of part time police officers and

reminded the residents that a Memorial Day celebration will be held at the Churchill Cemetery beginning at 11:00 AM on Monday, May 31, 2010.

(168-10) MOVED PADULA-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

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING MEETING, MONDAY, MAY 10, 2010

The Public Hearing Meeting of Monday, May 10, 2010 was brought to order at 6:00 PM by President Sylvia Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

The purpose of this public hearing was to seek public comments on a proposed amendment to the Township's Zoning Ordinance which would change the zoning of properties located on Ridgecrest Drive, Larimer Avenue and Brown Avenue and create a Traditional Neighborhood overlay district on Larimer Avenue between Churchill Road and Harrison Road.

Citizens' Comments:

Mr. Charles Watts of 881 Larimer Avenue questioned what exactly Anker Industries produces.
Mr. Ron Yates of 110 Powell Street, owner of several properties on Larimer Avenue, questioned the 10,000 square foot lot requirement of an R-2 Zoning District and stated that he supports the change in zoning.

Ms. Cheseree Bell of 727 State Route 130, Trafford, Pennsylvania questioned whether or not an individual residing in the TND district would be able to open a professional office in that district.

Mr. Robert Alexander of 883 Larimer Avenue requested that the Township replace the traffic mirror which was broken several weeks ago and commented on continued erosion of the roadway near his home.

Mr. Al DeRoy of 94 Ridgecrest Drive stated that he is in favor of the proposed change of zoning for Ridgecrest Drive.

(167-10) MOVED PADULA-COSTA to adopt the motion. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JUNE 14, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Public Hearing of Monday, May 10, 2010
Regular Meeting of Monday, May 10, 2010

COMMUNICATIONS: Carol Pena, Ridgewood Manor Association
Bill and Betsy Fullerton, 221 Sunset Drive
Tom Brush, 945 Rita Drive
Michael J. Suley, Allegheny County Office of Property Assessments

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	$ 193,619.46
General Fund Addendum	$ 796.41
Combined Sewer Fund	$ 8,094.40
Community Facilities Fund	$ 10,367.70
Capital Reserve Fund	$ 55,527.07
TOTAL:	**$ 268,405.04**

OLD BUSINESS:

1. Amend minutes of April 26, 2010 to change Resolution #7-2010 to Resolution #9-2010 (Community Center Rental). *Note: Resolution #7 was adopted 4/12/2010 and authorized the submission of a letter of intent to DCED to participate in a regionalization study with Forest Hills and Churchill. At the following meeting, (4/26/10) Resolution #7-2010 was introduced as the amendment to the fee schedule for the rental of the Community Center. This Resolution needs to be changed to #9-2010.*

2. Resolution #9-2010 – Community Center Rental
   a. Absolutely no deep-frying or frying in oil is permitted (Page 5 / Food)

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JUNE 14, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Public Hearing of Monday, May 10, 2010
Regular Meeting of Monday, May 10, 2010

COMMUNICATIONS: Carol Pina, Ridgewood Manor Association
Bill and Betsy Fullerton, 221 Sunset Drive
Tom Brush, 945 Rita Drive
Michael J. Suroy, Allegheny County Office of Property Assessments

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	$	193,619.46
General Fund Addendum	$	796.11
Combined Sewer Fund	$	8,094.40
Community Facilities Fund	$	10,367.70
Capital Reserve Fund	$	55,527.07
TOTAL:	$	268,404.04

OLD BUSINESS:

1. Amend minutes of April 26, 2010 to change Resolution #7-2010 to Resolution #9-2010 (Community Center Rental). Note: Resolution #7 was adopted 4/12/2010 and authorized the submission of a letter of intent to DCED to participate in a regionalization study with Forest Hills and Turtehill. At the following meeting, (4/26/10) Resolution #7-2010 was introduced as the amendment to the fee schedule for the rental of the Community Center. This Resolution needs to be changed to #9-2010.

2. Resolution #9-2010 – Community Center Rental
   a. Absolutely no deep-frying or frying in oil is permitted (Page 5 / Food)

b. Political party rentals – individual candidates fund raising are required to pay the rental fee.

3. Letter of Intent – Forest Hills, Churchill Police Study.

NEW BUSINESS:

1. Penn-Prime Grant – request to purchase 2 light bars.

2. Request from Chief Krancic to attend POLEX 3 and POLEX 4 at the Allegheny County Police Training Academy the week of September 27th through October 1st and the week of October 25th through October 29th at a cost of $620.00 each ($1,240.00).

3. Authorize the advertisement for sale of former police car numbers 21-6 and 21-7.

4. TVCOG – Bids for demolition of 661 and 685 Larimer Avenue.

5. Request from Mr. Bruener to attend an Excel Basics computer software program on August 26 at the Courtyard by Marrriot in Greensburg at a cost of $79.00

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. Summer Festival 2010 begins June 22, 2010!

2. The Township Administrative Offices will be closed on Monday, July 5, 2010 in observance of the Fourth of July Holiday.

3. The next regular meeting of the Board of Commissioners will be held Monday, July 12, 2010.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JUNE 14, 2010

b. Political party rentals – individual candidates fund raising are required to pay the rental fee.

3. Letter of Intent – Forest Hills, Churchill Police Study.

NEW BUSINESS:

1. Penn-Prime Grant – request to purchase 2 light bars.

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3. The next regular meeting of the Board of Commissioners will be held Monday, July 12, 2010.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY JUNE 14, 2010

The Public Hearing – Lions Park Master Site Plan – was brought to order at 6:40 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

Mr. Jim Feath and Mr. Jim Watenpool of HRG, Inc. presented the Lions Park Master Plan. This plan was developed over a years' time by a committee comprised of Township residents. The Plan was funded by a grant through CDBG Year 35.

The objectives of the master plan included evaluating the best use for the park; encouraging smart growth through a wise decision making process; encouraging development based on an evaluation of community needs; working with the natural processes and features of the site and developing a long-range plan for future development of the park (including costs, phasing and funding mechanisms).

A Community Needs Assessment survey was mailed to 810 homes in the Township. Of the surveys mailed, 140 were completed and returned and 62 were returned by the Post Office. The completion rate was 18.71% and was considered successful. The top ten facilities requested were: (1) walking trails, (2) nature trails, (3) bike trails, (4) hiking trails, (5) restrooms/dog park, (6) playground, (7) picnic shelter, (8) picnic areas/tables/ice skating, (9) deck hockey/tennis, (10) gardens.

Based upon the survey, the committee began looking at alternative site plans and finally agreed on one plan which incorporates a number of the top requested facilities – such as walking/hiking trails, a rain garden, a dog park, pavilions and restroom facilities, an amphitheater, an all purpose field, and a deck hockey court.

The final plan was then broken down into three phases. The total costs for each phase are: Phase 1 - $402,470; Phase 2 - $590,955 and Phase 3 - $212,466. Mr. Waterpool addressed ways that the Township could reduce those costs through the use of available resources such as Boy Scouts to build the walking trails, public works labor instead of contracted labor, volunteer services, grants and donations.

Commissioner Fialla questioned whether the ball park would be eliminated in Phase 1 or Phase 2. The ball park would be eliminated in Phase 2, once the all-purpose field was completed in Phase 1.

Commissioner Szoko questioned whether or not it was better to apply for grant funding for all three phases at once, or individually and questioned the increased day-to-day operational costs if the improvements were made to the park. Mr. Feath explained that typically, DCNR likes to see one project through completion prior to funding a new project (or phase). He recommended that the Township seek grant funds for each phase and allow each phase to take about 3 years to completion. Mr. Feath estimated increased day-to-day operational costs to be no more than 10% of current operational costs.

Mr. James Dick of Elizabeth Street questioned whether or not the estimated construction costs included the cost of inflation. Mr. Feath stated that the construction estimates do include the cost of inflation.

Mr. Erik Lawson of Penhurst Drive questioned whether the Master Site Plan anticipated the acquisition of any additional land. Mr. Feath stated that although the committee initially looked at the possibility of acquiring additional land, due to the steepness of the land behind the residential lots on Rita, they decided not to move in that direction.

(169-10) MOVED FIALLA-PADULA to adjourn. The Public Hearing was adjourned at 7:15 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JUNE 14, 2010

The Regular Meeting of Monday, June 14, 2010 was brought to order at 7:20 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(170-10) MOVED PADULA-COSTA to approve the minutes of the Public Hearing of Monday, May 10, 2010 and the Regular Meeting of May 10, 2010, with one correction, under Commissioner Szoko's comments, add "and commented upon financial housecleaning" at the end of the current statement. The motion was adopted by unanimous roll call vote.

Communications:

Ms. Carol Pena of 3600 Ridgewood Drive requested permission for the Ridgewood Manor Association to hold a block party on Saturday, June 26 (rain date June 27) on upper Gilchrest Drive from 5:00 PM until 9:00 PM and requested the use of Township barricades to block off the street.

(171-10) MOVED PADULA-COSTA to approve the request of the Ridgewood Manor Association to hold a block party on June 26 (rain date June 27) on upper Gilchrest Drive from 5:00 PM until 9:00 PM and authorize the use of Township barricades to be delivered on Friday, June 25. The motion was adopted by unanimous roll call vote.

Communications:

Mr. & Mrs. William Fullerton of 221 Sunset Drive requested the installation of signage at the intersection of Old William Penn Highway and Sunset Drive stating "NO TRUCKS" and "LOCAL DELIVERIES ONLY."

(172-10) MOVED FIALLA-SZOKO to approve the request of the Fullerton's and authorizing the Public Works Department to install these signs following consultation with Chief Krancic. The motion was adopted by unanimous roll call vote.

Mr. Tom Brush of 945 Rita Drive requested permission to use the basketball courts at Eastmont Park to run a men's summer basketball league beginning in mid-July and continuing through the end of August on Mondays and Wednesdays from 6:00 PM until 9:00 PM. Mr. Brush and his brother run a basketball organization – Pittsburgh Pride, which has liability insurance. In addition, Mr. Brush would require participants to sign waivers. Township residents are encouraged to attend.

(173-10) MOVED PADULA-SZOKO to approve the request of Mr. Brush to use the basketball courts at Eastmont Park from mid-July through the end of August on Monday and Wednesday evenings from 6:00 PM until 9:00 PM for the purpose of hosting a men's basketball league. The motion was adopted by unanimous roll call vote.

Communications:

Mr. Michael Suley, CPE – Manager, Allegheny County Department of Administrative Services, Office of Property Assessments submitted correspondence advising the Board that the OPA will begin field reviews in the Township over the next several weeks.

Chairwoman Sylvia Martinelli presented a Proclamation to William G. Wilson of Dorothy Street in gratitude for his service in arranging the Memorial Day Remembrance Service at the Churchill Cemetery this year.

Citizens' Comments:

Prior to Citizens' Comments, Chairwoman Martinelli advised that the Township was taping the Board meeting and so was Mr. Crary.

Mr. William Wilson of Dorothy Street thanked the Board for their donation to the Memorial Day Service, which was attended by over 200 people; thanked Mr. Costa and Mrs. Martinelli for being on the committee; thanked Mr. Padula and VFC #3 for directing traffic during the service and stated that there were 12 members of World War II present at the ceremony.

Ms. Barbara Amick of 53 Churchill Road and the art teacher for Woodland Hills High School presented different examples of murals prepared by high school students which they would like to place on 4'x8' sheets of plywood in all of the Woodland Hills communities to increase the perception of the district. Ms. Amick also presented different banners for the telephone poles.

Mr. Karl Crary of 256 Penhurst Drive commented upon the right of individuals to make independent recordings of meetings and discussed the ACLU's correspondence to the Borough of Blawnox on this issue.

Ms. Kathy Strait of 460 Wilbur Avenue thanked the firemen who responded to her residence last week when her basement flooded and requested that the Township install a backflow preventer on her lateral to eliminate additional sanitary sewer discharge on her property.

Mr. Erik Lawson of 176 Penhurst Drive commented upon the proposed installation of a flow monitoring device in the manhole behind the Elks.

Mr. Keith Jones, owner of Laurel Printing on Brown Avenue addressed the Board relative to the landslide which is occurring behind his building and advised that the next rainstorm could bring massive flooding to Brown Avenue because the hillside is sliding into and blocking Saw Mill Run.

Mr. Roland Catranella commented that the issue with the streams and creeks in Western Pennsylvania needs to be addressed on a federal, state and local level, instead of property owners bearing the burden.

Mr. William Wilson of Dorothy Street commented that the Township should bring together the local area developers including Mr. Cararanella, Mr. Glunt, Mr. Amore and Mr. D'Andrea and ask them to help resolve the issues with the flooding.

Ms. Michelle Lucas of 331 Frazier Drive requested that the Township replace the speed limit sign which was in front of 333 Frazier Drive and requested information relative to the outcome of the Zoning Hearing Board meeting held in May on Sheetz.

(174-10) MOVED SZOKO-FIALLA to waive the reading of reports. The motion was adopted by unanimous roll call vote.

Reports:

Police report for May 2010	2009	2010
Total Police Calls Logged	276	294
Total Criminal Offenses Reported	32	26
Criminal Arrests/Persons Charged	17	8
Criminal Offenses Cleared	11	9
Traffic Citations Issued	34	50
Parking Tags Issued	5	5

Parking Citations Issued	0	3
Monies Received – May	$4,365.58	$2,390.10

Ed Bruener DPW Report for May 2010 is on file in the Manager's Office.

WTVFD #3 reported as follows:
NFIRS – 11, man hours 11.11; Training – 3, man-hours 121.00; non-incident activities – 16, man-hours 236.15. Total man-hours for month of may 2010 – 368.26.

Building Permits issued during May 2010:
Three 3 Structural Repairs – cost $13,900.00, One 1 Deck – cost $1,300.00
One 1 Electrical Permit – wiring

The Township[received $2,036.53 in real estate transfer taxes during the month of May representing deed transfers which were recorded by the County in April. Total Real Estate Transfer Tax collections to date are: $12,813.71 or 28.47% of budget.

Tax Collectors Report for May 2010:

Balance Collectable – Beginning of Month	$250,326.97
Less Face Collections	-12,086.29
Balance Collectable – end of month	238,240.68
Face Amount of Collections	12,086.29
Less: Discounts	- 5.81
Total Cash Collected	12,080.48
Overpayment	49.69

Act 511 Tax Report for May 2010

Earned Income Taxes:

Current Month	$18,000.00	Previous Year	$78,730.82	Difference
Current YTD	199,683.88	Previous YTD	279,680.41	($79,996.53)

Local Service Tax:

Current Month	13,673.40	Previous Year	14,911.30	Difference
Current YTD	73,904.80	Previous YTD	57,073.53	$16,831.27

Busines Tax (Mercantile & Business Privilege)

Current Month	413,454.10	Previous Year	332,640.54	Difference
Current YTD	465,229.37	Previous YTD	332,640.54	$132,588.83

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

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

(175-10) MOVED SZOKO-PADULA to approve the schedule of bills, in the amount of $268,405.04 as presented, with one correction to the Solicitor's invoice for the month of June, redacting fees associated with "Kennels", in the amount of $418.50. The motion was adopted by unanimous roll call vote.

(176-10) MOVED PADULA-COSTA to amend the minutes of the Second Stated Meeting of April l 26, 2010 to change Res. #7-2010 to Resolution #9-2010 (Community Center Rental) The motion was adopted by unanimous roll call vote

RESOLUTION NO., 9-2010

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING RESOLUTION NUMBER 09-2009, AS AMENDED BY RESOLUTION NO. 2-1010 TO ADD A FEE FOR COMMUNITY CENTER RENTALS.

(177-10) MOVED MARTINELLI to adopt Resolution #9-2010 – The motion failed for lack of second.

(178-10) MOVED PADULA-FIALLA to authorize the Manager to submit correspondence to Forest Hills Borough advising that the Township declines to participate in a regional police study with Forest Hills, Braddock Hills, Chalfant and Edgewood. The motion was adopted by unanimous roll call vote.

(179-10) MOVED FIALLA-PADULA to authorize the Police Department to utilize a 2010 Penn Prime grant in the amount of $2,000, a $500 Walmart grant and $1,971.68 in USDOJ funding to purchase two additional light bars for the police vehicles and commending Officer Schlanger for his work in securing the funding. The motion was adopted by unanimous roll call vote.

(180-10) MOVED FIALLA-SZOKO to authorize Chief Krancic to attend POLEX 3 and POLEX 4 training offered by the Allegheny County Police Training Academy September 27th through October 1st and October 25th through October 29th at a cost of $620.00 each The motion was adopted by unanimous roll call vote.

(181-10) MOVED FIALLA-=SZOKO to authorize the advertisement for sale ("as-is") of former police car 21-6 and 21-7 with a minimum bid as recommended by the Township mechanic. The motion was adopted by unanimous roll call vote.

(182-10) MOVED COSTA-FIALLA to approve the Turtle Creek Valley Council of Government's award of a demolition contract to W&J Contractors for the demolition of 661 and 685 Larimer Avenue at a total cost of $12,400, utilizing $10,312.00 in CDBG Year 36 Safe Neighborhood Funds and paying the balance of $2,.088.00 with Township Funds. The motion was adopted by a 4 to 1 vote with Mr. Szoko voting "NO".

(183-10) MOVED PADULA-FIALLA to approve Mr. Bruener's request to attend an Excel Basics computer software program on August 26 at the Courtyard by Marriot in Greensburg at a cost of $79.00. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Padula thanked those residents remaining in the audience for sticking around; stated that he wished the Board would have read the reports since the residents were in the audience seeking information as to what was going on in the community and stated that he hopes to see everyone at this year's Summer Festival which is scheduled to begin on Tuesday, June 22nd and run through Saturday, June 26th.

Commissioner Fialla thanked everyone for coming to the meeting and requested that the microphone that was temporarily on the table where Chief Krancic, Mr. Bruener and Ms. Yon sit be replaced at that location so that everyone can hear them when they need to speak.

Commissioner Szoko questioned what the Township is required to pay for post-retirement health care for the two most recent retirees and requested that the Board discuss in Executive Session next month the development of a personnel policy against fraternization and personal work being conducted by subordinates for supervisors outside of their employ with the Township.

Commissioner Costa stated that a friend of his who resides in Murrysville will be holding a fundraiser at Pedora Park (3051 Wilson Road, Export, PA 15632) to aid severely disabled veterans through a nonprofit program entitled Homes for Our Troops, on Father's Day (June 20th).

Commissioner Martinelli thanked Mr. Wilson for his work on the Memorial Day services; announced that the next meeting of the Red Cross will be held at the Community Center on June 29th; stated that she is disappointed that for the third meeting in a row, the Board failed to pass a resolution to rent out the Community Center; and Finally stated that she hopes to see everyone at this year's Summer Festival.

(184-10) MOVED FIALLA-PADULA to adjourn. The meeting was adjourned at 9:45 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JULY 12, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Public Hearing of Monday, June 14, 2010
Regular Meeting of Monday, June 14, 2010

COMMUNICATIONS: Petition for the Board to pass a Resolution to rent the Community Center
Cheryl A. Lees, Loss Control Manager, Penn Prime Insurance Trust
Mark M. Kleman, Design Section of DEP Bureau of Abandoned Mine Reclamation
Gail Turner, President, Penhurst Civic Association
John J. Exler, Jr., Deputy Director, Allegheny County Economic Development (3)
William Russell Robinson, Chair, Budget and Finance Committee, County of Allegheny
Ms. Jill DeShong, CCAC
Joseph Alvarez, El Grande Industries, Inc.

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	$ 239,324.01
General Fund Addendum	$ 8,356.98
Combined Sewer Fund	$ 95,026.93
Emergency Mgmt. Fund Addendum	$ 21,941.46
Capital Reserve Fund	$ 8,561.84
TOTAL:	**$ 373,211.22**

OLD BUSINESS:

1. Bid Opening – Police Department MDT's (CF-29's – DCED Grant).

2. 112 Grandview Avenue – Condemnation Declaration.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JULY 12, 2010

CALL TO ORDER / ROLL CALL

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APPROVAL OF MINUTES:
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REPORTS:
1. Police
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AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JULY 12, 2010

3. Resolution #9-2010 – Community Center Rental.

4. Resolution #10-2010 – Memorandum of Understanding with Pittsburgh Bridge Club.

5. Resolution #11-2010 Memorandum of Understanding with the Blackridge Duplicate Bridge Club and the Milt Frazier Duplicate Bridge Club.

6. Authorize the engineer to prepare bid specifications and advertise for the replacement of the Balint Lane Bridge abutments.

NEW BUSINESS:

1. Resolution #12-2010- Municipal Consent for Right of Entry - Jefferson Heights.

2. Resolution #13-2010 Concurring Resolution – Demolition application for 112 Grandview Avenue, 113-115 Grandview Avenue, 521 Negley Avenue and 651 Highland Avenue amounting to $34,500.00.

3. Resolution #14-2010 Slum and Blight Resolution for CDBG Year 37 Grant Application.

4. Resolution #15-2010 – Public Works Superintendent Job Description.

5. Resolution #16-2010 – Opposing forced local government mergers and consolidations.

6. Agreement for Storm Sewer and Drainage Ditch Easement – Village at Showcase.

7. Authorize Robert J. Tomasic to perform a close-out audit of the DCED Grant received for the Community Center ($100,000) as required by DCED.

8. 2010 Fall Conference – Allegheny County & Western Pa Association of Township Commissioners.

9. Commendation for Chief Krancic and the Public Works Department – Summer Festival.

10. Request from the Red Cross to use the Community Center beginning at 6:00 PM on August 4, 2010.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

The next regular meeting of the Board of Commissioners will be held Monday, August 9, 2010.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JULY 12, 2010

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4. Resolution #10-2010 – Memorandum of Understanding with Pittsburgh Bridge Club

5. Resolution #11-2010 Memorandum of Understanding with the Blackridge Duplicate Bridge Club and the Mill Creek Duplicate Bridge Club.

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COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

The next regular meeting of the Board of Commissioners will be held Monday, August 9, 2010.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, JULY 12, 2010

The Public Hearing was brought to order at 6:45 PM by President Sylvia Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

The purpose of this public hearing was to hear public comments relative to property located at 112 Grandview Avenue, East Pittsburgh in the Township of Wilkins in order to determine whether or not said structure should be declared a public nuisance and demolished. There were no public comments.

(185-10) The adjournment was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JULY 12, 2010

The Regular Meeting of Monday, July 12, 2010 was brought to order at 7:00 PM by President Mrs. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(186-10) MOVED COSTA-FIALLA to approve the minutes of the Public Hearing of Monday, June 14, 2010 as presented. The motion was adopted by unanimous roll call vote.

(187-10) MOVED PADULA-COSTA to approve the minutes of the Regular Meeting of Monday, June 14, 2010 with one change under Commissioner Szoko's comments – eliminate the words "in Executive Session". The motion was adopted by a four to one vote with Mr. Szoko voting "NO".

Communications:

A petition signed by twenty-nine residents of the community was presented. The petition requests that the Board of Commissioners adopt a resolution authorizing the rental of the Community Center.

Cheryl A. Lees, Loss Control Manager for Penn Prime Insurance Trust submitted correspondence relative to the minimum member standards that must be met by the Township in order to qualify for the best pricing, safety committee discount, grants and Peak Performer Award beginning in 2012.

(188-10) MOVED PADULA-COSTA to authorize the Manager to reestablish a Safety Committee. The motion was adopted by unanimous roll call vote.

Correspondence was submitted by Mark M. Kleman, of the Pennsylvania Department of Environmental Protection, Bureau of Abandoned Mine Reclamation, Design Division, relative to acid mine drainage which is occurring on property owned by Gary and Debbie Weber at 614 Highland Avenue. DEP initially requested permission to discharge mine drainage into the Township's stormwater system. However, the Township has a combined sanitary and stormwater system in that area of the community. Therefore, the DEP is requesting that the Township consider designing a stormwater sewer for this discharge and DEP will pay for the cost of construction.

Gail Turner, President of the Penhurst Civic Association submitted correspondence in response to the Board's action in March to authorize the appropriation of $200 to theAssociation contingent upon the Association maintaining both Penhurst entrances and the Grayhurst entrance. According to Ms. Turner, the bylaws indicate that the Association is specifically the Penhurst Association, not the Penhurst/Grayhurst Association. Residents of Grayhurst provide minimal financial contributions to the Association and therefore, the Penhurst Civic Association is requesting that the Board reconsider their contingency and specifically appropriate the funds for the Penhurst entrances only.

(189-10) MOVED PADULA-FIALLA to authorize the appropriation of $200. to the Penhurst Civic Association for the maintenance of the Penhurst entrances only. The motion was adopted by unanimous roll call vote.

Communications:

Mr. John J. Exler, Jr. Deputy Director of Allegheny County Economic Development submitted correspondence advising the Township that the following projects are ineligible for funding through Year 37 Community Development Block Grants: Eastmont/Linhart Park Improvements; Community Center Pavilion and Phase I Construction of Lions Park in accordance with the Master Site Plan.

Mr. William Russell Robinson, Chair, Budget and Finance Committee for the County of Allegheny, Office of the County Council submitted correspondence advising the Township that the National Association of Counties is sponsoring free discount cards to help consumers cope with the high price of prescriptions. All County residents may use the discount cards, regardless of age, income or existing health coverage. There is no enrollment form, no membership fee, and no restriction on frequency of use. Cards may be acquired at Allegheny County government offices, Allegheny County Housing Authority communities, Family Support Center, Head Start child care centers, Career Link offices, Goodwill stores, public libraries, senior centers and many pharmacies. Cards may also be downloaded at www.alleghenycountyl.us/alleghenyrx.

Marilyn Wempa, President of the Monroeville Arts Council submitted a request to borrow art screens from July 12 through July 20.

(190-10) MOVED COSTA -SZOKO to authorize the Monroeville Arts Council to borrow art screens for their annual art display from July 12th through July 20th. The motion was adopted by unanimous roll call vote

Communications:

Joseph Alvarez of El Grande Industries, Inc. submitted correspondence requesting that the Board of Commissions grant El Grande additional time to complete the contracted paving of Hart Drive and a section of Old William Penn Highway, due to unforeseen circumstances.,

(191-10) MOTION PADULA-COSTA to grant El Grande an extension of the time required to complete contracted paving of Hart Drive and Old William Penn Highway until August 9, 2010. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

Mr. William Wilson of Dorothy Street commented upon Mr. Szoko's comments at the previous meeting with regard to establishing a fraternization policy. He does not believe that the Board should try to control employees' activities outside of the scope of their employment.

Mrs. Margaret Krasik of 193 Penhurst Drive requested that the Board reconsider the denial of a building permit for a replacement of the deck on the rear of her home. She believes that there has been a misinterpretation of the zoning ordinance and is seeking the reversal of the decision of the Zoning Officer.

Mr. Carl Krary of 256 Penhurst Drive commented on the Solicitor's comment relative to the pending ordinance rule.

Mr. Leonard Hill of 405 Kingston Drive commented upon the section of the Zoning Ordinance which permits construction along a nonconforming side line if the front line conforms and requested that the Planning Commission and Board of Commissioners take this section into consideration as well if an amendment is made to the ordinance.

(192-10) – MOVED FIALLA-SZOKO to accept Mrs. Krasik's interpretation of the code in order to prevent an undue burden on the majority of the residents and authorizing the issuance of a building permit and the return of Mrs. Krasik's $500.00 fee to the Zoning Hearing Board. Ms. Fiallas and Mr. Szokos motion subsequently with-drawn before roll call.

(193-10) MOVED MARTINELLI-FIALLA to instruct the Planning Commission to review the existing nonconforming section of the Zoning Ordinance and to remedy the requirement that in order to replace an existing nonconforming structure, the structure must have been damaged by a natural disaster or fire. The motion was adopted by unanimous roll call vote.

(194-10) MOVED SZOKO-FIALLA to waive the reading of reports. The motion was adopted by a three to two vote with Mr. Padula and Mrs. Martinelli voting "NO".

Reports:

Police Report for June 2010:

	2009	2010
Total Police Calls Logged	291	297
Total Criminal Offenses Reported	30	
Criminal Arrests/Persons Charged	8	
Criminal Offenses Cleared	8	
Traffic Citations Issued	21	48
Parking Tags Issued	11	10
Monies collected during June	$21,456.72	$4,810.47

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

WTVFD #1 reported the following for the month of May 2010: 16 NFIRS man-hours 47.0, 3 Practices – man-hours 105, meetings – man-hours 42. Total man-hours for month 194.5.

WTVFD #1 reported the following for the month of June 2010: 12 NFIRS man-hours 59.5, 3 Practices – man-hours 79.0, 5 Community Days man-hours 323.50. Total man-hours for month 462.

WTVFD #3 reported the following for the month of June 2010: 18 nfirs – man-hours 147.48, 22 non-incident activities – man-hours 655.49. Total man-hours for month 802.97.

Building Permits issued during June 2010:
BP 2643 c-s to P/ Driscoll, 149 Curry Ave – 1 deck cost $2,000.00
BP 2644 c-s to D. Sebastian, 344A Churchill Rd., 1 porch enclosure cost $16,500.00
BP 2645 c-s to G. McGuire, 11 Curry Court – 1 pool, cost $11,000.00
BP 2646 c-s to Properties LLC, 3301 Wm Penn Hwy – 1 shed – cost $2500.00
BP 2647 c-s to T. Eazor, 206 Sunset Dr, 1 pool, Flat Rate Fee
BP 2650 c-s to L. Green, 113 Gilmore Drive – 1 roof over patio, cost $2,450.00

The Township received $5,503.43 in real estate transfer taxes during the month of June representing deed transfers which were recorded by the County in May. Total Real Estate Transfer Tax collections to date are: $18,317.14 or 40.70 of budget.

Monthly Tax Collector's Report for June 2010	
Balance Collectable – Beginning of the Month	$238,240.68
Additions	1,121.46
Adjusted Collectable	239,362.16
Less Face Colle3ctions	-100,760.44
Balance Collectable – End of the Month	138,601.72
Face Amount of Collections	100,760.44
Total Cash Collected	100,760.44

Act 511 Tax Report: - June 2010

Earned Income Taxes:				
Current Month	$149,271.59	Previous Year	$103,540.35	Difference
Current YTD	348,955.47	Previous YTD	383,220.76	($34,265.29)

Local Service Tax:				
Current Month	19,288.51	Previous Year	14,844.89	Difference
Current YTD	93,193.31	Previous YTD	71,918.42	$21,274.89

Business Tax (Mercantile & Business Privilege)				
Current Month	53,203.64	Previous Year	52,880.67	Difference
Current YTD	518,433.01	Previous YTD	385,521.21	$132,911.80

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

(195-10) MOVED SZOKO-COSTA to approve the Schedule of Bills in the amount of $373,211.22 as presented. The motion was adopted by unanimous roll call vote.

Bid Opening – 11 Refurbished Panasonic Toughbook CF-29 Laptop Computers.

The Township of Wilkins applied for and received a grant in the amount of $50,000. from the DCED for the purpose of purchasing new laptop computers for the Township, Forest Hills and Churchill Borough. The Township advertised for sealed proposals for the provision of eleven refurbished Panaonic Toughbook CF-29 Laptop Computors in the Post-Gazette. Proposals were due at the Township building no later than 4:30 PM on Monday, July 12, 2010. The Township received two bids, as follows:

1. MobileTEK Consulting
   1775Mentor Avenue, Suite 4405
   Cincinnati, OHIO 45212
   BID PRICE: $16,687.00:

2. Response Computer Service, Inc.
   180 Bilmar Drive, Suite 5
   Pittsburgh PA 15205
   BID PRICE: $13,739.00

(196-10) MOVED FIALLA-PADULA to accept the recommendation of the Manager to award the bid for ELEVEN refurbished Panasonic Toughook CF-29 Laptop Computers to Response Computer Service, Inc., at a low bid price of $13,739.00. The motion was adopted by unanimous roll call vote.

(197-10) MOVED COSTA-FIALLA to declare 112 Grandview Avenue a public nuisance and hazard, condemning the property and authorizing application for funds through CDBG Year 37 for the demolition of the structure. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 9-2010

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING RESOLUTION NUMBER 09-2009, AS AMENDED BY RESOLUTION NO. 2-2010 TO ADD A FEE FOR COMMUNITY CENTER RENTALS.

(198-10) MOVED COSTA-MARTINELLI to adopt Resolution No. 9-2010. The motion was adopted by a three to two vote with Ms. Fialla and Mr. Szoko voting "NO".

RESOLUTION NO. 10-2010

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWNSHIP OF WILKINS AND THE PITTSBURGH BRIDGE ASSOCIATION FOR THE PURPOSE OF DEFINING THE TERMS AND CONDITIONS OF THE RENTAL OF ROOMS LOCATED WITHIN THE MUNICIPAL BUILDING FOR THE PURPOSE OF HOLDING BRIDGE GAMES.

RESOLUTION NO. 11-2010

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWNSHIP OF WILKINS, THE BLACKRIDGE DUPLICATE BRIDGE CLUB AND THE MILT FRAZIER DUPLICATE BRIDGE CLUB, FOR THE PURPOSE OF DEFINING THE TERMS AND CONDITIONS OF THE RENTAL OF ROOMS LOCATED WITHIN THE MUNICIPAL BUILDING FOR THE PURPOSE OF HOLDING BRIDGE GAMES.

(198-10) MOVED FIALLA-COSTA to adopt Resolution No. 10-2010 and Resolution No. 11-2010. The motion was adopted by unanimous roll call vote.

(199-10) MOVED PADULA-FIALLA to authorize the Engineer to prepare bid specifications and advertise for the replacement of the Balint Lane Bridge abutments The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 12-2010

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE EXECUTION OF A RIGHT-OF-ENTRY AGREEMENT BETWEEN THE COMMONWEALTH OF PENNSYLVANIA, DEPARTMENT OF ENVIRONMENTAL PROTECTION, BUREAU OF ABANDONED MINE RECLAMATION AND THE TOWNSHIP OF WILKINS FOR THE PURPOSE OF UNDERTAKING RECLAMATION WORK NECESSITATED BY ABANDONED COAL MINING ACTIVITY TO PROTECT THE PUBLIC HEALTH, SAFETY AND GENERAL WELFARE FROM THE ADVERSE EFFECTS OF PAST COAL MINING.

(200-10) MOVED FIALLA-PADULA to adopt Resolution No. 12-2010. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 13-10

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

(201-10) MOVED FIALLA-SZOKO to adopt Resolution No. 13-10. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 14-2010

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, DECLARING CERTAIN PROPERTIES LOCATED IN THE TOWNSHIP OF WILKINS AS SLUM AND BLIGHT.

(202-10) MOVED PADULA-COSTA to adopt Resolution No. 14-10. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 15-2010

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ADOPTING A JOB DESCRIPTIOON FOR THE POSITION OF SUPERINTENDENT OF PUBLIC WORKS.

(203-10) MOVED COSTA-PADULA to adopt Resolution No. 15-2010, with the following additions: 1) Under "Nature of Work," add that this is an at-will position: 2) Under "Other Requirements," change the existing #6: to #7 and add a new #6: "The incumbent must be able to meet the physical requirements of the position:' 3) Under "other Requirements" add a new #8, "Wilkins Township residency is required within one year of employment." The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 16-10

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, IN OPPOSITION TO FORCED MERGERS AND CONSOLIDATIONS OF LOCAL GOVERNMENTS IN PENNSYLVANIA.

(204-10) MOVED FIALLA-SZOKO to adopt Resolution No. 16-2010. The motion was adopted by unanimous roll call vote.

(205-10) MOVED COSTA-SZOKO to approve the agreement for the Storm Sewer and Drainage Ditch Easement for the Village Showcase. The motion was adopted by unanimous roll call vote.

(206-10) MOVED COSTA-PADULA to authorize Robert J. Tomasic to perform a close-out audit of the DCED Grant received for the Community Center ($100,000) as required by DCED. The motion was adopted by unanimous roll call vote.

(207-10) MOVED PADULA-FIALLA to authorize elected officials to attend the Allegheny County & Western Pennsylvania Association of Township Commissioners 38th Annual Joint Fall Conference at Seven Springs from Thursday, September 30th through Sunday, October 3rd Individual elected officials will be required to make a contribution toward the cost, dependent upon the number of elected officials attending and the package selected. The total expenditure shall not exceed $3,500.00. The motion was adopted by unanimous roll call vote.

(208-10) MOVED FIALLA-SZOKO that elected officials interested in attending the Joint Fall Conference notify Karen Luffe no later than July 26,2010 and that the Township will not reimburse elected officials for mileage and/or turnpike fees. The motion was adopted by unanimous roll call vote.

(209-10) MOVED PADULA-COSTA to approve the request of the Red Cross to use the Community Center on August 4, 2010 beginning at 6:00 pm for a meeting. The motion was adopted by unanimous roll call vote.

(210-10) MOVED COSTA-PADULA to accept the recommendation of the Manager to acquire Heart and Lung Insurance through Penn Prime at a prorated yearly cost of $10,562.00, with an effective date of 08/01/10. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Szoko provided the members of the Board and the Solicitor with two handouts that described what he would like to see added to the personnel policy for fraternization and employees working for supervisors and commented that he does not believe that retired employees should be permitted to be on Township job sites.

Commissioner Costa thanked everyone for coming to the meeting.

Commissioner Fialla congratulated the Public Works Department, Police Department and Recreation Advisory Board for pulling off a successful Summer Festival; commented that she is frustrated that the Commissioners are powerless to change a decision of the zoning officer and must go through different channels.

Commissioner Padula thanked the Recreation Advisory Board, the Manager, the Police Department, the Public Works Department and the Solicitor and Engineer for their support of the Summer Festival; commented that Beth Humbertson did a great job on this year's Car Cruise and that the execution of the event this year was flawless; stated that it is unfortunate that there are problems with the Zoning Ordinance which have affected the Krasiks, but they must go through the appropriate process and expressed his dissatisfaction with the continued waiving of the reading of reports.

Commissioner Martinelli thanked Chief Krancic for not only working his regular shift during the day during the Summer Festival, but also for attending the Summer Festival in the evening; thanked Ed Bruener for the execution of the event, which was the most seamless yet; thanked the Manager for working in the ticket booth each night and stated that it is nice to see members of the community coming together for the event.

(211-10) MOVED FIALLA-SZOKO to adjourn., The meeting was adjourned at 9:10 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted:

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, AUGUST 9, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Public Hearing of Monday, July 12, 2010
Regular Meeting of Monday, July 12, 2010

COMMUNICATIONS: Sally Bogie, C.C. Mellor Memorial Library
David Mazza, Pa Resources, Council, Inc.
Wilkins Township Democratic Committee
Senator Jay Costa, Jr., 43rd District
Pitcairn-Turtle Creek-Wilkins Long Term Storm Recovery Team and Jessica and Rose Smeltzer

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	$ 130,160.72
General Fund Addendum	$ 3,308.59
Combined Sewer Fund	$ 104,150.55
DEP GHG Grant Fund	$ 7,770.01
Emergency Mgmt. Fund	$ 27,047.65
Capital Reserve Fund	$ 9,894.58
TOTAL:	**$ 282,332.10**

OLD BUSINESS:

1. Bid award – Balint Lane Bridge.

NEW BUSINESS:

1. Proposed Ordinance ___-2010 – Temporary Signs and Freestanding Pole Signs / Advertise for public hearing.

2. Proposed Ordinance ___-2010 – Adopting certain streets for Liquid Fuels funding.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, AUGUST 9, 2010

3. 2011 Minimum Municipal Obligation to the Police Pension Plan and Notice of 2010 Distress Determination from the Commonwealth of Pa Public Employee Retirement Commission.

4. Award the low bid for salt to Morton International Inc., at a low bid of $51.40 per ton.

5. Resolution #17-2010 –Disposition of Municipal Records.

6. Resolution #18-2010 – Disposition of Municipal Records.

7. Work Order from Fire Fighter Sales & Service Company.

8. Wilkins Hospitality Associates, L.P. and NAI Acquisition Group L.P. correspondence regarding Township contingencies upon approval of the Sanitary Sewer Facilities Easement and Maintenance Agreement.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, AUGUST 9, 2010

The Regular Meeting of Monday, August 9, 2010 was brought to order at 7:00 PM by President Mrs. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko**

** Mr. Szoko attended Executive Session, but had to leave to attend the Act 32 Meeting at the Monroeville Municipal Building. Firms are being interviewed for Earned Income Tax Collector.

(212-10) MOVED COSTA-PADULA to approve the minutes of the Public Hearing of Monday, July 12, 2010. The motion was adopted by unanimous roll call vote of all present.

(213-10) MOVED PADULA-COSTA to approve the minutes of the Regular Meeting of Monday, July 12, 2010. The motion was adopted by unanimous roll call vote of all present.

Communications:

Sally Bogie, Library Director for C.C. Mellor Memorial Library submitted correspondence requesting the release of the 2010 allocation for the Library..

(214-10) MOVED PADULA-COSTA authorizing the release of budgeted funding for the C.C. Mellor Memorial Library. The motion was adopted by unanimous roll call vote of all present.

David Mazza, Southwestern Pennsylvania Household Hazardous Waste Task Force Administrator for the Pennsylvania Resources Council, Regional Director, submitted correspondence advising the Township of a planned household hazardous waste collection scheduled for September 18, 2010 from 9:00 AM until 1:00 PM at the Monroeville Mall and requesting that the Township consider making a donation to help defray some of the on-going costs experienced by the Resources Council in these collection efforts.

(215-10) MOVED PADULA-COSTA to make a contribution in the amount of $125 to the Pennsylvania Resources Council. The motion was adopted by unanimous roll call vote of all present.

The Wilkins Township Democratic Committee submitted a request to reserve the use of the Community Center for two meetings, one on Thursday, August 12, 2010 and the second on Thursday, September 16, 2010. Both meetings will begin at 7:00 PM and are for the purpose of continued planning for the Spaghetti Dinner, which will be held on October 17, 2010.

(216-10) MOVED PADULA-FIALLA to approve the request of the Democratic Committee to use the Community Center on Thursday, August 12, 2010 and Thursday, September 16, 2010. The motion was adopted by unanimous roll call vote of all present.

Senator Jay Costa submitted correspondence regarding the Township submission of Resolution #16-2010 to his office, which opposed Senate Bill 1357, establishing a Boundary Review Committee. Senator Costa thanked the Township for their opinion, but, he believes it is in the best interest of the Commonwealth that the ramifications of mergers be thoroughly studied on both social and economic levels and that there are positive and negative aspects of both consolidated townships and the status-quo.

Rose and Jessica Smeltzer, along with the Pitcairn-Turtle Creek-Wilkins Long Term Storm Recovery Team submitted a thank you letter to the Township and the many volunteers who aided and continue to provide aid to those individuals who were victims of last years' floods.

Citizens' Comments:

Mr. Michael Boyd of 105 George Street questioned whether or not the Township had taken any actions relative to drilling for gas and provided the Board with information from the recent meeting with Allegheny County on this topic.

Reports:

Police Report for July 2010:

	2009	2010
Total Police Calls Logged	299	291
Total Criminal Offenses Reported	30	24
Criminal Arrests/Persons Charged	8	10
Criminal Offenses Cleared	8	10
Traffic Citations Issued	44	24
Parking Tags Issued	14	10
Parking Citations Issued	4	0
Monies collected – July	$9,257.32	$2,262.67

Mr. Brueners' DPW Report for July is on file in the Manager's Office.

W/T VFD #3 reported the following: 15 NFIRS , man-hours 125.38; 4 non-incident activities, man-hours 34.25. Total man-hours for month 159.63.

Building Permits issued during July 2010:

2648-C-S, - G. Yocca, 4063 Grnsbg Pike – Deck Stairs – Cost $750.
2649-CS. - J. Gagetta, 3568 Ridgewood Dr – Roof over Deck – Cost $980.
2652-CS – J. Krusinski, 1413 Jefferson Hgts Rd - Deck – Cost $7,500.
2656-CS – D. Keenan, 978 Grnsbg Pike – Deck – Cost $1,600.
2657-CS – Mitsu Antolik, 585 Clugston Ave – Deck – Cost $4,816.
2661-CS - Carrie Zayas, 4209 Grnsbg Pike – Deck – Cost -0-
2653-CS J. Antolik, 612 McMasters Ave – Stru Roof Repair – Cost $1,700.
2654-CS - Maggiore/Bango, 847 Railroad St – Stru porch Rep. – Cost $2,000.
2655-CS - D. Richardson, 528 Lucia Rd – Pool – Cost $3,000.
2663-CS - A. Gardner, 408 Dunbar Dr. – Pool – Cost $1,983.
2658-CS - Dynamic Bldg.,3455 Wm Penn Hwy – Demolition – Cost $100,000.
2659-CS - Mark Ivanco, 301 Saw Mill Run – Garage Add'n – Cost $7,000.
2660-CS - NAI Acquisition, 3461-3469 Wm Penn Hwy – Retail Plaza (Shell) Cost - $714,548.

The Township received $4,356.83 in real estate transfer taxes during the month of July representing deed transfers which were recorded by the County in June. Total Real Estate Transfer Tax collections to date are: $22,673.97 or 50.39% of budget.

Tax Collectors Report for July 2010:

Balance collectable – beginning of month	$138,601.72
Deductions – (Exonerations)	-815.94
Adjusted Collectable	137,785.78
Less – Face3 Collections	-40,354.80
Balance Collectable – End of month	97,430.98
Face Amount of Collections	40,430.98

Plus: Penalties	3,923.34
Less: Discounts	-22.43
Total Cash collected	44,255.71
Face Refunds	815,94

Act 511 Tax Report:

Earned Income Taxes:

Current Month	$44,797.15	Previous Year	$40,292.26	Difference
Current YTD	393,752.62	Previous YTD	423,513,02	($29,760.40)

Local Service Tax:

Current Month	6,577.13	Previous Year	20,235.52	Difference
Current YTD	99,770.44	Previous YTD	92,153.94	$7,616.50

Business Tax (Mercantile & Business Privilege)

Current Month	7,712.84	Previous Year	34,401.52	Difference
Current YTD	526,145.85	Previous YTD	419,922.73	$106,223.12

The Engineer's Report for July 2010 is on file in the Manager's Office.

(217-10) MOVED FIALLA-COSTA to approve the schedule of bills in the amount of $282,332.10 as presented. The motion was adopted by unanimous roll call vote of all present.

(218-10) MOVED PADULA-COSTA to table the award of a contract for the Balint Lane Bridge Project to permit the Manager, Public Works Supervisor and Engineer to come up with alternative solutions for the replacement of the structure at a lower cost. The motion was adopted by unanimous roll cal vote of all present.

(219-10) MOVED PADULA-COSTA to authorize the Manager to advertise for a public hearing to be held on September 13, 2010 for the purpose of receiving public comment on a proposed ordinance which would amend the temporary and political signs as well as the height of free standing signs in the zoning ordinance. The motion was adopted by unanimous roll call vote of all present.

Presentation of the Minimum Municipal Obligation for the Police Pension Plan:
Mrs. Bradley provided the Board with a copy of the Township's MMO for the Police Pension Plan for 2011. Because the Township has been determined to be a Distress Level 1 under Act 44 of 2009, the Board of Commissioners may elect to voluntarily pay a reduced (75% of the amortization payment) MMO for the next two years (2011 and 2012). The total amount of the MMO for 2011 has been calculated at $303,807. With a 25% reduction of the amortization payment, that amount would be $256,221. The Board must make a decision on this issue no later than October 31, 2010. It will be discussed more fully during budget negotiations, which will begin next month.

(220-10) MOVED COSTA-FIALLA to award the low bid for Rock Salt for the 2010-2011 winter season to Morton International, Inc., at a low bid price of $51.40 per ton. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 17-2010

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

RESOLUTION NO. 18-2010

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

(221-10) MOVED PADULA-COSTA to adopt Resolution #17-2010 and #18-2010. The motion was adopted by unanimous roll call vote of all present.

(222-10) MOVED PADULA-COSTA to approve the purchase of fire extinguishers, per the work order dated July 29, 2010 in the amount of $1,567.75 for the Township facilities and vehicles, contingent upon the review and recommendation of Mr. N. Leonard Hill, Fire Marshal. The motion was adopted by unanimous roll call vote of all present.

Commissioners' Comments:

Commissioner Padula thanked everyone for attending the meeting this evening.

Commissioner Fialla questioned the Solicitor as to the possibility of fast-tracking an amendment to the Zoning Ordinance for the repair/replacement of existing nonconforming structures; and thanked everyone for attending the meeting.

Commissioner Costa thanked Mr. Hill for all of his hard work with the Township. He thinks Mr. Hill is one of the hardest working employees in the Township and he looks forward to reading his reports each month.

Commissioner Martinelli commented upon a number of abandoned, overgrown, infested residential properties within the Township and the inability of the Township to quickly address these structures; announced that there will be a rally at the Wolverina on September 4 and that the County will be baiting for raccoons on August 23, 2010 on land. The bait is not harmful to pets, but if seen by residents, should be picked up with gloves and properly disposed of. Mrs. Martinelli also noted that the Board of Commissioners met in Executive Session prior to the Regular Meeting for the purpose of discussing an item of personnel and a legal issue.

(223-10) MOVED FIALLA-PADULA 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

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 13, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, August 9, 2010

COMMUNICATIONS: Mr. Patrick J. Doyle, Ph.D., Chairman, Board of Trustees, C.C. Mellor Memorial Library

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	$ 132,423.96
General Fund Addendum	$ 10,689.82
Combined Sewer Fund	$ 192,156.00
DEP GHG Grant Fund	$ 4,087.50
Emergency Mgmt. Fund	$ 1,567.75
Capital Reserve Fund	$ 10,649.41
TOTAL:	**$ 351,574.44**

OLD BUSINESS:

1. Bid award – Balint Lane Bridge.
2. Ratify scheduling of Halloween on Sunday, October 31, 2010 from 6:00 PM until 8:00 PM.
3. Ratify the appointment of Mr. John Weber of 947 Roland Road to the Churchill Area Environmental Council.
4. Request from C.C. Mellor Memorial Library to hold an afterschool program from September 22 – November 10 from 3:30 until 4:15 PM at the Community Center.
5. Ratify execution of Change #1 for El Grande Industries in the amount of $2,850.00 for geotextile material for Hart Drive.
6. Authorize advertisement of 2011 Budget Meetings – Monday, September 27th at 6:00 PM; Monday, October 25th at 6:00 PM and Monday, November 8th at 6:00 PM. (Preliminary 1st reading of the Budget Ordinance – November 8th with adoption scheduled for December 13th).

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 13, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, August 9, 2010

COMMUNICATIONS: Mr. Patrick J. Doyle, Ph.D., Chairman, Board of Trustees, C.C. Mellor Memorial Library

CITIZENS' COMMENTS:

REPORTS:

1. Police
2. Public Works
3. Fire Companies
4. Building Inspector
5. Manager (Deed Transfer Tax)
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10. Engineer

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AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 13, 2010

7. 2009 Draft Audit – presentation and request for comments.

NEW BUSINESS:

1. Proposed Ordinance 1007-2010 – Temporary Signs and Freestanding Pole Signs / Advertise for public hearing.

2. Proposed Ordinance 1008-2010 – Adopting certain streets for Liquid Fuels funding.

3. Proposed Ordinance adopting requirements for registration and licensing of residential rental units.

4. Presentation of 2011 Non-Uniform Pension Plan Minimum Municipal Obligation.

5. Discussion of implementing interim real estate tax assessments of all new construction.

6. Discussion of earned income tax collector – 2011.

7. County Snow & Ice Agreement 2010/2011 through 2012/2013.

8. Review of Profit/Loss Statement for Summer Festival 2010.

9. Request from Red Cross Committee to use the funds available in the Wilkins Township Disaster Relief fund for the purpose of posting letters seeking contributions to the Township's committee.

10. Request from the Red Cross Committee to consider permanent approval for their use of the Community Center for meetings which do not conflict with other functions and/or events.

11. Request to attend the Government Finance Officers Association of Pennsylvania 2010 Fall Seminar to be held on October 28, 2010 in Cranberry, entitled "Changing Employee Benefits in Today's Economy" at a cost of $50.00.

12. Request to attend the PELRAS / APMM Fall Managers Meeting, entitled "Municipal Finance Relief: Finance and Labor Solutions for the Municipal Budget Crisis" to be held on October 15, 2010 at the Greensburg Garden & Civic Center at a cost of $100.00.

13. Request from Mr. Hill to attend the PENNBOC Conference to be held on October 13-15th in Carlisle, PA at a cost of $329.00.

14. Request from Commissioner Costa to attend the Three Rivers Wet Weather annual conference held on October 13th and 14th at the Monroeville Convention Center at a cost of $100.00.

COMMISSIONERS' COMMENTS

ADJOURNMENT

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 13, 2010

7. 2009 Draft Audit – presentation and request for comments.

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COMMISSIONERS' COMMENTS

ADJOURNMENT

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 13, 2010

ANNOUNCEMENTS:

1. The Wilkins Township Planning Commission will meet on Wednesday, September 15, 2010 beginning at 7:00 PM. On the agenda is the presentation of the land development plan for Sheetz.

2. The Wilkins Township Zoning Hearing Board will meet on Thursday, September 23, 2010 for the purpose of hearing a request for a variance by NAI Acquisitions, L.P., for a uniform sign plan at the Showcase East site.

3. The next meeting of the Wilkins Township Board of Commissioners is scheduled for Monday, September 27, 2010 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, SEPTEMBER 13, 2010

The Public Hearing of Monday, September 13, 2010 was brought to order at 6:50 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

The purpose of the public hearing was to receive public comments on proposed Ordinance 1007. The proposed ordinance would amend the zoning code as it pertains to three types of signs, as follows:

1. Temporary Special Advertising and Real Estate Signs: Signs of this nature advertise a special event, or a sale or lease of property. Examples of these types of signs are "Grand Opening" signs and "Now Serving Breakfast" signs. The ordinance proposes to increase the number of signs permitted per lot from one to two per street front; sets the timing of installation and termination of use; and sets the size based upon the distance of the sign from a public right of way.

2. Freestanding Pole Signs: Freestanding pole signs are most prevalent in the Route 22 corridor, such as "Wendy's", "D'Imperios", and "Pep Boys". The Township's current regulations only permit signs within this corridor to be a maximum of eight (8) feet in height. Because of the topography of Route 22, nearly all business owners have at one time or another approached the Zoning Hearing Board to request a variance from the height requirement. This has led to a hodgepodge of different sized signs within the area. The proposed ordinance separates streets based upon PennDot classification into arterial, collector and local. Commercial and industrial businesses located on arterial roadways, such as Route 22, will now be permitted to erect signs of no more than sixteen (16) feet in height. Commercial and industrial businesses located on collector roadways, such as Greensburg Pike and Brown Avenue will continue to be permitted to erect signs of no more than eight (8) feet. Commercial businesses located on local streets, such as Powell, will be permitted to erect signs of no more than six (6) feet in height. Signs on residential properties (R-1 through R-4) will be to a height of five (5) feet.

3. Political Signs: In March of 2010 the Township received correspondence from the American Civil Liberties Union seeking voluntary changes to the Township's existing political sign ordinance as it involved signs on private property. The proposed amendment reflects the request of the ACLU and eliminates the length of time a political sign can be displayed, the number of political signs that can be displayed and the requirement that a property owner receive a permit prior to placement of signs on private property. The Planning Commission also modified the height and size of political signs on both private and public property.

Public Comments: None

Commissioners' Comments:

Commissioner Padula asked Mr. Rushford whether the amendment met all of the requirements of the ACLU. Mr. Rushford replied in the affirmative.

Commissioner Fialla asked whether or not it was possible to get this amendment out to all businesses in the Township, like Sheetz, so they would be aware of the changes

Commissioner Szoko asked how this ordinance affects the Shop-N-Save super saver sale signs. Mr. Rushford stated that it does not affect Shop-N-Save because Shop-N-Save sought and received a variance to display their signs.

(224-10) MOVED PADULA-FIALLA to adjourn. The Public Hearing was adjourned at 6:59 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, SEPTEMBER 13, 2010

The Regular Meeting of Monday, September 13, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(225-10) MOVED PADULA-COSTA to approve the minutes of the regular meeting of August 9, 2010 as presented. The motion was adopted with a four to one vote with Mr. Szoko abstaining.

Communications:

Mr. Patrick J. Doyle, Ph.D., Chairman of the C.C.Mellor Memorial Library Board of Directors, submitted correspondence thanking the Township for their 2010 contribution for library services for residents of Wilkins Township.

Citizens' Comments:

Mr. Mel Pendinger addressed the Board on behalf of the Renda family, who own property at 105 Powell Street. The Renda's are in the process of trying to sell this property. The property is currently zoned commercial which has created problems for the family. They are seeking a change in zoning from Commercial to Commercial/Residential.

(226-10) MOVED FIALLA-COSTA referring the request of the Renda's for a change of zoning at 105 Powell Street to the Planning Commission for review and recommendation. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

Mr. Michael Boyd of 105 George Street advised the Board that the Woodland Hills School District will be sponsoring a bicycle race called Tour Du District on October 2, 2010; and advised that he is interested in encouraging bicycling in the community.

REPORTS:

Police Report for August 2010:

	2009	2010
Total Police Calls Logged	255	263
Total Criminal Offenses Reported	26	32
Criminal Arrests/Persons Charged	32	3
Criminal Offenses Cleared	31	3
Traffic Citations Issued	35	30
Parking Tags Issued	12	6
Parking Citations Issued	2	0
Monies collected during August	$ 3,563.88	$ 3,528.43

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

WTVFD #1 reported the following for July 2010:
16 Fires, man hours 142, 4 Practices, man-hours 4, 1 Meeting, man-hours 44 and 1 Special, man-hours 1. Total man-hours for July 341.50.

WTVFD #1 reported the following for August 2010:
11 Fires, man-hours 43.50, 3 Practices, man-hours 60, and 1 Meeting, man-hours 30.
Total man-hours for August 133.5.

WTVFD #3 reported the following for August 2010:
12 NFIRS Incidents, man-hours 52.16 and 3 Non-Incident Activities, man-hours 47.50.
Total man-hours for August 2010 99.66.

Building Permits issued during August 2010:

BP 2662 CS, Sharon Walsh, 200 Churchill Rd., Sunroom Cost $29,943.
BP 2664 CS, Annette Gardner, 408 Dunbar Dr., Deck Cost $600.
BP 2665 CS, LG Realty, Bldg. #3, Su 103 – Interior Alteration – Cost $58,000.
BP 2665 CS, PCE LL, LP " " - Plan Review – Cost $525,000.
BP 2666 CS, James Azzarello, 247 Churchill Rd – New Home – Cost $183,000.
BP 2667 CS, Jerry Leff, 1609 Vinesian Place – Retaining Wall – Cost $55,000.
BP 2668 CS, Tod Oblak, 129 Penhurst Dr – Deck – Cost $5,836.
Electrical Inspection – RKB #10-002-E/19047 – Receptacles – Cost $9,281.
3455 William Penn Highway

The total amount of transfer tax received in August (representing July transfers) was $1,710.10. Total year-to-date collections are:$24,384.07, or 54.19% of budget. We are currently 13% behind ($6,000) where we should be at this time of the year.

Tax Collector's Report for August 2010:

Balance Collectable – Beginning of the Month	97,430.98
Adjusted Collectable	97,430.98
Less Face Collections	-4,432.67
Balance Collectable – End of Month	92,998.31
Face Amount of Collections	-4,432.67
Plus: Penalties	443.27
Total Cash Collected	$4,875.94

Act 511 Tax Report for August 2010:

Earned Income Taxes:

Current Month	$73,053.73	Previous Year	$60,146.82	Difference
Current YTD	466,806.35	Previous YTD	483,659,84	($16,853.49)

Local Service Tax:

Current Month	8,524.94	Previous Year	18,701.60	Difference
Current YTD	108,295.38	Previous YTD	110,855.54	($2,560.16)

Business Tax (Mercantile & Business Privilege)

Current Month	414.66	Previous Year	47,206.65	Difference
Current YTD	526,560.51	Previous YTD	467,129.38	$59,431.13

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

Ms. Yon's Report can be found filed in the Manager's Office:

(227-10) MOVED FIALLA-SZOKO to accept the recommendation of Senate Engineering to prepare specifications and bid the Balint Lane Bridge project as two separate contracts, with the first contract including the purchase and construction of a 60' arch pipe and the second including the placement of the arch pipe in the stream bed. The motion was adopted by unanimous roll call vote.

(228-10) MOVED SZOKO-COSTA to approve the payment of the schedule of bills, in the amount of $351,574.44, as presented. The motion was adopted by unanimous roll call vote.

(229-10) MOVED COSTA-FIALLA to ratify the scheduling of Trick-or-Treat for Halloween on Sunday, October 31, 2010 from 6:00 PM until 8:00 PM. The motion was adopted by unanimous roll call vote.

(230-10) MOVED FIALLA-COSTA to ratify the appointment of Mr. John Weber of 947 Roland Road to the Churchill Area Environmental Council. The motion was adopted by unanimous roll call vote.

(231-10) MOVED FIALLA-COSTA to appoint Michael Boyd of 105 George Street to the Churchill Area Environmental Council for Wilkins Township. The motion was adopted by unanimous roll call vote.

(232-10) MOVED COSTA-FIALLA to authorize the request of the C.C. Mellor Memorial Library to hold an afterschool program from September 22nd through November 10th from 3:30 PM until 4:15 PM at the Community Center. The motion was adopted by unanimous roll call vote.

(233-10) MOVED COSTA-PADULA to ratify the execution of Change Order #1 for El Grande Industries in the amount of $2,850.00 for geotextile material for Hart Drive. The motion was adopted by unanimous roll call vote.

(234-10) MOVED FIALLA-SZOKO to authorize the advertisement of 2011 Budget Meetings as follows: Monday, September 27th at 6:00 PM; Monday, October 25th at 6:00 PM and Monday, November 8th at 6:00 PM. The motion was adopted by unanimous roll call vote.

ORDINANCE NO. 1007

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA AMENDING THE WILKINS TOWNSHIP CODIFIED BOOK OF ORDINANCES, PART II, GENERAL LEGISLATION, CHAPTER 173, ZONING, ARTICLE V, SIGNS, SECTION 173.28, DEFINITIONS, TO ADD A DEFINITION FOR SPECIAL ADVERTISING AND REAL ESTATE SIGNS; TO ADD DEFINITIONS FOR ARTERIAL, COLLECTOR AND LOCAL STREETS AND AMEND THE DEFINITION OF TEMPORARY SIGNS; AMENDING SECTION 173-30, EXCEPTIONS, PARAGRAPH G, TEMPORARY POLITICAL SIGNS TO ELIMINATE TIME LIMITATIONS ON PRIVATE PROPERTY, THE NUMBER OF PERMITTED SIGNS ON PRIVATE PROPERTY AND THE REQUIRED LOCATION OF POLITICAL SIGNS ON PRIVATE PROPERTY; DECREASING THE HEIGHT OF POLITICAL SIGNS ON BOTH PRIVATE PROPERTY AND PUBLIC PROPERTY FROM SIX FEET TO FOUR FEET; AMENDING SECTION 173-35, TABLE I TO PROVIDE FOR REQUIREMENTS FOR SPECIAL ADVERTISING AND REAL ESTATE SIGNS AND AMEND HEIGHT REQUIREMENTS FOR FREE STANDING SIGNS; AND AMENDING SECTION 173-38, FREESTANDING SIGNS, TO ADD HEIGHT REQUIREMENTS BASED UPON STREET CLASSIFICATION.

(235-10) MOVED PADULA-COSTA to read Ordinance No. 1007 for the first time by title only.

(236-10) MOVED PADULA-COSTA to accept the first reading of Ordinance No. 1007.

(237-10) MOVED PADULA-COSTA to read Ordinance No. 1007 for the second time by title only.

(238-10) MOVED PADULA-FIALLA to accept the second reading of Ordinance No. 1007.

(239-10) MOVED PADULA-FIALLA to adopt Ordinance No. 1007.

Motions 235-10 through 239-10 were adopted by unanimous roll call vote.

ORDINANCE NO. 1008

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, COUNTY OF ALLEGHENY AND COMMONWEALTH OF PENNSYLVANIA, OFFICIALLY ADOPTING VARIOUS ROADS IN THE TOWNSHIP OF WILKINS WHICH WERE CONSTRUCTED PRIOR TO JANUARY 1, 1985 AS PUBLIC ROADS IN THE TOWNSHIP OF WILKINS; AND REPEALING ALL INCONSISTENT ORDINANCES.

(240-10) MOVED FIALLA-PADULA to read Ordinance No. 1008 for the first time by title only.

(241-10) MOVED PADULA-FIALLA to accept the first reading of Ordinance No. 1008.

(242-10) MOVED PADULA-FIALLA to read Ordinance No. 1008 for the second time by title only.

(243-10) MOVED FIALLA-COSTA to accept the second reading of Ordinance No. 1008

(244-10) MOVED FIALLA-PADULA to adopt Ordinance No. 1008.

Motions 241-10 through 244-10 were adopted by unanimous roll call vote.

Presentation of Non-Uniform Minimum Municipal Obligation: Mrs. Bradley presented the 2011 MMMO for the Non-Uniform Pension Plan. The amount that must be budgeted and paid to PMRS for 2011 is $57,784. or a decrease of about $1,700 from the 2010 MMO, due to a decrease in the estimated 2010 payroll.

(245-10) MOVED FIALLA-COSTA to authorize the manager to correspond with the Woodland Hills School District to seek a meeting between the District and the member municipalities to discuss conversion of EIT Collectors for 2011 from PAMS to Keystone. The motion was adopted by unanimous roll call vote.

(246-10) MOVED FIALLA-COSTA to authorize the execution of an agreement with the County of Allegheny for the winter maintenance of Churchill Road from Harrison to Larimer for the years 2010-2011, 2011-2012 and 2012-2013 for a total of $7,971.40. The motion was adopted by unanimous roll call vote.

(247-10) MOVED PADULA-COSTA to authorize the Red Cross Committee to use the funds available in the Wilkins Township Disaster Relief fund for the purpose of posting letters seeking contributions to the Township's committee. The motion was adopted by unanimous roll call vote.

(248-10) MOVED PADULA-FIALLA to authorize the Red Cross to use the Community Center for meetings which do not conflict with other functions and/or events, without the need to seek approval through the Board beforehand. The motion was adopted by unanimous roll call vote.

(249-10) MOVED COSTA-PADULA to authorize the Manager to attend the Government Finance Officers Association of Pennsylvania 2010 Fall Seminar to be held on October 28, 2010 in Cranberry, entitled "Changing Employee Benefits in Today's Economy" at a cost of $50.00. The motion was adopted by unanimous roll call vote.

(250-10) MOVED COSTA-PADULA to authorize the Manager to attend the PELRAS/APMM Fall Managers meeting, entitled "Municipal Finance Relief:Finance and Labor Solutions for the Municipal Budget Crisis" top be held on October 15, 2010 at the Greensburg Civic Center at a cost of $100.00. The motion was adopted by unanimous roll call vote.

(251-10) MOVED FIALLA-COSTA to authorize Mr. Hill to attend the PENNBOC Conference to be held on October 13-15th in Carlisle at a cost of $329.00. The motion was adopted by unanimous roll caqll vote.

(252-10) MOVED PADULA-SZOKO to authorize Mr. Costa to attend the Three Rivers Wet Weather annual conference on October 13-14th from 8:00 AM until 4:00 PM at a cost of $70.00. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Szoko commented on the letter which was recently sent to retirees regarding Medicare eligibility; noted the example of the trickle-down effect due to attrition that resulted in a lower Municipal Obligation to the Non-Uniform Pension Plan for 2011; provided an example from New Jersey of what occurs when employees cannot aid government in downsizing through bargaining and discussed sustainability and its meaning.

Mr. Costa thanked Ms. Yon for all her hard work on coming up with options for the Balint Bridge; commented on the pour of concrete at Wilbur Street and reminded the public that ALCOSAN is having an open house on Saturday, September 18th.

Ms. Fialla thanked Ms. Yon and Mr. Bruener for working on solutions for Wilbur Street and Balint Lane and for thinking outside the box; stated that the next meeting of the Board is scheduled for September 27, 2010 and thanked Mr. Boyd for volunteering to serve on the Churchill Area Environmental Council.

Mr. Padula requested an update of activity with the hillside behind Laurel Graphics; stated that he attended the WHEMS meeting last week and is pleased to report that WHEMS ordered a new ambulance, which will be delivered in October; discussed the need to seek grant funds for the installation of AED's at the municipal building and the Community Center; thanked Mr. Boyd for volunteering to serve on the Churchill Environmental Advisory Council; thanked the residents of Hart Drive and Old William Penn for their patience during this year's road reconstruction projects; thanked Mr. Bruener and Ms. Yon for working out a lower-cost solution to Balint Lane Bridge and thanked the residents for their attendance at the meeting this evening.

Mrs. Martinelli reminded the residents that there will be a hazardous waste collection at the Monroeville Mall next Saturday (September 18, 2010) from 9:00 AM until 1:00 PM, congratulated #3 Fire Department on their successful Spaghetti Dinner over the weekend; stated that Volunteer Fire Department #4 will be holding a fund raiser at Applebees on October 10th from 11:00 AM until close; invited everyone to participate at the Mates-Linhart rededication ceremony to be held at 6:00 PM on Tuesday, September 14th, thanked everyone for their attendance at the meeting and thanked Mr. Bruener and Ms. Yon for their work on the Balint Bridge Project.

(253-10) MOVED FIALLA-COSTA to adjourn. The meeting was adjourned at 9:23 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 27, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Public Hearing of Monday, September 13, 2010
Regular meeting of Monday, September 13, 2010

COMMUNICATIONS: Joyce Sullivan, Board Secretary / Business Manager, Woodland Hills School District.

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Bid Opening – Sale of former 21-6 and 21-7 and light bars.
2. Presentation of 2009 Audit.
3. Proposed Ordinance adopting requirements for registration and licensing of residential rental units.
4. Proposed Ordinance implementing interim real estate tax assessments.

NEW BUSINESS:

1. Periodic Estimate for Partial Payment – Folino (Penn Center Blvd): $44,573.91.
2. Planning Commission recommendations:
    a. Sheetz Land Development
    b. Request for change of zoning – 105 Powell Street
3. Recommendation from Chief Krancic to promote Officer Dollman to the position of full time regular police officer, pending the successful completion of his probationary status effective October 7, 2010.
4. Correspondence from Neighborhood Legal Services regarding the donation of property located at 687 Larimer Avenue.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Recreation Advisory Board will meet on Tuesday, October 5, 2010 at the Wilkins Township Community Center beginning at 7:30 PM.
2. The next meeting of the Board of Commissioners is scheduled for Monday, October 11, 2010, beginning at 7:00 P.M.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 27, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Public Hearing of Monday, September 13, 2010
Regular meeting of Monday, September 13, 2010

COMMUNICATIONS: Joyce Sullivan, Board Secretary / Business Manager, Woodland Hills School District.

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Bid Opening – Sale of former 21-6 and 21-7 and light bars.
2. Presentation of 2009 Audit.
3. Proposed Ordinance adopting requirements for registration and licensing of residential rental units.
4. Proposed Ordinance implementing interim real estate tax assessments.

NEW BUSINESS:

1. Periodic Estimate for Partial Payment – Folino (Penn Center Blvd) $44,573.91.
2. Planning Commission recommendations:
   a. Sheets Land Development
   b. Request for change of zoning – 105 Powell Street
3. Recommendation from Chief Kronzio to promote Officer Dollman to the position of full time regular police officer, pending the successful completion of his probationary status effective October 7, 2010.
4. Correspondence from Neighborhood Legal Services regarding the donation of property located at 687 Larimer Avenue.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Recreation Advisory Board will meet on Tuesday, October 5, 2010 at the Wilkins Township Community Center beginning at 7:30 PM.
2. The next meeting of the Board of Commissioners is scheduled for Monday, October 11, 2010, beginning at 7:00 P.M.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING, MONDAY, SEPTEMBER 27, 2010

The Budget Meeting of Monday, September 27, 2010 was brought to order at 6:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

General Fund:

The General Fund is balanced with revenues and expenditures equal to $4,373,400. representing a decrease from 2010 of $1,299,800. The 2011 General Fund budget includes a carryover of revenue from the 2010 budget in the amount of $326,900. This amount includes $85,000. in delinquent real estate tax received, $20,000. in cable franchise fees above that which was budgeted, $20,000. in FEMA reimbursements from the February snows, $70,000. in reimbursement from the Township's workers compensation carrier and $18,000. in additional Regional Asset District (RAD) revenues. In addition, expenditures are projected to finish the year $77,000. under budget due mainly to the retirement of two members of the Public Works Department who were not subsequently replaced.

Major revenue streams for 2011 include the transfer of $400,000. from the Emergency Contingency Fund and the carryover of $326,900. from 2010. Overall, revenues are projected to continue to remain flat through 2011, with no new or anticipated additional revenues of any mentionable value available. Expenditures for 2011 do not include revenues of any mentionable value available. Expenditures for 2011 do not include increases in wages for any employees. New next year is a requirement that noncontract employees contribute 25% of the increase in the premium of their health care. No capital purchases or street paving projects are included in the 2011 budget and the spending for the Summer Festival has been cut to $17,000.

Other Funds:

	Proposed 2011 Budget
Industrial Development Authority Fund:	56,000
Combined Sewer Fund:	1,485,000
Emergency Contingency Fund:	891,700
Emergency Management Fund:	49,000
Capital Reserve Fund	30,000
Liquid Fuels Fund:	137,100
Police Pension Fund:	353,400
Retired Member Death Benefit Fund:	103,950
Wilkins Twp. Disaster Relief Fund	1730

Proposed expenditures in Industrial Development Authority Fund include $47,000 to match a DCNR Grant for improvements to Lions Park in accordance with the Master Site Plan completed in 2010 and $9,000 in funds to continue to update the Township's zoning and land development ordinances.

Proposed uses of funds in the Combined Sewer Fund include collection and payment to ALCOSAN for sewer usage, maintenance and continued improvements to the Township's sanitary lines and the final payment on the 2003 General Obligation Bond.

The Emergency Contingency Fund contains the remnants of the settlement dollars from ProCare. In 2011, $400,000 will be transferred to the General Fund to balance the budget and the remaining funds are contemplated to be used to balance the 2012 General Fund Budget.

The Emergency Management fund includes funding for police, fire and public works radios and equipment.

The Capital Reserve Fund is expected to be depleted before the end of of 2010, due to cost over runs on the Balint Lane Bridge and Wilbur Street wall projects. Funds will need to be transferred from either the General Fund or the Emergency Contingency Fund to finish improvements to Balint Lane Bridge and to pay for any prior year real estate tax appeals that were successfully challenged by property owners in the Township.

Funds in the Liquid Fuels account are required to be utilized for specific purposes by the Commonwealth of Pennsylvania. For 2011, these uses include reimbursement for labor for road maintenance and construction and reimbursement for street lighting.

The funds available in the Police Pension Fund are a combination of required contributions by the Township ($198,800), State Aid ($105,000) and employee contributions ($48,000). These funds will be invested by PNC in a portfolio of assets on behalf of the fund.

The Retired Members Death Benefit fund is a self-funded insurance policy for retirees of the Township. Beneficiaries of deceased Public Works retirees receive $9,000 and beneficiaries of deceased Public Safety retirees receive $7,500.

Funds in the Disaster Relief account will be used mainly to aid the Red Cross Committee in purchasing needed supplies for emergency sheltering of residents affected by natural and/or other disasters.

The next Budget Meeting is scheduled for October 25, 2010.

(254-10) MOVED PADULA-COSTA to adjourn. The meeting was adjourned at 6:50 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING, MONDAY, SEPTEMBER 27, 2010

The Second Stated Meeting of Monday, September 27, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(255-10) MOVED PADULA-COSTA to approve the minutes of the Public Hearing and Regular Meeting of Monday, September 13, 2010 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Joyce Sullivan, Business Manager for the Woodland Hills School District, submitted correspondence in response to correspondence sent by the Township with regard to the selection of an earned income tax collector for the year 2011. The Woodland Hills School District invites interested Township officials to attend their meeting of October 11, 2010 at which time they anticipate making a decision on a collector.

Citizens' Comments:

Mr. Melvin Henninger requested that the Board of Commissioners reconsider the Planning Commission's recommendation to not rezone 105 Powell Street.

Mr. James Dick of 815 Elizabeth Street thanked the Public Works Department for painting lines on Stevendale and Roland and asked whether the Board was going to take action on the manager's contract before October 1, 2010.

Mr. Mike Boyd of 105 George Street stated that he attended his first meeting of the Churchill Area Environmental Council and has been appointed to the Marcellus Shale subcommittee; reminded the residents of the Tour du District being sponsored by the Woodland Hills School District and commented on the rental registration ordinance being proposed for adoption.

Mr. Nick Andrews, 137 Penhurst Drive stated that he is strongly opposed to the proposed rental registration ordinance.

Mr. Roland Catarinella commented upon the proposed rental registration ordinance and also requested that the Township address the stream on Brown Avenue which has become partially blocked due to the continued erosion and sliding of the hillside.

Bid Opening:

The Township advertised for sealed bids for the sale of a 2003 Ford Crown Victoria, a 2004 Ford Crown Victoria and three Code 3 MX-7000 Series light bars. Bids were received as follows:

Bidder Name and Address:	Bid Item:	Bid Amount:
James Sokol 520 Milltown Road New Kensington PA 155068	2003 Ford Crown Victoria 2004 Ford Crown Victoria Code 3 Light Bars (3)	$ 858.00 878.00 5.00 each

Bidder Name and Address	Bid Item	Bid Amount:
Grace Quality Used Cars 945 Lincoln Highway Morrisville PA 19067	2003 Ford Crown Victoria	$ 1,158.00
	2004 Ford Crown Victoria	2,358.00
	Code 3 Light Bars (3)	No Bid
Sulli Motors 321 8th Street Ambridge PA 15003	2003 Ford Crown Victoria	429.00
	2004 Ford Crown Victoria	429.00
	Code 3 Light Bars (3)	No Bid
Bay Ridge Motors, Inc. 1869 Richmond Terrace Staten Island, NY 10310	2003 Ford Crown Victoria	1,655.00
	2004 Ford Crown Victoria	2,055.00
	Code 3 Light Bars (3)	No Bid
Chicago Motors, Inc. 2553 W Chicago Avenue Chicago, IL 16062	2003 Ford Crown Victoria	1,444.00
	2004 Ford Crown Victoria	1,707.00
	Code 3 Light Bars (3)	No Bid

(256-10) MOVED PADULA-COSTA to award the bid for the 2003 Ford Crown Victoria to Bay Ridge Motors, Inc. for a price of $1,655.00, awarding the bid for the 2004 Ford Crown Victoria to Grace Quality Used Cars at a price of $2,358. and rejecting all bids on the light bars. The motion was adopted by unanimous roll call vote.

(257-10) MOVED COSTA-PADULA to authorize the payment of Periodic Estimate #1 to Folino in the amount of $44,573.91 contingent upon the receipt of a signed statement regarding future maintenance as discussed with the contractor. The motion was adopted by unanimous roll call vote.

(258-10) MOVED COSTA-SZOKO to accept the recommendation of the Planning Commission approving the land development for Sheetz. The motion was adopted by unanimous roll call vote.

(259-10) MOVED PADULA-SZOKO to accept the recommendation of Chief Krancic to promote Officer Dollman to the position of full time regular police officer, pending his successful completion of his probationary status effective October 7, 2010. The motion was adopted by unanimous roll call vote.

(260-10) MOVED COSTA-FIALLA to authorize the Manager to advise Ms. Elaine Rhein of Neighborhood Legal Services that the Board is not interested in the donation of property located at 687 Larimer Avenue owned by Nancy Jordan. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Ms. Fialla commented on the need to have a meeting with landlords to discuss the proposed rental registration ordinance and stated that the next meeting will be held on October 11, 2010.

Mr. Padula thanked Mr. Tomasic for presenting the 2009 audit; commented upon Mr. Andrews and Mr. Catarinella's attendance at the meeting and thanked everyone for their attendance.

Mr. Szoko commented upon Mr. Andrews and Mr. Catarinella's attendance at the meeting and commented upon the Auditor General's audit of the Police Pension Plan for the period ending December 31, 2008.

Mr. Costa thanked Mr. Tomasic for presenting the audit and commented upon his attendance at future ALCOSAN meetings.

Mrs. Martinelli thanked Mr. Tomasic for the audit and thanked Mr. Hill for submitting a written report regarding his attendance at training and stated that the Board met in Executive Session prior to the budget meeting to discuss an item of personnel.

(261-10) MOVED PADULA-FIALLA to adjourn. The meeting was adjourned at 8:52 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 11, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Budget Meeting of Monday, September 27, 2010
Regular Meeting of Monday, September 27, 2010

COMMUNICATIONS: Mr. Anthony Russo, Jr., Executive Director, WPJWA (2)
Mr. Dennis Davin, Director of the Allegheny County Redevelopment Authority
Mr. Patrick J. Doyle, Ph.D., President C.C. Mellor Memorial Library
R.O.C. – Monroeville Chamber of Commerce dinner

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	$ 229,241.24
General Fund Addendum	$ 268.75
Combined Sewer Fund	$ 4,248.00
Police Pension Fund	$ 1,400.00
Capital Reserve Fund	$ 165,148.77
TOTAL:	**$ 400,306.76**

OLD BUSINESS:

1. Recommendation from Senate Engineering to approve Periodic Pay Estimate #1 for El Grande in the amount of $188,724.87.

2. Proposed Ordinance instituting interim real estate tax assessments on new construction and improvements.

3. Proposed rental registration ordinance.

4. Update on Balint Lane Bridge repair project.

5. Request from Mel Henninger on behalf of the Renda's for a change in zoning for property located at 105 Powell Street.

NEW BUSINESS:

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 11, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES:

Budget Meeting of Monday, September 27, 2010
Regular Meeting of Monday, September 27, 2010

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AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 11, 2010

1. Request from the Allegheny County Training Academy to use the Municipal Building auditorium for annual updates for police officers from 8:30 a.m. until 3:30 p.m. on the following dates: January 10-11, 24-25, 31; February 1, 7-8, 14-15, 21-22; March 7-8, 14-15, 21-22, 28-29; April 4-5, 11-12 and October 3-4.

2. Hoffman's Boarding Kennels contract.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Wilkins Township Planning Commission will meet on Wednesday, October 20, 2010 beginning at 7:00 PM. The Commission is continuing work on recommended amendments to the Zoning Ordinance, including existing nonconforming use and building requirements; no-impact home based businesses and permitting accessory structures of less than 120 square feet to locate within the required rear and side yard setbacks.

2. The Wilkins Township Board of Commissioners will hold their next meeting on the 2011 budget at 6:00 PM on Monday, October 25, 2010, immediately prior to the regularly scheduled second meeting.

3. The next meeting of the Board of Commissioners will be held at 7:00 PM on Monday, October 25, 2010.

4. The Wilkins Township Zoning Hearing Board will meet on Thursday, October 28, 2010 for the purpose of hearing a request for a Special Exception to construct and operate a Christian School in a residentially zoned neighborhood.

5. Trick-or-Treat will be held from 6:00 PM until 8:00 PM on Sunday, October 31, 2010. Wilkins Township VFC #4 will hold their annual Halloween parade immediately prior to trick-or-treat in Eastmont.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 11, 2010

1. Request from the Allegheny County Training Academy to use the Municipal Building auditorium for annual updates for police officers from 8:30 a.m. until 2:30 p.m. on the following dates: January 10-11, 24-25, 31; February 7, 7-8, 14-15, 21-22; March 7-8, 14-15, 21-22, 28-29; April 4-5, 11-12 and October 3-4.

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WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, OCTOBER 11, 2010

The Regular Meeting of Monday, October 11, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(262-10) MOVED COSTA-PADULA to approve the minutes of the budget meeting of September 27, 2010 as presented. The motion was adopted by unanimous roll call vote.

(263-10) MOVED PADULA-COSTA to approve the minutes of the Second Stated Meeting of September 27, 2010 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Mr. Anthony Russo Jr., Executive Director of the Wilkinsburg-Penn Joint Water Authority (WPJWA) submitted two items of correspondence. The first letter advised the Board that the WPJWA has a new website (www.wpjwa.com) and requested that the Township add their website as a link on the Township's website. The second letter requested the Township's level of interest in exploring cooperative agreements and/or regional alternatives for the management, maintenance and operation of sewer infrastructure. The WPJWA will be submitting a proposal to 3 Rivers Wet Weather to explore regional alternatives for communities which are a part of the WPJWA Distribution System.

(264-10) MOVED PADULA-FIALLA to authorize the manager to advise the WPJWA that the Township supports their efforts to apply for funds to explore alternatives for sewer infrastructure, including regionalization and cooperative agreements. The motion was adopted by unanimous roll call vote.

Communications:

The Township received two letters from Dennis Davin, Director of the Allegheny County Redevelopment Authority advising that the CITF Grant Applications submitted by the Township for the Dowling Street Area Sanitary Sewer Replacement, Phase I project and the Saw Mill Run Bank Stabilization project, while eligible projects, cannot be funded due to the volume of applications submitted compared to the amount of available funding.

Mr. Patrick Doyle, PhD., President, Board of Trustees, C.C. Mellor Library submitted funding requesting that the Township allocate $1.00 per capita toward their 2011 budget for a donation to the Library for 2011.

The Monroeville Area Chamber of Commerce notified the Township of the upcoming ROC Awards which will be presented at a recognition banquet to be held on November 4, 2010, beginning at 5:30 PM at the Doubletree Hotel in Monroeville. The cost per person is $45.00.

(265-10) MOVED PADULA-COSTA to authorize the payment of $45 for one individual to attend the ROC Banquet on behalf of the Township. The motion was adopted by a four to one vote with Mr. Szoko voting "NO".

Citizens' Comments:

Mr. Carl Krary of 256 Penhurst stated that he believed that the interim real estate tax ordinance that is on the agenda should not be approved because it would make Wilkins less attractive to new business.

Ms. Diane Parker (property owner) and Mr. Cory Hoebel (tenant) of 432 Dunbar Drive commented upon correspondence that they received from Mr. Hill regarding the keeping of a boa constrictor as a pet.

Mr. N. Leonard Hill of 405 Kingston Drive reminded residents that VFC #4 will hold their annual Halloween parade beginning at 5:00 PM at the Emanuel Lutheran Church and proceeding to the fire hall on Sunday, October 31st; stated that he will be providing the elected officials with a copy of a handbook just received from Allegheny County regarding Emergency Operations and commented upon Mr. Szoko's statement in the Post-Gazette two weeks ago regarding retiring one police officer and furloughing another. Mr. Hill stated that prior to reducing the number of fulltime police officers, the Commissioners should talk with the taxpayers to determine whether or not they would be willing to pay additional tax dollars to retain them.

Mr. Mike Boyd of 105 George Street thanked the Police Department for their help at the intersections during last week's Tour du District.

Reports:

Police Report for September 2010:

	2009	2010
Total Police Calls Logged	243	278
Total Criminal Offenses Reported	44	30
Criminal Arrests/Persons Charged	13	7
Criminal Offenses Cleared	15	5
Traffic Citations Issued	19	32
Parking Tags Issued	5	6
Parking Citations Issued	2	0
Monies collected during September	$ 2,707.72	$ 3,389.27

Mr. Bruener's DPW Department Report for September can be found filed in the Managers Office

WTVFD #3 reported as follows:
17 Fires, man-power 89.36 hours, 1 Training, man-power 36 hours, 10 Non-incident Activities, man-power 501.91, hours. Total monthly man-power hours: 627.27.

One (1) Building Permit Issued: #2669 CS, Ronald Demko, 504 Clugston Avenue, Porch Roof – Cost $1,000.00

The total amount of transfer tax received in September (representing August transfers) was $514.50. Total year-to-date collections are: $24,898.57, or 55.33% of budget. We are currently 20% behind ($9,000) where we should be at this time of the year.

Tax Collector's Report for September 2010:

Balance Collectable – Beginning of the Month	$ 92,998.31
Additions	412.94
Deductions (Exonerations)	-123.20
Adjusted Collectable	93,288.05
Less Face Collections	-3,762.04
Balance Collectable – End of Month	89,526.01
Face Amount of Collections	3,762.04

Plus Penalties	371.70
Less: Discounts	-0.90
Total Cash Collected	4,132.84
Overpayment Refunds	135.42

Act 511 Tax Report – September 2010

Earned Income Taxes:

Current Month	$ 28,082.64	Previous Year	$ 12,000.00	Difference
Current YTD	494,888.99	Previous YTD	495,659.84	($770.85)

Local Service Tax:

Current Month	24,851.31	Previous Year	33,532.12	Difference
Current YTD	133,146.69	Previous YTD	144,387.66	($11,240.97)

Business Tax (Mercantile & Business Privilege)

Current Month	7,589.64	Previous Year	35,733.17	Difference
Current YTD	534,150.15	Previous YTD	502,862.55	$ 31,287.60

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

Mrs. Martinelli announced that the Board met in executive session prior to the regular meeting to discuss three items of personnel.

(266-10) MOVED SZOKO-COSTA to authorize the payment of the schedule of bills, in the amount of $400,306.76 as presented. The motion was adopted by unanimous roll call vote.

(267-10) MOVED FIALLA-PADULA to accept the recommendation of the Engineer to approve Periodic Pay Estimate #1 to ElGrande in the amount of $188,724.87 representing 95% of the amount due for the paving of Old William Penn Highway and Hart Drive.The motion was adopted by unanimous roll call vote.

(268-10) MOVED PADULA-COSTA to authorize the Manager to advertise for the adoption of the proposed ordinance instituting interim real estate tax assessments on new construction and improvements. The motion was adopted by unanimous roll call vote.

(269-10) MOVED PADULA-FIALLA to authorize the Solicitor to correspond with the Renda's and advise them that their property located at 105 Powell Street is grandfathered in as an existing nonconforming use. The motion was adopted by unanimous roll call vote.

(270-10) MOVED FIALLA-SZOKO to approve the request of the Allegheny County Training Academy to use the Municipal Building Auditorium for annual updates for police officers from 8:30 AM until 3:30 PM. On the following dates: January 10-11, 24-25,31; February 1, 7-8, 14-15, 21-22; March 7-8, 14-15, 21-22, 28-29; April 4-5, 11-12 and October 3-4. The motion was adopted by a four to one vote with Mrs. Martinelli voting "NO".

(271-10) MOVED COSTA-PADULA to authorize the Township to enter into a contract with Hoffman's Boarding Kennels for the year 2011 at a cost of $55.00 per emergency call and $205.00 per month. The motion was adopted by a four to one vote with Ms. Fialla voting "NO".

Commissioners' Comments – Allegheny League of Municipalities Training:

Mrs. Martinelli requested that the Commissioners report on their learning experiences at their recent trip to the Allegheny League conference held in Seven Springs.

Mrs. Martinelli commented upon a seminar she attended regarding Marcellus shale and gas drilling in Western Pennsylvania and the need to update our ordinance to address issues such as odor and noise; a seminar regarding successful bargaining and health care costs. Mr. Padula commented upon a seminar that he attended regarding how to listen; Mr. Costa reported on a seminar that he attended regarding the need to computerize meetings and Ms. Fialla commented upon the development of new business models to aid municipalities in remaining going concerns and understanding the issues presented by constituents before legislating them.

Commissioners' Comments:

Mr. Szoko commented upon an email that he had received regarding projected increases in healthcare for 2011; stated that he recently met with a resident of Lucia who thanked him for keeping the township taxes low and commented that this is not the economy to raise taxes. Mr. Szoko also commented that he does not believe that the Township should contribute to the Library because they are a nonprofit and need to either raise fines, or charge admission and requested an opinion from the Solicitor relative to a finding in the Police Pension Audit for the period ending December 31, 2008.

Mr. Costa thanked everyone for coming to the meeting; reminded residents to remember to register for the Pumpkin Patch Party which will be held on October 23rd; commented that at the last meeting of the Recreation Advisory Board, the Board was notified that their budget for the Summer Festival would be cut in half and that they are already working on ways to hold a five day festival, with less Township funding.

Ms. Fialla stated that one of the biggest challenges that the Board of Commissioners faces in defining the 2011 budget is trying to determine what the priorities of the residents are and she welcomes any input from residents. Ms. Fialla thanked everyone for their attendance at the meeting this evening and hoped to see them at the next meeting.

Mr. Padula thanked everyone for coming to the meeting and thanked the two students who were present for their interest; commented that he too welcomes input from residents and stated that he hopes to see everyone at the Pumpkin Patch Party on the 23rd.

Mrs. Martinelli commented that she is saddened by Mr. Szoko's complaint regarding library funding and discussed the number of activities that the library provides to the township, including reading programs for the children, the book exchange program and the book club; thanked everyone for coming to the meeting and invited the two students who were present to the microphone to introduce themselves and let the Board know why they were present.

(272-10) MOVED COSTA-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 COMMISSIONERS MEETING
MONDAY, OCTOBER 25, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular meeting of Monday, October 11, 2010

COMMUNICATIONS: Don McConnell, Zoning Hearing Board member

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Proposed Ordinance adopting requirements for registration and licensing of residential rental units.

2. Balint Lane Bridge bids.

NEW BUSINESS:

1. CITF Grant Fund reapplication. (Dowling Avenue Sanitary Sewer Project – Phase I and Saw Mill Run Stream Bank Stabilization).

2. Act 44 requirements – Police Pension Plan.

3. Ordinance1009 - Interim Real Estate Tax Assessments

4. Planning Commission recommendations:
    a. Accessory uses and structures
    b. No-impact home-based businesses

5. FEMA Hazard Mitigation Grant Program (HMGP):
    a. Resolution #19-2010 – Designation of Agent
    b. Resolution #20-2010 – Sub-applicant Maintenance Agreement Certification

6. Resolution #21-2010 – Authorizing participation in the Allegheny County Joint Purchasing Program.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Wilkins Township Zoning Hearing Board will meet on Thursday, October 28, 2010 for the purpose of hearing a request for a Special Exception to construct and operate a Christian School in a residentially zoned neighborhood.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 25, 2010

CALL TO ORDER / ROLL CALL

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COMMUNICATIONS: Don McConnell, Zoning Hearing Board member

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BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 25, 2010

2. Trick-or-Treat will be held from 6:00 PM until 8:00 PM on Sunday, October 31, 2010. Wilkins Township VFC #4 will hold their annual Halloween parade beginning at 5:00 PM at the Emmanuel Lutheran Church (1229 Jefferson Heights Road) and proceeding to the fire hall on Frazier Drive.

3. The Recreation Advisory Board will meet on Wednesday, November 3, 2010 at the Wilkins Township Community Center beginning at 7:30 PM.

4. The next meeting of the Board of Commissioners is scheduled for Monday, November 8, 2010, beginning at 7:00 P.M.

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BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 25, 2010

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WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING, MONDAY, OCTOBER 25, 2010

The Budget Meeting of Monday, October 25, 2010 was brought to order at 6:05 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

Changes made to the Proposed 2011 General Fund Budget were outlined for the Board, as follows:

Revenues:

Line Item 301.100. Current Year Real Estate Taxes, was reduced by $40,000 to reflect successful tax assessment appeals filed by Circuit City, Penn Towers, NAAI Acquisitions, LP and PCELL, LP. Interest Earnings, line item 341.100, was increased by $500 and line item 380.200 Beginning Balance was increased from $326,900 to $359,700 due to changes in projections for end of year 2010.

Expenditures:

Budget line item 408.300, Engineering Service, was decreased by $5,000 due to the lack of paving and planned projects for 2011. Under the Police Department the following line items were changed: 410.143 Wages for Crossing Guards was raised by $1,400 due to current year experience, 410.151, Workers Compensation was increased from $110,000 to $115,000 to account for the Heart & Lung Insurance Premium; 410.231, Vehicle Fuel was decreased from $40,000 to $35,000 and 410.374, Traffic Signal Maintenance was decreased by $2,000. Under Recreation, the budget for Events, line item 452.451 was decreased from $18,200 to $15,100. Finally under intergovernmental Expenses, Line Item 481.420, Turtle Creek Valley Council of Governments Dues, was increased by $2,000 due to a proposed increase by the COG.

Total Revenues and Expenditures balance at $4,366,700, or $6,700 less than the proposed 2011 General Fund Budget which was presented initially on September 24, 2010. It should be noted that the proposed General Fund Budget does not include any increases in wages for any department. If contract negotiations and/or arbitration result in an increase in wages, the Board of Commissioners will either need to make additional concessions in the General Fund Budget, or utilize funds earmarked for 2012 in the Emergency Contingency Fund.

Estimated budgets for 2011, 2012 and 2013 were also reviewed by the Board. The projections do not include increases in millage for real estate tax purposes. The budgets freeze wages at 2010 levels and increase insurances (including "Workers' Compensation, Unemployment Compensation, Medical, Automobile, Police Professional Liability and General Liability) by 10%. It is currently estimated that the 2012 General Fund Budget will be short by at least $348,700, even with the utilization of the remainder of Emergency Contingency Funds. By the end of 2013, the deficit will be over $1.2 million.

The Board discussed ways to decrease spending in future years, including holding a public safety meeting with the three Fire Departments to discuss cost-sharing and potentially consolidation amongst themselves or in conjunction with other communities; and corresponding with surrounding municipalities to determine their willingness to participate in a study for consolidation or cost sharing of public works services.

The Board also discussed the benefits and detriments associated with using the 25% decrease in the required Minimum Municipal Obligation (MMO) to the Police Pension Plan which is available due to the passage of Act 44 of 2009 by the Commonwealth of Pennsylvania.

At this time, none of the Township's other proposed budgets for other funds require adjustment. The Township is, however, still awaiting correspondence from ALCOSAN as to fees for 2011 and it is expected that the Combined Sewer Fund Budget will change.

The next budget meeting is scheduled for November 8, 2010 beginning at 6:00 PM. First Reading of the 2011 budget ordinance is scheduled for the regular meeting immediately following the next budget meeting with adoption of the budget scheduled for Monday, December 13, 2010.

(273-10) The motion was adopted by unanimous roll call vote at 6:55 PM.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING, MONDAY, OCTOBER 25, 2010

The Second Stated Meeting of Monday, October 25, 2010 was brought to order at 7:17 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

Chairwoman Martinelli apologized to the audience for starting the regular meeting late. The Board met in Executive Session to discuss three items of personnel and will return to Executive Session following adjournment of the regular meeting to finish discussion of the final item of personnel. No action will be publicly taken at this time.

(274-10) MOVED PADULA-COSTA to approve the minutes of the regular meeting of the Board of Commissioners held on October 11, 2010 as presented. The motion was adopted by a three to two vote with Ms. Fialla and Mr. Szoko voting "NO".

Correspondence:

Mr. Don McConnell of Queenston Drive submitted correspondence resigning from his position as a member of the Zoning Hearing Board due to his work schedule.

(275-10) MOVED MARTINELLI-COSTA to accept the resignation of Mr. McConnell, authorizing the Manager to send correspondence thanking him for his service on the Board and authorizing the Manager to place an advertisement on the website seeking his replacement. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

Mr. Karl Crary of 256 Penhurst Drive commented upon the discussion at the budget meeting relative to focusing on reducing expenditures for fire service when the police, public works and administration take up larger portions of available revenues. Mr. Crary believes that the focus should be on the larger departments.

(276-10) MOVED SZOKO-COSTA to authorize the manager and Mr. Hill to develop a policy for review by the Board to begin a "Wall of Shame" to be placed on the website to showcase properties with significant code violations. The motion was adopted by unanimous roll call vote.

(277-10) MOVED PADULA-COSTA to authorize the manager to advertise a proposed ordinance which amends the Codified Book of Ordinances, Chapter 124, to add a rental registration program. The motion was adopted by unanimous roll call vote.

(278-10) MOVED SZOKO-COSTA to reject all bids for the Balint Lane Bridge Replacement Project with a bid opening date of August 3, 2010 and a bid opening date of October 20, 2010. The motion was adopted by unanimous roll call vote.

(279-10) MOVED COSTA-PADULA to authorize Senate Engineering to resubmit applications for CITF Grants for the Dowling Avenue Sanitary Sewer Project – Phase 1 and the Saw Mill Run Stream Bank Stabilization project. The motion was adopted by unanimous roll call vote.

(280-10) MOVED SZOKO-PADULA to authorize the Manager to notify the Commonwealth of Pennsylvania that the Board has elected to accept a reduction of 25% of the amortization contribution requirement as calculated by Mockenhaupt, or the payment of a minimum municipal obligation (MMO) in 2011 and 2012 of $256,221 instead of $303,807. The motion was not adopted by a three to two vote with Mr. Padula, Mr. Costa and Mrs. Martinelli voting "NO".

(281-10) MOVED FIALLA-PADULA to accept the recommendation of the Planning Commission and authorizing the manager to advertise a public hearing to adopt an ordinance which amends the Township's Zoning Code to permit accessory uses and structures of less than 120 square feet to be located within 5 feet of the rear and/or side lot line. The motion was adopted by unanimous roll call vote.

(282-10) MOVED FIALLA-PADULA to accept the recommendation of the Planning Commission and authorizing the manager to submit a proposed ordinance amending the Zoning Ordinance as it pertains to no-impact home-based businesses and unused school buildings to the Allegheny County Planning Commission for comment. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 19-2010

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING REBECCA BRADLEY, MANAGER, TO EXECUTE FOR AND IN BEHALF OF WILKINS TOWNSHIP ALL REQUIRED FORMS AND DOCUMENTS FOR THE PURPOSE OF OBTAINING FINANCIAL ASSISTANCE FOR THE HAZARD MITIGATION GRANT PROGRAM UNDER THE ROBERT T. STAFFORD DISASTER RELIEF AND EMERGENCY ASSISTANCE ACT.

(283-10) MOVED FIALLA-COSTA to adopt Resolution No. 19-2010. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 20-2010

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA AGREEING TO THE TERMS AND CONDITIONS OF THE OPEN SPACE SUB-APPLICANT MAINTENANCE AGREEMENT CERTIFICATION.

(284-10) MOVED COSTA-FIALLA to adopt Resolution No. 20-2010. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 21-2010

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE TOWNSHIP OF WILKINS TO PARTICIPATE IN THE ALLEGHENY COUNTY JOINT PURCHASING CONTRACT ADMINISTERED BY THE COUNTY OF ALLEGHENY.

(285-10) MOVED COSTA-FIALLA to adopt Resolution No. 21-2010. The motion was adopted by unanimous roll call vote.

(286-10) OVED FIALLA-SZOKO to authorize the manager to send a letter of inquiry to contiguous municipalities, with the exception of Penn Hills for the purpose of determining their interest in obtaining grant funds through DCED to perform a study to determine the feasibility of shared services and/or merger of public works services. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Fialla commented upon the fact that Mr. Hoebel, who appeared before the Board at the last meeting to request that the Board amend their code to permit him to keep his pet boa constrictor, was not present at tonight's meeting, but that she has received a number of calls on this issue. Mr. Hoebel has an opportunity to appeal the decision of Mr. Hill within thirty days of the date that he received notification. As of today, Mr. Hoebel has not appealed Mr. Hill's decision. Ms. Fialla also thanked everyone for coming to the meeting.

Commissioner Padula thanked Mr. McConnell for his years of service on the Zoning Hearing Board; reminded residents to change the batteries in their smoke detectors when they move their clocks back on November 7th, thanked the Recreation Advisory Board for their hard work on the Pumpkin Patch Party; questioned when the Township will get the laptops back from Response; cautioned the Board regarding their approach of the Fire Departments, reminding them that their members are volunteers and we should not strong arm them and stated that he believes that the dialogue regarding shared services has already begun.

Commissioner Szoko stated that he really enjoyed the dialogue between the members of Board with regard to making a decision on the pension obligation; read correspondence that he received from the Penhurst Civic Association regarding a resident who was scammed by a home repairman and commented that he believes that the Township's animal ordinance needs to be tightened more, not relaxed and that if Mr. Hoebel wants to have a boa constrictor, he should move to a different community where they are permitted.

Commissioner Costa stated that he attended the Three Rivers Wet Weather Conference last week and that the materials are available for review in the manager's office; stated that the keynote speaker from the Environmental Protection Agency started things off by stating that while they realize that most municipalities are cash-strapped, they will require these municipalities to fund programs which clean our watersheds and make all of our waters drinkable; and commented upon ALCOSAN's desire to locate holding tanks next to ball fields and parks in their communities to hold sewage during wet weather events to eliminate overflows. Mr. Costa also commented upon the fact that many individuals in Wilkins are of the belief that it is acceptable to park in their front yards and partially on the street. He requested that Mr. Hill and the Police Department aggressively enforce the Township code in this regard to stop this practice and requested that this information be placed on the Township's website.

Commissioner Martinelli thanked Lerah Pasqualino and Melissa Brinza for all of their hard work in heading up the Recreation Advisory Committee that put together the Pumpkin Patch Party; thanked Mr. Costa and Mr. Padula for their attendance and help and thanked Mr. Matthews and Mr. McClelland for running the hay wagon. Mrs. Martinelli also thanked Mr. McConnell for his service as a member of the Zoning Hearing Board; and commented that she has received a number of phone calls and letters regarding the Township's exotic animal ordinance. Everyone that she has spoken to has requested that the ordinance not be changed to permit boa constrictors.

(287-10) MOVED FIALLA-COSTA to adjourn. The meeting was adjourned at 9:04 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley, Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, NOVEMBER 8, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Budget Meeting of Monday, October 25, 2010
Regular Meeting of Monday, October 25, 2010

COMMUNICATIONS: Mr. Steven T. Gough, President, Woodland Hills Foundation
Ms. Barbara Fallon, TCVCOG

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	$ 164,429.04
General Fund Addendum	$ 14,311.96
Combined Sewer Fund	$ 118,729.78
Capital Reserve Fund	$ 200,373.01
DEP GHG Fund	$ 5,391.50
Police Pension Plan	$ 1,175.00
TOTAL:	**$ 504,410.29**

OLD BUSINESS:

1. Recommendation from Senate - Balint Lane Bridge excavation.
2. 2010 Street Improvement Program – El Grande request for final payment.

NEW BUSINESS:

1. 2011 Budget – First Reading of Ordinance Number 1012
2. Proposed Resolution 22-2010 setting healthcare benefits and contributions for full time employees not covered under written agreement.
3. Employment Agreement – Bruener
4. Request by Mr. Bruener to attend training sponsored by Career Track entitled "The Ultimate Supervisor," on January 27, 2011 in Greensburg at a cost of $129.00.
5. Community Center – use of beer and wine.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, NOVEMBER 8, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Budget Meeting of Monday, October 25, 2010
Regular Meeting of Monday, October 25, 2010

COMMUNICATIONS: Mr. Steven T. Gough, President, Woodland Hills Foundation
Ms. Barbara Fallon, TCVCOG

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	$ 164,429.04
General Fund Addendum	$ 14,311.95
Combined Sewer Fund	$ 118,729.78
Capital Reserve Fund	$ 200,373.01
DEP GRG Fund	$ 5,391.50
Police Pension Plan	$ 1,125.00
TOTAL:	**$ 504,410.27**

OLD BUSINESS:

1. Recommendation from Senate - Balint Lane Bridge excavation.

2. 2010 Street Improvement Program - El Grande request for final payment.

NEW BUSINESS:

1. 2011 Budget - First Reading of Ordinance Number 1012

2. Proposed Resolution 22-2010 setting healthcare benefits and contributions for full time employees not covered under written agreement.

3. Employment Agreement - Bruener

4. Request by Mr. Bruener to attend training sponsored by Career Track entitled "The Ultimate Supervisor" on January 27, 2011 in Greensburg at a cost of $129.00.

5. Community Center - use of beer and wine.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, NOVEMBER 8, 2010

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Wilkins Township Planning Commission will meet on Wednesday, November 17, 2010 beginning at 7:00 PM. The Commission is continuing work on recommended amendments to the Zoning Ordinance, including existing nonconforming use and building requirements.

2. The next meeting of the Board of Commissioners will be held at 7:00 PM on Monday, November 22, 2010, a week earlier than normal, due to Thanksgiving.

3. The Administrative Offices and Public Works Department will be closed on Thursday, November 25th and Friday, November 26th for Thanksgiving.

4. The 2011 Budget is scheduled for final adoption at the regularly scheduled meeting of the Board of Commissioners of December 13, 2010.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, NOVEMBER 8, 2010

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Wilkins Township Planning Commission will meet on Wednesday, November 17, 2010 beginning at 7:00 PM. The Commission is continuing work on recommended amendments to the Zoning Ordinance, including existing nonconforming use and building requirements.

2. The next meeting of the Board of Commissioners will be held at 7:00 PM on Monday, November 22, 2010, a week earlier than normal due to Thanksgiving.

3. The Administrative Offices and Public Works Department will be closed on Thursday, November 25th and Friday, November 26th for Thanksgiving.

4. The 2011 budget is scheduled for final adoption at the regularly scheduled meeting of the Board of Commissioners of December 13, 2010.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING, MONDAY, NOVEMBER 8, 2010

The Budget Meeting of Monday, November 8, 2010 was brought to order at 6:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs Martinelli		Ms Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

The Board was provided with new copies of the Proposed 2011 General Fund Budget. Total revenues and expenditures increased by $2,500 from the previous proposal which was presented on October 25, 2010. The Township has now received information from Municipal Employers Insurance Trust (MEIT) relative to increases in health insurance for 2011. The increase amounted to approximately 7% across the Board. The Township initially budgeted a 10% increase in health care. The difference between what had been budgeted at 10% and what is now budgeted at 7% amounts to $45,300. Line item 438.210 (paving) was thus increased by the total amount of the decrease in health insurance.

Once again, there were no significant changes to report in any of the other funds of the Township.

Commissioner Szoko questioned why there is an increase in wages shown in the budget, when the manager stated that there will be no increase in wages. Mrs. Bradley explained that there are 2 employees in the police department and one employee in the Public Works Department who are in the middle of their hourly rate steps. These employees will receive an increase as required by the contract upon their anniversary dates. This increase is the increase to the next level of years of service. In addition, employees with more than five years of service receive longevity. Even though wages are frozen, employees' longevity, which is specified by contract will increase based upon their previous years' earnings and their number of years of service. It should be noted that if an increase in wages is granted either through arbitration or through negotiations, funds to pay for that increase will either need to be taken from the Emergency Contingency Fund allotment which is earmarked for 2012 or additional concessions will need to be made from the General Fund budget.

Commissioner Fialla questioned whether or not the budget could be reopened in January if increases were granted. Mr. Rushford stated that the budget cannot be reopened in January because it is not an election year. However, the budget can be reopened if estimated revenues and/or expenditures change in the aggregate by 10%, or in any one line item by 25%. Essentially, the Board would need to begin the process again, which would push the new budget adoption into January.

Commissioner Padula questioned the need to continue to retain funds in the Emergency Management Fund. These funds were initially earmarked to replace radios for police, fire and public works in 1999, in recognition of the County's desire to change over to an 800 system. The Volunteer Fire Companies have already purchased radios and the police are on the same system as the County. Public Works is on low band. Mrs. Bradley is to review information received from the County relative to this issue and report back to the Board. The total mount of funding available in the Emergency Contingency Fund for 2011 is $49,000.

(288-10) MOVED FIALLA-SZOKO to adjourn. The meeting was adjourned at 6:27 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, NOVEMBER 8, 2010

The Regular Meeting of Monday, November 8, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli Ms. Fialla
Mr. Padula Mr. Costa Mr. Szoko

(289-10) MOVED COSTA-PADULA to approve the minutes of the Budget Meeting of October 25, 2010 as presented. The motion was adopted by unanimous roll call vote.

(290-10) MOVED PADULA-FIALLA to approve the minutes of the Second Stated Meeting of October 25, 2010 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Mr. Steven Gough, President of the Woodland Hills Foundation, submitted correspondence to Chief Krancic thanking him, the police and fire department for supporting the Woodland Hills Foundation Tour du District.

Ms. Barbara Fallon, CD Coordinator for the Turtle Creek Valley Council of Governments, submitted correspondence advising the Board that the COG will be able to pay for the entire cost of the demolition project in Wilkins Township for CD Year 36. Originally, the Township committed $2,088 in local share. The total cost of the project, or $12,400, has been secured by the COG.

Citizens' Comments:

Ms. Karen Cononie of 307 Dunbar Drive registered a complaint regarding cars parking on the street at the intersection of Kingston and Dunbar; cars speeding on Kingston and cars parking on the street.

Mr. William Greene of 307 Dunbar Drive also registered a complaint regarding parking on the street and stop sign violations.

Mr. Mike Boyd of 105 George Street commented upon refuse collection and how the need to increase recycling and composting efforts may best be achieved by charging residents for the volume of refuse that they accumulate; also reported on his investigation of Marcellus Shale and chemical fracking.

(291-10) MOVED SZOKO-COSTA to waive the reading of reports. The motion was adopted by a four to one vote with Mr. Padula voting "NO".

REPORTS:

Police Report for October 2010:

	2009	2010
Total Police Calls Logged	239	228
Total Criminal Offenses Reported	24	17
Criminal Arrests/Persons Charged	10	3
Criminal Offenses Cleared	10	3
Traffic Citations Issued	33	39
Parking Tags Issued	13	7
Parking Citations Issued	2	0
Monies collected during October	$6,249.31	$13,418.02

Mr. Bruner's Public Works Department October Report can be found filed in the Manager's Office.

WTVFD #3 reported the following: 13 NFIRS Incidents, Man-hours 17.70; Training – Man-hours 46.75 and Non-Incident Activities, man-hours 251.25. Total Man-hours for the month 315.70.

Building Permits issued during October 2010:
BP #2670CS, LG Realty, 400 P/C Blvd.,Suite 1 – Interior Alteration Cost $34,000.
BP #2671CS, William Ward, 119 George St – Porch Roof – Cost $3,000.
BP #2672CS, NISSAN, 3355 WM Penn Hwy – 1 Story Retail Shop – Cost $85,000.
BP #2673CS, KUHNS MKT, 700 Brown – Addition – Cost $249,000.
BP #2675CS, S. Ciraula, 301 Dunbar – Deck – Cost $2,500.
BP #2676CS, B. Johnson, 912 Elizabeth – Deck – Cost $2,100.

The total amount of transfer tax received in October (representing September transfers) was $2,816,89, Total year-to-date collections are: $27,715.46 or 62% of budget. We are currently 21% behind ($9,450) where we should be at this time of the year.

Tax Collectors Report for October 2010:

Balance collectable – Beginning of the Month	$89,526.01
Deductions (Exonerations)	-30,111.76
Adjusted Collectable	59,414.25
Less Face Collections	1,772.26
Balance Collectable – End of the Month	57,641.99
Face Amount of Collections	1,772.26
Plus Penalties	165.32
Less: Discounts	-2.38
Total Cash Collected	$1,935.20

Act 511 Tax Report:

Earned Income Tax:

Current Month	$ 19,561.83	Previous Year	$30,929.10	Difference
Current YTD	514,450.82	Previous YTD	526,588.94	($12,138.12)

Local Service Tax:

Current Month	0.00	Previous Year	308.41	Difference
Current YTD	133,146.69	Previous YTD	144,696.07	($11,549.38)

Business Tax (Mercantile & Business Privilege)

Current Month	4,856.61	Previous Year	27,306.66	Difference
Current YTD	539,006.76	Previous YTD	530,169.21	$8,837.55

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

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

(292-10) MOVED SZOKO-COSTA to authorize the payment of bills, in the amount of $504,410.29 as presented. The motion was adopted by unanimous roll call vote.

(293-10) MOVED COSTA-PADULA to accept the recommendation of Senate Engineering and awarding the excavation of land as per specifications for Balint Lane Bridge to R&B Contracting at a price not to exceed $9,753.76. The motion was adopted by a three to two vote with Ms. Fialla and Mr. Padula voting "NO".

(294-10) MOVED COSTA-PADULA to accept the recommendation of Senate Engineering, authorizing final payment to ElGrande in the amount of $9,932.89 for the 2010 Street Improvement Program. The motion was adopted by unanimous roll call vote.

2011 Budget Ordinance #1012 – First Reading;

The 2011 Proposed General Fund Ordinance, Number 1012, was read for the first time. Estimated Revenues are $4,369,200. Expenditures are as follows: General Government: $680,200: Public Safety: $2,170,700: Sanitation: $439,700: Public Works: $1,019,800: Recreation: $42,200: Debt Service: $0.00: Intergovernmental: $8,000: Refunds: $8,600 and Interfund Transfers: $0.00. Final Reading and adoption of the 2011 Budget will occur at the December 13, 2010 meeting of the Board of Commissioners.

RESOLUTION NO 22-10

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA ESTABLISHING THE HEALTH CARE BENEFIT OF FULL TIME EMPLOYEES WHO DO NOT HAVE WRITTEN AGREEMENTS.

(295-10) MOVED PADULA-COSTA to adopt Resolution No. 22-10. The motion was passed by a four to one vote with Ms. Fialla voting "NO".

(296-10) MOVED COSTA-SZOKO to approve an Employment Contract between Mr. Edward Bruener and the Township of Wilkins effective as of November 8, 2010 through December 31, 2015. The motion was adopted by unanimous roll call vote.

(297-10) MOVED FIALLA-SZOKO to approve the request of Mr. Bruener to attend training sponsored by Career Track, entitled "The Ultimate Supervisor" in Greensburg on January 27, 2011 at a cost of $129.00. The motion was adopted by unanimous roll call vote.

(298-10) MOVED COSTA-MARTINELLI to table the use of wine and beer at the Community Center, pending the receipt of additional information such as insurance premium increases and rules and regulations governing the use of alcohol. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Fialla congratulated Mr. Bruener on his promotion; thanked Mr. Miller for sitting in for Mr. Bruener; advised the residents that coyotes have been spotted in the Township on Cline Street, Frazier Drive, Elwood Drive and Nike Street; thanked everyone for coming to the meeting and thanked Mr. Boyd for the information regarding gas drilling.

Commissioner Szoko provided an article from the Post-Gazette, November 2, 2010 edition regarding the signing of the Neighborhood Blight and Reclamation Act by Governor Rendell and requested that the Township consider using this as a part of their ordinance; congratulated Mr. Bruener on his promotion; commented upon a statement made at the previous meeting regarding fire services; compared the fledgling Marcellus Shale Industry to the beginning of the airline industry and stated that as the technology improves, so will the industry; and questioned the parameters of HB 1231, the Firefighter Cancer Presumption bill.

Commissioner Padula thanked Mr. Boyd for his plethora of information on Marcellus Shale drilling; commented that the Township's name was in a recent edition of the Municipal Reporter for receiving grants for light bars and thanked Chief Krancic for that; thanked Mr. Miller for filling in for Mr. Bruener and the other members of the department for filling in for each other; commented upon the complaints regarding speeding traffic and parked cars and thanked everyone for coming to the meeting.

Commissioner Costa stated that the most common complaint that he heard while working the polls on Tuesday was speeding cars and cars parking on front lawns; stated that he agrees with Mr. Szoko regarding the Marcellus Shale Industry and reminded residents to sign up for the Light Up Wilkins celebration.

Commissioner Martinelli also reminded residents to sign up for the Light Up Wilkins celebration; commented that she had her first opportunity to view the opticom system at work on Route 22; stated that she attended the Monroeville Chamber of Commerce Recognition Banquet last week and shared a table with Barry Layton, the Manager of Penn Center; stated that a new newspaper will be coming to town, provided by Trib Total Media and available with the Pennysaver; thanked Mr. Hill for the information that he provided about four abandoned and blighted homes in Wilkins; questioned whether Mr. Costa and Mr. Szoko need to take NIMS training; congratulated Mr. Bruener on his promotion; welcomed Sergeant Lamb back to work after a long, extended injury and stated that the Board met in Executive Session prior to the regular meeting for the purpose of discussing items of potential litigation and personnel.

(299-10) MOVED PADULA-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 COMMISSIONERS MEETING
MONDAY, NOVEMBER 22, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, November 8, 2010
Budget Meeting of Monday, November 8, 2010

COMMUNICATIONS:

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Proposed Ordinance 1009 – Interim Assessment Real Estate Taxation.
2. Proposed Ordinance 1010 – Rental Registration Program.
3. Proposed Ordinance 1011 – Accessory Uses in side and rear yards.
4. Resolution #23-2010 – Adopting a consolidated schedule of fees, including fees for Rental Registration
5. Resolution #24-2010 – Formally requesting a grant from the Redevelopment Authority of Allegheny County and designating Sylvia Martinelli as the official to file all applications, documents and forms between the Township of Wilkins and the RAAC.

NEW BUSINESS:

1. Resolution #25-2010 – United States Army Corps of Engineers Right of Entry Agreement – unopened portion of Wilbur Avenue, Wilkins Township.
2. Proposal from LJS Development Corporation to locate a wireless communications tower at one of the Township's municipal facilities, parks or any unused property owned by the Township.
3. Mutual Aid Agreement between all Turtle Creek Valley Council of Government communities.
4. Planning Commission Recommendations:
    a. Pittsburgh East Nissan Land Development
    b. Proposed Zoning Ordinance Amendment – Existing Nonconforming uses and Buildings
5. Discussion of ALCOSAN bill for Thompson Run Interceptor
6. Schedule of meetings – 2011
7. PRINT – Update of municipal directory and map (last update – 2006).

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, NOVEMBER 22, 2010

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, November 8, 2010
Budget Meeting of Monday, November 8, 2010

COMMUNICATIONS:

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Proposed Ordinance 1009 – Interim Assessment Real Estate Transition.

2. Proposed Ordinance 1010 – Rental Registration Program.

3. Proposed Ordinance 1011 – Accessory Uses in side and rear yards.

4. Resolution #23-2010 – Adopting a consolidated schedule of fees, including fees for Rental registration

5. Resolution #24-2010 – Formally requesting a grant from the Redevelopment Authority of Allegheny County and designating Sylvia Monticelli as the official to file all applications, documents and form between the Township of Wilkins and the RAAC.

NEW BUSINESS:

1. Resolution #25-2010 – United States Army Corps of Engineers Right of Entry Agreement – unopened portion of Wilbur Avenue, Wilkins Township.

2. Proposal from LTL Development Corporation to locate a wireless communications tower at one of the Township's municipal facilities, parks or any unused property owned by the Township.

3. Mutual Aid Agreement between all Turtle Creek Valley Council of Governments communities.

4. Planning Commission Recommendations:

   a. Pittsburgh East Allison Land Development
   b. Proposed Zoning Ordinance Amendment – Existing Nonconforming uses and Buildings

5. Discussion of ALCOSAN bill for Thompson Run Interceptor

6. Schedule of meetings – 2011

7. PPL rt – Update of municipal directory and map (last update – 2006).

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, NOVEMBER 22, 2010

8. Discussion of internet/phone/television package for Community Center through Comcast.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Administrative Offices and Public Works Department will be closed on Thursday, November 25th and Friday, November 26th for Thanksgiving.

2. The Wilkins Township Recreation Advisory Committee will host "Light-up Wilkins" on Friday, December 3, 2010 from 7:00 PM until 9:00 PM at the Community Center.

3. The Recreation Advisory Board will meet on Wednesday, December 7, 2010 at the Wilkins Township Community Center beginning at 7:30 PM.

4. The Wilkins Township Zoning Hearing Board will meet on Thursday, December 9, 2010 for the purpose of hearing a request for a continuation of a Variance Hearing for property located at 139 Leneake Street.

5. The 2011 Budget is scheduled for final adoption at the regularly scheduled meeting of the Board of Commissioners of December 13, 2010, beginning at 7:00 PM.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, NOVEMBER 22, 2010

6. Discussion of Internet/Phone/Television package for Community Center through Comcast.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Administrative Offices and Public Works Department will be closed on Thursday November 25th and Friday, November 26th for Thanksgiving.

2. The Wilkins Township Recreation Advisory Committee will host "Light-up Wilkins" on Friday December 3, 2010 from 7:00 PM until 9:00 PM at the Community Center.

3. The Recreation Advisory Board will meet on Wednesday, December 7, 2010 at the Wilkins Township Community Center beginning at 7:30 PM.

4. The Wilkins Township Zoning Hearing Board will meet on Thursday, December 9, 2010 for the purpose of hearing a request for a continuation of a Variance Hearing for property located at 139 Lenecke Street.

5. The 2011 budget is scheduled for final adoption at the regularly scheduled meeting of the Board of Commissioners on December 13, 2010, beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, NOVEMBER 22, 2010

The Public Hearing of Monday, November 22, 2010 was brought to order at 6:50 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

A Public Hearing was advertised to seek public comments on a proposed amendment to the zoning ordinance to permit accessory structures and uses of 120 square feet or less to be located within five (5) feet of the rear and/or side yard setback.

There were no public comments.

There were no Commissioner comments.

(300-10) MOVED SZOKO-FIALLA to adjourn. The meeting was adjourned at 6:57 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING, MONDAY, NOVEMBER 22, 2010

The Second Stated Meeting of Monday, November 22, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(301-10) MOVED PADULA-COSTA to approve the minutes of the budget meeting and the regular meeting of Monday, November 8, 2010 as presented. The motion was adopted by unanimous roll call vote.

Communications: None

Citizens' Comments:

Ms. Shirley Holtzman Schwartz of 14 Curry Court requested that the Board either place a reflecting mirror, add additional signage or move the light pole at the intersection of Larimer and Churchill Road, due to poor motorist visibility.

ORDINANCE No. 1009

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING THE CODIFIED BOOK OF ORDINANCES, PART II, GENERAL LEGISLATION, CHAPTER 156, TAXATION. ARTICLE VIII, TAX NOTICES, DISCOUNTS, PENALTIES AND INTEREST, TO ENACT AN INTERIM ASSESSMENT OF NEW CONSTRUCTION AND IMPROVEMENTS.

(302-10) MOVED COSTA-PADULA to read Ordinance #1009 for the first time by title only.

(303-10) MOVED PADULA-FIALLA to accept the first reading of Ordinance #1009.

(304-10) MOVED POADULA-FIALLA to read Ordinance #1009 for the second time by title only.

(305-10) MOVED PADULA-COSTA to accept the second reading of Ordinance #1009.

(306-10) MOVED PADULA-FIALLA to adopt Ordinance #1009.

Motions 302-10 to 306-10 inclusive were adopted by unanimous roll call vote.

ORDINANCE NO. 1010

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, ADDING REGULATIONS GOVERNING REGISTRATION AND LICENSING OF RESIDENTIAL RENTAL UNITS.

(307-10) MOVED COSTA-PADULA to read Ordinance #1010 for the first time by title only.

(308-10) MOVED PADULA-COSTA to accept the first reading of Ordinance #1010.

(309-10) MOVED PADULA-COSTA to read Ordinance #1010 for the second time by title only.

(310-10) MOVED PADULA-COSTA to accept the second reading of Ordinance #1010.

(311-10) MOVED PADULA-COSTA to adopt Ordinance #1010.

Motion No. 310-10 was adopted by a three to two vote with Ms. Fialla and Mr. Szoko voting "NO".

Motions 307-10, 308-10, 309-10 and 311-10 were adopted by unanimous roll call vote.

ORDINANCE NO. 1011

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA AMENDING THE WILKINS TOWNSHIP CODIFIED BOOK OF ORDINANCES, PART II, CHAPTER 173, ARTICLE II DEFINITIONS AND WORD USAGE, SECTION 173-7, DEFINITIONS; ARTICLE III, DISTRICT REGULATIONS, SECTION 173-13, LOT AND YARD REQUIREMENTS, AND ARTICLE IV, GENERAL REGULATIONS, SECTION 173-20, ACCESSORY USES IN RESIDENTIAL DISTRICT, TO ADD A DEFINITION FOR REAR LOT LINE AND SIDE YARD AND TO PERMIT ACCESSORY BUILDINGS OR USES OF ONE HUNDRED TWENTY SQUARE FEET OR LESS WITHIN FIVE FEET OF THE SIDE AND REAR LOT LINES.

(312-10) MOVED COSTA-SZOKO to read Ordinance #1011 for the first time by title only.

(313-10) MOVED PADULA-COSTA to accept the first reading of Ordinance #1011.

(314-10) MOVED COSTA-PADULA to read Ordinance #1011 for the second time by title only.

(315-10) MOVED PADULA-FIALLA to accept the second reading of Ordinance #1011.

(316-10) MOVED PADULA-FIALLA to adopt Ordinance #1011.

Motions No 312-10 to 316-10 inclusive were adopted by unanimous roll call vote.

RESOLUTION NO. 23-10

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING AND CONSOLIDATING RESOLUTION NO. 9-2009 AS AMENDED BY RESOLUTION NO'S. 02-2010, 09-2010 , TO INCLUDE FEE SCHEDULES FOR VARIOUS PERMITS AND SERVICES PROVIDED BY THE TOWNSHIP OF WILKINS, DELETING FEES FOR PERMITS AND SERVICES NO LONGER APPLICABLE, AND ADDING FEES FOR RENTAL REGISTRATIONS.

(317-10) MOVED PADULA-COSTA to adopt Resolution #23-2010. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 24-10

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA RESOLVING THAT THE TOWNSHIP OF WILKINS FORMALLY REQUESTS A GRANT FROM THE REDEVELOPMENT AUTHORITY OF ALLEGHENY COUNTY ("RAAC") AND DESIGNATING SYLVIA J. MARTINELLI AS THE OFFICIAL TO FILE ALL APPLICATIONS, DOCUMENTS AND FORMS BETWEEN THE TOWNSHIP OF WILKINS AND THE RAAC.

(318-10) MOVED COSTA-PADULA to adopt Resolution #24-2010. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 25-10

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA AUTHORIZING THE EXECUTION OF A RIGHT-OF-ENTRY AGREEMENT BETWEEN THE UNITED STATES ARMY CORPS OF ENGINEERS (USACE) AND THE TOWNSHIP OF WILKINS FOR THE PURPOSE OF UNDERTAKING WORK NECESSITATED FOR FLOOD CONTROL PROJECTS TO PROTECT THE PUBLIC HEALTH, SAFETY AND GENERAL WELFARE FROM ADVERSE EFFECTS.

(319-10) MOVED COSTA-FIALLA to adopt Resolution #25,2010. The motion was adopted by unanimous roll call vote.

(320-10) MOVED FIALLA-SZOKO requesting that the Planning Commission review the zoning ordinance as it pertains to the location of cell towers in the community. The motion was adopted by unanimous roll call vote.

(321-10) MOVED FIALLA-POADULA to table the proposed mutual aid agreement between the member municipalities of the Turtle Creek Valley Council of Governments for the provision of police services to permit Chief Krancic and Mr. Rushford an opportunity to review the proposal and speak with other Chiefs regarding the agreement. The motion was adopted by unanimous roll call vote.

(322-10) MOVED COSTA-FIALLA to accept the recommendation of the Planning Commission, approving the land development for Pittsburgh East Nissan for a 1,930 square foot addition as presented. The motion was adopted by unanimous roll call vote.

(323-10) MOVED COSTA-FIALLA to accept the recommendation of the Planning Commission to forward a proposed amendment to the zoning ordinance regarding existing nonconforming uses and structures to the Allegheny County Planning Division for review and comment. The motion was adopted by unanimous roll call vote.

(324-10) MOVED COSTA-FIALLA to approve the schedule of meetings for 2011 and authorizing the manager to advertise. The motion was adopted by unanimous roll call vote.

(325-10) MOVED PADULA-COSTA to authorize the manager to contact PRINT publications to prepare a new community directory at no cost to the Township. The motion was adopted by unanimous roll call vote.

(326-10) MOVED PADULA-COSTA to authorize the manager to contact Verizon and any other carriers to determine pricing on telephone and cable service for the Community Center. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Padula stated that he met with the Volunteer Fire Companies and discussed the Township's budget issues. A Public Safety Committee meeting will be scheduled for January 20, 2011 to further discuss this issue. Mr. Padula also commented about the laptop computers that have been returned from Response and whether or not the Township will be able to use them, or they should be given to the fire departments. Further, Mr. Padula stated that both he and Mr. Costa have agreed to contribute 25% of the increase in their healthcare premiums for 2011. Mr. Padula thanked everyone for coming to the meeting and wished all a Happy Thanksgiving.

Ms. Fialla stated that a memorandum which was recently distributed to the employees stated that the Board of Commissioners unanimously voted to require employees without

written agreements to contribute 25% of the increase in their healthcare premium in 2011 was wrong because she voted against that motion, but does not wish for the manager to issue a correction. Ms. Fialla also commented on the need to balance costs against benefits when determining whether or not to provide cable, phone and internet services to the Community Center for Red Cross services and wished everyone a Happy Thanksgiving and asked those individuals planning on hunting to be careful.

Mr. Szoko questioned whether or not the Township needed to amend the ordinance providing benefits to Commissioners in order to effect a change in the contribution rate; commented on the increase in the Township's U-Comp premium; and stated that the economic climate of the Country with lost revenues and deficits in budgets is also affecting the Township which is why the Board if looking at cost-cutting and the elimination of unnecessary services as a way to avoid mass layoffs. Mr. Szoko thanked Ms. Yon and Mr. Bruener for their work on the Balint Lane Bridge project.

Mr. Costa stated that he attended the latest ALCOSAN stakeholders meeting and is discouraged because he believes that they keep reviewing the same information over and over again. They are talking about putting together a steering committee, which is what he thought he was already a part of. There will not be a rate increase in 2011, but he believes that there will be a significant rate increase in 2012. He also cautioned the public to keep an eye out for informational meetings in their neighborhoods for additional information on what ALCOSAN is doing and planning to do with retention facilities. Mr. Costa wished everyone a Happy Thanksgiving and thanked Ms. Yon and Mr. Bruener for their work on the Balint Lane Bridge project.

Mrs. Martinelli wished everyone a Happy Thanksgiving and thanked everyone for coming to the meeting.

(327-10) MOVED FIALLA-PADULA to adjourn. The meeting was adjourned at 8:50 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary.

Draft AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, DECEMBER 13, 2010

Executive Session: 6:30 PM - Personnel

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Public Hearing of Monday, November 22, 2010
Second Stated Meeting of Monday, November 22, 2010

COMMUNICATIONS: Anthony Russo, Jr., Executive Direct, WPJWA
Amanda Settelmaier, Executive Director, TCVCOG

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. Intergovernmental Mutual Aid Agreement.

NEW BUSINESS:

1. Ordinance Number 1012 – Adopting the 2011 General Fund Budget. (We will discuss proposed *changes to the Emergency Management Fund and the purchase of AED's as well).*

2. 2011 Insurance Rates – Workers' Compensation, Public Officials, Police Professional, General Liability, etc.

3. Recommendation from the Zoning Hearing Board to appoint legal counsel to represent them in the appeal filed by Faith Bible Baptist Church.

4. Letter of engagement – Robert J. Tomasic, CPA

5. Click it or Ticket Program

Draft AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, DECEMBER 13, 2010

Executive Session: 6:30 PM - Personnel

6. C.C. Mellor request to hold story time for 2-5 year olds at the Community Center on Fridays at 10:30 a.m., from January 14th – May 20th.

7. Pyrotechnico contract for Fireworks – Summer Festival 2011.

8. Community Center – use of beer and wine.

9. Accept the resignations of Patty Schubert and Bill Stewart as members of the Recreation Advisory Board.

10. Request to cancel the meeting scheduled for December 27, 2010.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Wilkins Township Planning Commission will meet on Wednesday, December 15, 2010 beginning at 7:00 PM to review a request for subdivision filed by NAI Acquisitions.

2. The Administrative Offices and Public Works Department will be closed on Friday, December 24th and Monday, December 27th for Christmas.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, DECEMBER 13, 2010

The Regular Meeting of Monday, December 13, 2010 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(328-10) MOVED PADULA-COSTA to accept the minutes of the Public Hearing and Second Stated Meeting of Monday, November 22, 2010 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Mr. Anthony Russo, the Executive Director of the Wilkinsburg Penn Joint Water Authority (WPJWA) submitted correspondence advising the Board that WPJWA has adopted their budget for 2011 and there will be no increase in rates.

Ms. Amanda Settlemaier, Executive Director of the Turtle Creek Valley Council of Governments (TCVCOG) submitted an email advising that the TCVCOG has decided to cut the increase in dues for 2011 in half ($1,000 increase instead of $2,000 increase).

Citizens' Comments:

Mr. Carl Krary of 256 Penhurst Drive stated his dissatisfaction with the protocol employed by the Board of Commissioners at their last meeting in failing to recognize him and hear his comments outside of the timeframe established by the agenda.

Mr. N. Leonard Hill, Emergency Management Coordinator for Wilkins Township advised that during the most recent disasters experienced by the Township, he has communicated with the County by facsimile and email, not by telephone.

Ms. Tracey Musial of 313 Frazier Drive requested that two "No Parking" signs which were removed by the Township be replaced. They used to be by 318 Frazier and between 310 and 312 Frazier.

(329-10) MOVED SZOKO-FIALLA to waive the reading of reports. The motion was adopted by a 4 to 1 vote with mr. padula voting "NO".

Reports:

Police Report for November 2010:

	2009	2010
Total Police Calls Logged	273	185
Total Criminal Offenses Reported	20	22
Criminal Arrests/Persons Charged	10	4
Criminal Offenses Cleared	12	3
Traffic Citations issued	52	19
Parking Tags Issued	39	5
Monies collected during November	$4,703.14	$2,906.61

Mr. Edward Miller presented the Public Works Monthly Report which has been filed in the Managers' Office.

WTVFD #1 reported the following report for September 2010: 15 Fires, man-hours 35.5 and 1 Practice, man-hours 12. Total man-hours for September 47.5. October 2010: 9 Fires, man-hours 44.5, 1 Practice, man-hours 18, 7 Specials, man-hours 125.5 and 1 meeting, man-hours. Total man-hours for October 224. November 2010: 10 Fires, man-

hours 44, 1 Practice, man-hours 24 and 1 Meeting, man-hours 42. Total man-hours for November 110.

WTVFD #3 reported the following report for November 2010: 15 NFIRS, man-hours 94.50, 1 Training, man-hours 17.50 and 7 Non-incidents, man-hours 142. Total man-hours for November 254.

WTVFD #4 reported the following report for September: 10 Fires, man-hours 27.5; 2 Fire Schools, man-hours 6; 4 Drills, man-hours 36.25; 1 Public Service, man-hours 4; 6 Work Details, man-hours 28.75 and 3 Meetings, man-hours 36. Total man-hours for September 138.50. Monthly Report for October: 11 Fire Calls, man-hours 45.75; 3 Fire Schools, man-hours 16; 3 Drills, man-hours 27; 2 Public Service, man-hours 87.5; 4 Work Details, man-hours 60.25 and 1 Meeting, man-hours 16. Total man-hours for October 262.50. Monthly Report for November 2010: 7 Fire Calls, man-hours 16.5; 2 Fire Schools, man-hours 8; 2 Drills, man-hours 27.5; 4 Work Details, man-hours 14 and 3 Meetings, man-hours 30. Total man-hours for November 96.

The Building Inspector reported one (1) Permit - #2677CS for demolition at 370 Cline Street at a cost of $4,500.

The Township received $1,454.32 in Deed Transfer Tax in the month of November, representing tax collected by Allegheny County in the month of October. Total collections as of November 30, 2010 were $29,169.78, or 64.82% of budget. It is currently projected that this line-item will be $10,000 less than budgeted for the year 2010.

Tax Collectors report for November 2010:

Balance Collectable – beginning of month	$57,641.99
Deductions (exonerations)	-7,774.55
Adjusted Collectable	49,867.44
Less Face Collections	-13,195.56
Balance Collectable – End of month	36,671.88
Face Amount of Collections	13,195.56
Plus Penalties	1,319.57
Total Cash Collected	14,515.13

Act 511 Tax Report for November 2010:

Earned Income Taxes				
Current Month	$32,226.81	Previous Year	$38,956.61	Difference
Current YTD	546,677.63	Previous YTD	565,545.55	($18,867.92)
Local Service Tax:				
Current Month	11,743.21	Previous Year	12,399.95	Difference
Current YTD	144,889.90	Previous YTD	157,096.02	(12,206.12)
Business Tax (Mercantile & Business Privilege)				
Current Month	989..88	Previous Year	19,580.35	Difference
Current YTD	539,996.64	Previous YTD	549,749.56	(9,752.92)

The Engineer's Report for November has been filed in the Manager's Office.

(330-10) MOVED SZOKO-COSTA to approve the payment of the schedule of bills in the amount of $200,260.04. The motion was adopted by unanimous roll call vote.

ORDINANCE NO. 1012

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROPRIATING OUT OF REVENUES AVAILABLE FOR FISCAL YEAR 2011 SPECIFIC SUMS REQUIRED AS SHOWN BY THE BUDGET AND FIXING THE REAL ESTATE TAX LEVY FOR THE FISCAL YEAR 2011.

(331-10) MOVED COSTA-PADULA to read Ordinance No. 1012 by title only for the first time.

(332-10) MOVED PADULA-COSTA to accept the first reading of Ordinance No. 1012.

(333-10) MOVED PADULA-COSTA to read Ordinance No. 1012 for the second time

(334-10) MOVED PADULA-COSTA to accept the second reading of Ordinance No. 1012.

(335-10) MOVED PADULA-COSTA to adopt Ordinance No. 1012.

Motions 331-10 to 335-10 inclusive were adopted by unanimous roll call vote.

(336-10) MOVED FIALLA-COSTA to continue insurance coverage through Selective Insurance, and accepting the quote provided by Seubert for premiums for 2011 coverage. The motion was adopted by unanimous roll call vote.

(337-10) MOVED FIALLA-COSTA to accept the recommendation of the Zoning Hearing Board to appoint legal counsel to represent them in the appeal filed by the Faith Bible Baptist Church in the Court of Common Pleas. The motion was adopted by unanimous roll call vote.

(338-10) MOVED PADULA-COSTA to appoint Robert J. Tomasic as auditor for the Township of Wilkins to perform the audit of financial statements, in accordance with his letter of engagement dated December 1, 2010 at a cost not to exceed $6,250 and provided that the audit shall be completed and presented no later than June 30, 2011. The motion was adopted by unanimous roll call vote.

(339-10) MOVED FIALLA-SZOKO to instruct the manager to prepare correspondence to Officer Schlanger commending him for his work in the grant of $1,000 for the "Click-it or Ticket" Program. The motion was adopted by unanimous roll call vote.

(340-10) MOVED COSTA-PADULA to authorize C C Mellor to hold story time for 2-5 year olds at the Community Center on Fridays at 10:30 AM from January 14th – May 20th. The motion was adopted by unanimous roll call vote.

(341-10) MOVED COSTA-PADULA to authorize individuals who rent the Community Center to provide beer and wine to their guests contingent upon those renters obtaining and providing a certificate of insurance from their homeowners insurance policy. The motion was adopted by unanimous roll call vote.

(342-10) MOVED FIALLA-COSTA to accept the resignation of Patty Schubert and Bill Stewart from the Recreation Advisory Board. The motion was adopted by unanimous roll call vote.

(343-10) MOVED FIALLA-SZOKO to accept the recommendation of the Recreation Advisory Board to amend the by-laws to change the time of meetings from ∅:30 PM to 7:00 PM The motion was adopted by unanimous roll call vote

(344-10) MOVED PADULA-FIALLA to cancel the Second Stated Meeting of December 27, 2010 The motion was adopted by unanimous roll call vote

Commissioners' Comments:

Commissioner Padula stated that he looked in to the purchase of AED's for the Community Center and the Municipal Building. He provided a quote from Phillips Healthcare in the amount of $1,775.92 for the purchase of two reconditioned AED's and two cabinets to house them.

(345-10) MOVED PADULA-FIALLA to purchase two AED's from the General Fund in 2010 at a cost of $1,775.92 from Phillips Healthcare and if not able to do so, to purchase the AED's in 2011 using funding from the Emergency Management Fund. The motion was adopted by unanimous roll call vote.

Commissioner Padula thanked Mrs. Bradley, the department heads and the employees for making and taking cuts to help balance the 2011 budget. If extra funding is available, maybe the Township will be able to do some paving. Mr. Padula thanked Mrs. Schubert and Mr. Stewart for their work on the Recreation Advisory Board; thanked Mr. Boyd and Mr. Landefeld for their interest in serving on the Zoning Hearing Board; reminded residents to remove snow from around fire hydrants in their neighborhoods and wished everyone Happy Holidays.

Commissioner Fialla thanked Mr. Boyd and Mr. Landefeld for their interest in wanting to get involved with the Zoning Hearing Board; stated that the Township has faced significant budget issues since ProCare appealed their mercantile taxes and then moved their operations to Monroeville and that difficult decisions have had to be made and we will need to make many more in years to come; requested an update on the construction of the bridge at Balint Lane; thanked Amber for her efforts in getting this project done; thanked the Public Works Department for salting the streets; thanked the members of the Fire Departments for continuing to voluntarily serve – even when it's freezing outside – and wished everyone a Happy Holiday season and a healthy 2011.

Commissioner Szoko questioned whether Mr. Boyd and Mr. Landefeld were in favor of growing business in Wilkins Township. Both responded that they were in favor of growing business in the Township. Mr. Szoko also stated that there was a lot of scrambling to get the budget adopted for 2011. He said that next years' budget includes the continued vacancy of two public works positions; the freezing of employee wages and no paving, along with the carryover of ProCare funds that were retained. Mr. Szoko believes that the Board has some very tough decisions to make in the next several years and they need to take a look at the number of vehicles and the number of employees. He also stated that he believes that the "best" is an unobtainable goal and that it is just an excuse to spend more money.

Commissioner Costa congratulated the Recreation Advisory Board on a successful Christmas party for the kids; thanked Mrs. Schubert and Mr. Stewart for their service on the Recreation Advisory Board; and stated that the Recreation Board recognizes that they need to raise significant funds in order to hold Summer Festival 2011; thanked Mrs. Bradley for another balanced budget and wished everyone Happy Holidays.

Commissioner Martinelli stated that the adoption of the 2011 budget was no insignificant task and that she is proud that we have adopted another budget that does not increase taxes – however, that may not be the case next year. Mrs. Martinelli thanked both Mrs. Bradley and the Department heads for their efforts to curb expenditures for 2011; thanked the Public Works Department for their continued terrific work in clearing the streets of snow; stated that she will miss Mrs. Schubert and Mr. Stewart and their input and efforts on the Recreation Advisory Board – Mrs. Schubert is an excellent leader; stated that she is proud to state that the Recreation Advisory Board received over $80 in donations at

their Christmas Party and thanked the Board of Commissioners for working together to adopt the budget. Mrs. Martinelli wished everyone Happy Holidays and stated that the Board met before the regular meeting to discuss an item of personnel in Executive Session and that no further action needed to be taken at this time.

(346-10) 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 COMMISSIONERS MEETING
MONDAY, JANUARY 10, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, December 13, 2010

COMMUNICATIONS:
Todd M. Kravits, P.E., District Traffic Engineer, PENNDOT District 11
Janie French, Direct of Green Infrastructure Programs, Pennsylvania Environmental Council
Leslie Montgomery, Director Volunteer Services, Luther Service Society
Senator Jay Costa, Jr., 43 District – Senate of Pennsylvania
Lisa George, 106 Hibiscus 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:

General Fund	$ 138,615.27
General Fund Addendum	$ 8,084.24
Combined Sewer Fund	$ 93,972.79
Capital Reserve Fund	$ 6,137.40
Capital Reserve Addendum	$ 858.70
TOTAL:	**$ 247,668.40**

OLD BUSINESS:

1. Highland Avenue project with the Bureau of Mines – authorization to prepare a cost estimate to prepare construction drawings for the proposed separation of sanitary and stormwater lines.

NEW BUSINESS:

1. 2011 Committee / Board / Commission Appointments:
   a. Vacancy Board (1)
   b. Zoning Hearing Board (2)
   c. Planning Commission (2)
   d. Civil Service Board (2)
   e. Recreation Advisory Board (all)
   f. Industrial Development Authority (1)

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 10, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, December 13, 2010

COMMUNICATIONS: Todd M. Krevits, P.E., District Traffic Engineer, PENNDOT District 11
Jane Penon, Direct of Green Infrastructure Programs, Pennsylvania Environmental Council
Lissa Montgomery, Director Volunteer Services, Lutner Service Society
Senator Jay Costa, Jr., 45 District – Senate of Pennsylvania
Lisa George, 106 Hibiscus 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. Remediation
10. Engineer

PAYMENT OF BILLS:

General Fund	$	178,615.27
General Fund Addendum	$	3,084.24
Combined Sewer Fund	$	23,272.79
Capital Reserve Fund	$	137.40
Capital Reserve Addendum	$	858.70
TOTAL:	$	206,968.40

OLD BUSINESS:

1. Highland Avenue Project with the Bureau of Mines – authorization to prepare a cost estimate to prepare construction drawings for the proposed separation of sanitary and storm water lines.

NEW BUSINESS:

1. 2011 Committee / Board / Commission Appointments:
   a. Vacancy Board (1)
   b. Zoning Hearing Board (2)
   c. Planning Commission (2)
   d. Civil Service Board (2)
   e. Recreation Advisory Board (all)
   f. Industrial Development Authority (1)

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 10, 2011

2. Resolution #1-2011 – Appointment of Auditor
3. NAI Acquisitions Subdivision – Revision #1
4. Resolution #2-2011 – Participation in ACED Energy Program
5. Local Government Academy – Municipal Intern Program

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Wilkins Township Planning Commission will meet on Wednesday, January 19, 2011 beginning at 7:00 PM.
2. The Zoning Hearing Board will meet on Thursday, January 27, 2011 to hear a request for a special exception to locate a "doggie daycare" facility on William Penn Highway.
3. The Board of Commissioners will meet again on January 31, 2011 beginning at 7:00 PM.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 10, 2011

2. Resolution #1-2011 – Appointment of Auditor

3. HAI Acquisitions Subdivision – Revision #1

4. Resolution #2-2011 – Participation in ACEE Energy Program

5. Local Government Academy – Municipal Intern Program

COMMISSIONERS COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Wilkins Township Planning Commission will meet on Wednesday, January 19, 2011 beginning at 7:00 PM.

2. The Zoning Hearing Board will meet on Thursday, January 27, 2011 to hear a request for a special exception to locate a "doggie daycare" facility on William Penn Highway.

3. The Board of Commissioners will meet again on January 31, 2011 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JANUARY 10, 2011

The Regular Meeting of Monday, January 10, 2011 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(1-11) MOVED PADULA-COSTA to approve the minutes of the regularly scheduled meeting of December 13, 2010 with one correction of Motion #329-10 – Ms. Fialla voted yes, Mr. Padula voted no.

Correspondence:

Mr. Todd Kravits, P.E., District Traffic Engineer for PennDot District 11 submitted correspondence denying the Township's request for the placement of a stop sign at the intersection of Larimer Avenue and Churchill Road and also at the intersection of Larimer Avenue and McMasters Avenue. After conducting their review, PennDot does not believe that either intersection warrants the installation of a stop sign. Mr. Kravits recommended that the Township work with the County to modify the pavement markings at the intersection with Churchill. Mr. Kravits contacted Verizon to relocate the pole at this intersection and also recommented that the Township enforce the speed limit of 25 MPH.

Ms. Janie French, Director of Green Infrastructure Programs with the Pennsylvania Environmental Council submitted correspondence requesting the use of the Community Center on March 11, 2011 from 7:30 AM until 10:00 AM to hold a technical workshop on downspout disconnection.

(2-11) MOVED FIALLA-PADULA to authorize the Pennsylvania Environmental Council to use the Community Center from 7:30 AM until 10:00 AM on March 11, 2011 to conduct a technical workshop on downspout disconnection. The motion was adopted by unanimous roll call vote.

Leslie Montgomery, Director of Volunteer Services with the Lutheran Service Society submitted correspondence requesting that the Board participate in the annual Mayors for Meals on Wheel which will be held on Wednesday, March 23, 2011 at the Wilkins Meals on Wheels Site.

Senator Jay Costa submitted correspondence congratulating the Township on their receipt of $7,145 from the Pennsylvania Department of Environmental Protection Recycling Performance Grant.

Lisa George, 106 Hibiscus Drive submitted correspondence requesting that the Board address a box truck parked on Hibiscus at the stop sign for months.

Citizens' Comments:

Mr. Bill Wilson of Dorothy Street requested information regarding the demolition of 661 Larimer Avenue; requested that the Township remove the faded metal signs welcoming motorists to Wilkins Township and suggested that the Township contact the Commonwealth to remove vegetation growing alongside Larimer Avenue.

Mr. Michael Boyd of George Street provided information regarding rain barrels to the Board.

Reports:

Police Report for the month of December 2010:

	2009	2010
Total Police Calls Logged	232	200
Total Criminal Offenses Reported	23	24
Criminal Arrests/Persons Charged	11	6
Criminal Offenses Cleared	8	9
Traffic Citations Issued	27	32
Parking Tags Issued	8	9
Parking Citations Issued	8	25
Monies collected during December	$5,036.18	$4,514.19

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

The WTVFD #3 reported the following for the month of December 2010:
20 NFIRS, Man-hours 68.66; 1 Training, man-hours 22 and 6 non-incidents, man- hours. Total man-hours for December 2010: 185.39.

The WTVFD #4 reported the following for December 2010: 16 Fire Calls, man-hours 89, 1 Drill, man-hours 4, 2 Work Drills, man-hours 1.5 and 2 meetings, man-hours 34.

The WTVFD #4 reported the following for the year 2010: 165 Fire Calls, man-hours 651.25; 81 Fire Schools, man-hours 580.5; 26 Drills, man-hours 273; 5 Public Services, man-hours 112.75; 77 Work Details, man-hours 950; 3 Driver's Training, man-hours 101 and 27 Meetings, man-hours 350.25. Total man-hours for the year 2010 - 3,018.75.

Building Permits Issued during December 2010:

BP #2674 CS, R. Krasic, 193 Penhurst – Deck - Cost $2,500.
BP #2678 CS, H.H. Gregg, 3480 Wm Penn Hwy –Interior - Alteration – Cost $612,000.
BP #2679 CS, J. Kasten, 945 Elizabeth Street – Deck – Cost $1,500.
BP #2680 CS, R. Megliio, 635 Brown Ave – Exterior Deck/Ramp – Cost ?
BP #2681 CS, PC/ECCT LL LP, 300 P/C Blvd, Suite 604 – INT ALT – Cost $4,990.
BP #2682 CS, M. Drohan, 897 Stevendale Dr – Solar Panel/RTSID – Cost $20,000.
BP #2683 CS, Shop 'n Save, 3335 Wm Penn Hwy – Erosian Control – Cost ?
BP #2684 CS, Aspen Dental, 3461 Wm Penn Hwy – Tenant Build-out – Cost $115,000.

The Township received $4,548,18 in Deed Transfer tax in the month of December, representing tax collected by Allegheny County in the month of November. Total collections as of December 31, 2010 were $33,717.96, or 74.93% of budget. This line item was $11,282 less than budgeted for the year 2010.

Tax Collectors Report for the month of December 2010:

Balance Collectable – Beginning of the Month	$36,671.88
Additions	180.52
Deductions (Exonerations)	-315.01
Adjusted Collectable	36,537.39
Less Face Collections	-15,953.00
Balance Collectable – End of Month	20,584.39
Face Amount of Collections	15,953.00
Plus: Penalties	1,579.53
Total Cash Collected	17,532.53

Act 511 Tax Report for December 2010

Earned Income Taxes:				
Current Month	$60,636.00	Previous Year	$48,502.67	Difference
Current YTD	607,313.63	Previous YTD	614,048.22	($6,734.59)
Local Service Tax				
Current Month	23,833.80	Previous Year	12,020.95	Difference
Current YTD	168,723.70	Previous YTD	170,016.97	($1,293.27)
Business Tax (Mercantile & Business Privilege)				
Current Month	2,925.88	Previous Year	18,845.63	Difference
Current YTD	542,922.52	Previous YTD	568,595.19	($25,672.67)

Ms Amber Yon's Engineer Report for December 2010 has been filed in the Manager's Office.

(3-11) MOVED SZOKO-COSTA to authorize the payment of the Schedule of Bills in the amount of $247,668.40, as presented. The motion was adopted by unanimous roll call vote.

(4-11) MOVED COSTA-SZOKO to authorize Senate Engineering to prepare a cost estimate for the preparation of construction documents for the proposed separation of sanitary and stormwater lines on Highland Avenue. The motion was adopted by unanimous roll call vote.

(5-11) MOVED PADULA-COSTA to appoint Angie Giallereto of Elizabeth Street to the Vacancy Board for the term January 1, 2011 through December 31, 2011. The motion was adopted by a 4 to 1 vote with Mr. Szoko voting "NO".

(6-11) MOVED FIALLA-SZOKO to reappoint Ralph Keller of Gilmore Drive to the Zoning Hearing Board for the term January 1, 2011 through December 31, 2013. The motion was adopted by unanimous roll call vote.

(7-11) MOVED PADULA-FIALLA to appoint Michael Boyd of George Lane to the unexpired term on the Zoning Hearing Board for the term January 1, 2011 through December 31, 2012. The motion was adopted by unanimous roll call vote.

(8-11) MOVED COSTA-SZOKO to reappoint Mark Wolfgang of Sunset Drive and Erin Greco of Consenza Court to the Planning Commission for the term January 1, 2011 through December 31, 2015. The motion was adopted by unanimous roll call vote.

(9-11) MOVED PADULA-COSTA to appoint Bill Wilson of Dorothy Street to the Civil Service Committee for the term January 1, 2011 through December 31, 2016. The motion was adopted by a 3 to 2 vote with Ms. Fialla and Mr. Szoko voting "NO".

(10-11) MOVED PADULA-COSTA to appoint Pat Kaye of Elizabeth Street to the Civil Service Board to serve the term January 1, 2011 through December 31, 2016. The motion was adopted by unanimous roll call vote.

(11-11) MOVED PADULA-FIALLA to appoint Ronald Puntil of Penhurst Drive to the Wilkins Township Industrial Development Authority for the term January 1, 2011 through December 31, 2015. The motion was adopted by a 4 to 1 vote with Mr. Szoko voting "NO".

(12-11) MOVED PADULA-COSTA to reappoint the following members to the Wilkins Township Recreation Advisory Board for the term January 1, 2011 through December

31, 2012: Joy & Rich Voeltzel of Tynewood Drive; Sandy Albert of Elizabeth Street; Beth Humberston of Frazier Drive; Alyce Katsur of Roland Road; Lerah Pasqualino of Jefferson Heights Road and Melissa Brinza of Dunbar Drive. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 1-2011

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

(13-11) MOVED COSTA-PADULA to read Resolution #1-2011 by title only.

(14-11) MOVED COSTA-PADULA to adopt Resolution #1-2011.

Motions 13-11 and 14-11 were adopted by unanimous roll call vote.

(15-11) MOVED COSTA-FIALLA to accept the recommendation of the Planning Commission, approving NAI Acquisitions Subdivision #1, contingent upon their adherence to any comments received from Allegheny County. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 2-2011

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, CERTIFYING THAT SAID MUNICIPALITY IS WILLING TO PARTICIPATE IN THE ENERGY CONSERVATION MEASURE (ECM) RETROFIT PHASE AS PART OF THE ALLEGHENY COUNTY'S ENERGY PROGRAM FOR MUNICIPALITIES FINANCED BY A BLOCK GRANT THROUGH THE U.S. DEPARTMENT OF ENERGY.

(16-11) MOVED COSTA-FIALLA to read Resolution #2-2011 by title only.

(17-11) MOVED PADULA-COSTA to adopt Resolution #2-2011.

Motions 16-11 and 17-11 were adopted by unanimous roll call vote.

(18-11) MOVED SZOKO-FIALLA to accept the recommendation of the Manager to forgo submittal of an application with the Local Government Academy for an intern for the year 2011. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mrs. Martinelli advised the Board that she and Mrs. Bradley, accompanied by Amanda Settelmeier, Executive Director of the Turtle Creek Valley Council of Governments and Steve Morus, the Manager of the Borough of Forest Hills met with David Miller, Associate Professor of the University of Pittsburgh Graduate School of Public and International Affairs (GSPIA). The purpose of the meeting was to determine whether or not GSPIA and the Turtle Creek Council of Governments could assist Wilkins and Forest Hills in creating substainable partnerships with surrounding communities to lower costs. GSPIA will work to arrange a meeting with surrounding communities in February. Mrs. Martinelli also advised the Board that she has received a request from the Woodland Hills School District for a donation for this year's musical – Phantom of the Opera. Each Commissioner's share will be $11.00 for a ¼ page advertisement.

Mr. Padula advised the Board that he has been speaking with Tom Caufield about the potential that Wilkins Township will no longer use the Forest Hills Magistrate's office. It is his current understanding that Wilkins will be moved to the Penn Hills Magistrate's office as a part of a recommendation made by Judge Donna Jo McDaniels to Chief Justice of the Pennsylvania Supreme Court, Judge Castille.

(19-11) MOVED PADULA-COSTA to authorize the Solicitor to prepare a letter to the appropriate Judge seeking reconsideration of a change in magistrate's offices for Wilkins Township. The motion was adopted by unanimous roll call vote.

Mr. Padula also reminded the Board that a Public Safety Committee meeting will be held on Thursday, January 20, 2011 beginning at 6:00 PM in the Municipal Building; thanked Mr. Miller and Ms. Yon for their work on Balint Bridge; thanked Mr. Bruener for his two-cents while he's been off of work and questioned when the newsletters would be going out to the residents.

Ms. Fialla thanked the residents for their interest in the various openings on the committees and thanked those who were no longer interested in serving for their past service; stated that the reason that she did not vote for Mr. Wilson's appointment to the Civil Service Board was due to Judge Conti's comments on page 22 of the Summary Judgment in the lawsuit filed by former Chief Guthrie.

Mr. Szoko questioned the Chief and Solicitor further about Ms. George's complaint on Hibiscus; commented on a copy of correspondence that he received regarding a landlord who takes offense to the Township's rental registration requirements; congratulated Mr. Boyd on his appointment to the Zoning Hearing Board and encouraged him to seek public office and commented upon his belief that the Township needs to be run like a business, which he believes is now occurring in Wilkins Township.

Mr. Costa congratulated Mr. Boyd and all other individuals appointed to the various Boards and stated that he believes Ms. Fialla's comments regarding Mr. Wilson were inappropriate because she clearly does not understand the final disposition of that case.

Mrs. Martinelli thanked Mr. Wilson for wanting to come on board; stated that she disagrees with Mr. Szoko with regard to running the Township like a business. The Township is a service provider and we need to think about the residents first. Mrs. Martinelli thanked the emergency service providers who responded to the accident that involved her personally and stated that the next meeting of the Board of Commissioners is scheduled for January 31, 2011.

(20-11) MOVED COSTA-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

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 31, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, January 10, 2011

COMMUNICATIONS: Linda Cole, 259 Churchill Road
Lawrence G. Zurawsky, Esq., Zurawsky & Associates

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Amend rules and regulations for Community Center to include provisions for alcohol use.

NEW BUSINESS:

1. Planning Commission Recommendation – Amendment to the Zoning Ordinance as it pertains to Home-Based Businesses and School Building Conversions.

2. Draft Ordinance amending Chapter 124 of the Codified Book of Ordinances to adopt the 2009 Edition of the International Property Maintenance Code.

3. Request from George Porado, Tax Collector, for exoneration of the unpaid balance of 2010 Township of Wilkins Real Estate Tax in the amount of $59,068.66.

4. Recommendation from Senate Engineering to authorize payment of retainage on demolition of 512 Washington Avenue (September 2009) in the amount of $650.00.

5. Request from Elizabeth Scanlon to perform volunteer work for her public policy class at the University of Pittsburgh School of Social Work.

6. Request from Brett Brozich to use the Eastmont Park deck hockey court from mid-May until the end of July, 2011.

7. Request from Joan Gottlieb to have Heidi Steel of Penn Center Boulevard and Janet Adams of Gilchrest Drive appointed to the Churchill Area Environmental Council.

8. Appoint Dave Shook of Stevendale Drive to the unexpired alternate position on the Civil Service Board through December 31, 2013.

9. Authorize Summer Food Service Program at Lions, Linhart and Eastmont Parks from June 13, 2011 through August 19, 2011.

10. PELRAS 29th Annual Training Conference – March 23-25th at State College, PA: $364.00.

11. Sesquicentennial Association of Wilkins Township.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 31, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, January 10, 2011

COMMUNICATIONS: Linda Cole, 259 Churchill Road
Lawrence G. Zurawsky, Esq., Zurawsky & Associates

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Amend rules and regulations for Community Center to include provisions for alcohol use.

NEW BUSINESS:

1. Planning Commission Recommendation – Amendment to the Zoning Ordinance as it pertains to Home-Based Businesses and School Building Conversions.
2. Draft Ordinance amending Chapter 124 of the Codified Book of Ordinances to adopt the 2009 Edition of the International Property Maintenance Code.
3. Request from George Parado, Tax Collector, for exoneration of the unpaid balance of 2010 Township of Wilkins Real Estate Tax in the amount of $59,058.66.
4. Recommendation from Senate Engineering to authorize payment of retainage on demolition of 512 Washington Avenue (September 2009) in the amount of $650.00.
5. Request from Elizabeth Scanlon to perform volunteer work for her public policy class at the University of Pittsburgh School of Social Work.
6. Request from Brett Brozich to use the Eastmont Park deck hockey court from mid-May until the end of July, 2011.
7. Request from Joan Gottlieb to have Heidi Steel of Penn Center Boulevard and Janet Adams of Cochrest Drive appointed to the Churchill Area Environmental Council.
8. Appoint Dave Shook of Stevendale Drive to the unexpired alternate position on the Civil Service Board through December 31, 2013.
9. Authorize Summer Food Service Program at Lions, Linhart and Eastmont Parks from June 13, 2011 through August 19, 2011.
10. PELRAS 29th Annual Training Conference – March 23-25th at State College, PA: $364.00
11. Sesquicentennial Association of Wilkins Township.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 31, 2011

12. Authorize Senate to prepare the final design and bid specifications and advertise the Greensburg Pike / Elizabeth Street Sanitary Sewer Project.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Wilkins Township Recreation Advisory Committee will meet at 7:00 PM on Tuesday, February 1, 2011 at the Community Center.

2. The next meeting of the Board of Commissioners will be held on Monday, February 14, 2011.

3. The Planning Commission will meet on Wednesday February 16, 2011 to continue discussions regarding zoning of communications towers and amendments to the Zoning Ordinance for nonconforming uses and structures.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING, MONDAY, JANUARY 31, 2011

The Second Stated Meeting of Monday, January 31, 2011 was brought to order by President Sylvia J. Martinelli at 7:00 PM. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(21-11) MOVED PADULA-COSTA to approve the minutes of the regular meeting of January 10, 2011. The motion was adopted by unanimous roll call vote.

Communications:

Mrs. Linda Cole of 259 Churchill Road submitted correspondence requesting that the Board consider revising the policy for false alarms so that residents are informed when they have reached the maximum number of uncharged visits.

Mr. Lawrence G. Zurawsky, Esquire submitted correspondence confirming that the Township is willing to accept a letter of credit to be submitted to the Pennsylvania Department of Transportation as security for the completion of the traffic signal at Rodi and Maple.

Citizens' Comments:

District Magistrate Judge Tom Caufield requested that the Board of Commissioners consider offering community service opportunities to children within Wilkins Township who are required to perform that service as a result of truancy.

Karl Crary of 256 Penhurst recommended that the police department notify residents with alarms of the limit of free service when the first false alarm occurs, instead of waiting until they have reached the limit.

(22-11) MOVED PADULA-COSTA to amend the Rules and Regulations for the Community Center to permit the use of beer, wine and champagne with the following changes to the language presented: Page 20 under "Beverages," change "be advised of" to "you shall adhere to" in the second sentence; Page 21, first bullet point, change language to: "A certificate of insurance naming the Township of Wilkins as additional General Liability Coverage must be submitted and approved a minimum of five business days prior to the event" and add "boxes" to the second bullet point (beer, wine and champagne packaged in bottles, cans or boxes). The motion was adopted by unanimous roll call vote.

(23-11) MOVED COSTA-SZOKO to authorize the advertisement of a public hearing and advertisement of Proposed Ordinance 1012. The motion was adopted by unanimous roll call vote.

(24-11) MOVED COSTA-PADULA to authorize the advertisement of a proposed ordinance adopted the 2009 edition of the Property Maintenance Code. The motion was adopted by unanimous roll call vote.

(25-11) MOVED PADULA-FIALLA to approve Mr. Porado's request for exoneration from the collection of the unpaid balance of 2010 Township of Wilkins Real Estate Tax in the amount of $59,068.66. The motion was adopted by unanimous roll call vote.

(26-11) MOVED COSTA-SZOKO to accept the recommendation of Senate Engineering to pay retainage in the amount of $650.00 to R&B Demolition for the demolition of 512 Washington Avenue. The motion was adopted by unanimous roll call vote.

(27-11) MOVED PADULA-COSTA to approve the request of Elizabeth Scanlon to perform 45 hours of community service to satisfy a requirement of her graduation from the University of Pittsburgh. The motion was adopted by unanimous roll call vote.

(28-11) MOVED SZOKO-FIALLA to authorize the Manager to advise Mr. Brozich that his group is able to utilize the deck hockey court at Eastmont, pursuant to his request, but if others are utilizing it, then they will not be able to do so until they are finished. The motion was adopted by unanimous roll call vote.

(29-11) MOVED FIALLA-SZOKO to approve the request of Joan Gottlieb to appoint Heidi Steele of Penn Center Boulevard and Janet Adams of Gilchrest Drive to the Churchill Area Environmental Council. The motion was adopted by unanimous roll call vote.

(30-11) MOVED COSTA-PADULA to appoint Mr. David Shook of Stevendale Drive to the position of Alternate for the Civil Service Board with a term expiration date of December 31, 2013. The motion was adopted by unanimous roll call vote.

(31-11) MOVED COSTA-FIALLA to authorize the Summer Food Program at Eastmont, Linhart and Lions Parks from June 13th – August 19th. The motion was adopted by unanimous roll call vote.

(32-11) MOVED COSTA-SZOKO to authorize Senate Engineering to prepare the final design, develop bid specifications and advertise for bid the Greensburg Pike/Elizabeth Street Sanitary Sewer Project. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Ms. Fialla cautioned everyone to be careful due to the weather forecast; thanked the Public Works Department for removing snow from the Township's roadways and congratulated District Magistrate Caufield on the job he's done so far.

Mr. Costa congratulated District Magistrate Caufield; thanked the Public Works Department for keeping the Township's roads clear; announced that the Recreation Advisory Board Meeting scheduled for Tuesday, February 1, 2011 has been postponed until Tuesday, February 8, 2011 and stated that the next meeting of the Board of Commissioners will be held on February 14, 2011.

Mr. Szoko commented upon the article in the newspaper regarding the sale of VoCollect and his conversation with Barry Layton from Penn Center regarding whether or not Penn Center management had contacted VoCollect to determine if they could provide them with additional space; commented upon the Codified Book of Ordinances provisions as it relates to commercial vehicles parking in residential neighborhoods and stated that he believes that the Board should continue to explore the possibility of having a forensic audit of the Township's finances at an estimated cost of $20,000 to $25,000 to determine whether or not the Township is doing things "right."

(33-11) MOVED SZOKO-FIALLA to explore the possibility of having a peer to peer review of the Township's finances. The motion was not adopted with a three to two vote with Messrs Costa and Padula and Mrs. Martinelli voting "NO".

Commissioners' Comments:

Mr. Padula stated that he does not disagree with Mr. Szoko's direction, but believes that the Board should discuss the issue first; commented upon the tremendous work that the Public Works is doing on keeping the roads clear; congratulated the Steelers on their AFC Championship last week and wished them the best of luck in the Super Bowl next weekend.

Mrs. Martinelli commented upon the Chief's new seating arrangement; requested that the Township place an article in the next newsletter regarding the false alarm ordinance; stated that the Township received notification from the County that the weather these next few days and that the Red Cross team may have to open the Township Building/Community Center as a warming shelter if the power goes off as a result of heavy ice accumulations; commented again that she does not believe that Wilkins Township should be run like a business because the mission of the municipality is to provide services to its residents, without profiting and finally stated that the entire Board is pushing for a Steeler victory on Sunday in the Super Bowl.

(34-11) MOVED FIALLA-COSTA 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 COMMISSIONERS MEETING
MONDAY, FEBRUARY 14, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, January 31, 2011

COMMUNICATIONS: Kay B. George, 148 Penhurst 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:

General Fund	$ 256,097.24
Combined Sewer Fund	$ 113,766.47
Capital Reserve Fund	$ 17,520.51
Emergency Management Fund	$ 281.89
DEP GHG Fund	$ 11.65
TOTAL:	**$ 387,677.76**

OLD BUSINESS:

1. Ordinance #1012
2. Ordinance #1013

NEW BUSINESS:

1. Eligibility List – Police Department.
2. Civil Service Board Training.
3. Allegheny County request for consideration – Supporting legislation to enact a statewide moratorium on reassessments, pending study of constitutional issues with the Commonwealth's assessment code.
4. Reassessment of Sears – authorization to appeal decision.
5. 2011 Summer Festival Update / Fireworks Contract.
6. ClearChoice Energy

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, FEBRUARY 14, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, January [illegible], 2011

COMMUNICATIONS: Kay B. George, 146 Penhurst 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. [illegible]
9. Recreation
10. [illegible]

PAYMENT OF BILLS:

General Fund	$ [illegible]
Combined Sewer Fund	$ [illegible]
Capital Reserve Fund	$ [illegible]
Emergency Management Fund	$ [illegible]
DEP GHG Fund	$ [illegible]
TOTAL	$ [illegible]

OLD BUSINESS:

1. Ordinance #1012
2. Ordinance #1013

NEW BUSINESS:

1. Eligibility List – Police Department.
2. Civil Service Board Training.
3. Allegheny County request for consideration – Supporting legislation to enact a statewide moratorium on reassessments, pending study of constitutional issues with the Commonwealth's assessment code.
4. Reassessment of Sears – authorization to appeal decision.
5. 2011 Summer Festival Update / Fireworks Contract.
6. Clean Choice Energy

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, FEBRUARY 14, 2011

7. Filing and Reviving Real Estate Tax Liens
8. Wellness Programming
9. Request to purchase a 2011 Police Vehicle.
10. Authorize DEP Consent for Right of Entry – 112 Gilmore Drive.
11. COG Dinner – February 25, 2011 at Banquets Unlimited.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Wilkins Township Planning Commission will meet on Wednesday, February 16, 2011 beginning at 7:00 PM.
2. The Board of Commissioners will meet again on February 28, 2011 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, FEBRUARY 14, 2011

The Public Hearing of Monday, February 14, 2011 was brought to order by President Sylvia J. Martinelli at 6:50 PM. A quorum was present as follows:

Mrs. Martinelli	Mr. Szoko
Mr. Padula	Mr. Costa

Ms. Fialla was absent

The purpose of the public hearing was to hear public comments on proposed Ordinance #1012, an ordinance which would amend the zoning ordinance to add the definition of a school building conversion and amend the definition of no-impact home-based businesses; permitting no-impact home-based businesses as a use by right in all residential zoning districts and permitting the use of converted school buildings as a conditional use in all residential districts.

Commissioner Martinelli questioned how much time and money was expended on this ordinance.

Mrs. Bradley explained that the main emphasis of this ordinance was to change the requirement that individuals who operate no-impact home-based businesses in residentially zoned neighborhoods must seek special exception approval from the Zoning Hearing Board. This conflicts with the Pennsylvania Municipalities Planning Code requirement that no-impact home-based businesses be permitted in all residentially zoned neighborhoods as a use by right. The addition of a definition for unused school buildings was ancillary to the proposed amendment. However, after review by Allegheny County, , the County recommended changing the name from "unused school building" to "school building conversion" and changing this as a use permitted by right in all residentially zoned districts to a conditional use in all residentially zoned districts.

Commissioner Szoko questioned whether or not this ordinance would impede redevelopment of former school buildings.

Mrs. Bradley stated that there would be a change in how unused school buildings could be reused because instead of permitting these uses by right in all residentially zoned neighborhoods, the new ordinance would require conditional use approval. This means that applicants seeking to reuse a former school building would be required to meet the conditional use terms of the existing zoning ordinance in addition to the new conditional use requirements of the amendment. There would be a hearing before the Planning Commission for conditional use approval and the Planning Commission would make a recommendation to the Board of Commissioners with regard to whether or not the applicant has met the requirements of the conditional use.

(35-11) MOVED PADULA-COSTA to adjourn. The meeting was adjourned at 6:55 PM. The motion was adopted by a 4 to 0 vote.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, FEBRUARY 14, 2011

The Regular Meeting of Monday, February 14, 2011 was brought to order by President Sylvia J. Martinelli at 7:00 PM. A quorum was present as follows:

Mrs. Martinelli	Mr. Szoko
Mr. Padula	Mr. Costa

Ms. Fialla was absent.

(36-11) MOVED PADULA-COSTA to approve the minutes of the Second Stated Meeting of January 31, 2011 as presented.The motion was adopted by a 4 to 0 vote.

Communications:

Ms. Kay George of 148 Penhurst Drive submitted correspondence regarding the feral cat situation at 145 Penhurst Drive.

Citizens' Comments:

Mr. Mike Boyd of 105 George Street stated that he has similar concerns regarding the feral cat problem on Penhurst Drive.

Mr. Brad Harrison of Churchill Road introduced himself to the Board of Commissioners. He is currently working as an aid for Congressman Murphy and would be happy to assist the Board to any extent possible.

Reports:

Police Report for January 2011:

	2010	2011
Total Police Calls Logged	248	267
Total Criminal Offenses Reported	13	20
Criminal Arrests/Persons Charged	3	7
Criminal Offenses Cleared	3	6
Traffic Citations Issued	36	49
Parking Tags Issued	27	20
Parking Citations Issued	23	0
Monies Collected during month	6,515.46	5,434.63

(37-11) MOVED PADULA-COSTA to authorize the purchase of a 2011 Ford Crown Victoria from Tri-Star at a low bid price of $23,918 and using funds from the US DOJ Fund, the Allegheny County Drug Fund and the proceeds of the sale of Car #4. The motion was adopted by a 3 to 1 vote.with Mr. Szoko voting "NO".

The Public Works Department Report is on file in the Manager's Office

WTVFD #3 reported the following: 9 NFIRS, man-hours 40.69; 1 Training, man-hours 13.30; 10 non-incident, man-hours 95.22. Total man-hours for month 149.21.

WTVFD #4 reported the following: 13 Fire Calls, man-hours 109.75; 2 Drills, man-hours 11.5; 13 Work Details, man-hours 168.25 and 4 Meetings, man-hours 59.5. Total man hours for month 349.

Building Permits Issued during month:

BP #2685 – City Buffet, 3500 WM PENN HWY, Interior Alteration, Cost $9,500.00
BP #2686 - Buffalo Wild Wings, 3469 WM PENN HWY, Interior Alteration, Cost $403,700.00
BP #2687 – Penn Center Bldg #3, Floors 4,5,6 – PCE-LL-LP, Cost $145,600.00
BP #2687 - PCE LL , Suite 401 – Plan Review – cost $1,820.00

The Township received $3,137.27 in deed transfer tax in the month of January, representing tax collected by Allegheny County in the month of December 2010.

Act 511 Tax Report for January 2011

Earned Income Taxes:

Current Month	$31,122.90	Previous Year	-0-	Difference
Current YTD	31,122.90	Previous YTD	-0-	$31,122.90

Local Service Tax:

Current Month	4.23	Previous Year	$19,996.83	Difference
Current YTD	4.23	Previous YTD	19,996.83	($19,992.60)

Business Tax (Mercantile & Business Privilege)

Current Month	10,084.04	Previous Year	9,590.69	Difference
Current YTD	10,084.04	Previous YTD	9,590.69	$493.35

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

(38-11) MOVED PADULA-COSTA to authorize the Solicitor to work in concert with the Woodland Hills School District in the filing of an appeal of the reassessment of Sears (L/B: 542-F-120) and 102 Ivy Street. The motion was adopted by a 4 to 0 vote.

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

(39-11) MOVED SZOKO-PADULA to approve the payment of the Schedule of Bills in the amount of $387,677.76. The motion was adopted by a 4 to 0 vote.

ORDINANCE NO. 1012

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING THE WILKINS TOWNSHIP CODIFIED BOOK OF ORDINANCES, PART II, GENERAL LEGISLATION, CHAPTER 173, ZONING, ARTICLE II, DEFINITIONS AND WORD USAGE, SECTION 173-7, DEFINITIONS TO ADD THE DEFINITION OF A SCHOOL BUILDING CONVERSION AND AMEND THE DEFINITION OF NO-IMPACT HOME-BASED BUSINESS; ARTICLE III, DISTRICT REGULATIONS, SECTION 173-10,PERMITTED USES, TO ADD NO-IMPACT HOME BASED BUSINESS AS A PERMITTED USE AND DELETE UNUSED SCHOOL BUILDINGS AS A PERMITTED USE IN ALL RESIDENTIAL ZONING DISTRICTS, SECTION 173-11, CONDITIONAL USES TO ADD SCHOOL BUILDING CONVERSION AS A CONDITIONAL USE IN ALL RESIDENTIAL ZONING DISTRICTS; ARTICLE IV, GENERAL REGULATIONS, SECTION 173.22, SPECIAL EXCEPTION USES, TO DELETE PARAGRAPH J, NO-IMPACT HOME-BASED BUSINESS AND ARTICLE VI, CONDITIONAL USES, SECTION 173-49, CRITERIA FOR APPROVAL, TO ADD CRITERIA FOR APPROVAL OF A SCHOOL BUILDING CONVERSION.

(40-11) MOVED COSTA-PADULA to read Ordinance 1012 for the first time by title only.

(41-11) MOVED PADULA-COSTA to accept the first reading of Ordinance 1012.

(42-11) MOVED PADULA-COSTA to read Ordinance 1012 for the second time by title only.

(43-11) MOVED COSTA-PADULA to accept Ordinance 1012.

Motions 40-11 through motion 43-12 inclusive were accepted by a 4 to 0 vote.

ORDINANCE NO. 1013

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 2009 INTERNATIONAL PROPERTY MAINTENANCE CODE, COPYRIGHT 2009 BY THE INTERNATIONAL CODE COUNCIL, INCORPORATED

(44-11) MOVED SZOKO-PADULA to read Ordinance 1013 for the first time by title only..

(45-11) MOVED PADULA-COSTA to accept the first reading of Ordinance 1013.

(46-11) MOVED PADULA-SZOKO to read Ordinance 1013 for the second time by title only.

(47-11) MOVED PADULA-SZOKO to accept Ordinance 1013.

Motions44-11 through 47-11 inclusive were accepted by a 4 to 0 vote.

(48-11) MOVED PADULA-COSTA to authorize the Civil Service Board to proceed in the creation of a new eligibility list, after the rules and regulations have been amended in accordance with Act 75 of 2010. The motion was adopted by a 4 to 0 vote.

(49-11) MOVED COSTA-PADULA to authorize the Civil Service Board to participate in training either as an individual group, or in conjunction with other municipalities. The motion was adopted by a 4 to 0 vote.

(50-11) MOVED SZOKO-PADULA to authorize the manager to prepare a resolution for adoption at the meeting of February 28, 2011 supporting Allegheny County Council's position on a statewide moratorium on reassessments. The motion was adopted by a 4 to 0 vote.

(51-11) MOVED COSTA-PADULA to accept the recommendation of the Recreation Advisory Board to approve the fireworks contract with Pyrotechnico for Summer Festival 2011. The motion was adopted by a 4 to 0 vote.

(52-11) MOVED SZOKO-COSTA to authorize the Solicitor to prepare an Ordinance which would establish a policy of not filing or reviving tax liens on property with a value of $100.00 or less. The motion was adopted by a 4 to 0 vote.

(53-11) MOVED SZOKO-COSTA to authorize the execution of an agreement with LA Fitness to permit employees to join at a discounted price and entertaining any other offers from local health clubs..The motion was adopted by a 4 to 0 vote.

(54-11) MOVED COSTA-PADULA to authorize the execution of a Consent of Entry Agreement between the Township of Wilkins and the Department of Environmental Protection, Bureau of Abandoned Mines for property located at 112 Gilmore Drive. The motion was adopted by a 4 to 0 vote.

(55-11) MOVED PADULA-COSTA to authorize two members of the Board of Commissioners to attend the Turtle Creek Valley Council of Governments Annual Dinner Meeting to be held on Friday, February 25, 2011 beginning at 5:30 PM at Banquets Unlimited at a cost of $50.00 per person. The motion was adopted by a 4 to 0 vote.

Commissioners' Comments:

Commissioner Szoko requested that the Board consider holding a finance committee one-half hour before the next meeting to discuss the balance as of January 1, 2011.

(56-11) MOVED SZOKO-COSTA to hold a finance committee meeting at 6:30 PM on Monday, February 28, 2011. The motion was adopted by a 4 to 0 vote.

Commissioner Szoko also stated that those individuals interested in running for elected office need to pick up their petitions at the County Bureau of Elections by February 15th.

Commissioner Costa thanked the Public Works Department for the wonderful job they continue to do in removing snow and ice from the Township roadways.

Commissioner Padula thanked everyone for coming to the meeting; requested that the police and public works department concentrate on removal of illegal signs on Brown Avenue and Route 22 and requested an update on the receipt of the AED units.

Commissioner Martinelli advised the Board of two upcoming training opportunities sponsored by the Local Government Academy; thanked everyone for coming to the meeting and wished all a Happy Valentine's Day.

(57-11) MOVED PADULA-COSTA to adjourn. The meeting was adjourned at 8:55 PM. The motion was adopted by a 4 to 0 vote.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING, MONDAY, FEBRUARY 28, 2011

The Second Stated Meeting of Monday, February 28, 2011 was brought to order by President Sylvia J. Martinelli at 7:00 PM. A quorum was present as follows:

Mrs. Martinelli
Ms. Fialla
Mr. Padula Mr. Costa Mr. Szoko

(58-11) MOVED PADULA-COSTA to approve the minutes of the regular meeting of February 14, 2011. The motion was adopted by a 4 to 1 vote with Ms. Fialla abstaining

(59-11) MOVED PADULA-COSTA to approve the minutes of the Public Hearing of February 14, 2011. The motion was adopted by a 4 to 1 vote with Ms. Fialla abstaining.

Citizens' Comments:

Michael Boyd of 105 George Street thanked the Public Works Department for their excellent job in keeping the roads clear of ice and snow; commented upon an article appearing in the New York Times on Sunday, February 27th regarding Marcellus Shale and commented upon the opportunity to seek grant dollars for bicycle-friendly communities.

RESOLUTION NO. 3-2011

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, SUPPORTING ALLEGHENY COUNTY COUNCIL BILL NO. 6136-11 AND URGING THE PENNSYLVANIA GENERAL ASSEMBLY AND GOVERNOR OF THE COMMONWEALTH OF PENNSYLVANIA TO ENACT A STATEWIDE PROPERTY TAX REASSESSMENT MORATORIUM WITH ALL DUE SPEED AND, IN THE PROCESS, TO SAFEGUARD THE ECONOMIC STABILITY AND PROSPERITY OF THE RESIDENTS OF THE COMMONWEALTH BY PROVIDING THE PREDICTABILITY AND EQUITY THAT EXIST WITH REGARD TO PROPERTY OWNERSHIP IN EVERY OTHER STATE.

(60-11) MOVED PADULA-SZOKO to adopt Resolution #3-2011. The motion was adopted by unanimous roll call vote.

(61-11) MOVED FIALLA-COSTA to authorize the advertisement of a public hearing on proposed Ordinance No. 1014. The motion was adopted by unanimous roll call vote.

(62-11) MOVED PADULA-FIALLA to appoint Jan McMahon of 256 Kingston Drive to the Recreation Advisory Board. The motion was adopted by unanimous roll call vote.

(63-11) MOVED PADULA-FIALLA to authorize the Wilkins Township Democratic Committee to use the Community Center on Thursday, March 10, 2011 to hold a meeting for the membership. The motion was adopted by unanimous roll call vote.

(64-11) MOVED COSTA-FIALLA to approve the request of the Century Club to use two men and a truck from the Public Works Department to aid with Clean-Up Wilkins to be held on Saturday, April 26, 2011 beginning at 9:00 AM. The motion was adopted by unanimous roll call vote.

(65-11) MOVED PADULA-COSTA to approve the request of the Wilkins Township Democratic Committee to use the Community Center on October 9, 2011 to host their annual spaghetti dinner. The motion was adopted by unanimous roll call vote.

Mr. Wilson made a request for a donation for the Wilkins Township Memorial Day Services. Mr. Szoko requested a few weeks to determine whether or not the Rotary would be able to provide funding instead of the Township.

Commissioners' Comments:

Commissioner Fialla announced that she is not seeking re-election because she believes in term limits which allow others to step up. She stated that it has been an honor and a privilege to serve and she hopes to continue to have a positive impact throughout the rest of her tenure. She stated that her service as an elected official for the Township has changed her worldview and encouraged everyone to get involved.

Commissioner Padula thanked the Public Works employees for keeping the roads clear; thanked the manager and the Commissioners for providing the funding to allow our roads to stay clear; stated that the Public Safety Committee will meet on Thursday, March 31st beginning at 6:00 PM; reminded residents that fish fries will begin at VFC #3 on March 11th; and thanked everyone for coming out.

Commissioner Szoko questioned the motion on the Spring Clean-up; and commented upon the situation in Wisconsin with regard to health care and pension costs being born by the taxpayers.

Commissioner Martinelli relayed information from the 2010 Census to the Board and audience and stated that our population has decreased from 6917 to 6565; commented upon the COG Dinner that she and Mr. Costa attended and their conversations with other elected officials regarding continued talks on shared services and thanked the Public Works Department for keeping the roads clear of snow and ice.

(66-11) MOVED PADULA-COSTA to donate the former police laptops to the three fire departments. The motion was adopted by unanimous roll call vote.

(67-11) MOVED FIALLA-SZOKO to adjourn. The meeting was adjourned at 7:45 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, MARCH 14, 2011

The Public Hearing of Monday, March 14, 2011 was brought to order at 6:45 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli Ms. Fialla

Mr. Padula Mr. Costa Mr. Szoko

Mrs. Bradley stated that the public hearing was scheduled for the purpose of hearing public comments on proposed Ordinance No 1014, which amends the Zoning Ordinance to permit the repair, alteration and maintenance of nonconforming buildings and structures and permits the construction or extension of buildings along nonconforming lines.

Commissioners' Comments:

Commissioner Padula requested clarification of the intent of the ordinance; specifically, whether or not the ordinance would permit property owners with existing decks that are nonconforming to remove and replace these structures in-kind. Mrs. Bradley stated that this was the intent of the ordinance.

Public Comments:

Mr. George Virsack of 217 Wallace Avenue commented that he believes that this is a great amendment and that the Board should consider the passage of it.

(69-11) MOVED PADULA-COSTA to adjourn. The Public Hearing was adjourned at 6:53 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley,

Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MARCH 14, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, February 28, 2011

COMMUNICATIONS: Ms. Madonna DeOrio, 226 Wallace Avenue

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	$ 190,620.45
General Fund Addendum	$ 4,057.12
Combined Sewer Fund	$ 21,164.47
Capital Reserve Fund	$ 929.88
TOTAL:	**$ 216,771.92**

OLD BUSINESS:

1. Ordinance #1014.
2. Memorial Day donation request.

NEW BUSINESS:

1. Request from Lerah Pasqualino to hold Girl Scout meetings at the Community Center beginning in September on Tuesdays, from 6:30 PM until 8:30 PM.
2. Sheetz – Developers Agreement.
3. Penn Prime Loss Control Standards – Statement of Management Support / Development of a Safety Committee.
4. Change RX – Employee Wellness Programming.
5. Request from Michael Boyd to attend a seminar entitled "Duties of a Zoning Hearing Board," being held on March 29, 2011 at the Four Points Sheraton, Greensburg from 6:00 PM until 9:30 PM at a cost of $50.00.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MARCH 14, 2011

6. Request from Mr. Hill to attend a seminar entitled "International Fire Code Essentials," being held on April 5-8, 2011 at the Four Point Sheraton, Greensburg at a cost of $395.00.

7. Request from the Recreation Advisory Board for $1,000 for the Easter Party Budget, with funds being used to purchase food (cookies, chips, candy & drinks), a Zoo Mobile, supplies for an Easter Egg Hunt and decorations.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Board of Commissioners will meet again on March 28, 2011 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, MARCH 14, 2011

The Regular Meeting of Monday, March 14, 2011 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(70-11) MOVED PADULA-COSTA to approve the minutes of the Second Stated Meeting of February 28, 2011 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Mrs. Madonna DeOrio of 226 Wallace Avenue submitted correspondence to the Board requesting their consideration in permitting her to rent the Community Center at no cost in the Summer/Fall to hold a wedding shower due to the fact that when she rented the facility in November, the furnace did not work; making her guests uncomfortable.

(71-11) MOVED FIALLA-COSTA to authorize the Manager to advise Mrs. DeOrio that she may use the Community Center in the Summer/Fall to hold a wedding shower due to the problems with the furnace that she experienced when she rented the hall in November of 2010. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

Mr. N. Leonard Hill of 405 Kingston Drive commented upon his disagreement with Commissioner Szoko as to the appropriate number of police officers that should staff the Wilkins Department; and requested that the Board engage the citizenry prior to deciding that the number of officers should be decreased from 12 to 10.

Mr. Michael Boyd of 105 George Street commented upon the "Downspout Disconnect" program sponsored by the Pennsylvania Environment Council that he attended last week.

Mr. Karl Crary of 256 Penhurst Drive commented upon the projected budget deficits and the fact that because there are no frivolous expenditures in the Township's Budget, any cut in expenses is difficult.

Reports:

Police Report for February 2011:	2010	2011
Total Police Calls Logged	258	241
Total Criminal Offenses Reported	15	20
Criminal Arrests/Persons Charged	4	12
Criminal Offenses Cleared	3	6
Traffic Citations Issued	15	45
Parking Tags Issued	19	9
Parking Citations Issued	2	0
Monies Collected During February	$8,346.59	$3,209.28

The Public Works Department Monthly Report is on file in the Manager's Office.

WTVFD #1 reported the following: December 2010: 17 Fires, man-hours 73.50; 2 Drills, man-hours 42; 1 Meeting (Election), man-hours 42.5 and 1 Santa Detail, man-hours 25. Total man-hours for December 2010, 183.

WTVFD #1 reported the following: January 2011: 11 Fires, man-hours 109.5; 2 Drills, man-hours 49; 1 Work Details, man-hours 18; 1 Funeral, man-hours 84. Total man-hours for January 2011, 260.5.

WTVFD #1 reported the following: February 2011: 10 Fires, man-hours 63, 3 Drills, man-hours 72, 1 Special, man-hours 18, 1 Meeting, man-hours 24. Total hours for February 2011, 177.

WTVFD #3 reported the following for February 2011: 7 NFIRS, man-hours 14.78; 1 Training Class, man-hours 19.50; 6 Non-incident activities, man-hours 134.75. Total man-hours for February 2011: 169.03.

There was one (1) building permit issued: BP 2688-c-s, for Don Burke, 204 Hart Drive – Addition – Cost $30,200.00.

The Township received $539.00 in Deed Transfer Tax in the month of February, representing transfer tax collected by Allegheny County in the month of January. As of the end of February, this account is at 10.5%, or 6.5% under budget. The budget for real estate transfer tax was reduced by $10,000.00 (from $45,000 to $35,000) between 2010 and 2011.

Act 511 Tax Report:
Earned Income Taxes:

Current Month	$77,239.35	Previous Year	$50,792.50	Difference
Current YTD	108,362.25	Previous YTD	50,792.50	$57,569.75

Local Service Tax:

Current Month	6,779.59	Previous Year	6,129.75	Difference
Current Ytd	6,783.82	Previous YTD	26,126.58	($19,342.76)

Business Tax (Mercantile & Business Privilege):

Current Month	20,838.64	Previous Year	5,373.60	Difference
Current YTD	30,922.68	Previous YTD	14,964.29	$15,958.39

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

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

(72-11) MOVED SZOKO-COSTA to approve the payment of the schedule of bills, in the amount of $216,771.92, as presented. The motion was adopted by unanimous roll call vote.

ORDINANCE NO. 1014

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA AMENDING THE WILKINS TOWNSHIP CODIFIED BOOK OF ORDINANCES, CHAPTER 173, ARTICLE II, DEFINITIONS AND WORD USAGE, SECTION 173.7, DEFINITIONS, TO ADD DEFINITIONS FOR THE TERMS NONCONFORMING STRUCTURE AND NONCONFORMING LOT AND DELETE THE DEFINITION OF YARD-SIDE; ARTICLE IV, GENERAL REGULATIONS, SECTION 173.14, NONCONFORMING USES AND BUILDINGS TO PROVIDE THAT NORMAL MAINTENANCE OF NONCONFORMING LAND AND BUILDINGS MAY OCCUR, INCLUDING ANY NECESSARY REPAIRS AND ALTERATIONS, WHICH DO NOT ENLARGE OR EXTEND THE NONCONFORMITY AND TO PERMIT THE CONSTRUCTION OR EXTENSION OF BUILDINGS ALONG NONCONFORMING LINES.

(73-11) MOVED PADULA-COSTA to read Ordinance No. 1014 for the first time, by title only.

(74-11) MOVED PADULA-COSTA to accept the first reading of Ordinance No. 1014.

(75-11) MOVED PADULA-COSTA to read Ordinance No. 1014 for the second time, by title only.

(76-11) MOVED PADULA-COSTA to accept the recommendation of the Planning Commission and adopting Ordinance No. 1014.

Motions 73-11 to 76-11 inclusive were adopted by unanimous roll call vote.

(77-11) MOVED SZOKO-FIALLA to table Mr. Wilson's request for a Memorial Day contribution, pending donations by the Turtle Creek Rotary, St Colman's Church and the Turtle Creek Fire Department. The motion was defeated by a 3 to 2 vote with Mrs. Martinelli and Messrs. Costa and Padula voting "NO".

(78-11) MOVED SZOKO-FIALLA to authorize the donation of $100.00 to Mr. Wilson for the Memorial Day ceremonies. The motion was defeated by a 3 to 2 vote with Mrs. Martinelli and Messrs. Costa and Padula voting "NO".

(79-11) MOVED PADULA-COSTA to authorize the donation of $200.00 to Mr. Wilson for the Memorial Day ceremonies. The motion was adopted by a 3 to 2 vote with Ms. Fialla and Mr. Szoko voting "NO".

(80-11) MOVED FIALLA-SZOKO approving the request of Lerah Pasqualino to use the Community Center to hold Girl Scout meetings on Tuesdays from 6:30 PM until 8:30 PM beginning in September. The motion was adopted by unanimous roll call vote.

(81-11) MOVED PADULA-COSTA to accept the recommendation of the Solicitor, approving the Development Agreement between the Township of Wilkins and Sheetz, contingent upon the receipt, review and approval of all Exhibits. The motion was adopted by unanimous roll call vote.

(82-11) MOVED SZOKO-COSTA to approve the request of Michael Boyd to attend a seminar entitled: "Duties of a Zoning Hearing Board," being held on March 29, 2011 at the Four Points Sheraton, Greensburg from 6:30 PM until 9:30 PM at a cost of $50.00. The motion was adopted by unanimous roll call vote.

(83-11) MOVED SZOKO-FIALLA to approve the request of Mr. Hill to attend a seminar entitled "International Fire Code Essentials," being held on April 5-8, 2011 at the Four Points Sheraton, Greensburg, at a cost of $395.00. The motion was adopted by unanimous roll call vote.

(84-11) MOVED SZOKO-COSTA to approve the request of the Recreation Advisory Board for $1,000 for the Easter Party, which will be held on April 2, 2011 beginning at 12:00 PM. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Szoko stated that change is inevitable and the only way that we can sustain ourselves through life. We cannot fight change, we have to learn to adapt. What the Township wants to support (i.e., 12 police officers) is not necessarily what the Township can afford to support.

Commissioner Costa thanked everyone for attending the meeting.

Commissioner Fialla stated that in the wake of the disaster which struck Japan on Friday, she has a newfound belief in regulations that she previously believed infringed upon residents privacy and were intrusive.

Commissioner Padula reminded the Board and staff that a Public Safety Committee meeting will be held on Thursday, March 31st; stated that the VFC will hold CPR certification on March 24th; commented upon the installation of the AED in the room; commented upon the possibility of WHEMS expanding and needing space to build a facility in Wilkins; and commented upon the House of Representatives's recent vote to eliminate the requirement that newly constructed one and two family residential units be required to be sprinklered.

Commissioner Martinelli stated that the State budget that Governor Corbett has proposed will severely wound the Woodland Hills School District. A budget meeting has been scheduled by the School Board for Wednesday, March 16, 2011 and Mrs. Martinelli urged the residents to attend. Governor Corbett's cuts could mean the furlough of up to 100 teachers, the closure of one school building and the elimination of the Woodland Hills Academy.

(85-11) MOVED FIALLA-COSTA to adjourn. The meeting was adjourned at 9:00 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MARCH 28, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Public Hearing of Monday, March 14, 2011
Regular Meeting of Monday, March 14, 2011

COMMUNICATIONS: Cindy Thomas, Executive Director – TobaccoFree Allegheny
Amanda Settelmaier, Executive Director – TVCOG
Mr. Joseph Dentici, CEO, Kuhn's Markets
Mr. Colin Letson, Eagle Scout Candidate – Troop 90

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Senior Management Support statement for employee safety/risk management.

NEW BUSINESS:

1. 2011Paving Estimate – Jefferson Heights Road.
2. Greensburg Pike/Elizabeth Street Sanitary Sewer Bid Results.
3. Request from the Monroeville Arts Council to borrow the Township's art screens for their annual Art Show at CCAC Boyce Campus from Monday, July 18th through Tuesday, July 25th.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Public Safety Committee will meet on Thursday, March 31st beginning at 6:00 PM.
2. The Wilkins Township Recreation Advisory Committee will host an Easter Party for children on April 2nd, beginning at 12:00 PM.
3. The next meeting of the Board of Commissioners will be held on Monday, April 11, 2011.
4. The 3rd Annual Spring Clean-Up sponsored by the Senior Citizens and Century Club will be held on Saturday, April 16th, beginning at 9:00 AM.
5. The ribbon cutting ceremony/grand opening for Buffalo Wild Wings at their new location (Village at Showcase) will be held on April 18th at 9:00 AM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING, MONDAY, MARCH 28, 2011

The Second Stated Meeting of Monday, March 28, 2011 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(86-11) MOVED PADULA-FIALLA to approve the minutes of the Public Hearing of March 14, 2011 as presented. The motion was adopted by unanimous roll call vote.

(87-11) MOVED PADULA-COSTA to approve the minutes of the Regular Meeting of March 14, 2011 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Ms. Cindy Thomas, Executive Director of Tobacco Free Allegheny submitted correspondence inviting the Township to participate in the "Young Lungs at Play" initiative sponsored by her organization and funded by the Pennsylvania Department of Health through the Penn State Cooperative Extension. The Township must adopt a policy that prohibits the use of tobacco products in parks, playgrounds and recreational fields and Tobacco Free Allegheny will support those efforts by providing free "Young Lungs at Play" signs to be posted in designated tobacco free areas.

(88-11) MOVED PADULA-COSTA to authorize the Township to participate in the "Young Lungs at Play" initiative and authorizing the manager to prepare a policy for review by the Board.

Ms. Amanda Settelmaier, Executive Director of the Turtle Creek Valley Council of Governments submitted correspondence inviting the Board of Commissioners to attend a meeting with elected officials from the Boroughs of Forest Hills, Churchill, Chalfant and Braddock Hills to explore new ways to work cooperatively. This meeting will be facilitated by David Miller of the Graduate School of Public and International Affairs (GSPIA) and the Turtle Creek Valley COG. It will be held at the Wilkins Township Community Center on April 14th, beginning at 6:30 PM

Mr. Joseph A. Dentici, Chief Executive Officer of Kuhn's Quality Foods submitted correspondence to dispel rumors that the Kuhn's Market on Brown Avenue was sold to Food Lion. The Beulah Road store is performing above expectations and continues to grow. The management has enough confidence in the store that they are investing substantial capital to enlarge the facility.

Mr. Colin Letson, an Eagle Scout candidate with Troop 90, Forest Hills, submitted a request for donations for a project he is planning as his Eagle Project in Forest Hills.

Citizens' Comments:

Mr. N. Leonard Hill of 405 Kingston Drive discussed the recent news of a merger between the Wilkinsburg Fire Department and the City of Pittsburgh Fire Department and specifically pointed out the similarities in size between Wilkinsburg (2.3 square miles) and Wilkins Township (2.75 square miles) and the differences in expenditures for fire services in Wilkinsburg ($2.2 million) versus Wilkins (less than $300,000).

(89-11) MOVED SZOKO-FIALLA to adopt the following Statement of Senior Management Support for Employee Safety Risk Management: "It is the policy of the Township of Wilkins to protect the safety and health of our employees. Our Township will establish a Workplace Safety Program that will help prevent injury and illness due to hazards. Employee involvement from each department is critical to the success of this program. The motion was adopted by unanimous roll call vote.

(90-11) MOVED COSTA-FIALLA to earmark $100,000 toward paving in the 2012 budget and deferring the paving of Jefferson Heights Road for 2011; and authorizing the Public Works Department to begin under drain, catch basin and base repairs (as possible) to Jefferson Heights over the remainder of the year in anticipation of a project in 2012. The motion was adopted by unanimous roll call vote.

(91-11) MOVED COSTA-FIALLA to accept the recommendation of Senate Engineering to award the bid for the Elizabeth Street Sanitary Sewer Repair Project to Creative Enterprises Corporation, 1 Circle Drive, Dravosburg, PA 15034 for the total base bid amount of $74,335.00 and authorizing the Public Works Department to complete the wearing course installation. The motion was adopted by unanimous roll call vote.

(92-11) MOVED FIALLA-COSTA to authorize the Monroeville Arts Council to borrow the Township's art screens for their annual Art Festival at CCAC, Boyce Campus from Monday, July 18th through Tuesday, July 25th. The motion was adopted by unanimous roll call vote.

(93-11) MOVED PADULA-SZOKO to authorize the Manager to contact the Monroeville Arts Council to determine if they are interested in purchasing the Township's art screens. The motion was adopted by unanimous roll call vote.

(94-11) MOVED PADULA-COSTA to authorize the Manager to advertise a proposed Ordinance which would limit the revival of tax liens on properties where the lien is less than one hundred dollars. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Fialla questioned whether or not Mr. Padula or the Township had any additional information on property for the Woodland Hills Emergency Management ambulance company.

Commissioner Szoko commented upon Penn Prime's statement of "Doing more with less," and suggested that the Board focus on that when making decisions; and reminded everyone that the Finance Committee is scheduled to meet again before the April 25th meeting.

Commissioner Padula reminded everyone that the Public Safety Committee will meet at 6:00 PM on Thursday, March 31st; thanked Mr. Miller and the employees of the Department of Public Works for doing such a good job during Ed Bruener's absence; thanked Chief Krancic for placing the speed trailer on Larimer Avenue; stated that the three fire companies performed a walkthrough at H H Gregg last Tuesday; thanked Mr. Hill for the information that he provided about Wilkinsburg and stated that the Forest Hills Volunteer Fire Departments may be further impacted by the institution of a fire tax, because it will further drive down donations; thanked Mrs. Bradley for the memorandum detailing new businesses coming into Wilkins and thanked everyone for attending the meeting.

(95-11) MOVED FIALLA-PADULA to authorize the manager to place a letter of commendation in Mr. Miller's file for his leadership during Mr. Bruener's extended absence. The motion was adopted by unanimous roll call vote.

Commissioner Costa complimented the members of the Public Works Department on their skill-level and ability to perform different tasks, which makes it easy for the Board to make decisions to do work in-house as opposed to contracting it out; advised the Board and residents that Meals on Wheels is looking for volunteers, especially drivers. Anyone interested in volunteering can stop in the office for additional information.

Commissioner Martinelli advised the Board that the CDBG demolition of 661 Larimer Avenue had begun; reminded the Board that the Recreation Advisory Board would be hosting an Easter party beginning at 12:00 PM on Saturday, April 2nd, stated that the Century Club will host a Spaghetti Dinner on April 10th beginning at 2:00 PM , that the Seniors will be going bowling on April 21st; and finally, reminded everyone that the 3rd Annual Clean-Up Wilkins Day will be held on April 16th beginning at 9:00 AM at the Municipal Building.

(96-11) MOVED PADULA- 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 COMMISSIONERS MEETING
MONDAY, APRIL 25, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, April 11, 2011

COMMUNICATIONS: Paul Eiswerth, CSO Coordinator, Waste Management, Pa DEP

Kraig Makohus, Special Olympics Western Development Director & Inspector Darrel Parker, Office of the Allegheny County District Attorney.

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Community Infrastructure and Tourism Fund (CITF) Grant – 2010-2011 Round 2 Application (Dowling Avenue Sanitary Sewer and Sawmill Run Bank Stabilization).

2. Ordinance 1015 – Tobacco Free Zones at Township Parks.

3. Highland Avenue Area Sanitary Sewer Separation project – Estimate of engineering costs.

4. Proposed agreement – Allegheny County Southwest Tax Collection Committee (TCC) and Keystone (aka Kratzenberg & Associates, Inc.)

NEW BUSINESS:

1. Resolution #4-2011 – Transfer of Restaurant Liquor License No. R-19772.

2. Act 44 Requirements – authorization for Mockenhaupt to prepare a policy relating to conflicts of interest and a proposed resolution for Procuring Professional Services, with funds to be drawn from the Police Pension Fund.

3. Authorize contribution to WHEMS ($6,917).

4. Sewer system alternatives to reduce overflows.

5. Proposed Ordinance – Joint Civil Service Testing for Police Officers.

6. Opt-in / Opt-out – CDBG and HOME program.

7. Elizabeth Street Sanitary Sewer Project – Engineering Fees correspondence.

8. Seasonal Help recommendations

COMMISSIONERS' COMMENTS

ADJOURNMENT

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, APRIL 25, 2011

ANNOUNCEMENTS:

1. The Recreation Advisory Board is scheduled to meet beginning at 7:00 PM on Tuesday, May 3, 2011 in the Community Center.

2. RAIN DATE: The 3rd Annual Spring Clean-Up sponsored by the Senior Citizens and Century Club will be held on Saturday, May 7, 2011.

3. The next meeting of the Board of Commissioners will be held on Monday, May 9, 2011.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, APRIL 11, 2011

The Regular Meeting of Monday, April 11, 2011 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla (entered at 7:03PM)
Mr. Padula	Mr. Costa	Mr. Szoko

(97-11) MOVED PADULA-COSTA to adopt the minutes of the regular meeting of March 28, 2011. The motion was adopted by unanimous roll call vote.

Communications:

Melissa Urishko, Project Manager, Housing and Human Services Division of the Allegheny County Redevelopment Authority submitted correspondence advising the Township of a new Vacant Property Recovery Program being offered by the County and providing detailed instructions for Township inclusion in the program.

Reginald Hickman, Principal of the Woodland Hills Academy invited the Manager and members of the Board of Commissioners to attend the Woodland Hills Academy 2011-12 Kindergarten Selection Program which will be held on Tuesday, April 26, 2011 at 6:30 PM in the Academy Auditorium.

Citizens Comments:

Mr. N. Leonard Hill, speaking as Fire Marshal, provided the Board with information regarding the seminar that he attended in the past week regarding the International Fire Code. Mr. Hill also filed a written report with each member of the Board and the Manager.

Mr. Mike Boyd, 105 George Street, provided the Board with information regarding the Zoning Hearing Board training class that he attended in Greensburg.

(98-11) MOVED SZOKO-FIALLA to waive the reading of reports. The motion was adopted by a 4 to 1 vote with Mr. Padula voting "NO".

REPORTS:

Police Report for March 2011:

	2010	2011
Total Police Calls Logged	257	237
Criminal Offenses Reported	36	23
Criminal Arrests/Persons Charged	12	16
Criminal Offenses Cleared	12	12
Traffic Citations Issued	42	29
Parking Tags Issued	10	11
Parking Citations Issued	12	11
Monies received during March	$2,594.58	$2,496.78

Mr. Edward Bruener's DPW Report for March 2011 has been filed in the Manager's Office.

W/T VFD #1 reported the following: 14 Fires, man-hours 61.50; 2 Practices, man-hours 37.5 and 1 Meeting, man-hours 39. Total man-hours for month of March 2011: 138.

W/T VFD #3 reported the following: 13 NFIRS, man-hours 37.14; 1 DPR Training, man-hours 56 and 22 Non-incident activities, man-hours 471.90. Total man-hours – month 565.04.

W/T VFD #4 reported the following: 9 Fire Calls, man-hours 57.5; 2 Fire Schools, man-hours 44.25; 4 Drills, man-hours 46.75; 5 Work Details, man-hours 12.5; 1 Driver's Training, man-hours 12; 2 Meetings, man-hours 46.5. Total man-hours for month 219.5.

Building Permits issued during Month of March 2011:

BP 2689-CS, George Virsack, 217 Wallace Ave. – Garage Addition – Cost $17,000.00
BP 2690-CS, 661 Larimer Ave., - Demolition – Cost $6,200.00.
BP 2691-CS, 685 Larimer Ave., - Demolition – Cost $6,200.00

The Township received $3,114.08 in deed transfer tax in the month of March, representing transfer tax collected by Allegheny County in the month of February. As of the end of March, this account is at 19.4%, or 5.6% under budget. The budget for real estate transfer tax was reduced by $10,000 (from $45,000 to $35,000) between 2010 and 2011.

March 2011 Tax Collector's Report:

Balance Collectable – Beginning of month	$1,499,267.75
Less Face Collections	-348,122.18
Balance Collectable – End of the Month	1,151,145.57
Face Amount of Collections	348,122.18
Less: Discounts	-6,962.55
Total Cash Collected	341,159.63
Overpayment Refunds	87.14

Act 511 Tax Report for March 2011:

Earned Income Taxes:				
Current Month	$43,259.89	Previous Year	$105,078.04	Difference
Current YTD	151,622.14	Previous YTD	155,870.54	($4,248.40)
Local Service:				
Current Month	16,686.54	Previous Year	23,998..32	Difference
Current YTD	23,470.36	Previous YTD	50,124.90	($26,654.54)
Business Tax (Mercantile & Business Privilege)				
Current Month	2,256.59	Previous Year	1,256.78	Difference
Current YTD	33,179.27	Previous YTD	16,221.07	$16,958.20

The Wilkins Township Recreation Advisory Board Report is on file in the Manager's Office

Amber Yon's monthly Engineer's Report is on file in the Manager's Office.

(99-11) MOVED SZOKO-COSTA to approve the schedule of bills, in the amount of $229,771.95 as presented. The motion was adopted by unanimous roll call vote.

(100-11) MOVED COSTA-PADULA to authorize the Manager to advertise the proposed Tobacco Free Playgrounds Ordinance for adoption. The motion was adopted by unanimous roll call vote.

(101-11) MOVED COSTA-SZOKO to authorize the Solicitor to determine the legality of permitting members of the Fire Companies to enforce fire lane violations in Wilkins Township, instructing Mr. Hill to seek additional information from Monroeville and requesting that the Fire Companies advise of their interest in pursuing this. The motion was adopted by unanimous roll call vote.

(102-11) MOVED PADULA-COSTA to agree to make an allocation to VFC #4 in 2012, as opposed to 2013. The motion was adopted by a 4 to 1 vote with Mr. Szoko voting "NO".

(103-11) MOVED PADULA-COSTA to authorize the Solicitor to amend Resolution #15-2006 to permit the use of Township[funds for the re-chassis of fire pumpers and rescue trucks. The motion was adopted by unanimous roll call vote.

(104-11) MOVED COSTA-PADULA to authorize Chief Krancic to seek funding for the purchase of four AR15 patrol rifles through the District Attorney's office. The motion was adopted by unanimous roll call vote.

(105-11) MOVED PADULA-COSTA to authorize the amendment of the rules and regulations for the rental of the Community Center to require the renter to either be a Township resident, or be sponsored by a Township resident. The motion was adopted by unanimous roll call vote.

(106-11) MOVED FIALLA-SZOKO to approve Mr. Bruener's request to have two public works employees attend a training program sponsored by the Local Government Academy entitled "In the Weeds", which will be held on April 14, 2011 in Forest Hills at a cost of $35.00 per employee. The motion was adopted by unanimous roll call vote.

(107-11) MOVED PADULA-FIALLA to accept Mr. Bruener's recommendation to extend the contract with Morton Salt for the 2011/2012 season with an estimated increase of $1.08 per ton, or $52.48. The motion was adopted by unanimous roll call vote.

(108-11) MOVED PADULA-MARTINELLI to approve the request of the Churchill Area Environmental Council for a donation of $50. toward a graduation award for Alexander Neal, a Woodland Hills High School Senior, for his winning project of turning two dilapidated Courtyards inside the Woodland Hills High School Library into outdoor classrooms. The motion was adopted by a 4 to 1 vote with Mr. Szoko voting "NO".

(109-11) MOVED FIALLA-COSTA to accept the recommendation of Chief Krancic and approving a handicapped parking space t 104 Wallace Avenue. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Szoko presented a four step plan that he believes will save the Township money and help WHEMS find a new facility. First, he believes that VFC #1 and #3 should merge; second, WHEMS should assume the space at #1; third, the two remaining VFC's would receive an annual allocation of $50,000 each year. Fourth, every three years, the Township would make a $100,000 contribution to one of the two fire companies. Commissioner Szoko also commended the Recreation Advisory Board for their ingenuity in spending for the Easter party; reiterated his belief that the Township must "Do more with less;" talked about the pending projected deficits and reminded the Board that a Finance Committee meeting will be held prior to the next regular meeting beginning at 6:30 PM.

Commissioner Fialla commented upon an article that she read in the Winter edition of the Municipal Reporter regarding cost savings associated with Police Departments who have been accredited and thanked the members of the fire companies for coming to the meeting.

Commissioner Costa reminded the Commissioners that a Recreation Advisory Board meeting, initially scheduled to be held last Tuesday, will be held tomorrow night at 7:00 PM at the Community Center and congratulated the Recreation Advisory Committee for the great job they did with the Easter party.

Commissioner Padula cautioned those writing news stories about the meeting to not publish that the Township is consolidating fire department and moving people around, because at this point, it is all part of the on-going discussion. The Public Safety Committee had a positive 2 hour meeting last week and he does not want that to get blown open because of tonight's discussion, Mr. Padula also stated that the role of the Commissioner is not to just oversee one aspect of municipal government, but to oversee all aspects of municipal government and that all Commissioners should be participating in all events – whether they are Easter parties or Public Safety Committee meetings. Mr. Padula also commented on the need to purchase patrol rifles.

Commissioner Martinelli stated that the Township has been a member of the Churchill Area Environmental Council for many years and as a part of that membership, has annually donated funds toward a scholarship for a student seeking to continue his/her education in the environmental sciences field; thanked Commissioner Padula for volunteering with the Spaghetti Dinner and for all his volunteer service in the community; reminded the members of the Board that there will be a Shared Services meeting at the Community Center beginning at 6:30 PM on Thursday, April 21, 2011; commented upon the ALOM conference that she attended over the weekend at her own expense and thanked everyone for taking time out of their schedules to attend the meeting this evening.

(110-11) MOVED PADULA-COSTA to adjourn. The meeting was adjourned at 9:00 pm. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MAY 09, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, April 25, 2011

COMMUNICATIONS: Heather Sloniger, CFM, Michael Baker Jr., Inc.
Thomas J. Butler, Director, Highway Ice Control Sales & Marketing – Morton Salt

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	$ 123,630.06[1]
General Fund Addendum	$ 4,069.73
Combined Sewer Fund	$ 113,141.11
Police Pension Fund	$ 350.00
Capital Reserve Fund	$ 546.88
TOTAL:	**$ 241,737.78**

OLD BUSINESS:

1. Summer Festival 2011 Music Contracts:

a. Dallas Marks (Tuesday – Country)	$1,000
b. Deliverance (Wednesday – Classic Rock)	$ 600
c. The Businessmen (Thursday – Cover band)	$1,500
d. Billy Price (Friday - Funky Rhythm and Blues)	$2,500
e. Joe Grushecky (Saturday – Classic Rock)	$3,500
f. D.J. – Frankie Day	$ 300
	$9,400

2. CITF Applications – Sawmill Run Bank Stabilization / Dowling Avenue Sanitary Sewer reconstruction.

3. Ordinance 1016 – Eliminating tax liens and/or revivals on properties where the delinquent real estate tax is $100 or less.

NEW BUSINESS:

[1] Amount does not include $1,124.12 payable to "Morton Salt." Invoice already paid.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MAY 09, 2011

1. Ordinance 1017 – Intergovernmental Agreement authorizing Joint Civil Service Testing through the Turtle Creek Valley Council of Governments.

2. Resolution #5-2011 – Amending the 2011 General Fund and Emergency Contingency Fund Budgets.

3. Resolution #6-2011 - Approving the acquisition and disposition of 130 Quarry Street (374-S-182) under the Allegheny County Vacant Property Recovery Program.

4. Act 32: Proposed Resolutions

    a. Appointing a collector for Local Service Tax beginning January 1, 2013.

    b. Appointing a collector for Delinquent Earned Income for periods prior to and including December 31, 2011.

5. CDBG Year 38 Projects

6. Recommendation from Ed Bruener – SHACOG Asphalt Bid.

7. Ed Bruener request to attend the 2011 American Public Works Association Equipment Show & Seminar at the Blueberry Hill Park Activity Center, Franklin Park on June 2, 2011 from 8:00 AM until 2:00 PM at a cost of $20.

8. Recommendation from Ed Bruener – purchase a Lincoln Ranger GTX 250 welder and cover from Valley National Gases for $3,555.00.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Board of Commissioners will meet again on June 13, 2011 beginning at 7:00 PM.

2. The Planning Commission will meet on May 18, 2011 beginning at 7:00 PM to continue to discussions on the placement of communications towers.

3. The Administrative Offices will be closed on Monday, May 30, 2011 in observance of Memorial Day.

4. The next shared services meeting (Chalfant, Churchill, Forest Hills, Turtle Creek and Wilkins) will be held on June 1, 2011 beginning at 6:00 PM at the Westinghouse Lodge on Greensburg Pike.

5. The Pennsylvania Law Enforcement Officers Special Olympics Torch Run will pass through Wilkins Township on Tuesday, June 7, 2011.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, APRIL 25, 2011

The Public Hearing of Monday, April 25, 2011 was brought to order at 6:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr Padula	Mr. Costa	Mr. Szoko

The purpose of the public hearing was to hear public comments on Guerrero 4, Inc. request to transfer Liquor License No. R-19772 from 11655 Frankstown Road, Penn Hills to 3448 William Penn Highway, Wilkins Township.

Commissioner Szoko questioned into what establishment this license was going (former Moe's Southwest Grill).

Commissioner Padula questioned whether or not it was the same type of license that the former Moe's had (yes).

No members of the public were present to comment.

No representatives of Guerrero 4, Inc. were present to comment.

(111-11) MOVED FIALLA-SZOKO to adjourn. The meeting was adjourned at 6:15 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING, MONDAY, APRIL 25, 2011

The Second Stated Meeeting of Monday, April 25, 2011 brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli Ms. Fialla
Mr. Padula Mr. Costa Mr. Szoko

(112-11) MOVED PADULA-COSTA to approve the minutes of the regular meeting of April 11, 2011 with the following correction under Commissioner Szoko's comments: delete the period after $50,000, make the "E" in "Each" lower case, place a period after "year," delete the word "and," capitalize "FOURTH", the motion was adopted by unanimous roll call vote.

Correspondence:

Mr. Paul Eiswerth, CSO Coordinator, Waste Management with the Department of Environmental Protection submitted correspondence reminding the Township of its obligations under the Consent Decree and Agreement and specifically those obligations with ALCOSAN; requesting that the Township review with the Municipal Engineer the status of its ALCOSAN submissions and Consent Order and Agreement task completion progress.

Mr. Kraig Makohus, Special Olympics Western Development Director and Inspector Darrel Parker, Office of the Allegheny County District Attorney submitted correspondence requesting that the Township approve the Law Enforcement Torch Run Campaign which will be held from June 7th – 9th benefitting Special Olympics. The fourth leg of the run scheduled for June 7th will begin at the Churchill Municipal Building and end at Sheetz on Business Route 22. The Commonwealth requires a letter of indemnification pursuant to the Manuual of Uniform Traffic Control Devices.

(113-11) MOVED COSTA-FIALLA to approve the Torch Run and authorizing the submittal of a letter of indemnification pending the Solicitor's review and approval. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

Ms. Tara Lafferty Reis of 19 Garden Terrace requested permission to speak. Mrs. Martinelli stated that if she chose to speak about her election campaign, that this was not the forum.

ORDINANCE NO 1015

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING THE WILKINS TOWNSHIP CODIFIED BOOK OF ORDINANCES, PART II, GENERAL LEGISLATION, CHAPTER 117, PARKS AND RECREATION AREAS, SECTION 117-21, FIRES, TO CREATE TOBACCO-FREE ZONES AT TOWNSHIP PARKS AND PLAYGROUNDS.

(114-11) MOVED COSTA-SZOKO to read Ordinance No 1015 for the first time by title only.

(115-11) MOVED PADULA-COSTA to accept the first reading of Ordinance No 1015.

(116-11) MOVED PADULA-SZOKO to read Ordinance No 1015 for the second time by title only.

(117-11) MOVED PADULA-COSTA to adopt Ordinance No 1015.

Motions 114-11 through 117-11 were adopted by unanimous roll call vote

(118-11) MOVED FIALLA-COSTA to authorize the Manager and Engineer to continue discussions with DEP Office of Surface Mining and to meet with PENNVEST for a pre-planning meeting on the proposed sanitary/stormwater separation project in the Highland Avenue area. The motion was adopted by unanimous roll call vote.

RESOLUTION NO 4-2011

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROVING THE TRANSFER OF RESTAURANT LIQUOR LICENSE No. R-19772 INTO WILKINS TOWNSHIP, PENN CENTER EAST, 3448 WILLIAM PENN HIGHWAY, PITTSBURGH, PENNSYLVANIA 15235 FROM 11655 FRANKSTOWN ROAD, PENN HILLS, PA 25345.

(119-11) MOVED SZOKO-COSTA to adopt Resolution No. 4-2011. The motion was adopted by unanimous roll call vote.

(120-11) MOVED COSTA-FIALLA to authorize Mockenhaupt & Associates to develop a policy relating to Conflicts of Interest and a proposed Resolution for Procuring Professional Services, pursuant to the requirements of Act 44 of 2010, with payment to be drawn from the Police Pension Plan. The motion was adopted by unanimous roll call vote.

(121-11) MOVED PADULA-COSTA to authorize the distribution of budgeted funds to WHEMS in the amount of $6,917. The motion was adopted by unanimous roll call vote.

(122-11) MOVED PADULA-COSTA to authorize the Manager to advertise a proposed ordinance authorizing the Township to participate in joint civil service testing with the municipal members of the Turtle Creek Valley Council of Governments. The motion was adopted by unanimous roll call vote.

(123-11) MOVED COSTA-FIALLA opting in to the Allegheny County Economic Development, Department CDBG and HOME program during program years 2012, 2013 and 2014. The motion was adopted by unanimous roll call vote.

(124-11) MOVED FIALLA-COSTA to accept the recommendation of Mr. Bruener to employ the following individuals for 640 hours during the summer at a rate of $9.50 per hour: Mr. James Albanese, Mr. Robert J. Pistella, Mr. William Hornick and Mr. Josh Hoffee. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Szoko stated that his number one goal as an elected official is to balance the budget without raising taxes; further discussed his idea for merging fire services as presented at the last meeting; stated that he was bothered that when he asked for specific numbers at the last meeting, he was told that that was not the way it worked and that he is standing by his AMENDED proposal and hopes to hear recommendations for improvements to that proposal.

Mr. Costa commented on the Letter to the Editor written by James Dick which was published in the Thursday, April 21st edition of the Pittsburgh Post-Gazette and stated that if Mr. Dick attended any meetings of the Board, he would understand that donations for the fire departments are way down and that we cannot continue to require our volunteers to fundraise to provide funds for firefighting equipment. Residents should be aware that if we do not have a fire department, they will not be able to get fire insurance on their homes and then we will all have to hook up our garden hoses to help our neighbors if their houses catch on fire.

Ms. Fialla stated that she believes residents of Wilkins Township are experiencing extreme anxiety because of the budget cuts that the Woodland Hills School District is going to make and because of increasing fuel and food prices. She believes that residents want to support their local fire departments, but are unable to due to economic conditions. She stated that she believes that it is up to the Board of Commissioners to find out how we can run things more efficiently without raising taxes and continue to provide funding to the VFC's. At this time, she believes that a dedicated fire tax should be an option of last resort.

Mr. Padula stated that VFC #3, of which he is a member, recently sent out 1,037 subscription applications to residents in their district. Of those applications, they received 226 back. They have received funding in the amount of $10,750. Out of that, they have to pay $1,300 to the company that sent out the subscriptions. VFC #3 just got done holding fish fry's and will have a dance next week and sell hoagies for Election Day. Mr. Padula questioned how much more the volunteers are expected to do. He stated that he is not asking for a tax, but a service fee, similar to Forest Hills.

Mrs. Martinelli stated that she does not want to add fuel to the fire department debate, but she cannot envision the merger of the departments. She also advised everyone that the new date for Clean-Up Wilkins will be on May 7th and stated that she has received a complaint about littering from on Highland Avenue.

(125-11) MOVED FIALLA-COSTA to adjourn. The meeting was adjourned at 8:25 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JUNE 13, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, May 9, 2011
Special Meeting of Wednesday, May 25, 2011

COMMUNICATIONS: Mr. James Lauletta, 106 Dorothy Street
Mr. Lawrence Zurawsky, Esq., Zurawsky & Associates
Mr. H. Daniel Cessna, P.E., District Executive, PennDot #11

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	$ 290,753.90
General Fund Addendum	$ 4,747.32
Combined Sewer Fund	$ 18,432.07
Combined Sewer Fund Addendum	$ 3,750.00
Emergency Management Fund	$ 3,555.74
Capital Reserve Fund	$ 6.77
TOTAL:	**$321,245.80**

OLD BUSINESS:

NEW BUSINESS:

1. Resolution #8-2011- adopting procedures for the procurement of Professional Services for the Municipal Pension System, pursuant to the requirements of Act 44 of 2009.

2. Resolution #9-2011 – adopting a policy relating to potential conflicts of interest in the review of a proposal or negotiation of a contract for the Wilkins Township Pension System pursuant to the requirements of Act 44 of 2009.

3. Resolution #10-2011 - appointing a collector for Local Service Tax beginning January 1, 2012.

    a. Authorize letter of recommendation to Monroeville.
    b. Authorize advertisement for special meeting, if necessary.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JUNE 13, 2011

4. Resolution #11-2011 – Setting forth a policy relating to requests by Volunteer Fire Companies for Township participation in the financing of purchase of fire and rescue vehicles and vehicle parts.

5. Resolution #12-2011 – Accepting a grant from the Allegheny County Energy Program in the amount of $30,027 (75% of total) for lighting and programmable thermostat retrofit.

6. Penn Center Building #5 tax appeal proposal for settlement

7. Discussion of 72 P.S. §5511.19 - Collection of tax on real property out of rent payable by tenant.

8. Request from the Veterans of Foreign Wars, Post #6681 for a donation of $300.00 to support the operation of the Post.

9. Request from C.C. Mellor Memorial Library to use the Community Center on Fridays from 10 AM until 12 PM from June 17th through August 5th for a Summer Story Hour Program.

10. Recommendation from the Recreation Advisory Board to appoint Autumn Hudson-Byrne as a member of the Board.

11. Recommendation to submit letters of gratitude to the following participants in the Memorial Day Observance held at the Churchill Cemetery: Jobe Funeral Home, Lanigan Funeral Home, State Representative Paul Costa, Wilkins Elk Lodge #577, the Century Club of Wilkins Township, Wilkins VFW Post 6681, Wilkins Township Senior Citizens Club, the American Legion Post 980, the Sunshine Singers and Reverent Scott Gallagher of the McMasters Methodist Church.

12. Pittsburgh Pirates Parrot's Cruise for a Cure.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission meeting scheduled for Wednesday, June 15, 2011 is cancelled.

2. The Summer Festival begins on Tuesday, June 21, 2011 and runs through Saturday, June 25, 2011.

3. The Administrative offices and Public Works Department will be closed on Monday, July 4, 2011 in observance of Independence Day.

4. The Board of Commissioners will meet again on July 11, 2011 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, MAY 9, 2011

The Regular Meeting of Monday, May 9, 2011 was brought to order at 7:10 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

The Board of Commissioners met in Executive Session from 6:30 PM until 7:05 PM for the purpose of discussing on-going contact negotiations with the Maintenance Employees Union and the Wage Policy Committee and to discuss two issues of personnel.

(126-11) MOVED PADULA-COSTA to approve the minutes of the Public Hearing and the Regular Meeting of Monday, April 25, 2011, with one correction, under Commissioner Szoko's comments, change "standing by his proposal" to "standing by his amended proposal."

Communications:

Heather Sloniger, CFM, Michael Baker Jr., submitted correspondence advising the Board that + and from 7:00 to 9:30 at the Allegheny County Emergency Operations Center, 400 N. Lexington Street.

Thomas Butler, Director, Highway Ice Control Sales and Marketing for Morton Salt, Inc., submitted correspondence advising the Township that Morton is unable to continue the contractual relationship at the adjusted price in the SHACOG Salt Bid, Option Year #1.

(127-11) MOVED SZOKO-FIALLA to waive the reading of reports. The motion was denied by a 3 to 2 vote with Messrs. Costa and Padula and Mrs. Martinelli voting "NO".

Reports:

Police Report for April 2011:	2010	2011
Total Police Calls Logged	253	262
Total Criminal Offenses Reported	27	26
Criminal Arrests/Persons Charged	8	17
Criminal Offenses Cleared	9	18
Traffic Citations Issued	31	27
Parking Tags Issued	9	5
Parking Citations Issued	3	11
Monies collected during April	$5,684.43	$2,765.44

Mr. Edward Bruener's DPW Report has been filed in the Manager's Office.

WT/VFD #1 reported the following: 12 Fires, man-hours 40.5; 2 Practices/Drill,man-hours 27.5; 1 Meeting, man-hours 39; 1 Special-Penn Center, man-hours 11. Total man-hours – April 118.

WT/VFD #3 reported the following: 8 NFIRS-Incidents, man-hours 31.86; 16 Non-Incident Activities, man-hours 642.77. Total man-hours – April 674.63.

Building Permits Issued during April 2011:

BP 2692-CS, SHEETZ, INC., 3459 WM PENN HWY., SHEETZ STORE – Cost $1,015,000.
BP 2694-CS, Robert Theim, 810 Alpine Blvd., - Porch Roof – Cost $425.00

The Township received $11,093.03 in deed transfer tax in the month of April, representing transfer tax collected by Allegheny County in the mo nth of March. As of the end of April, this account is at 51.1% or 18% over budget, due to the transfer of property from NAI Acquisitions to Sheetz. The budget for real estate transfer tax was reduced by $10,000 (from $45,000 to $35,000) between 2010 and 2011.

Tax Collector's Report for April 2011:

Balance Collectable – Beginning of month	$1,151,145.57
Additions	44.22
Deductions (Exonerations)	-276.20
Adjusted Collectable	1,150,913.59
Less Face Collections	-967,156.26
Balance Collectable – End of Month	183,757.33
Face Amount of Collections	967,156.26
Less: Discounts	-19,343.54
Total Cash Collected	947,812,72
Overpayment Refunds	103.59

Act 511 Tax Report:

Earned Income Taxes:				
Current Month	$ 28,337.08	Previous Year	$25,813.34	Difference:
Current YTD	179,959.22	Previous YTD	181,683.88	($1,724.66)
Local Service Tax:				
Current Month	10,202.25	Previous Year	10,106.50	Difference:
Current YTD	33,672.61	Previous YTD	60,231.40	($26,558.79)
Business Tax (Mercantile & Business Privilege)				
Current Month	41,121.64	Previous Year	35,554.20	Difference:
Current YTD	74,300.91	Previous YTD	51,775.27	$22,525.64

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

Mr. Rushford advised that his office submitted a brief in the Faith Bible Baptist matter before Judge James. He expects an answer within 90 days. In addition, Mr. Rushford and Mr. Hill attended a hearing on a property tax assessment appeal for 102 Ivy Street which was filed by the Township.

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

(128-11) MOVED SZOKO-FIALLA to approve the payment of the schedule of bills in the amount of $241,737.38. The motion was adopted by unanimous roll call vote.

(129-11) MOVED PADULA-COSTA to approve the following contracts for the Summer Festival: Dallas Marks $1,000; Deliverance $600; Businessman $1,500; Billy Price $2,500; Joe Grushecky $3,500; and Frankie Day $300, contingent upon the Solicitors' recommendation that each contract include the statement: "The Contractor agrees that they will fully indemnify and hold harmless Wilkins Township, its employees, agents and assigns from any and all claims, causes of action, demands whatsoever in anyway associated with the Summer Festival." The motion was adopted by a 3 to 2 vote with Messrs Costa,Padula and Mrs. Martinelli voting "YES".

(130-11) MOVED COSTA-PADULA to authorize Senate Engineering to submit an application to Allegheny County Redevelopment Authority CITF, 2010-11 Round 2 for the following projects:

Sawmill Run Stream bank Stabilization and Dowling Avenue Sanitary Sewer Project. The motion was adopted by unanimous roll call vote.

ORDINANCE NO. 1016

AN ORDINANCE OF THE TOWNSHIP OF ALLEGHENY COUNTY, PENNSYLVANIA AMENDING THE TOWNSHIP CODIFIED BOOK OF ORDINANCES, PART II, GENERAL LEGISLATION , CHAPTER 156, TAXATION, ARTICLE VIII, TAX NOTICES, DISCOUNTS, PENALTIES AND INTEREST, TO ESTABLISH A POLICY WHEREBY THE TOWNSHIP SHALL NOT FILE REAL ESTATE TAX LIENS OR REVIVE REAL ESTATE TAX LIENS ON PROPERTIES WHERE THE REAL ESTATE TAX OWED IN ANY PARTICULAR YEAR IS ONE-HUNDRED DOLLARS OR LESS.

(131-11) MOVED PADULA-COSTA to read Ordinance No. 1016 for the first time by title only.

(132-11) MOVED PADULA-SZOKO to accept the first reading of Ordinance No. 1016.

(133-11) MOVED PADULA-COSTA to read Ordinance No. 1016 for the second time by title only.

(134-11) MOVED SZOKO-COSTA to adopt Ordinance No. 1016.

Motions 131-11 through 134-11 were adopted by unanimous roll call vote.

ORDINANCE NO. 1017

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE TOWNSHIP TO PARTICIPATE IN THE TURTLE CREEK VALLEY COUNCIL, OF GOVERNMENT'S JOINT POLICE TESTING PROGRAM.

(135-11) MOVED FIALLA-SZOKO to read Ordinance No. 1017 for the first time by title only

(136-11) MOVED PADULA-FIALLA to accept the first reading of Ordinance No. 1017.

(137-11) MOVED FIALLA-SZOKO to read Ordinance No. 1017 for the second time by title only.

(138-11) MOVED SZOKO-COSTA to adopt Ordinance No. 1017.

Motions 135-11 through 138-11 were adopted by unanimous roll call vote.

RESOLUTION NO. 5-2011

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING LINE ITEM TRANSFERS WITHIN THE 2011 EMERGENCY CONTINGENCY AND GENERAL FUND BUDGETS.

(139-11) MOVED COSTA-FIALLA to adopt Resolution No. 5-2011. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 6-2011

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROVING THE ACQUISITION AND SUBSEQUENT DISPOSITION OF 130 QUARRY STREET, A PARCEL OF VACANT PROPERTY LOCATED IN WILKINS TOWNSHIP, ALSO REFERRED TO AS ALLEGHENY COUNTY LOT/BLOCK NUMBER 374-S-182, AND CONFIRMING THAT THIS ACQUISITION AND DISPOSITION IS IN ACCORD WITH THE COMPREHENSIVE PIAN OF THE TOWNSHIP.

(140-11) MOVED SZOKO-COSTA to adopt Resolution No. 6-2011 and authorizing the Manager to execute the Conflict of Interest Statement indicating that there are no conflicts with the elected/appointed officials and the applicant. The motion was adopted by unanimous roll call vote.

(141-11) MOVED FIALLA-SZOKO to accept the recommendation of Mr. Hill to apply for CDBG Year 38 Funding for the demolition of 113-115 Grandview Avenue and 112 Grandview Avenue. The motion was adopted by unanimous roll call vote.

(142-11) MOVED FIALLA-SZOKO to accept the recommendation of Mr. Bruener and awarding the SHACOG asphalt bid to Lindy Paving. The motion was adopted by unanimous roll call vote.

(143-11) MOVED COSTA-FIALLA to approve the request of Mr. Bruener to attend the 2011 American Public Works Association Equipment Show and Seminar at the Blueberry Hill Activity Center, Franklin Park, on June 2, 2011 from 8:00 AM until 2:00 pm at a cost of $20.00. The motion was adopted by unanimous roll call vote.

(144-11) MOVED FIALLA-SZOKO to accept the recommendation of Mr. Bruener to purchase a Lincoln Ranger GTX 250 welder and cover from Valley National Gases at a cost of $3,555.00 with funds to be drawn from the Emergency Management Fund. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Fialla reiterated that she does not have anything against the bands that the Recreation Advisory Board selected, but she does not believe that if we are asking employees to cut back and make concessions, that we should be funding these bands without knowing that there is an absolute recovery of the funds; and congratulated the Woodland Hills School students on their production of "Phantom of the Opera."

Commissioner Szoko stated that he is glad that the contract between Wilkins and Tropical Amusements is coming to an end because he believes that the Board should really consider cutting the event down to a day or two; commented upon an article in the Pittsburgh Post-Gazette May 9th edition which compared East Liberty to Homewood; and questioned the Solicitor regarding his research on fees for fire department services and how a municipality goes about having a referendum placed on the ballot.

Commissioner Costa responded to Commissioner Fialla's comments regarding the bands for Summer Festival and explained that the Recreation meetings are open to the public and that Ms. Fialla should have attended those meetings to see how well the Recreation Board has done at shaving costs. Further, Mr. Costa stated that the worse year the Township ever sustained at Summer Festival was last year and the Township's total contribution was $4,000. Finally, Mr. Costa welcomed Tory Parish, a reporter with the Pittsburgh Tribune Review.

Commissioner Padula also welcomed Tory Parish to the meeting and stated that he feels the same way about the Recreation Advisory Board as Mr. Costa and also stated that the Board needs to support those residents of the community who give their own time to volunteer for various boards and committees. Mr. Padula reminded the residents that next Tuesday, May 17th is the Primary Election and asked everyone to get out and vote. Finally, Mr. Padula requested that the Manager send letters to the residents of Dowling Avenue to let them know why the Public Works Department and Senate's surveyors have been in their back yards.

Commissioner Martinelli advised that Swissvale Borough will be holding a "Meet the Candidate" night tomorrow night at their Municipal Building for School Board candidates; stated that she concurs with Ms. Fialla that the Woodland Hills School District's production of Phantom of the Opera was phenomenal; thanked the members of the Board, Mr. Bruener and Mrs. Bradley and the 30-40 volunteers who helped with the clean-up this past weekend; stated that Residence Inn had their Monroeville Area Chamber of Commerce Ribbon Cutting Ceremony today and she, Mr. Costa and Mrs. Bradley attended on the Township's behalf; and finally, encouraged the Township residents to take part in the Memorial Day events on Monday, May 30, 2011 at 11:00 AM at the Churchill Cemetery. Mr. Wilson has once again volunteered to chair this committee and has done an outstanding job.

(145-11) MOVED COSTA-FIALLA 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

SPECIAL MEETING, WEDNESDAY, , MAY 25, 2011

The Special Meeting of Wednesday , May 25, 2011 was brought to order at 6:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

Citizens' Comments: None

RESOLUTION NO. 7-2011

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSLVANIA, TERMINATING SERGEANT ANTHONY DEMARCO'S BENEFITS UNDER THE HEART AND LUNG ACT.

(146-11) MOVED PADULA-COSTA to read Resolution No. 7-2011 by title only.

(147-11) MOVED PADULA-COSTA to adopt Resolution No. 7-2011.

Motions 146-11 and 147-11 were adopted by unanimous roll call vote.

(148-11) MOVED FIALLA-SZOKO to adjourn. The meeting was adjourned at 6:03 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted

Rebecca Bradley
Secretary

Draft AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JUNE 13, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, May 9, 2011
Special Meeting of Wednesday, May 25, 2011

COMMUNICATIONS: Mr. James Lauletta, 106 Dorothy Street
Mr. Lawrence Zurawsky, Esq., Zurawsky & Associates

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	$
Combined Sewer Fund	$
Police Pension Fund	$
Capital Reserve Fund	$
TOTAL:	$

OLD BUSINESS:

NEW BUSINESS:

1. Resolution #8-2011- adopting procedures for the procurement of Professional Services for the Municipal Pension System, pursuant to the requirements of Act 44 of 2009.

2. Resolution #9-2011 – adopting a policy relating to potential conflicts of interest in the review of a proposal or negotiation of a contract for the Wilkins Township Pension System pursuant to the requirements of Act 44 of 2009.

3. Resolution #10-2011 - appointing a collector for Local Service Tax beginning January 1, 2012.

    a. Authorize letter of recommendation to Monroeville.
    b. Authorize advertisement for special meeting, if necessary.

4. Resolution #11-2011 – Setting forth a policy relating to requests by Volunteer Fire Companies for Township participation in the financing of purchase of fire and rescue vehicles and vehicle parts.

Draft AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JUNE 13, 2011

5. Resolution #12-2011 – Accepting a grant from the Allegheny County Energy Program in the amount of $30,027 (75% of total) for lighting and programmable thermostat retrofit.

6. Penn Center Building #5 tax appeal proposal for settlement

7. Discussion of 72 P.S. §5511.19 - Collection of tax on real property out of rent payable by tenant.

8. Request from the Veterans of Foreign Wars, Post #6681 for a donation of $300.00 to support the operation of the Post.

9. Request from C.C. Mellor Memorial Library to use the Community Center on Fridays from 10 AM until 12 PM from June 17th through August 5th for a Summer Story Hour Program.

10. Recommendation from the Recreation Advisory Board to appoint Autumn Hudson-Byrne as a member of the Board.

11. Recommendation to submit letters of gratitude to the following participants in the Memorial Day Observance held at the Churchill Cemetery: Jobe Funeral Home, Lanigan Funeral Home, State Representative Paul Costa, Wilkins Elk Lodge #577, the Century Club of Wilkins Township, Wilkins VFW Post 6681, Wilkins Township Senior Citizens Club, the American Legion Post 980, the Sunshine Singers and Reverent Scott Gallagher of the McMasters Methodist Church.

12. Pittsburgh Pirates Parrot's Cruise for a Cure.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission meeting scheduled for Wednesday, June 15, 2011 is cancelled.

2. The Summer Festival begins on Tuesday, June 21, 2011 and runs through Saturday, June 25, 2011.

3. The Administrative offices and Public Works Department will be closed on Monday, July 4, 2011 in observance of Independence Day.

4. The Board of Commissioners will meet again on July 11, 2011 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JUNE 13, 2011

The Regular Meeting of Monday, June 13, 2011 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(149-11) MOVED PADULA-COSTA to approve the minutes of the regular meeting of May 9, 2011 and the special meeting of May 25, 2011. The motion was adopted by unanimous roll call vote.

Communications:

Mr. James Lauletta of 106 Dorothy Street submitted correspondence regarding the gabion basket wall that borders the front of his property; the vacant property next to his at 102 Dorothy Street and the property behind his at 104 John Street.

Mr. Lawrence Zurawsky, Esquire, representing Mr. Joseph D'Andrea, submitted correspondence regarding the current situation with the proposed traffic signal at Maple Lane and Rodi Road.

Mr. H. Daniel Cessna, Executive Director of PennDot District #11 submitted correspondence regarding the second review of the need for a stop sign at the intersections of Larimer and McMasters and Larimer and Churchill Road.

Citizens' Comments:

Mr. Michael Boyd of 105 George Street updated the Board on the recent activities of the Churchill Area Environmental Council, including the scholarship award ceremony and an article on Marcellus Shale; and advised the Board that he has been discussing increasing bicycle friendliness in Wilkins and surrounding communities with other community leaders.

Mr. Larry Patchel, 596 Brown Avenue questioned when the Township would be completing the bridge at Balint Lane and requested that the minutes reflect that he has no intention of permitting his driveway and yard to become a public street and he wants the Township to return his property to pre-construction condition to his satisfaction when the job is complete.

Mr. N. Leonard Hill, speaking as Property Maintenance Officer for Wilkins Township addressed the Board on some of the new problems that he is facing with homes which have been abandoned and turned over in foreclosure to lending institutions; and explained the current situation with the flooding at Laurel Print and the residential home next door on Brown Avenue.

Mr. Brandon Haenel of 590 Highland Avenue expressed his gratitude to the Board for the terrific job that the Wilkins Public Works Department does in clearing snow during the winter months; stated that there is a load of debris on the side of the road, near the slide area on Highland that needs to be addressed; and stated that there is a stop sign missing at the corner of Highland Avenue and Upper Mortimer

Ms. Dorothy Musial of 313 Frazier Drive expressed her displeasure with the new businesses on Route 22 stating in their advertisements that they are located in Monroeville and questioned whether or not there was an ordinance that addressed this.

Mr. Tyler Morrow of 405 Kingston Drive requested that the Public Works Department address the nets on the basketball hoops and the drinking faucet by the tennis courts at Eastmont.

(150-11) MOVED SZOKO-FIALLA to wai ve the reading of reports. The motion was adopted by a 4 to 1 vote with Mr. Padula voting "NO".

REPORTS:

Police Report for May 2011:	2010	2011
Total Police Calls Logged	294	294
Total Criminal Offenses Reported	26	32
Criminal Arrests/Persons Charged	8	19
Criminal Offenses Cleared	50	23
Parking Tags issued	5	4
Parking Citations Issued	3	0
Monies Collected for the month	$2,390.10	$3,729.95

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

W/T VFD #3 reported the following for May 2011: 21 NFIRS Incidents, man-hours 55.26; 13 Non-Incident Activities, man-hours 216.09. Total man-hours for the month 271,35.

WT/VFD #4 reported the following for May 2011: 12 Fire Calls, man-hours 81.75; 3 Fire Schools, man-hours 25; 2 Drills, man-hours 19; 9 Work Details, man-hours 71 and 4 Meetings, man-hours 53.25. Total man-hours for the month 250.

Building Permits issued during May 2011:
BP 2693 CS, L G Realty, su 401 P/C – Retails – Cost 28,505
BP 2701 CS L G Realty – Interior Alteration $40,000.00
BP 2695 CS N. Simmons, 227 Kingston – Structural Repairs – Cost $200.00
BP 2703 CS, N. Simmons, 227 Kingston – Deck – Cost $1,600.
BP 2696 CS, Jason Yu, 3450 Wm Penn Hwy – Interior Alt – Cost $80,000.
BP 2697 CS, Myers Brothers, 500 Brown – Roof & Exterior Alt – Cost $27,600.
BP 2698 CS Mark Ivanco, 301 Saw Mill Run Rd – Addition – Cost $10,000.
BP 2699 CS, J. Populo, 401 Kingston – Pool – Cost $1,900.
BP 2700 CS J. Brown, 301 Kingston – Replace Deck – Cost $4,200.
BP 2701 CS, Don Sargo, 3 Cosenzo Dr – single family dwg – Cost $230,000.

The Township received $1,359.26 in deed transfer tax in the month of May, representing transfer tax collected by Allegheny County in the month of April. As of the end of May, this account is at 54.98%, or 13% over budget.

Tax Collector's Report for May 2011:	
Balance Collectable – Beginning of month	$183,757.33
Deductions (Exonerations)	-194.06
Adjusted Collectable	183,563.27
Less Face Collections	-13,871.63
Balance Collectable – End of Month	169,691.64
Face Amount of Collections	13,871.63
Total Cash Collected	13,871.63
Face Refunds	194.06

Act 511 Tax Report

Earned Income Taxes:				
Current Month	110,156.32	Previous Year	18,000.00	Difference
Current YTD	290,115.54	Previous YTD	199,683.88	$ 90,431.66
Local Service Tax:				
Current Month	6,801.72	Previous Year	13,673.40	Difference
Current YTD	40,474.33	Previous YTD	73,904.80	(33,430.47)

Business Tax (Mercantile & Business Privilege)

Current Month	202,167.01	Previous Year	413,454.10	Difference
Current YTD	276,467,92	Previous YTD	465,229,37	(188,761.45)

Dodaro, Matta & Cambest, P.C. report is on file in the Managers Office.

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

(151-11) MOVED SZOKO-COSTA to approve the schedule of bills in the amount of $321,245.80 as presented. The motion was adopted by unanimous roll call vote

RESOLUTION NO. 8-2011

A RESOLUTION OF THE TOWNSHIP OF WILKINS,ALLEGHENY COUNTY, PENNSYLVANIA, RELATIVE TO THE PROCUREMENT OF PROFESSIONAL SERVICES FOR THE MUNICIPAL PENSION SYSTEM(S) SPONSORED BY THE TOWNSHIP BASED ON THE REQUIREMENTS OF ACT 44 OF 2009.

(152-11) MOVED PADULA-COSTA to read Resolution #8-2011 by title only.

(153-11) MOVED PADULA-SZOKO to adopt Resolution #8-2011.

Motions 152-11 and 153-11 were adopted by unanimous roll call vote.

RESOLUTION NO. 9-2011

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ADOPTING A POLICY RELATING TO POTENTIAL CONFLICTS OF INTEREST IN THE REVIEW OF A PROPOSAL OR THE NEGOTIATION OF A CONTRACT FOR THE WILKINS TOWNSHIP PENSION SYSTEM, PURSUANT TO THE REQUIREMENTS OF ACT 44 OF 2009.

(154-11) MOVED SZOKO-COSTA to read Resolution #9-2011 by title only.

(155-11) MOVED SZOKO-COSTA to adopt Resolution #9-2011.

Motions 154-11 and 155-11 were adopted by unanimous roll call vote.

RESOLUTION NO. 10-2011

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, CONFIRMING THE APPOINTMENT OF THE MUNICIPALITY OF MONROEVILLE AS LOCAL SERVICE TAX COLLECTOR IN ACCORDANCE WITH PREVIOUSLY ADOPTED ORDINANCES, RULES AND REGULATIONS.

(156-11) MOVED FIALLA-SZOKO to read Resolution #10-2011 by title only.

(157-11) MOVED PADULA-FIALLA to adopt Resolution #10-2011.

Motions 156-11 and 157-11 were adopted by unanimous roll call vote.

(158-11) MOVED FIALLA-SZOKO to authorize the Manager to send a letter (as attached to the Resolution) to the Municipality of Monroeville expressing the Township's intent to continue to utilize their services for the collection of Local Service Tax. The motion was adopted by unanimous roll call vote.

(159-11) MOVED FIALLA-SZOKO to authorize the manager to advertise for a special meeting on June 27, 2011, in the event that it is necessary to rescind Resolution #10-2011. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 11-2011

A RESOLUTION OF THE TOWNSHIP OF WILKINS SETTING FORTH A POLICY RELATING TO REQUESTS BY VOLUNTEER FIRE COMPANIES FOR TOWNSHIP PARTICIPATION IN THE FINANCING OR PURCHASE OF FIRE AND RESCUE VEHICLES AND VEHICLE PARTS.

(160-11) MOVED PADULA-COSTA TO READ Resolution #11-2011 by title only.

(161-11) MOVED COSTA-PADULA to adopt Resolution #11-2011.

Motions 160-11 and 161-11 were adopted by unanimous roll call vote.

RESOLUTION NO. 12-2011

A RESOLUTION OF THE TOWNSHIP OF WILKINS AUTHORIZING THE ACCEPTANCE OF A GRANT FROM THE ALLEGHENY COUNTY ENERGY PROGRAM FOR MUNICIPALITIES RETROFIT PHASE AND AUTHORIZING THE EXECUTION OF THE PAYMENT METHODOLOGY AGREEMENT.

(162-11) MOVED PADULA-FIALLA to read Resolution #12.2011 by title only.

(163-11) MOVED COSTA-PADULA to adopt Resolution #12-2011.

Motions 162-11 and 163-11 were adopted by unanimous roll call vote.

(164-11) MOVED PADULA-COSTA to accept the recommendation of the Solicitor and accepting the proposed settlement of the real estate tax assessment appeal of PCELL, LLP for Building #5, as follows: 2009: $4.36 Million: 2010: $5.15 Million and 2011: $5.2 Million. The motion was adopted by unanimous roll call vote.

(165-11) MOVED COSTA-PADULA to authorize the Solicitor to prepare an ordinance to institute 72 p.s. S 5511.19, the collection of tax on real property out of rent payable by the tenant. The motion was adopted by unanimous roll call vote.

(166-11) MOVED PADULA-COSTA to approve the request of the Veterans of Foreign Wars Post #6681 for a donation of $300.00 to support the operation of the Post. The motion was adopted by unanimous roll call vote.

(167-11) MOVED COSTA-FIALLA to approve the request of CC Mellor Library to hold a Summer Story Hour at the Community Center on Fridays from 10 AM until 12 PM from June 17th through August 5th. The motion was adopted by unanimous roll call vote.

(168-11) MOVED COSTA-PADULA to accept the recommendation of the Recreation Advisory Committee appointing Autumn Hudson-Byrne as a member of the Board. The motion was adopted by unanimous roll call vote.

(169-11) MOVED PADULA-COSTA to accept the recommendation to submit letters of gratitude to the following participants in the Memorial Day Observance held at the Churchill Cemetery: Jobe Funeral Home, Lanigan Funeral Home, Representative Paul Costa, Wilkins Elks Lodge #577, the Century Club of Wilkins Township, the Wilkins Township Veterans of Foreign Wars, Post 6681, Wilkins Township Senior Citizens Club, the American Legion Post 980, the Sunshine Singers, Reverend Gallaher of McMasters Methodist Church and Mr. Bill Wilson. The motion was adopted by unanimous roll call vote.

(170-11) MOVED COSTA-FIALLA to authorize the Pittsburgh Pirates to proceed through Wilkins Township on July 31st as a part of the Cruise for the Cure. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Padula thanked Mr. Patchel for his patience; thanked Mr. Wilson for the work he did in putting together the Memorial Day Observance; thanked Mr. Hill for sending out letters regarding the flooding on Brown Avenue; thanked VFC #4 for attending the meeting tonight; asked everyone to come out and support the nonprofits at the Summer Festival next week and thanked everyone for coming to the meeting.

Commissioner Fialla thanked Mr. Patchel for his patience; urged everyone to support the nonprofits at the summer festival because it is good that comes right back to the community; thanked Mr. Hill for his efforts on Brown Avenue and stated that she hoped to see everyone at the Summer Festival next week.

Commissioner Costa thanked all the groups that got involved in the Memorial Day observance, especially Mr. Wilson; thanked Mr. Hill for his diligence in handling all of the vacant and abandoned property issues in the Township; commented upon an article that was in the Tribune Review on Sunday relative to the spread of urban blight and asked everyone to support the Summer Festival.

Commissioner Szoko advised Mr. Bruener and Chief Krancic that he had received phone calls about someone taking rocks out of the gabion baskets in the PennDot right-of-way on the banks of Saw Mill Run by Myer Bus Service on Brown Avenue; reminded the Board that there will be a budget meeting immediately before the next regularly scheduled meeting in July and asked all members to begin to think of creative ways to reduce expenditures in the 2012 budget.

Commissioner Martinelli stated that the Memorial Day Observance was a great success; advised the residents that the polling place formerly at the Brentmoor will be moved to Laurel Village for the general election in November; stated that the Sunshine Singers will be kicking off the Summer Festival on Tuesday night and advised that the most recent edition of the Township's newsletter is out and if anyone did not receive a copy, there are extras available at the Township building.

(171-11) MOVED PADULA-FIALLA to adjourn. The meeting was adjourned at 8:50 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JULY 11, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, June 13, 2011

COMMUNICATIONS:
Shirley Holtzman-Schwartz, 14 Curry Court
Colonel Edward Nassan, Allegheny County Sheriff's Reserve
Joe Lucy, 134 Grandview Avenue

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 (Summer Festival Profit / Loss Statement)
10. Engineer

PAYMENT OF BILLS:

General Fund	$ 143,517.30
General Fund Addendum	$ 2,241.62
Combined Sewer Fund	$ 99,530.87
Capital Reserve Fund	$ 1,015.98
TOTAL:	**$246,305.77**

OLD BUSINESS:

NEW BUSINESS:

1. Motion accepting the retirement application of Sergeant Anthony DeMarco.

2. Resolution #13-2011 – Slum and Blight Resolution for CDBG Year 38 Demolition application.

3. Resolution #14-2011 – Authorizing the filing of an application for funds with the Allegheny County Department of Economic Development.

4. Request from Kristine Conley, Director of the Sunshine Kids to use the Community Center for rehearsals three Wednesdays each month during the school year (2nd, 3rd and 4th) and during the day during summer recess.

5. Request from Gail Turner, President of the Penhurst Civic Association for a $200 appropriation to be used toward landscaping and maintenance costs of both entrances into the Penhurst plan.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JULY 11, 2011

6. Request to convert former Police Vehicle 41-4 into a Fire Marshal/Property Maintenance vehicle.

7. Authorize the demolition of 521 Negley Avenue and 652 Highland Avenue with CDBG Year 37 Safe Neighborhood Demolition funding.

8. Request for line-item transfer – from 410.480 to 410.376: $1,500

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The next meeting of the Regionalization Committee will be held on Thursday, July 14, 2011 beginning at 6:00 PM in Chalfant.

2. The Planning Commission meeting scheduled for Wednesday, July 20, 2011 is cancelled. The Planning Commission will meet on Wednesday, August 17, 2011.

3. The Board of Commissioners will meet again on August 8, 2011 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, JULY 11, 2011

The Regular Meeting of Monday, July 11, 2011 was brought to order at 7:01 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(172-11) MOVED PADULA-SZOKO to approve the minutes of the regular meeting of June 13, 2011 as presented. The motion was adopted by unanimous roll call vote.

Correspondence:

Shirley Holtzman-Schwartz of 14 Curry Court submitted an email advising of her consternation that companies located in Wilkins are advertising that they are located in Monroeville, specifically, hhgregg.

(173-11) MOVED PADULA-SZOKO to authorize the Solicitor to determine the validity and enforceability of Ordinance 895, the Truth in Advertising Ordinance. The motion was adopted by unanimous roll call vote.

(174-11) MOVED FIALLA-COSTA to authorize Mr. Hill to send a letter to all businesses in Wilkins informing those businesses of the public safety aspects of correctly identifying their location. The motion was adopted by unanimous roll call vote

Correspondence:

Colonel Edward Nassan of the Allegheny County Sheriff's Reserve submitted correspondence requesting that the Township consider making a donation to the Reserve, since they voluntarily donated their time to the Township during the Summer Festival.

(175-11) MOVED PADULA-COSTA to authorize the donation of $200.00 to the Allegheny County Sheriff's Reserve. The motion was adopted by unanimous roll call vote.

Correspondence:

Joe Lucy of 134 Grandview Avenue submitted correspondence to the Board seeking the installation of a street light by his residence to deter criminal mischief.

Citizens' Comments:

Mr. Bill Wilson of Dorothy Street thanked the Board of Commissioners for making a donation to the Memorial Day Observation; commented upon the success of this years' Summer Festival; thanked Joy Voeltzel for all of her hard work; and commented upon businesses that do not advertise as Wilkins.

Joy Voeltzel, Chair of the Recreation Advisory Board, requested permission to participate in the BP Customer Appreciation Day by holding a car wash from 1:00 PM until 6:00 PM on Friday, July 15th and Saturday, July 16th.

(176-11) MOVED COSTA-PADULA to approve the request of the Recreation Advisory Board to hold a carwash, in conjunction with the BP Customer Appreciation Days on July 15 and 16, 2011 from 1:00 PM until 6:00 PM. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

Ms. Dorothy Musial of 313 Frazier Drive questioned whether or not the Township has a dog Ordinance and stated that there are two dogs that run wild in her neighborhood every morning.

(177-11) MOVED SZOKO-COSTA to waive the reading of reports. The motion was adopted by unanimous roll call vote.

REPORTS:

Police Report for June 2011:

	2010	2011
Total Police Calls Logged	297	311
Criminal Offenses Reported	27	
Criminal Arrests/Persons Charged	3	
Traffic Citations Issued	48	37
Parking Tags Issued	10	8
Monies Collected during June	4,810.47	10,316.11

Mr. Brueners DPW Report for June is on file in the Manager's Office

WT- VFD #3 reported the following: 17 NFIRS, man-hours 47.59; 1 Training, man-hours 12; 18 Non-incident man-hours, 611.44. Total man-hours – for July 671.03.

WT-VFD #4 reported the following: 16 Fire Calls, man-hours, 90.5; 2 Fire Schools, man-hours 25.25; 1 Drill, man-hours 15; 1 Public Service, man-hours 16; 17 Work Details, man-hours, 382; 5 Meetings, man-hours 81.75; 2 Others, man-hours 1.5. Total man-hours – July 612.

Building permits issued June 2011:

#2704-CS, James Hensell, 41 Thorncrest – Pool – Cost $2,000.00
#2705-CS, P/CE/LG, Bldg 3, Suite 800- Interior Alteration – Cost $134,910.
#2706-CS, Lisa Brawdy, 336 Delaney – Pool – Cost $4,500.00

The Township received $2,286.91 in deed transfer tax in the month of June, representing transfer tax collected by Allegheny County in the month of May. As of the end of June, this account is at 61.51% or 11% over budget.

Tax Collector's Report for June

Balance collectable – beginning of month	$169,691.64
Additions	103.80
Adjusted Collectable	169,795.44
Less Face Collections	74,093.16
Balance Collectable – End of Month	95,702.28

Act 511 Tax Report for June 2011:

Earned Income Taxes:

Current Month	51,920.96	Previous Year	149,271.59	Difference
Current YTD	342,036.50	Previous YTD	348,955.47	($6,918.97)

Local Service Tax:

Current Month	37,912.08	Previous Year	19,288.51	Difference
Current YTD	78,386.41	Previous YTD	93,193.31	($14,806.90)

Business Tax (Mercantile & Business Privilege):

Current Month	239,919.14	Previous Year	53,2203.64	Difference
Current YTD	516,387.26	Previous YTD	518,433.01	($2,045.75)

Wilkins Township – 2011 Summer Festival – Profit/Loss Statement – As of 7/11/10

The Engineer's Report for June 2011 is on file in the manager's office.

(178-11) MOVED SZOKO-COSTA to approve the payment of bills in the amount of $246,305.77 as presented. The motion was adopted by unanimous roll call vote.

(179-11) MOVED SZOKO-FIALLO to accept the retirement application of Sergeant Anthony DeMarco. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 13-2011

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, DECLARING CERTAIN PROPERTIES LOCATED IN THE TOWNSHIP OF WILKINS AS SLUM AND BLIGHT.

(180-11) MOVED PADULA-SZOKO to read Resolution No. 13-2011 by title only.

(181-11) MOVED PADULA-SZOKO to accept the first reading of Resolution No. 13-2011.

(182-11) MOVED PADULA-SZOKO to adopt Resolution No. 13-2011.

Motions 180-11 to 182-11 were adopted by unanimous roll call vote.

RESOLUTION NO. 14-2011

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.

(183-11) MOVED PADULA-SZOKO to read Resolution No. 14-2011 by title only.

(184-11) MOVED PADULA-SZOKO to accept the first reading of Resolution No. 14-2011.

(185-11) MOVED PADULA-SZOKO to adopt Resolution No. 14-2011.

Motions 183-11 to 185-11 were adopted by unanimous roll call vote.

(186-11) MOVED FIALLA-COSTA to approve the request of Kristine Conley, Director of Sunshine Kids to use the Community Center for rehearsals three Wednesday each month during the school year (2nd, 3rd and 4th) and during the day during summer recess. The motion was adopted by a 4 to 1 vote with Mrs. Martinelli ABSTAINING as Ms. Conley is Mrs. Martinelli's niece.

(187-11) MOVED SZOKO-PADULA to authorize the donation of $200.00 to the Penhurst Civic Association to be used toward landscaping and maintenance costs of both entrances into the Penhurst plan, after making sure that the Association did not already receive these funds in 2011.

(188-11) MOVED PADULA-SZOKO to accept the request of Mr. Hill to change over former Car 41-4 to a Fire Marshal, Code Enforcement vehicle. The motion was adopted by unanimous roll call vote.

(189-11) MOVED SZOKO-FIALLA to authorize the demolition of 521 Negley and 652 Highland Avenue with CDBG Year 37 funding. The motion was adopted by unanimous roll call vote.

(190-11) MOVED COSTA-SZOKO to authorize the request of Chief Krancic to transfer funds from 410.480 (Training) to 410.376 (Vehicle Maintenance) in the amount of $1,500. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Szoko thanked the Public Works Department for their professionalism during contract negotiations; stated that the Commissioners will need to make some tough decisions moving through the rest of this year and the next several years; commented upon the need for employees to pick up more of the cost of their benefits.

Mr. Padula thanked the Recreation Advisory Board, including Mr. & Mrs. Voeltzel, all of the Township employees and the Sheriff's department, and all of the businesses and residents who

Ms. Fialla asked Chief Krancic about the report of stones being stolen from the gabion baskets on Brown Avenue; congratulated Joy Voeltzel on a job well done and the success of the Summer Festival.

Mr. Costa commended Joy Voeltzel and the Recreation Advisory Board for stepping up and making the Summer Festival successful in the wake of the resignation of the previous Recreation Chair.

Mrs. Martinelli questioned the progress on the Balint Bridge; thanked Joy Voeltzel and the members of the Recreation Advisory Board for a successful Summer Festival; thanked everyone for coming to the meeting and thanked the members of the Board of Commissioners and the Solicitor for helping her run the meeting this evening.

(191-11) MOVED PADULA-COSTA to adjourn. The meeting was adjourned at 7:52 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, AUGUST 8, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, July 11, 2011

COMMUNICATIONS: Jeremy Waldrup, President and CEO, Pittsburgh Downtown Partnership
Jane B. Rahenkamp, Manager, Marketing, United States Post Office

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	$126,457.05
General Fund Addendum	$ 255.75
Combined Sewer Fund	$303,667.59
Capital Reserve Fund	$ 855.61
TOTAL:	**$431,236.00**

OLD BUSINESS:

1. Street light – Grandview Avenue.
2. Sharing of appraisal costs – Penn Towers and former Circuit City.
3. Recommendation to approve the pay request submitted by R&B Contracting & Excavation for work performed from November 15, 2010 through November 19, 2010 on the Balint Bridge project.

NEW BUSINESS:

1. Proposed Ordinance – Adopting the 2009 edition of the International Fire Code.
2. Proposed Ordinance – Collection of Real Estate Tax from rental tenants where the owner fails to pay.
3. Tentative Agreement approval – Wilkins Township Maintenance Employees Association and the Township of Wilkins for Collective Bargaining Contract January 2011 – December 2013.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, AUGUST 8, 2011

4. 2012 Minimum Municipal Obligation – Wilkins Township Police Pension Plan

5. Accept the low bid of Cargill Salt for the provision of salt at a price of $55.83 per ton for 2011 and authorize the execution of a three year agreement.

6. Collection of Delinquent Earned Income Tax.

7. Internet auction bidding of unused / surplus equipment.

8. Recommendation to keep two part time employees through leaf collection season.

9. Proclamation – Woodland Hills Emergency Services 10th Anniversary.

10. C.C. Mellor request to use the Community Center on Fridays beginning at 10 AM and ending at 11:30 AM to hold a story hour for preschoolers from September 9th through November 18th.

11. Allegheny County & Western Pennsylvania Association of Township Commissioners – 39th Annual Joint Fall Conference.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission meeting scheduled for Wednesday, August 17, 2011 has been changed to Wednesday, August 24, 2011.

2. The Board of Commissioners will meet again on September 12, 2011 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, AUGUST 8, 2011

The Regular Meeting of Monday, August 8, 2011 was brought to order at 7:00 PM by Vice-President Paul Padula. A quorum was present as follows:

Mr. Padula Ms. Fialla Mr. Costa Mr. Szoko
Mrs. Martinelli was absent.

(192-11) MOVED COSTA-SZOKO to accept the minutes of the meeting of July 11, 2011 as presented. The motion was adopted by a unanimous roll call vote of all present.

Communications:

Jeremy Waldrup, President and CEO of the Pittsburgh Downtown Partnership (PDP) submitted correspondence advising the Board of the plans for the 2011 Light Up Night in the City of Pittsburgh and reminding the Township that the term "Light Up Night" has been trademarked by the PDP and if the Township wishes to use the trademark, they must execute a licensing agreement and pay $100.00.

Jane B. Rahenkamp, Manager of Marketing for the United States Post Office submitted correspondence advising the Township that Bulk Business Mail will no longer be accepted at the Turtle Creek Post Office, but instead will need to be taken to Murrysville or North Versailles.

Citizens' Comments:

Mr. Dan Romanelli of 703 McMasters Avenue addressed the Board relative to the water that is coming from Zerjav Alley and running out onto the street and affecting his property.

Reports:

Police Report for July 2011:	2010	2011
Total Police Calls Logged -	291	330
Total Criminal Offenses Reported-	24	26
Criminal Arrests/Persons Charged	10	11
Criminal Offenses Cleared	10	7
Traffic Citations Issued	24	21
Parking Tags Issued	10	6
Monies collected during July	$ 2,312.67	$3,425.09

Mr. Brueners DPW Report is on file in the manager's office.

WTVFD #1 reported the following: 37 Fire Calls, man-hours 335; 3 Drills, man-hours

WTVFD #3 reported the following: 34 NFIRS Incidents, man-hours 129.25; 10 Non-Incident activities, man-hours 128. Total man-hours for the month 257.25.

WTVFD #4 reported the following: 32 Fire Calls, man-hours 189; 2 Drills, man-hours 24; One Public Service, man-hours 6.75; Work Details, man-hours 99.5; Two Meetings, man-hours 41.25. Total man-hours for the month 360.5.

Minutes of the Regular Meeting, Monday, August 8, 2011 – Page Two

Building Permits issued during July 2011:

BP #2707CS – Wm. Henn, 3576 R'wood Dr. – pool - Cost $3,000.
BP #2708CS – P/C east LLLP – Su 602, Bldg 3 – Interior alteration – cost 92,000. Plan Review $853.00.
BP #2709CS – LG Realty- Su 110/120, 400 P/C Blvd – Cost 963. – Plan Review $525.

The Township received $1,964.41 in deed transfer tax in the month of July, representing transfer tax collected by Allegheny County in the month of June. As of the end of July, this account is at 67.13% OR 9% over budget.

Tax Collector's Report for the month of July 2011:

Balance Collectable – beginning of month	$95,702.28
Deductions & Exonerations	-233.77
Adjusted Collectable	95,468.51
Less Face Collections	-4,940.85
Balance Collectable – End of the month	90,527.66
Total Cash Collected	5,434.94

Act 511 Tax Report:

Earned Income Taxes:

Current Month	$67,550.17	Previous Year	$44,797.15	Difference
Current Month	409,586.67	Previous YTD	393,752.62	$15,834.05

Local Service Tax:

Current Month	-0-	Previous Year	6,577.13	Difference
Current YTD	78,386.41	Previous YTD	99,770.44	($21,384.03)

Business Tax (Mercantile & Business Privilege):

Current Month	-0-	Previous Year	7,712.84	Difference
Current YTD	516,387.26	Previous YTD	526,145.85	($9,758.59)

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

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

(193-11) MOVED SZOKO-COSTA to authorize the payment of the schedule of bills in the amount of $431,236.00 as presented. The motion was adopted by a unanimous roll call vote of all present.

(194-11) MOVED FIALLA-COSTA to authorize Ed Bruener to notify Duquesne Light of their authority to move the street light on Grandview Avenue to the pole at 134 Grandview Avenue at a cost of $104.00, and requesting that the manager advise Mr. Lucy to install a motion light on his property for additional safety. The motion was adopted by a unanimous roll call vote of all present.

(195-11) MOVED COSTA-FIALLA to authorize the pro-rata sharing of appraisal and/or other costs with the School District for the Circuit City property (542-C-250 and 542-C-250A) and the Penn Towers property (542-N-201), which were recently appealed and reassessed, with the total loss at face value to the Township being $14,236. And $8,418. respectively. The motion was adopted by a unanimous roll call vote of all present.

(196-11) MOVED COSTA-SZOKO to accept the recommendation of the Engineer to pay R&B Contracting and Excavation $6,138.40 for work performed on the Balint Bridge project in November of 2010. The motion was adopted by a unanimous roll call vote of all present.

(197-11) MOVED COSTA-SZOKO to authorize the manager to advertise the proposed ordinance adopting the 2009 Edition of the International Fire Code. The motion was adopted by a unanimous roll call vote of all present.

(198-11) MOVED FIALLA-COSTA to accept the Tentative Agreement between the Wilkins Township Maintenance Employees Association and the Township of Wilkins and further authorizing Gretchen Love to prepare the contract documents for signature. The motion was adopted by a unanimous roll call vote of all present.

(199-11) MOVED FIALLA-COSTA to accept the low-bid of Cargill Salt for the provision of salt in the 2011-2012 season at a cost of $55.83 per ton and authorizing the appropriate officials to execute the contract documents. The motion was adopted by a unanimous roll call vote of all present.

(200-11) MOVED COSTA-FIALLA to accept the recommendation of the Manager to work with Municibids.com on the disposal of unused and unwanted municipal inventory, including fire department equipment. The motion was adopted by a unanimous roll call vote of all present.

(201-11) MOVED FIALLA-COSTA to accept the recommendation of Mr. Bruener to retain two part time, seasonal employees through leaf collection season. The motion was adopted by a unanimous roll call vote of all present.

(202-11) MOVED COSTA-FIALLA to authorize the preparation and dissemination of a Proclamation recognizing the 10th Anniversary of WHEMS, as executed by Commissioner Padula, head of Public Safety. The motion was adopted by a unanimous roll call vote of all present.

(203-11) MOVED COSTA-FIALLA to approve the request of C.C. Mellor Library to use the Community Center on Friday mornings from 10:00 AM until 11:30 AM from September 9th through November 18th for a preschool story hour. The motion was adopted by a unanimous roll call vote of all present.

(204-11) MOVED FIALLA-COSTA to authorize payment for those elected officials who choose to attend the Allegheny County & Western Pennsylvania Association of Township Commissioners 39th Annual Joint Fall Conference at Seven Springs from September 29th through October 2nd at a cost of $796. per delegate for Package A and a cost of $623. Per delegate for Package B. The motion was adopted by a 3 to 1 vote with Mr. Szoko voting "NO".

Commissioners' Comments:

Prior to Commissioners Comments, Mr. Padula announced that the Board of Commissioners met in Executive Session prior to the regular meeting for the purpose of discussing an item of potential litigation.

Ms. Fialla commended the Public Works Department for their efforts to keep the storm culverts clear and wished Mr. Hill a Happy Birthday.

Mr. Szoko questioned when the Board would begin meetings on the 2012 budget; whether or not a 2011 budget meeting should be held in September and whether the minutes on the website were up to date.

Mr. Costa thanked Mr. Bruener and the Public Works employees for their efforts on the Balint Bridge Project which will be completed in-house.

Mr. Padula echoed Mr. Costa's sentiments on the Balint Bridge project and thanked the Maintenance Employees Association and Administration for finalizing the Collective Bargaining Agreement; and thanked Mrs. Bradley for sending out letters to all of the businesses in the Township advising them of the Truth in Advertising Ordinance.

(205-11) MOVED FIALLA-COSTA to adjourn. The meeting was adjourned at 8:20 PM. The motion was adopted by a unanimous vote of all present.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 12, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, August 8, 2011

COMMUNICATIONS:
Dr. Walter Calinger, Woodland Hills School District Superintendent
Joseph Kramer, Redevelopment Authority of Allegheny County, CITF Manager
Woodland Hills Foundation – Tour du District
Chief Lori Payne, East Pittsburgh Police Department

PRESENTATION: Mr. T.R. Barger, Training Associate Manager with Sheetz – "For the Kids" Christmas Program

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	$126,158.60
General Fund Addendum	$ 20,901.35
Police Pension Fund	$ 570.00
Combined Sewer Fund	$ 11,846.50
Capital Reserve Fund	$ 3.905.69
TOTAL:	**$163,382.14**

OLD BUSINESS:

1. Motion authorizing Senate Engineering to resubmit applications with CITF for Phase II of the Dowling Avenue Sanitary Project and the Saw Mill Run Stream bank Stabilization Project.

2. Recommendation from the Planning Commission to approve NAI Acquisition (reverse) subdivision request, Plan No. 1, Revision No. 2.

NEW BUSINESS:

1. Borough of Chalfant request for a response as to whether or not the Township is interested in providing either police or public works services (or both) to the Borough of Chalfant, effective January 1, 2012.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 12, 2011

16. Request from Rebecca Bradley to attend the 2011 APMM Fall Managers Meeting / PELRAS Regional Workshop at the Greensburg Civic Center on October 21st from 8:30 am until 4:00 pm at a cost of $100.00.

17. Request from Chief Krancic and Sergeant Lamb to attend a Critical Incident Training program sponsored by the Turtle Creek Valley Council of Governments to be held on October 7, 2011 at a cost of $75.00 each.

18. Request from Ed Bruener to attend the 13th Annual 3 Rivers Wet Weather Sewer Conference – Monroeville Convention Center – October 4th and 5th. At a cost of $70.

19. Request from N. Leonard Hill to attend PennBOC (The Pennsylvania Building Officials Conference) being held in Grantville, Pennsylvania from October 12th – 14th at a cost of $329 for the seminars and $204 plus tax for hotel accommodations ($533 plus tax).

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission meeting scheduled for Wednesday, September 21, 2011 has been changed to Wednesday, September 14, 2011.

2. The Zoning Hearing Board will meet on September 22, 2011 to hear a request for a variance filed by Russell R. Harrison, Sr., owner of Carl's Tavern.

3. The Board of Commissioners will meet again on September 26, 2011 beginning at 7:00 PM.

4. Buffalo Wild Wings will donate 15% of the proceeds of all sales from noon until closing on Sunday, October 9, 2011 to the Wilkins Township Police Department for equipment purchases. Please make plans to participate!

5. The Pumpkin Patch Party will be held at the Community Center on October 22. 2011.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, SEPTEMBER 12, 2011

The Regular Meeting of Monday, September 12, 2011 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

Following the Pledge of Allegiance, a moment of silence was observed in remembrance of the victims of the terrorist attacks of September 11, 2001 and the victims' families.

(206-11) MOVED PADULA-FIALLA to approve the minutes of the regular meeting of August 8, 2011 with two corrections as follows: At motion 203-11, add "The motion was adopted by unanimous roll call vote of all present." At motion 204-11, change the motion to reflect that Mr. Szoko voted "NO". The motion was adopted by a 4 to 1 vote with Mrs. Martinelli ABSTAINING.

Communications:

Dr. Walter Calinger, Superintendent of the Woodland Hills School District, thanked Chief Krancic for the police department presence at the Wilkins Primary School on the opening day.

Joseph Kramer, Manager, CITF, Redevelopment Authority of Allegheny County advised the Township Board of Commissioners that grant applications submitted for a sanitary sewer replacement on Dowling Street (Phase II) and for the stabilization of the stream bank along Saw Mill Run cannot be funded at this time.

The Woodland Hills Foundation Tour du District will be held on October 1, 2011 beginning at the Woodland Hills High School at 6:30 AM. The Township will provide barricades at Elizabeth Street and Alpine and on-duty officers will be assigned to help with traffic while the event is in Wilkins Township.

Chief Lori Payne of the East Pittsburgh Police Department thanked Chief Krancic for the Wilkins Police Department's contribution to East Pittsburgh's National Night Out event that was held on August 2nd.

Presentation:

Mr. T. R. Barger, Associate Manager for Sheetz, requested that the Board consider permitting Sheetz to use the Community Center on December 10th from 9:00 AM until 1200 PM to host a program called "For the Kidz." Sheetz will work with the Salvation Army to select 16 underprivileged children from Wilkins and several other surrounding communities. Sheetz will hold a Christmas party and all of the children will receive gifts.

Mr. Guznell, Manager for Sheetz, requested that the Board consider permitting Sheetz to use the Community Center once per month for the purpose of holding an employee meeting from 4:00 PM until 6:00 PM. Sheetz will make a donation to the Township in lieu of a rental payment.

(207-11) MOVED FIALLA-COSTA to authorize Sheetz to use the Community Center, at no cost, on December 10, 2011 from 9:00 AM until 12:00 PM for the purpose of hosting an event entitled "For the kidz" benefitting underprivileged children from Wilkins and surrounding communities. The motion was adopted by unanimous roll call vote.

(208-11) MOVED FIALLA-PADULA to authorize Sheetz to use the Community Center once per month from 4:00 PM until 6:00 PM for the purpose of holding an employee meeting, and accepting a donation from Sheetz in lieu of a rental payment. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

Mr. Carl Krary of 256 Penhurst Drive commented upon the Truth in Advertising Ordinance which was discussed at the meeting of July 11th and questioned why, other than for purposes of public safety, the Board of Commissioners was concerned with where businesses claim to be located.

Mr. Robert Wingrove of 338 Braddsley Drive requested assistance with a feral cat problem in the Penhurst neighborhood.

Ms. Tracy Musial of 313 Frazier Drive requested that the Township either place a trash receptacle at the bus stop at Route 22 and Kingston or contact the Port Authority to do the same.

Mr. Mike Boyd of 105 George Street questioned whether or not the Public Works Department was going to remove the graffiti at Linhart Park.

Mr. Dan Romanelli of 703 McMasters stated that the sidewalk from Rebecca to Larimer is falling over the hillside and needs to be addressed.

Presentation of Memorial Plaque:

At a Memorial held last evening in honor of the victims of the terrorist attacks of September 11, 2001, Mr. Pat Lanigan of Lanigan's Funeral Home, presented the Wilkins Township Fire Departments with a commemorative plaque. The members of the Fire Departments requested that the plaque be placed for display at the Municipal Building. The plaque honors the lives of the 343 firemen and women who perished that day.

(209-11) MOVED SZOKO-COSTA to waive the reading of reports due to the length of the agenda this evening. The motion was adopted by a 3 to 2 vote with Mr. Padula and Mrs. Martinelli voting "NO".

Reports:

Police Report for August 2011:

	2010	2011
Total Police Calls Logged	263	338
Total Criminal Offenses Reported	32	
Criminal Arrests/Persons Charged	3	
Criminal Offenses Cleared	3	
Traffic Citations Issued	30	32
Parking Tags Issued	6	8
Monies received during August	$3,528.43	$3,573.45

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

WTVFD #3 reported the following: 8 NFIRS, man hours 15.18; 1 Training, man-hours 36.00; 9 Non-Incident, man-hours 130.44. Total man-hours for the month 181.62

WTVFD #4 reported the following: 10 Fire Calls, man-hours 50.5; 3 Drills, man-hours 40.5; 1 Public Service, man-hours 2.5; 11 Work Details, man-hours; 2 Meetings, man-hours 27. Total man-hours for the month 266.

Building Permits issued during August 2011:

BP # 2710-CS, F. Costendino, 923 Rita Drive – Deck for porch – Cost $6,000.00
BP #2711-CS, Eric Miller, 117 Lucinda Drive – Porch Roof – Cost $3,000.00
BP #2712-cs, shop 'n save, 3335 WM PENN HWY- Structural Repair – cost $3,000.00
BP #2713-CS, Jim Jacob, 334 Dunbar – Porch Roof – Cost $7,000.00
BP #2714-CS, C. Alt, 513 Lucia-Deck – Cost $3,000.00
BP #2715-CS, SOTA Const., 1641 Vineseion Place – Single Family Dwg – Cost $135,000.00
BP #2716-CS, McMurdo, 156 Churchill Road – Demolition – Cost $10,000.00

The Township received $2,379.93 in deed transfer tax in the month of August, representing transfer tax collected by Allegheny County in the month of July. As of the end of August, this account is at 73.93% or 7% over budget.

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

Balance Collectable – beginning of the month	$ 90,721.72
Exonerations – Total Adjustments	-308.24
Total Collectable	90,413.48
Face Collections	-5.059.99
Balance Collectable – End of the month	85,353.49
Face amount of collections	5,059.99
Plus Penalties	560.22
Total Cash Collected	$5,620.21

Act 511 for August 2011:

Earned Income Taxes:

Current Month	$63,951.92	Previous Year	$73,053.73	Difference
Current YTD	473,538.59	Previous YTD	466,806.35	$6,732.34

Local Service Tax:

Current Month	9,205.74	Previous Year	8,524.94	Difference
Current YTD	87,592.15	Previous YTD	108,295.38	($20,703.23)

Business Tax (Mercantile & Business Privilege)

Current Month	9,304.92	Previous Year	414.66	Difference
Current YTD	525,692.18	Previous YTD	526,560.51	($868.33)

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

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

(210-11) MOVED SZOKO-PADULA to approve the payment of the schedule of bills in the amount of $163,382.14 as presented. The motion was adopted by unanimous roll call vote.

(211-11) MOVED COSTA-SZOKO to authorize Senate Engineering to resubmit applications with CITF for Phase II of the Dowling Avenue Sanitary Project and the Sawmill Run Stream Bank Stabilization Project. The motion was adopted by unanimous roll call vote

(212-11) MOVED FIALLA-SZOKO to accept the recommendation of the Planning Commission to approve the (reverse) subdivision application presented by NAI i Acquisition Group, LP., entitled Plan No. 1., Revision No. 2. The motion was adopted by unanimous roll call vote.

(213-11) MOVED COSTA-SZOKO to authorize the Manager to notify Chalfant Borough that the Township is not interested in providing either Public Works or Public Safety services to the Borough. The motion was adopted by unanimous roll call vote.

ORDINANCE NO. 1018

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, COUNTY OF ALLEGHENY AND COMMONWEALTH OF PENNSYLVANIA AMENDING THE CODIFIED BOOK OF ORDINANCES, PART II, CHAPTER 88, FIRE PREVENTION TO PROVIDE FOR THE ADOPTION OF THE 2009 EDITION OF THE INTERNATIONAL FIRE CODE. COPYRIGHT 2009 BY THE INTERNATIONAL CODE COUNCIL, INCORPORATED AND ADDING AMENDMENTS REGARDING LOCATIONS OF ABOVE GROUND STORAGE TANKS AND FURTHER PROVIDING FOR PENALTIES.

(214-11) MOVED PADULA-SZOKO to read Ordinance 1018 for the first time by title only.

(215-11) MOVED PADULA-COSTA to accept the first reading of Ordinance No. 1018.

(216-11) MOVED PADULA-FIALLA to read Ordinance No. 1018 for the second time by title only.

(217-11) MOVED PADULA-FIALLA to adopt Ordinance No. 1018.

Motions 214-11 to 217-11 inclusive were adopted by unanimous roll call vote.

(218-11) MOVED PADULA-FIALLA to abandon continued pursuit of the adoption of the proposed Rent Sequestration Ordinance. The motion was adopted by unanimous roll call vote.

(219-11) MOVED FIALLA-COSTA to authorize the budgeting of 100% of the 2012 Minimum Municipal Obligation (MMO) for the police Pension Fund in the amount of $336,530. based off of the 01/01/11 Actuarial Valuation Rep[ort (AVR).The motion was adopted by unanimous roll call vote.

The Minimum Municipal Obligation (MMO) for the Non-Uniform Employees Pension Plan (PMRS) for 2012 is $57,884. This MMO is about $100 more than 2011 but is based off of the 01/01/09 Acturial Valuation Report (AVR).

(220-11) MOVED COSTA-PADULA to ratify the request to purchase 13 Kenwood NX-300K portable radios and 7 Kenwood NX-800 HK car radios from HC Global (a vendor on the PA State Contract bid list) at a cost of $16,347. Less rebates of $1,200 or $15,347. The motion was adopted by unanimous roll call vote.

(221-11) MOVED COSTA-PADULA to accept the recommendation of Senate Engineering to pay Payment Request #1 from Creative Enterprises for sanitary sewer work performed on Greensburg Pike and Elizabeth Street at a cost of $56,947.50 (10% retainage withheld). The motion was adopted by unanimous roll call vote.

(222-11) MOVED COSTA-PADULA to authorize the Manager to advertise the following dates/times for budget meetings: October 10th, October 24th and November 14th at 6:00 PM. The motion was adopted by unanimous roll call vote.

(223-11) MOVED COSTA-MARTINELLI to authorize the donation of the stove in the Municipal Building kitchen to VFC #3 in exchange for the donation of a generator for the Community

Center and a household stove for the kitchen at the Municipal Building. The motion was a dopted by a 4 to 1 vote with Mr. Padula "ABSTAINING".

(224-11) MOVED COSTA-PADULA to accept the low bid of W&J contractors., Inc. for the demolition of 521 Negley Avenue and 652 Highland Avenue at a cost of $10,900. And further authorizing the expense of $810.50 to cover the balance of the costs (CDBG Allocation: $10,089.50) The motion was adopted by unanimous roll call vote.

(225-11) MOVED COSTA-PADULA to set the date/time for "Trick or Treat" in Wilkins Township for Monday, October 31, 2011 from 6:00 PM until 8:00 PM. The motion was adopted by unanimous roll call vote.

(226-11) MOVED FIALLA-SZOKO to accept the request of David McIntyre, Allegheny County Police Training Academy to use the Township facilities to provide for 2012 Mandatory In-Service training on the following Mondays and Tuesdays from 8:30 AM until 3:30 PM; January 23rd and 24th, 30th and 31st; February: 6th & 7th, 13th and 14th, 20th and 21st, 27th and 28th; March: 5th and 6th, 12th and 13th, 19th and 20th, 26th and 27th; April: 2nd and 3rd, 16th and 17th ; and October 1st and 2nd. The motion was adopted by unanimous roll call vote.

(227-11) MOVED PADULA-SZOKO to authorize the Manager to offer Vision Insurance benefits to those retirees in Group #026465, contingent upon those retirees assuming full payment of the premium. The motion was adopted by unanimous roll call vote.

(228-11) MOVED PADULA-COSTA to authorize the Manager to determine the cost of supplying all members of the Board with laptops, utilizing funds remaining in the Commissioners Education and Training Budget for 2011. The motion was adopted by unanimous roll call vote.

(229-11) MOVED PADULA-SZOKO to authorize the Manager's request to attend the 2011 APMM Fall Managers Meeting/PELRAS Workshop at the Greensburg Civic Center on October 21st from 8:30 AM until 4:00 PM at a cost of $100.00; authorizing Chief Krancic and Sergeant Lamb's request to attend a Critical Incident Training program sponsored by the Turtle Creek Valley Council of Governments to be held on October 7, 2011 at a cost of $75.00 each; authorizing Mr. Costa's and Mr. Bruener's request to attend the 13th Annual 3 Rivers Wet Weather Sewer Conference at the Monroeville Convention Center on October 4th and 5th at a cost of $70.00 each; and authorizing Mr. Hill's request to attend PennBOC being held in Grantville, PA from October 12th – 14th at a cost of $329. For the seminar and $204. Plus tax for the hotel accommodations, with the condition that all attendees provide reports to the rest of the Board upon their return.

Commissioners' Comments:

Ms. Fialla commented upon the 9/11 Observation Ceremony at the McMasters Church and stated that it was nice to see the community draw together; advised that a free clinic has opened at the Municipal Building in Braddock Borough for individuals requiring healthcare who meet the financial eligibility guidelines.

Mr. Szoko commented upon the upcoming budget meetings for 2012 and the need for each department to trim 20-25% off of their respective budgets.

Mr. Costa thanked Pat Lanigan for the presentation at Olympia Hall in commemoration of 9/11 and also commented upon the luminary display at the McMasters Church.

Mr. Padula also thanked Pat Lanigan for the presentation at Olympia Hall and the plaque and for all the things that he's done for the Township in the past; commented upon the need to contact PennDot to clear the debris away from the catchbasins on Route 22 and stated that he does not understand why, and believes it is a waste of taxpayer money for Commissioner Fialla to attend the ALOM conference at Seven Springs later this month when she will no longer serve in the capacity of Commissioner next year.

Mrs. Martinelli thanked everyone for coming to the meeting tonight; thanked Mr. Lanigan for the presentation and stated that the next meeting is scheduled for September 26, 2011.

(230-11) MOVED COSTA-SZOKO to adjourn, the meeting was adjourned at 8:49 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 26, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, September 12, 2011

COMMUNICATIONS: Administrative Office of the MEIT
Susan M. LaChance, USPS Vice President, Consumer & Industry Affairs
Mr. Robert Anspach, Insurance Services Director, Penn Prime Insurance Trust
Ms. Helen Simmons, 634 Mortimer Avenue

PRESENTATION: Traffic Signal at Rodi Road and Maple Lane – Atty Peter Nychis for Mr. Joseph D'Andrea, Developer; Mr. Brosnan and Mr. Cesna (PaDot); and Mr. Ray Caruso, Project Engineer

CITIZENS' COMMENTS:

OLD BUSINESS:

1. AWK Tax Settlement.

NEW BUSINESS:

1. Model EIT Ordinance for Allegheny County Southeast Tax Collection Committee
2. Joint Uniform Construction Code Appeals Board
3. 2011 Pumpkin Patch Party Budget

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Recreation Advisory Board is scheduled to meet at 7:00 PM on Tuesday, October 4, 2011 at the Community Center.
2. The 2012 Proposed General Fund Budget will be presented at 6:00 PM on October 10, 2011.
3. The next meeting of the Board of Commissioners will be held on Monday, October 10, 2011, beginning at 7:00 PM.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 26, 2011

4. Buffalo Wild Wings will donate 15% of the proceeds of all sales from noon until closing on Sunday, October 9, 2011 to the Wilkins Township Police Department for equipment purchases. Please make plans to participate!

5. The Planning Commission will meet on Wednesday, October 19, 2011.

6. The Pumpkin Patch Party will be held at the Community Center on October 22. 2011.

7. Trick-Or-Treat in Wilkins Township will be held on Monday, October 31, 2011 from 6:00 PM until 8:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING, MONDAY, SEPTEMBER 26, 2011

The Second Stated Meeting of Monday, September 26, 2011 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(231-11) MOVED PADULA-COSTA to approve the minutes of the regular meeting of September 12, 2011, with one correction – at Motion 213-11, lCommissioner Padula votes "NO".

Communications:

The Township received correspondence from the MEIT Administrative Offices advising that effective January 1, 2012, Highmark "Association" Security Blue products will no longer be available under the MEIT Group contracts because the centers for Medicare and Medicaid services (CMS) consider these products to be Medicare Advantage Plans. Security Blue members will be offered conversion to Highmark's Security Blue HMO Deluxe Plan.

Ms. Susan LaChance, Vice-President of Consumer & Industry Affairs for the United States Post Office submitted correspondence advising the Township that the Post Office would be conducting an Area Mail Processing study to determine whether consolidation of some operations is appropriate.

Mr. Paul Anspach, Insurance Services Director for Penn Prime submitted correspondence advising that the Township's Workers Compensation Insurance with Penn Prime would not be renewed in 2012 due to the Township's average loss ration of 113 percent in the last five years

Ms. Helen Simmons of 634 Mortimer Avenue, Wilkins Township, submitted correspondence regarding the condition of property located at 647 Highland Avenue and requesting help from the Township to address her concerns.

Presentation:

Mr. Pete Nychis, Esquire, and Mr. Dan Cessna, District Manager for Penn Dot #11 presented information to the Board regarding the proposed addition of traffic lanes and installation of a traffic signal at the intersection of Maple Lane and Rodi Road in Penn Hills. At this point, it appears that there are two issued which are stopping the project, which is ready to proceed. First, in accordance with Penn Dot's newly revised policy, all stormwater improvements and/or changes associated with the project are required to be maintained post-construction by the municipal HOP permittee. In this particular case, Penn Hills is the HOP permittee. Penn Hills has refused to accept maintenance responsibilities for the new stormwater system, which is proposed to encompass 520 lineal feet of 18" concrete pipe. Of that amount approximately 380' will be located on Rodi Road and the remaining will be located on Maple Lane. Five catch basins and one manhole are also included in the upgraded stormwater facilities. Penn Hills and PennDot are requesting that the Township Board of Commissioners agrees to accept maintenance responsibilities for this system. Second, PennDot, as a part of its Contribution Agreement with Penn Hills, stipulates (at Paragraph 8) that: "Unless otherwise agreed to by the parties in writing, the MUNICIPALITY shall, subject to Federal Highway Administration cost participation where applicable, indemnify, save harmless and if requested defend the DEPARTMENT and/or the Commonwealth, its agents and employees from and be solely responsible for the payment and satisfaction of all awards, judgments, claims, costs, and damages including the costs of appraisers and attorneys, witness fees, and other court costs brought for or on account of any injuries to or damages received or sustained by any person, persons, or property arising out of PROJECT, including but not limited to the additional work required by the

MUNICIPALITY; or resulting from any act or omission of the MUNICIPALITY undertaken as a result of this Agreement." Penn Hills has refused to sign the Contribution Agreement with this language and is requesting that Wilkins Township assume that responsibility.

Mr. Cessna indicated that time is of the essence because their contractor, Folino, was to start on the project on September 16th. They requested that the Township fast-track their decision making on this issue.

(232-11) MOVED PADULA-COSTA to authorize the Solicitor and the Engineer to review the information and provide the Commissioners with their recommendations on how to proceed with all costs associated with that review to be borne by the developer and further authorizing the Manager to advertise for a public meeting to be held on Monday, October 3, 2011 beginning at 6:00 PM for the purpose of hearing those recommendations and making a decision. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

Mr. William Wilson of 201 Dorothy Street, Wilkins Township asked Commissioner Szoko to resign as a Commissioner due to the fact that a Protection from Abuse (PFA) order had been filed against him by his live-in girlfriend.

Dorothy Musial of 313 Frazier Drive advised that she has a high deductable Highmark Blue Cross Medicare Part D Advantage Plan for hospitalization and that it does not cost her anything except for her deductable.

(233-11) MOVED FIALLA-COSTA to approve the proposed tax settlement for AWK (Lot/Block #542-J-150) for the tax years 2009, 2010 and 2011 at an assessed value of $450,000 per year. The motion was adopted by unanimous roll call vote.

(234-11) MOVED COSTA-PADULA to authorize the Manager to advertise a proposed ordinance amending Chapter 156 of the Codified Book of Ordinances, to reflect the changes in the law as effected by Act 32 of 2008. The motion was adopted by unanimous roll call vote.

(235-11) MOVED SZOKO-PADULA to authorize the Manager to advise the COG of the Township's interest in exploring the formation of a Joint Uniform Construction Code Appeals Board. The motion was adopted by unanimous roll call vote.

(236-11) MOVED COSTA-PADULA to approve the budget submitted by the Recreation Advisory Board for the Pumpkin Patch Party scheduled to be held on October 22nd, beginning at 12:00 PM. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Szoko commented upon the termination of Workers' Compensation Insurance by Penn Prime and the need for employees to recognize that workers' compensation is not a bottomless pit and should be used appropriately; and commented upon the issues facing the Township in the 2012 and future budgets.

Commissioner Padula also commented upon the Township's loss of Workers' Compensation insurance and questioned whether or not the Township stress to the new carrier that one of the individuals who was on workers compensation for two years has retired and will not be a recurring claim; questioned where the Manager was in the exploration of laptops for Commissioners and requested that Commissioner Fialla bring back information from the conference at Seven Springs.

Commissioner Fialla questioned how the Township is rated for Workers Compensation insurance and thanked Mr. Nychis, Mr. Cessna, Mr. D'Andrea, Mr. Caruso and Mr. Brosnan for attending the meeting and presenting the information relative to the traffic signal and road widening project in Penn Hills and stated that this is an example of how the Township can maximize revenues without the need to cut services or raise taxes.

Commissioner Costa stated that he hopes that the issues on Rodi can be resolved because that intersection is routinely a mess.

Commissioner Martinelli commented on VoCollect and what a great company it is; thanked Mrs. Bradley for forming a safety Committee to help address concerns related to Workers' Compensation claims; apologized to Mr. Wilson for cutting him off during Citizens' Comments and requested that Public Works oil Commissioner Szoko's chair so that it does not squeak when he rocks in it.

(237-11) MOVED COSTA-PADULA to adjourn, the meeting was adjourned at 8:43 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SPECIAL MEETING , MONDAY, OCTOBER 3, 2011

A Special Meeting of Monday, October 3, 2011 was brought to order at 6:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

Purpose:

The purpose of this Special Meeting of the Board of Commissioners was to hear the recommendation of the Solicitor and the Engineer in regard to whether or not the Township of Wilkins should assume the indemnity clause in the Contribution Agreement between the Municipality of Penn Hills and the PA Department of Transportation and whether the Township should assume the maintenance of a new storm water system (520 +/-lineal feet of new 18" pipe, 5 catch basins and one manhole) all in relation with the installation of a traffic signal at the intersection of Rodi Road and Maple Lane. Penn Hills has agreed to be the Highway Occupancy Permit Applicant and Wilkins Township has agreed to be the permittee for the traffic signal.

Prior to hearing the recommendation of the Solicitor, Mr. Daniel Cessna, Manager, PA Department of Transportation, District 11, advised the Board that they were removing the indemnification clause from the Contribution Agreement with Penn Hills and it was, therefore, no longer necessary for the Township to consider assumption.

Mr. Rushford previously provided the Board of Commissioners with his written recommendation as it pertained to the maintenance of the storm water facilities. He believed that Commissioners needed to weigh the liability of ownership with the risk associated with VoCollect moving out. He recommended that the Board not approve this transaction without approval from the insurance carrier as to coverage for maintenance and repair. He also questioned whether or not insurance would be available to cover Public Works employees who would be required to work on these facilities. Mr. Rushford modified the proposed Intergovernmental Agreement between Wilkins and Penn Hills to state that Penn Hills would hold Wilkins harmless for the care and control of the facility.

Ms. Yon also provided her written recommendations to the Board prior to the meeting. She believes that the storm water design is technically sound, but the calculations provided were for a 10 year storm and the Township's ordinance requires a 25 year storm calculation. However, Ms. Yon does not believe that those new calculations would establish a different result because the amount of additional runoff associated with this development is minimal. As a condition of the approval, Ms. Yon requested that the developer provide the township with additional information as to the location of the points of connection and if it is determined that there are existing issues at these locations, that they are addressed by the developer.

Mrs. Bradley advised the Board that the Insurance Carrier, Selective would not provide insurance for assets that are not owned by the Township and therefore, the only way that the storm water facilities would be insured would be for the Township to physically own them. In addition, Mrs. Bradley provided information as to the annual tax payment that the Township receives from VoCollect. ($21,250 in mercantile and local service tax and $32,200 in real estate taxes).

Mr. Cessna and Mr. Brosnan believed that Penn Hills would not have a problem with the Township owning the storm water facilities.

(238-11) MOVED COSTA - PADULA to authorize the Solicitor, Manager and Engineer to move forward with obtaining ownership of the proposed new storm water facilities (pipe, catch basins and manhole) for the Rodi Road / Maple Lane Traffic Signal Project and to enter into agreements with the appropriate entities for this project, contingent upon Paragraph 8 of the contribution agreement between the PA Department of Transportation and Penn Hills being deleted and upon receipt of approval of the Wilkins Township insurance carrier of ability to insure. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Commissioner Martinelli announced that the Board of Commissioners, upon adjourning the meeting, would be meeting in Executive Session to discuss an item of litigation and would not be returning for a vote.

(239-11) MOVED PADULA - FIALLA to adjourn. The meeting was adjourned at 6:30 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 10, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second-stated Meeting of Monday, September 26, 2011

COMMUNICATIONS: Email from Judy Ghion, Manager of Administrative Services, MEIT

Correspondence from the Board of Commissioners to the Wage Policy 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	$236,680.38
General Fund Addendum	$ 7,626.86
Combined Sewer Fund	$180,442.71
Capital Reserve Fund	$ 7,147.39
Police Pension Fund	$ 4,234.25
Emergency Mgmt. Fund	$ 16,346.65
TOTAL:	**$452,478.24**

OLD BUSINESS:

NEW BUSINESS:

1. Resolution #15-2011 approving the acquisition and subsequent disposition of parcel 454-G-224

2. Authorization to advertise Proposed Ordinance #1020 – Adopting an intergovernmental agreement and a dedication agreement between the Township and Penn Hills.

3. Authorize advertisement for Requests for Proposals and Qualifications for the position of Township Engineer.

COMMISSIONERS' COMMENTS

ADJOURNMENT

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 10, 2011

ANNOUNCEMENTS:

1. The Planning Commission is scheduled to meet on Wednesday, October 19, 2011 beginning at 7:00 PM.

2. The Pumpkin Patch Party will be held at the Community Center on October 22. 2011.

3. The next 2012 Budget Meeting is scheduled for October 24, 2011 beginning at 6:00 PM

4. The Board of Commissioners will meet again on October 24, 2011 beginning at 7:00 PM.

5. The Intergovernmental Service Committee will meet on Wednesday, October 26, 2011 beginning at 6:00 PM at the Wilkins Township Municipal Building.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING , MONDAY, OCTOBER 10, 2011

A Budget Meeting of Monday, October 10, 2011 was brought to order at 6:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

Mrs. Bradley presented the proposed 2012 budget for all funds, as follows:

IDA Fund: This fund is projected to begin the year with a balance of $32,800. All funds will be transferred to the General Fund during 2012 and this fund will be closed.

Combined Sewer Fund: The final bond payment was made in 2011. Therefore, the 2012 budget proposes a decrease of $0.75 per 1,000 gallons of water usage. This seventy-five cent surcharge was added in 2004 to offset the cost of the bond issue. The sewer fee is based upon water consumption. The average water consumption per year is 172,762,000 gallons. A seventy-five cent decrease is expected to reduce revenue by about $129,571. The anticipated project for 2012 is Phase I of the Dowling Street sanitary sewer line replacement ($267,670). Additionally, a feasibility study, mandated by the EPA CO&A is due in July ($75,000). The proposed Sewer fund is balanced with revenues and expenditures of $1,412,200. The Township has not yet received notice from ALCOSAN with regard to the 2012 Budget Requirement. Therefore, it is anticipated that this proposed budget will be adjusted.

Emergency Contingency Fund: The proposed carryover balance of $562,700 plus $100 in interest will be transferred to the General Fund during 2012.

Emergency Management Fund: The proposed carryover balance of $29,000 will be transferred to the General fund in 2012 and this fund will be closed.

Capital Reserve Fund: Preliminarily, it is anticipated that the carryover balance from 2011 to 2012 will be about $15,000. This carryover is subject to change, based upon the final cost of the Balint Bridge project. A copy of the cost-to-date for the bridge is included in the budget narrative for this fund. Funds remaining in Capital Reserve will be used solely for the purpose of reimbursing assessment appeals for prior years.

Liquid Fuels Fund: The Township received its estimated 2012 Liquid Fuels allocation from the Commonwealth of Pennsylvania Department of Transportation. These funds ($145,300) plus a carryover of $100 and interest of $100 represent revenues and are offset by expenses for street lights and public works wages. Revenues and expenses are each estimated at $145,500.

Police Pension Fund: The Police Pension Fund's net actuarial loss between 01/01/09 and 01/01/11 was $238,700. The Township's Minimum Municipal Obligation to the Plan for 2012 is $336,530. Anticipated revenues include carryover balance of $1,500; Interest $100; Employee Contributions $48,000, Employer Contributions $231,600 and State Aid $105,000. Expenses include PNC and Mockenhaupt Management Fees: $5,000 and a transfer to the PNC Pension Fund $381,200.

Retired Member Death Benefit: Carryover funds are projected to be $103,950. The Township's annual allocation is $8,050 and interest of $100 is projected, bringing total revenues to $112,100. Mrs. Bradley will determine whether or not the fund is fully funded; whether or not a policy for each retiree can be taken out at a low cost and whether these funds can be transferred into the General Fund for use – if a policy is secured.

Disaster Relief Fund: Estimated revenues and expenditures for 2012 are $1,990.

General Fund: The proposed General Fund is balanced with revenues and expenditures equaling $4,809,300. This amount includes a .44 mill increase in taxes, which is basically equivalent to the decrease in the sewer user's fee that residents will experience. The year 2012 represents the first year of Act 32 implementation and it is anticipated that the Township will suffer a decrease

in Earned Income Tax revenue during the first year of implementation. The budget also allows for the procurement of a loan in the approximate amount of $144,000 for a period of 5 years at an estimated interest rate of 8%. These funds will be donated to VFC #4, in accordance with Resolution #11-2011. The budget relies upon a carryover balance of $315,800, the transfer of $562,800 from Emergency Contingency, the transfer of $29,000 from Emergency Management and the transfer of $32,800 from IDA. The Township was recently notified that health insurance costs for active employees and retirees who are not Medicare eligible will increase by 49% between 2011 and 2012. This equates to approximately $250,000 that was not anticipated. Additionally, Penn Prime notified Wilkins that it would not be renewing the Township's workers compensation policy due to higher than average claims. The Township's agent is currently working to secure other coverage. It is anticipated that the Township's premium will increase by at least 20%. Better estimates will be available at the next meeting. The proposed expenses eliminate all training dollars with the exception of mandatory training for the Police department; a 2% increase in wages for Maintenance Employee Association members and fulltime administrative staff pursuant to the tentative agreement between the WTMEA and the Township; no capital purchases; and no street paving. The Township is currently in arbitration with the Police Union and therefore, no costs associated with an arbitration award have been assigned to date.

The next budget meeting is scheduled for October 24, 2011 beginning at 6:00 PM.

(240-11) MOVED PADULA - COSTA to adjourn. The motion was adopted by a unanimous roll call vote of all present. The meeting was adjourned at 6:55 PM.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, OCTOBER 10, 2011

The Regular Meeting of Monday, October 10, 2011 was brought to order at 7:05 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Costa	Mr. Szoko

(241-11) MOVED COSTA - PADULA to approve the minutes of the regular meeting of September 26, 2011, with one correction – at Motion 233-11, change "AEK" to "AWK"/

Communications:

Judy Ghion, Manager of Administrative Services for Mockenhaupt Benefits Group, submitted an email to the Township advising that the township's health care premium is projected to increase by 49% between 2011 and 2012.

Mr. Rushford read correspondence from the Board of Commissioners to the Wage Policy Committee of Wilkins Township apologizing for any comments made during negotiations that were perceived as hurtful or harmful to the employment relationship.

Citizens' Comments:

Ms. Dorothy Musial of 313 Frazier Drive again suggested that the Township look into the type of insurance that she has – it is a zero premium, high-deductible plan for Medicare eligible individuals.

Ms. Helen Simmons of 634 Mortimer Avenue stated that she does not agree with comments made by Commissioner Szoko during the budget meeting that Wilkins is a "middle-class" Township and commented upon recent activities concerning Mr. Hill.

Reports:

All reports were read. Under Solicitor Report, the Solicitor reported that the intergovernmental Agreement and the Dedication Agreement for the traffic signal at Maple and Rodi were completed and had been executed by all the parties. The Board will be required to adopt an ordinance at their next meeting, formally adopting the agreements.

Police Report for September, 2011:

	2010	2011
Total Police Calls Logged	278	263
Total Criminal Offenses Reported	30	31
Criminal Arrests / Persons Charged	7	13
Criminal Offenses Cleared	5	11
Traffic Citations Issued	32	27
Parking Tags Issued	6	15
Monies Collected During September	$3,389.27	$3,631.88

Mr. Bruener's DPW Report is on file in the manager's office

VFD #1 reported the following: 9 Fire Calls, Man Hours 77; Drills 4, Man Hours 87.5

VFD #3 reported the following: 13 Fire Calls, Man Hours 37.08; Training: Man Hours 22; Activities 430.04.

VFD #4 reported the following: 8 Fire Calls, Man Hours 37; Drills 5, Man Hours 38.75; Work Details 11, Man Hours 82; Meetings: 3; Man Hours 59.5 Total Man Hours 217.25

Building Permits:

300 Frazier Drive	Residential Repair	$ 1,700
3448 Wm Penn Highway	Interior Alteration & Plan Review	$30,000

Deed Transfer Tax;

The Township received $2,020.76 in deed transfer tax in the month of September, representing transfer tax collected by Allegheny County in the month of August. As of the end of September, this account is at 79.7% or 4.7% over budget.

Tax Collector's Report for the month of September, 2011:

Balance Collectible – Beginning of the month	$85,353.49
Additions & Exonerations	3,672.23
Adjusted Collectible	89,025.72
Less Face Collections	2,385.14
Balance Collectible – End of the month	86,640.58
Total Cash Collected	$ 2,625.16

Act 511 Tax Report:

Earned Income Tax:

Current Month	$33,719.44	Previous Year	$28,082.64	Difference
Current YTD	507,258.03	Previous YTD	494,888.99	$12,369.04

Local Service Tax

Current Month	$25,172.14	Previous Year	$24,851.31	Difference
Current YTD	112,764.29	Previous YTD	133,146.69	($20,382.40)

Business Tax (Mercantile & Business Privilege)

Current Month	$55,388.90	Previous Year	$ 7,589.64	Difference
Current YTD	581,081.08	Previous YTD	534,150.15	$46,930.93

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

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

(242-11) MOVED SZOKO – PADULA to approve the payment of the schedule of bills in the amount of $452,478.24 as presented. The motion was adopted by a unanimous roll call vote of all present.

RESOLUTION NO. 15-2011

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROVING THE ACQUISITION AND SUBSEQUENT DISPOSITION OF 454-G-224, A PARCEL OF VACANT PROPERTY LOCATED IN WILKINS TOWNSHIP. ON CURRY AVENUE, AND CONFIRMING THAT THIS ACQUISITION AND DISPOSITION IS IN ACCORD WITH THE COMPREHENSIVE PLAN OF THE TOWNSHIP.

(243-11) MOVED PADULA – COSTA to read Resolution #15-2011 by title only. The motion was adopted by a unanimous roll call vote of all present.

(244-11) MOVED PADULA – COSTA to adopt Resolution #15-2011. The motion was adopted by a unanimous roll call vote of all present.

(245-11) MOVED COSTA – PADULA to authorize the advertisement of proposed Ordinance No. 1020, adopting an intergovernmental agreement and dedication agreement between the Township and Penn Hills. The motion was adopted by a unanimous roll call vote of all present.

(246-11) MOVED PADULA – COSTA to authorize the advertisement of requests for proposals and qualifications for the position of engineer. The motion was adopted by a three to two vote with Mr. Szoko and Ms Fialla voting "NO".

Commissioners Comments:

Commissioner Szoko stated that Wilkins is officially a First Class Township, but his comments during the budget meeting were more reflective of the economic situation of the residents of the community; stated that the Township is facing a one-million dollar deficit in 2013 and it is necessary for the Board to continue to take actions to "right-size"; suggested elimination of health care for the manager's secretary, creating two part time positions from her full time position and eliminating health care for the members of the Board of Commissioners and questioned the Solicitor regarding Senate Bill 828.

Commissioner Padula thanked everyone for coming to the meeting this evening and stated that the Board will continue to reduce expenses the best it can without cutting services; stated that he disagrees with Commissioner Szoko regarding eliminating more police officers and that we need to find a way to pave.

Commissioner Fialla stated that there are only so many places that the Township can reduce costs and suggested that the Board find a way to meet the taxpayers in the middle; thanked everyone for coming to the meeting and questioned the solicitor regarding Senate Bill 828.

Commissioner Costa thanked everyone for coming to the meeting; congratulated the Public Works department on the progress that they had made on Balint Bridge and reminded everyone that the Pumpkin Patch Party will be held on October 22, 2011.

Commissioner Martinelli asked those in attendance at the meeting to talk with their neighbors about the Township's budget and invite them to the next meeting to problem solve; stated that she would like to see the room filled with people who will provide those opinions.

(247-11) MOVED COSTA – PADULA to adjourn. The motion was adopted by a unanimous roll call vote of all present. The meeting adjourned at 8:07 P.M.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 24, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Special Meeting of Monday, October 3, 2011
Budget Meeting of Monday, October 10, 2011
Regular Meeting of Monday, October 10, 2011

COMMUNICATIONS: Christine Probert, President, Board of Trustees, C.C. Mellor Memorial Library

PRESENTATION: Natalie Abel, Energy Savers, Inc.

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Ordinance 1019 – Act 32 amendments
2. Ordinance 1020 – Intergovernmental Cooperation Agreement

NEW BUSINESS:

1. Request to authorize NASSCO recertification training for three Public Works Employees at a cost of $325 each with funds to be expended from the Combined Sewer Fund.
2. Request by the Fire Departments to purchase candy for the Halloween Parade at Walmart on the Township's account.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Intergovernmental Committee scheduled for October 26, 2011 has been cancelled.
2. Trick-Or-Treat in Wilkins Township will be held on Monday, October 31, 2011 from 6:00 PM until 8:00 PM.
3. The Recreation Advisory Board is scheduled to meet again on Tuesday, November 1, 2011 beginning at 7:00 PM at the Community Center.
4. The Recreation Advisory Board will host a Craft Show at the Community Center beginning at 9:00 AM on Saturday, November 5, 2011.
5. The next meeting on the 2012 Budget will be held on November 14, 2011 beginning at 6:00 PM.
6. The next meeting of the Board of Commissioners is scheduled for Monday, November 14, 2011, beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING, MONDAY, OCTOBER 24, 2011

The Budget Meeting of Monday, October 24, 2011 was brought to order at 6:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli — Ms. Fialla
Mr. Padula — Mr. Costa
Mr. Szoko was absent.

Mrs. Bradley discussed developments since the last budget meeting. It now appears that Blue Cross will be able to forward invoices for Medicare eligible retirees directly to Wilkins Township for payment, instead of the Township reimbursing the individual retirees. The premium for the Security Blue HMO Deluxe will actually be about $25 less per individual per month, for a total savings of about $4,000 per year. According to Tammy Capo of MEIT, the Township should not expect much movement from the 49% increase in active employee / non-Medicare eligible retiree health care. The rates are being driven by both the age of the group and the overall claims of the group. Vision and Dental premiums will remain the same. Workers Compensation rates have not yet been provided, but a model provided by Seubert indicates that at least a 20% increase should be expected. The Township received notification from U-COMP that the rate for Unemployment Compensation will increase from 1.2% for the first $8,000 in employee wages to 1.34% for the first $8,000 in employee wages. Overall, this is a minor change, but a surprise because the township has only had one claim in the last several years. That claim was successfully challenged by the township. Based upon current revenue and expenditure projections, the carry forward balance in the General Fund is expected to increase from the original presentation by about $37,000, as noted in the following table.

2011 PROJECTIONS:

Account Number	*Description*	*Amount*
301.200	Prior Year Real Estate Tax	$12,500
301.500	Delinquent Real Estate Tax	25,100
362.410	Building Permits	3,500
362.300	DUI Drug Task Force	400
367.340	Donations	200
380.107	Certificates of Occupancy	100
395.000	Prior Year Refunds	400
Total Change in Revenue		$42,200
403.198	Delinquent R.E. Collection	$500
410.162	Unemployment Compensation	(100)
410.210	Supplies & Materials	1,000
410.430	Department of Justice	3600
491.000	Current Year R.E. Refunds	200
Total Change in Expenses		$5,200
Change in Beginning Balance, 2012		$37,000

Changes recommended to the 2012 General Fund Budget are listed below.

2012 BUDGET

Account Number	Description	Amount
342.200	Loans	$26,500
380.200	Beginning Balance	37,000
Total Change in Revenues:		$63,500
404.316	Labor Relations	$5,000
411.524	VFW #4 Contribution	26,500
438.210	Highways & Bridges	22,500
474.200	VFW #4 Truck Loan	9,500
Total Change in Expenses		63,500
Balance of Amendments:		$0.00

The Proposed General Fund still includes an increase in millage of about .44 mills. The Sewer Fund includes a decrease of $0.75 per thousand gallons of water. The increase in millage equals $29.57 on a home assessed at $67,200, the median property value in Wilkins. The decrease in sewer user fee equals $48.00 per year based upon an average quarterly water consumption of 16,000 gallons.

Other funds have not been amended. The Township has not yet received the requirements notification from ALCOSAN, and it is still anticipated that that fund will be amended prior to adoption.

The next meeting to discuss the 2012 Budget is scheduled for November 14, 2011 at 6:00 PM. First reading of the budget for adoption will occur at the regular meeting of the Board immediately following.

Public Comments:

None.

(248-11) MOVED PADULA - FIALLA to adjourn. The motion was adopted by a unanimous roll call vote of all present. The meeting was adjourned at 6:35 PM.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING, MONDAY, OCTOBER 24, 2011

The Second Stated Meeting of Monday, October 24, 2011 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli	Ms. Fialla
Mr. Padula	Mr. Costa

Mr. Szoko was absent.

(249-11) MOVED PADULA - COSTA to approve the minutes of the Special Meeting of October 3, 2011, the Budget Meeting of October 10, 2011 and the Regularly Scheduled Meeting of October 10, 2011 as presented. The motion was adopted by a unanimous roll call vote of all present.

Communications:

Ms. Christine Probert, President of the Board of Trustees, C.C. Mellor Memorial Library, submitted correspondence requesting that the Board of Commissioners consider a donation of $6,917 for 2012.

Presentation:

Ms. Natalie Abel, Vice President of Energy Savers, Inc. (ESI) discussed the energy brokerage business that her family has run for the past 30 years and how the Township and its residents could take advantage of a decrease in cost associated with the supply and transmission of both natural gas and electricity. The Solicitor is in the process of reviewing the contracts and Ms. Abel was not prepared to provide the township with quotes from suppliers yet, so this matter will be discussed at the next meeting of the Board.

Citizens' Comments:

None.

ORDINANCE NO: 1019

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, COUNTY OF ALLEGHENY AND COMMONWEALTH OF PENNSYLVANIA MODIFYING AND CHANGING THE CODE OF THE TOWNSHIP OF WILKINS BY DELETING CHAPTER 156, TAXATION, AT ARTICLE I, EARNED INCOME TAX; AND BY ADDING A NEW ARTICLE I, EARNED INCOME TAX; LEVYING A TAX ON EARNED INCOME AND NET PROFITS; REQUIRING TAX RETURNS; REQUIRING EMPLOYERS TO WITHHOLD AND REMIT TAX AND RELATED PROVISIONS TO REFLECT THE CHANGES OF ACT 32 EFFECTIVE JANUARY 1, 2012

(250-11) MOVED COSTA – PADULA to read Ordinance 1019 for the first time by title only. The motion was adopted by a unanimous roll call vote of all present.

(251-11) MOVED PADULA - FIALLA to accept the first reading of Ordinance 1019. The motion was adopted by a unanimous roll call vote of all present.

(252-11) MOVED PADULA - FIALLA to read Ordinance 1019 for the second time by title only. The motion was adopted by a unanimous roll call vote of all present.

(253-11) MOVED COSTA - PADULA to adopt Ordinance 1019. The motion was adopted by a unanimous roll call vote of all present.

ORDINANCE NO.: 1020

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE TOWNSHIP TO ENTER INTO AN

INTERGOVERNMENTAL COOPERATION AGREEMENT WITH THE MUNICIPALITY OF PENN HILLS FOR THE PURPOSE OF THE DEDICATION OF A DRAINAGE SYSTEM IN ASSOCIATION WITH THE MAPLE LANE AND RODI ROAD TRAFFIC SIGNAL INSTALLATION

(254-11) MOVED COSTA - PADULA to read Ordinance 1020 for the first time by title only. The motion was adopted by a unanimous roll call vote of all present.

(255-111) MOVED PADULA - COSTA to accept the first reading of Ordinance 1020. The motion was adopted by a unanimous roll call vote of all present.

(256-11) MOVED PADULA - COSTA to read Ordinance 1020 for the second time by title only. The motion was adopted by a unanimous roll call vote of all present.

(257-11) MOVED FIALLA - COSTA to adopt Ordinance 1020. The motion as adopted by a unanimous roll call vote of all present.

(258-11) MOVED COSTA - FIALLA authorizing the request of Mr. Bruener to provide NASSCO recertification training to three Public Works Employees at a cost of $325 each with funds to be drawn from the Sewer Fund; and further authorizing the use of the Community Center on November 9th for this training. The motion was adopted by a unanimous roll call vote of all present.

(259-11) MOVED FIALLA - COSTA authorizing the request of the Fire Departments to purchase candy for the Halloween Parade at Wal-Mart on the Township's account. The motion was adopted by a unanimous roll call vote of all present.

Commissioners Comments:

Commissioner Fialla thanked everyone for coming to the meeting and for their interest; spoke about the need for employee concessions, or a miracle from the health care industries so that future years' budgets could be balanced and stated that there are only so many places where the Township can secure funds.

Commissioner Costa thanked the Recreation Advisory Board for another successful event and for keeping the Pumpkin Patch Party under budget; cautioned everyone to drive carefully on Monday, October 31st because the children of the community will be out Trick-or-Treating.

Commissioner Padula thanked everyone for coming to the meeting; thanked Mr. Costa and Mrs. Martinelli and the recreation Advisory Board for putting together the Pumpkin Patch Party; and reminded everyone that Daylight Saving Time ends on November 6th and everyone should change the batteries in their smoke detectors at that time. Also, batteries should be changed in battery operated carbon monoxide detectors and if residents do not have carbon monoxide detectors, they should get them.

Commissioner Martinelli stated that she hoped that more residents would be in attendance this evening to discuss the 2012 budget; thanked the Recreation Advisory Board for putting together the Halloween party; stated that the Intergovernmental Cooperation Meeting that had been scheduled for Wednesday, October 26th has been cancelled and will be rescheduled; and stated that there will be a craft show sponsored by the Recreation Advisory Board on November 5th beginning at 9:00 AM at the Community Center.

(260-11) MOVED FIALLA - COSTA to adjourn. The motion was adopted by a unanimous roll call vote of all present. The meeting adjourned at 7:30 P.M.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley, Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, NOVEMBER 14, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Budget Meeting of Monday, October 24, 2011
Second-stated Meeting of Monday, October 24, 2011

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	$141,882.65
General Fund Addendum	$ 6,376.27
Combined Sewer Fund	$124,794.88
Capital Reserve Fund	$ 6,112.08
Police Pension Fund	$ 350.00
TOTAL:	**$279,515.88**

OLD BUSINESS:

1. Energy Savers, Inc. proposal / rates.

2. Authorize execution of R&B Contracting & Excavation change order in the amount of $10,288.35 and authorize payment of final invoice of $13,903.71.

NEW BUSINESS:

1. First Reading of Proposed Ordinance 1021- 2012 Budget

2. Authorization to advertise Proposed Ordinance 1022, amending Ordinance 822, providing for the adoption of a Sewer Users' Fee.

3. Request from Chief Krancic – Name tags and insignia.

4. Discuss Summer Festival / Tropical Amusements 2012.

5. Request from Recreation Advisory Board – Light Up Wilkins Budget.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, NOVEMBER 14, 2011

6. Schedule of Board of Commissioners Meetings – 2012

7. Tax Assessment Appeals:
   a. Authorization to participate with the WHSD in a full appraisal of the Sears property (542-F-120) at an approximate total cost of $2950 (Township's share approximately $450).
   b. Authorization to participate with the WHSD in a full appraisal of the Home Depot property (542-G-080).
   c. Circuit City Settlement (lot/block 542-C-250 and 524-C-250A)
   d. Penn Towers Settlement (lot/block 542-N-201

8. Authorize payment of the Local Government Academy Newly Elected Officials Course training program for Michelle Criner ($405) and Michael Boyd ($450).

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission is scheduled to meet on Wednesday, November 16, 2011 beginning at 7:00 PM.

2. The Township offices will be closed on Thursday, November 24th and Friday November 25th for Thanksgiving.

3. The Board of Commissioners will meet again on November 28, 2011 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING, MONDAY, NOVEMBER 14, 2011

The Budget Meeting of Monday, November 14, 2011 was brought to order at 6:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli		Ms. Fialla
Mr. Padula	Mr. Szoko	Mr. Costa

Mrs. Bradley reported that since the last budget meeting, the Township received actual health care rates for 2012 and also received correspondence from the Commonwealth advising that because the Township's population has decreased, the liquid fuels allocation will be decreased by about $10,000. Several changes were also made to 2011 projections, resulting in a net decrease of the 2012 beginning balance of $33,600 (from $352,800 to $319,200). Earned Income Tax revenues were reduced to further reflect the negative effects of the commencement of Act 32. It is highly anticipated that municipalities will lose an entire quarter of revenues due to the changeover. The Township's budget reflects a downward shift of about $81,000. Mercantile Taxes were increased by $25,000 in 2012 at the recommendation of the Monroeville Tax Office, who collects business privilege, mercantile and local service taxes for the Township.

Changes made to the proposed 2012 budget are as follows:

2012 BUDGET			
Revenues:			
310.210	Earned Income Tax	(31,000)	
310.300	Mercantile Taxes	25,000	
355.020	Liquid Fuels	(10,000)	
380.200	Beginning Balance	(33,600)	
	Totals:		**(49,600)**
Expenditures:			
400.156	Health Insurance (Comm's)	(55,500)	
401.151	Workers Comp (Manager)	100	
405.156	Health Insurance (Clerical)	(1,100)	
410.151	Workers Comp (Police)	2,000	
410.156	Health Insurance (Police)	(23,000)	
410.210	Materials & Supplies	2,700	
410.327	Radio Maintenance	2,600	
410.376	Vehicle Maintenance & Repair	2,500	
411.151	Workers Comp (Fire)	1,200	
427.451	Refuse Collection	2,100	
430.151	Workers Comp (DPW)	2,600	
430.156	Health Insurance (DPW)	(6,300)	
430.238	Clothing Allowance (CINTAS)	3,000	
438.210	Hwys & Bridges / Contingency	17,500	
	Totals:		**(49,600)**
Balance of Amendments:			-

(261-11) MOVED PADULA – SZOKO to adjourn. The motion was adopted by a unanimous roll call vote of all present. The meeting was adjourned at 6:30 P.M.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley, Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, NOVEMBER 14, 2011

The Regular Meeting of Monday, November 14, 2011 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli — Ms. Fialla
Mr. Padula — Mr. Costa
Mr. Szoko

(262-11) MOVED PADULA - COSTA to approve the minutes of the Budget Meeting and Second Stated Meeting of October 24, 2011 as presented. The motion was adopted by a four to one vote with Mr. Szoko abstaining.

Communications:

Arletta Scott-Williams, Executive Director of ALCOSAN, submitted correspondence to the Township advising that the draft feasibility study and adopting resolution are due to ALCOSAN no later than July 31, 2012.

Prior to Citizens' Comments, Mrs. Martinelli announced that the Board of Commissioners met in Executive Session prior to the meeting to discuss an item of personnel and two items of potential litigation. Additionally, Mrs. Martinelli announced the addition of Agenda Item #3 under Old Business, as follows: Authorize the acceptance of the proposed settlement provided by ALCOSAN in the matter of the repairs made to the interceptor.

Citizens' Comments:

None.

Reports:

Police Report for October, 2011:

	2010	2011
Total Police Calls Logged	228	237
Total Criminal Offenses Reported	17	32
Criminal Arrests / Persons Charged	3	16
Criminal Offenses Cleared	3	15
Traffic Citations Issued	39	21
Parking Tags Issued	7	2
Parking Citations Issued	0	0
Monies Collected During October	$13,418.02	$ 3,924.50

Mr. Bruener's DPW Report is on file in the manager's office.

VFD #1 reported the following: 18 Fire Calls, Man Hours 260.5; Drills 3, Man Hours 63; Specials 9, Man Hours 145.5
VFD #3 reported the following: 20 Fire Calls, Man Hours 30.67; Training 3, Man Hours 37; Activities 11, Man Hours 105.99

Building Permits:

3461 Wm Penn Highway	Interior Alteration	$ 1,001.50
105 Hart Drive	Roof over deck	79.00
Penn Center Building #2	Interior Alteration	1,101.50
Penn Center Building #4	Interior Alteration	450.42
720 Negley Avenue	Porch roof	54.00
521 Negley & 652 Highland	Demolition	N/P 11-3-11
893 Stevendale	Porch roof	54.00
639 Brown Avenue	Shed & roof addition	65.12

Deed Transfer Tax:

The Township received $2,770.56 in deed transfer tax in the month of October, representing transfer tax collected by Allegheny County in the month of September. As of the end of October, this account is at 87.61% or 4.61% over budget.

Tax Collector's Report for the month of October, 2011:

Balance Collectible – Beginning of the month	$86,640.58
Additions & Exonerations	- 1,399.93
Adjusted Collectible	85,240.65
Less Face Collections	- 1,746.98
Balance Collectible – End of the Month	$83,493.67
Total Cash Collected	$ 1,921.69

Act 511 Tax Report:

Earned Income Tax:

Current Month	$21,955.32	Previous Year	$19,561.83	Difference
Current YTD	529,213.35	Previous YTD	514,450.82	$14,762.53

Local Service Tax:

Current Month	$ 558.63	Previous Year	$0.00	Difference
Current YTD	113,322.92	Previous YTD	133,146.69	($19,823.77)

Business Tax (Mercantile & Business Privilege)

Current Month	$ 1,330.42	Previous Year	$ 4,856.61	Difference
Current YTD	582,411.50	Previous YTD	539,006.76	$43,404.74

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

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

(263-11) MOVED SZOKO - COSTA to approve the payment of the schedule of bills in the amount of $279,515.88 as presented. The motion was adopted by a unanimous roll call vote of all present.

(264-11) MOVED COSTA - FIALLA to approve the contract between the Township and Energy Savers, Inc., for the supply and transmission of electricity through Integrys at a rate of 6.39 cents/kWh and authorizing the use of Township letterhead to inform residents of their opportunity to save up to 23% off of their current electricity bills through ESI, contingent upon the Solicitor's review and approval of the contract documents. The motion was adopted by a unanimous roll call vote of all present.

(265-11) MOVED COSTA - FIALLA authorizing the execution of a change order for R & B Contracting and Excavation in the amount of $10,288.35 and authorizing payment of the final invoice in the amount of $13,903.71. The motion was adopted by a unanimous roll call vote of all present.

(266-11) MOVED COSTA - FIALLA authorizing acceptance of the ALCOSAN offer of settlement of the interceptor dispute at $200,000, with the Township's share being 23.91% and providing for interest-free payment over a period of three years. The motion was adopted by a unanimous roll call vote of all present.

ORDINANCE NO. 1021

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROPRIATING OUT OF REVENUES AVAILABLE FOR FISCAL YEAR 2012 SPECIFIC SUMS REQUIRED AS SHOWN BY THE BUDGET AND FIXING THE REAL ESTATE TAX LEVY FOR THE FISCAL YEAR 2012.

(267-11) MOVED PADULA - COSTA to read Ordinance Number 1021 for the first time by title only. The motion was adopted by a unanimous roll call vote of all present

(268-11) MOVED PADULA - COSTA accepting the first reading of Ordinance Number 1021 and authorizing the Manager to advertise the 2012 Budget Ordinance for second reading and final adoption at the meeting of December 12, 2011. The motion was adopted by a 3 –2 roll call vote with Fialla and Szoko voting NO.

(269-11) MOVED PADULA - COSTA authorizing the Manager to advertise Proposed Ordinance Number 1022 for adoption at the meeting of December 12, 2011. The motion was adopted by a unanimous roll call vote of all present.

(270-11) MOVED COSTA - PADULA authorizing the preparation of a resolution adopting an amendment to Section 405.2, Insignia and Section 409.6 Name Tag in the police department's manual of rules and regulations. The motion was adopted by a unanimous roll call vote of all present.

(271-11) MOVED PADULA - COSTA approving the request of the Recreation Advisory Board to allocate $3,500 to the budget for the Light-Up Night festivities to be held on Friday, December 2, 2011. The motion was adopted by a 3 – 2 vote with Fialla and Szoko voting NO.

(272-11) MOVED COSTA - PADULA approving the schedule of Board of Commissioner Meetings for 2012 and authorizing the Manager to advertise the same. The motion was adopted by a 4 – 1 vote with Szoko abstaining.

(273-11) MOVED COSTA - FIALLA authorizing the Township to participate with the Woodland Hills School District in a) obtaining a full appraisal of the Sears property (542-F-120) at an approximate cost of $2,950 (Township's share: $450); b) participating with the School District in obtaining a full appraisal of Home Depot (542-G-080); c) approving the proposed settlement of Circuit City (542-C-250 and 542-C-250A) at $2,650,000 cumulatively for 2010 and 2011; d) approving the proposed settlement of the Penn Towers appeal (542-N-201) at $7,500,000 for 2010 and 2011. The motion was adopted by a unanimous roll call vote of all present.

(274-11) MOVED COSTA - PADULA authorizing Michelle Criner and Michael Boyd to attend the Local Government Academy Newly Elected Officials Course at a total cost of $855.00. The motion was adopted by a unanimous roll call vote of all present.

Commissioners' Comments:

Commissioner Padula congratulated Mr. Boyd and Ms. Criner on their successful election campaigns and thanked them for running a clean campaign; thanked the Recreation Advisory Board for the outstanding job that they do; thanked the Manager and Department Heads for putting together a balanced budget and thanked everyone for coming to the meeting.

Commissioner Fialla congratulated the Public Works Department on the outstanding job that they have done on the Balint Bridge and suggested that they may be able to perform similar jobs in-house instead of contracting that work out; congratulated Mr. Boyd and Ms. Criner on their

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election to the Board and commented upon providing an additional $3,500 to the Recreation Advisory Board for Light Up Wilkins.

Commissioner Szoko congratulated the newly elected members of the Board of Commissioners; discussed his vision of the roles of different individuals within the municipality; stated that he believes that the answer to spending should always be no unless sound rationale is provided to permit spending; advised the newly elected officials to be prepared for anything, that they should not look at their elected office as a way to gain friendships, and that they should always ask questions.

Commissioner Costa thanked Joy Voeltzel for stepping up and taking over the Recreation Board and for bringing in new volunteers; thanked Ed Bruener and the Public Works Department on their good work on the bridge and commented that just like the Community Center, the employees can look at the bridge and be proud that they did the work themselves, without the need to contract out; and congratulated Mr. Boyd, Ms. Criner and Mr. Padula on their election to the Board.

Commissioner Martinelli stated that she would gladly make a donation to the Recreation Advisory Board in order to make sure that the kids get to participate in Light Up Wilkins; requested that Mr. Szoko ask the Rotary to make a donation; stated that she bristles when other members of the Board compare Wilkins Township to other communities because we are our own municipality and thanked everyone for coming to the meeting.

(275-11) MOVED COSTA - FIALLA to adjourn. The motion was adopted by a unanimous roll call vote of all present. The meeting was adjourned at 8:10 P.M.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, DECEMBER 12, 2011

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Budget Meeting of Monday, November 14, 2011
Regular Meeting of Monday, November 14, 2011

COMMUNICATIONS: Ms. Eleanor Miller, 540 Lucia Drive
Mr. William Wilson, Dorothy Street
Mr. and Mrs. James Callas, Monroeville
Ms. Sally Bogie, Library Director, C.C. Mellor Memorial Library

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	$ 73,985.91
General Fund Addendum	$ 2,873.04
Combined Sewer Fund	$ 10,623.48
Capital Reserve Fund	$ 4,053.45
TOTAL:	**$91,535.88**

OLD BUSINESS:

1. Proposed Ordinance Number 1023 – Zoning Ordinance Amendment – Above Ground Storage Tanks. (Authorization to advertise and hold a public hearing).

NEW BUSINESS:

2. Ordinance 1021- 2012 Budget

3. Ordinance 1022, amending Ordinance 822, providing for the adoption of a Sewer Users' Fee.

4. Resolution #16 –2011 Amend Police Rules & Regulations - Name tags and insignia.

5. Tax Assessment Appeal - Pittsburgh East Nissan.

6. Notification of grant from the Department of Environmental Protection $350,000.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, DECEMBER 12, 2011

7. Discussion of an Agility Agreement between Wilkins Township and the Pennsylvania Department of Transportation.

8. Pension Audit for the Period January 1, 2009 through and including December 31, 2010.

9. Workplace Safety Committee Certification.

10. Committee Appointments.

11. Monroeville Area Chamber of Commerce New Year's Breakfast.

12. Tropical Amusements 2012 contract.

13. Recommendations from Recreation Advisory Board – 2012 Programs

14. Request from C.C. Mellor Library to use the Community Center on Fridays, from 10:00 AM to 11:30 am for the year 2012 for a year round story hour program for preschoolers and their caregivers and a summer reading program for children of all ages.

15. Authorization to cancel the Second Stated Meeting scheduled for December 26, 2011 at 7:00 P.M.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Township offices will be closed on Friday, December 23rd, Monday, December 26th and Monday, January 3rd for the Christmas and New Years' Holidays.

2. The Board of Commissioners will Reorganize beginning at 7:00 PM on Tuesday, January 4, 2012 as required by the First Class Township Code.

3. The Board of Commissioners will meet again in regular session on Monday, January 9, 2012 beginning at 7:00 PM.

4. The Planning Commission is scheduled to meet on Wednesday, January 18, 2012 beginning at 7:00 PM. They will continue reviewing the land development and subdivision submission by Carl's Tavern and will begin reviewing a land development and subdivision submitted by Mr. Hanson.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING, MONDAY, DECEMBER 12, 2011

The Regular Meeting of Monday, December 12, 2011 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli — Ms. Fialla
Mr. Padula — Mr. Costa
Mr. Szoko

(276-11) MOVED COSTA - PADULA to approve the minutes of the Budget Meeting and the Regular Meeting of November 14, 2011 with one correction: Under Commissioner Fialla's comments change $2,500 to $3,500. The motion was adopted by a unanimous roll call vote of all present.

Communications:

Mrs. Eleanor Miller of 540 Lucia Drive submitted correspondence expressing her appreciation to the Wilkins Township Police Department and Officer Schlanger for recovering her jewelry, which was stolen in a break-in at her home.

Mr. William Wilson of Dorothy Street submitted correspondence advising the Board that he is interested in serving in any open position.

Mr. and Mrs. James Callas of Oak Pointe Drive, Monroeville, submitted a letter requesting the help of Wilkins Township in slowing down traffic on Electric Avenue in front of the Presentation of Christ Greek Orthodox Church.

Sally Bogie, Library Director for C.C. Mellor Memorial Library, submitted correspondence thanking the Board of Commissioners for their donation of $2,000.

Citizens' Comments:

District Judge (05208) Tom Caulfield advised the Board that December 2, 2011 was the last date that a Wilkins Township case could be filed in his court due to redistricting. The Township will now be served by District Judge Hromyak of Penn Hills. Judge Caulfield praised the Wilkins police and Mr. Hill for their professionalism and knowledge in his courtroom and stated that he is very sorry that he will no longer be able to serve Wilkins Township.

Reports:

Police Report for November, 2011:

	2010	2011
Total Police Calls Logged	185	234
Total Criminal Offenses Reported	22	32
Criminal Arrests / Persons Charged	4	13
Criminal Offenses Cleared	3	9
Traffic Citations Issued	19	14
Parking Tags Issued	5	9
Parking Citations Issued	0	19
Monies Collected During November	$ 2,906.61	$ 3,578.48

Mr. Bruener's DPW Report is on file in the manager's office. Mrs. Martinelli announced that there would be a ribbon cutting ceremony at the Balint Bridge on Wednesday at 11:30 A.M.

VFD #1 reported the following: 14 Fire Calls, Man Hours 55; Drills 2, Man Hours 44.5;Total Man Hours 99.5
VFD #3 reported the following: 14 Fire Calls, Man Hours 40.86; Activities 9, Man Hours 161.75; Total Man Hours 202.61

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VFD #4 reported the following: 14 Fire Calls, Man Hours 63.75; Drills 3, Man Hours 66; Public Service 3, Man Hours 72.5; Work Details 3, Man Hours 40.5; Meetings 2, Man Hours 28.5; Total Man Hours 271.25

Building Permits:

521 Negley & 652 Highland	Demolition	114.85
The Brentmoor (Penn Towers)	New Roof	1,132.75
Sharyn Fialla – 309 Dunbar Dr	Porch Roof	54.00
Penn Center Building #4 (Ste 741)	Interior Alteration	876.50*
810 Negley Avenue	Replace interior stairs	44.00

($525 is Site Plan Review)*

Deed Transfer Tax:

The Township received $3,493.18 in deed transfer tax in the month of November, representing transfer tax collected by Allegheny County in the month of October.. As of the end of November, this account is at 97.6% or 5% over budget. However, the Township received notification of transfer taxes posted for November. The total amount that the Township will receive in December for November is $318.01. Therefore, this account will finish the year at $34,476.40, or $523.60 short of budget.

Tax Collector's Report for the month of November, 2011:

Balance Collectible – Beginning of the month	$83,493.67
Additions & Exonerations	- 0 -
Adjusted Collectible	83,493.67
Less Face Collections	- 7,146.79
Balance Collectible – End of the Month	$76,346.88
Total Cash Collected	$ 8,016.58

Act 511 Tax Report:

Earned Income Tax:

Current Month	$69,736.05	Previous Year	$32,226.81	Difference
Current YTD	598,949.40	Previous YTD	546,677.63	$52,271.77

Local Service Tax:

Current Month	$ 8,614.65	Previous Year	$11,743.21	Difference
Current YTD	121,937.57	Previous YTD	144,889.90	($22,952.33)

Business Tax (Mercantile & Business Privilege)

Current Month	$ 5,203.86	Previous Year	$ 989.88	Difference
Current YTD	587,615.36	Previous YTD	539,996.64	$47,618.72

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

(277-11) MOVED SZOKO - COSTA to approve the payment of the schedule of bills in the amount of $91,535.88 as presented. The motion was adopted by a unanimous roll call vote of all present.

(278-11) MOVED PADULA - COSTA authorizing the Manager to advertise for a public hearing at 6:45 P.M. on Monday, January 9, 2012 for the purpose of hearing comments on a proposed amendment to the Zoning Ordinance as it pertains to the above ground storage of

Flammable and Combustible liquids and further authorizing the Manager to advertise the Ordinance for adoption. The motion was adopted by a unanimous roll call vote of all present.

ORDINANCE 1021

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROPRIATING OUT OF REVENUES AVAILABLE FOR FISCAL YEAR 2012 SPECIFIC SUMS REQUIRED AS SHOWN BY THE BUDGET AND FIXING THE REAL ESTATE TAX LEVY FOR THE FISCAL YEAR 2012.

(279-11) MOVED PADULA - COSTA to read Ordinance 1021 for the second time by title only (Note: first reading was done on November 14, 2011). The motion was adopted by a unanimous roll call vote of all present.

(280-11) MOVED PADULA - COSTA to adopt Ordinance 1021 The motion was adopted by a three to two roll call vote with Ms. Fialla and Mr. Szoko voting "NO".

ORDINANCE 1022

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING ORDINANCE NUMBER 822 OF 1992 AS AMENDED BY ORDINANCE NUMBER 960 OF 2004, DECREASING THE RATES OR CHARGES FOR THE USE OF THE MUNICIPALITY'S SANITARY SEWER SYSTEM; AND ESTABLISHING AN EFFECTIVE DATE FOR SAID RATES OR CHARGES.

(281-11) MOVED COSTA - FIALLA to read Ordinance Number 1022 for the first time by title only. The motion was adopted by a unanimous roll call vote of all present.

(282-11) MOVED PADULA - COSTA accepting the first reading of Ordinance Number 1022. The motion was adopted by a unanimous roll call vote of all present.

(283-11) MOVED PADULA - FIALLA to read Ordinance 1022 for the second time by title only. The motion was adopted by a unanimous roll call vote of all present.

(284-11) MOVED FIALLA – SZOKO to adopt Ordinance 1022. The motion was adopted by a unanimous roll call vote of all present.

RESOLUTION NO. 16-11

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING THE MANUAL OF RULES AND REGULATIONS GOVERNING THE OPERATION OF THE TOWNSHIP POLICE DEPARTMENT AND DEFINING THE DUTIES OF THE POLICE DEPARTMENT EMPLOYEES.

(285-11) MOVED SZOKO - PADULA to adopt Resolution #16-2011. The motion was adopted by a unanimous roll call vote of all present.

(286-11) MOVED PADULA - SZOKO accepting the decision of the Allegheny County Board of Viewers in establishing the assessed value of the Pittsburgh East Nissan at $2,895,000 for the years 2006 through and including 2011. The motion was adopted by a unanimous roll call vote of all present.

(287-11) MOVED PADULA - COSTA authorizing the Solicitor to review the proposed agility agreement between the Township of Wilkins and the Pennsylvania Department of Transportation. The motion was adopted by a unanimous roll call vote of all present.

(288-11) MOVED COSTA – PADULA authorizing the Solicitor to review the proposed agreement between Tropical Amusements and the Township of Wilkins. The motion was adopted by roll call vote of 4 to 1 with Ms. Fialla voting "NO".

(289-11) MOVED FIALLA - SZOKO to table action on the recommendation of the Recreation Advisory Board to eliminate the Pumpkin Patch Party for 2012. The motion failed by a roll call vote of 2 – 3 with Commissioners Costa, Martinelli and Padula voting "NO".

(290-11) MOVED PADULA – COSTA accepting the recommendation of the Recreation Advisory Board to eliminate the Pumpkin Patch Party for 2012. The motion was adopted by a unanimous roll call vote of all present.

(291-11) MOVED COSTA – PADULA granting the request of C.C. Mellor Memorial Library to use the Community Center every Friday from 10:00 AM until 11:30 AM for the year 2012 for a year round story hour for preschoolers and a summer reading program for all children, with the understanding that a paying event at the Community Center will supersede this authority. The motion was adopted by a unanimous roll call vote of all present.

(292-11) MOVED COSTA – PADULA cancelling the second stated meeting of the Board of Commissioners which was scheduled for December 26, 2011. The motion was adopted by a 4 to 1 roll call vote with Ms. Fialla voting "NO".

Commissioners' Comments:

Commissioner Fialla stated that the Board of Commissioners will need to reopen the budget in January to take into consideration the changing landscape of the County's reassessment of properties as well as a new Collective Bargaining Agreement with the Police Department. She stated that it has been her honor and privilege to have served the residents of Wilkins Township for eight years and that she received many phone calls over the last couple of months thanking her for her service. She commented that it is extremely challenging to determine what the essential governmental functions are and how these should be funded. She hopes that the newly elected Commissioners will find their public service to be as rewarding as she has and wished everyone a Merry Christmas.

Commissioner Szoko provided the Commissioners and Department Heads with a handout entitled "Blueprint for all future budgets". He also stated that he believes that the Commissioners should treat the citizens with kindness and respect and never get personal. It has been an honor to serve for four years and thanked all of the residents that supported him. He wished the citizens good luck and best wishes and congratulated Ms. Fialla on her eight years of public service.

Commissioner Padula thanked Judge Caulfield for his service to Wilkins Township and stated that he will be sadly missed; thanked Ed Bruener and the Public Works Department; Amber Yon, John Rushford and Rebecca Bradley for their efforts on the Balint Bridge project and for finishing the bridge; asked that Mr. Patchell be invited to the ribbon cutting ceremony; congratulated the recreation Board on another fine job and stated that they continue to step up to the plate and go the extra mile; thanked Mr. Hill and the office employees for filling in during Mrs. Franc's absence and commented that while the 2012 budget is not the best budget, it is balanced and we will make do with what we have. Mr. Padula wished everyone Happy Holidays, and made the following motion:

(293-11) MOVED PADULA – FIALLA authorizing the Manager to send a letter of thanks and appreciation to Mr. Lawrence Patchell for his patience and cooperation during the rebuilding of the Balint Bridge. The motion was adopted by a unanimous roll call vote of all present

Commissioner Costa thanked Ed Bruener and the Public Works Department employees on their hard work and for the completion of the Balint Bridge; thanked the Recreation Board for their continued volunteer work; and commented upon the pension audit that was just completed in Wilkins Township as a result of correspondence filed by Commissioner Fialla with the

Commonwealth. Mr. Costa stated that the auditor reported no findings in either the Police Pension Plan or the Non-uniform Pension Plan for the period January 1, 2009 through December 31, 2010 and that Ms. Fialla basically wasted taxpayer dollars at both the local and state level for the purpose of her personal witch hunt.

Commissioner Martinelli stated that she would reserve comments on the Balint Bridge for the ribbon cutting ceremony on Wednesday. She requested that the residents of the Woodland Hills School District take the time to complete the survey which is available on the Woodland Hills website. Mrs. Martinelli serves on an ad-hoc committee which is focusing on where the residents believe the School District should be in five years. Mrs. Martinelli wished everyone Happy Holidays.

(294-11) MOVED PADULA - FIALLA to adjourn. The motion was adopted by a unanimous roll call vote of all present. The meeting was adjourned at 8:38 P.M.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA
TOWNSHIP OF WILKINS
BOARD OF COMMISIONERS MEETING
RE-ORGANIZATION MEETING
TUESDAY, JANUARY 03, 2012

A. PUBLIC COMMENT

B. RE-ORGANIZATION:

1. Selection of Board President
2. Selection of Board Vice President
3. Appointment of Committees and Chairs
   a) Finance
   b) Police
   c) Public Works
   d) Recreation
4. Appointment of Solicitor
5. Appointment of Engineer
6. Appointment of Fire Marshal
7. Appointment of Deputy Fire Marshals
8. Designate Bank Depository
   a) PNC Bank
   b) Pennsylvania Local Government Investment Trust (PLGIT)
9. Designate Newspapers for Legal Notices
   a) The Valley Mirror
   b) Pittsburgh Post-Gazette
   c) Pittsburgh Tribune Review
10. Appointments of Representatives
    a) Turtle Creek Valley Council of Governments (2)

AGENDA
TOWNSHIP OF WILKINS
BOARD OF COMMISIONERS MEETING
RE-ORGANIZATION MEETING
TUESDAY, JANUARY 03, 2012

b) **Commissioner Liaison to Allegheny County Emergency Operations Center (1)**

c) **Woodland Hills Emergency Services Board (1)**

d) **Allegheny Southeastern Tax Collection Committee (Delegate & Alternate)**

11. **Appointments to Township Boards / Commissions**

a) **Zoning Hearing Board (3)**

b) **Vacancy Board (1)**

c) **Civil Service Commission – Alternate (1)**

d) **Recreation (9)**

e) **Board of Code Appeals (3 plus 1 Alternate)**

C. COMMISSIONERS' COMMENTS

D. ADJOURNMENT

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

RE-ORGANIZATION MEETING – TUESDAY, JANUARY 3, 2012

The Re-Organization Meeting of Tuesday, January 3, 2012 was brought to order at 7:11 PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli — Ms. Criner
Mr. Padula — Mr. Costa
Mr. Boyd

Prior to the Certification and Oath of Office, Commissioner Padula read the following statement: "To the Residents of Wilkins Township: With deep regret, I must resign my position as Wilkins Township Commissioner, effective immediately. My employer, PNC Bank, has asked me to step down from this position to protect myself as well as PNC Bank. Due to strict Pennsylvania Conflict of Interest Laws that have been recently reviewed by the bank, I have been asked to step down and not hold Public Office. This is part of a general effort to preserve the company's ability to do business at the municipal level in the future. Any questions can be directed to Frederick Solomon, in PNC Corporate Communications. With that said, it has been an honor and pleasure these past twelve years to serve the residents of Wilkins Township. When asked to run for this position in 1999, I was told it was a four year term and I replied are you kidding me 4 years, I'll never make it! And guess what – those 4 years passed and I ran for another 2 terms. I have enjoyed my endeavor minus a few rough times...but have many great memories! I have great respect for folks that hold public office. I have had the privilege of working with great folks such as our Township employees our Solicitors and Engineers, from the past as well as the current ones. I gained a wealth of knowledge working with current and past Commissioners and Managers. I deeply care for Wilkins Township and will continue my tenure with the Wilkins #3 Volunteer Fire Company as I have in the past 20 years. I leave you in great hands with the current Board of Commissioners and management staff as well as the township employees. I know together with your help, we can keep Wilkins Township moving forward! Once again, thank you for your support and votes of confidence...I will miss serving you in my capacity as Wilkins Township Commissioner! Thank you!"

Certification and Oath of Office:

Judge Susan Evashavik-DiLucente, Fifth District of Pennsylvania, Allegheny County Court of Common Pleas administered the oath of office to Mr. Michael Boyd and Mrs. Michelle Criner.

Citizens Comments:

Mrs. Sharon Vrontos of 115 Larchwood Drive presented a bouquet of flowers to Michelle Criner on behalf of the Century Club.

(1-12) MOVED COSTA - CRINER to appoint Commissioner Sylvia J. Martinelli as President of the Board of Commissioners. The motion was adopted by a unanimous roll call vote of all present.

(2-12) MOVED MARTINELLI – BOYD to appoint Commissioner Joseph Costa as Vice-President of the Board of Commissioners. The motion was adopted by a unanimous roll call vote of all present.

(3-12) MOVED CRINER – COSTA to appoint Mr. William Wilson of Dorothy Street to fill the vacancy on the Board created by Commissioner Padula's resignation. The motion was adopted by a unanimous roll call vote of all present.

Certification and Oath of Office:

Judge Susan Evashavik-DiLucente, Fifth District of Pennsylvania, Allegheny County Court of Common Pleas administered the oath of office to Mr. William Wilson.

Representative Paul Costa congratulated Mr. Boyd and Mrs. Criner on their election and stated that 16 years ago, he stood right here and was sworn in and was very nervous. Representative

Costa advised that the newly elected officials should enjoy their positions but take the Township resident's interests and concerns first. Representative Costa also congratulated Mr. Wilson for his reappointment to the Board.

Appointment of Committees and Chairs:

President Martinelli made the following appointments:

FINANCE – Michelle Criner, Chair; Sylvia Martinelli and Michael Boyd
POLICE – William Wilson, Chair; Michael Boyd and Michelle Criner
PUBLIC WORKS – Joseph Costa, Chair; William Wilson and Michelle Criner
RECREATION – Michael Boyd, Chair; Joseph Costa and Sylvia Martinelli

(4-12) MOVED COSTA – WILSON to appoint the law firm of Dodaro, Matta and Cambest, P.C., as Solicitor. The motion was adopted by a unanimous roll call vote of all present.

(5-12) MOVED COSTA – WILSON to appoint the firm of Chester Engineers, Inc. as Engineer. The motion was adopted by a unanimous roll call vote of all present.

(6-12) MOVED WILSON – COSTA to appoint Mr. N. Leonard Hill as Fire Marshal. The motion was adopted by a unanimous roll call vote of all present.

(7-12) MOVED COSTA – BOYD to appoint Mr. William McElheny, Mr. Paul Romanelli and Mr. Nicholas Slobodnyak as Deputy Fire Marshals. The motion was adopted by a unanimous roll call vote of all present.

(8-12) MOVED WILSON – COSTA to designate PNC Bank and the Pennsylvania Local Government Investment Trust (PLGIT) as the bank depository for the Township. The motion was adopted by a unanimous roll call vote of all present.

(9-12) MOVED COSTA – BOYD to designate the Valley Mirror, the Pittsburgh Post-Gazette and the Pittsburgh Tribune Review as the newspapers for legal notices. The motion was adopted by a unanimous roll call vote of all present.

Appointments of Representatives:

President Martinelli made the following appointments:

Turtle Creek Valley Council of Governments – Mr. Joseph Costa, Mrs. Sylvia Martinelli
Commissioner Liaison to Allegheny County Emergency Operations – This position is no longer necessary and so no appointment was made.
Woodland Hills Emergency Services Board – Mr. Joseph Costa
Allegheny Southeastern Tax Collection Committee: Sylvia Martinelli and Rebecca Bradley

(10-12) MOVED WILSON – COSTA to reappoint Mr. Rawley Krasik and Mrs. Constance McKeever to the Zoning Hearing Board for a term of three years; and appointing Mrs. Linda Porado to fulfill the unexpired term of Mr. Michael Boyd. The motion was adopted by a unanimous roll call vote of all present.

(11-12) MOVED COSTA – WILSON to appoint Angie Gialloreto to the Vacancy Board for a term of one year. The motion was adopted by a unanimous roll call vote of all present.

(12-12) WILSON – COSTA to appoint Mr. John Luffe to the position of Civil Service Board, to fill the unexpired term of Mr. William Wilson and Mr. Bob Wingrove to the position of Alternate. The motion was adopted by a unanimous roll call vote of all present.

(13-12) COSTA – CRINER to reappoint the following individuals to the recreation Advisory Board: Rich and Joy Voeltzel, Janice McMahon, Melissa Brinza, Alyce Katsur, Sandy Albert, Beth Humberston and Autumn Hudson-Bryne. The motion was adopted by a unanimous roll call vote of all present.

(14-12) MOVED COSTA – WILSON to reappoint Michelle Lucas, Norman Daughenbaugh and Frank Vincunas to the Code Appeal Board and appointing David DiFuccia as an Alternate. The motion was adopted by a unanimous roll call vote of all present.

Commissioners' Comments:

Commissioner Wilson commented on the public address system; thanked everyone for coming to the meeting; thanked Mr. Padula for his years of service to the Township; recognized his family members who were present in the audience and congratulated Mrs. Criner and Mr. Boyd on their election.

Commissioner Criner thanked everyone for coming to the meeting; thanked everyone who voted for her election and especially thanked her grandchildren for their help in campaigning; stated that she will do her very best as a Commissioner.

Commissioner Boyd thanked everyone for coming out and stated that he is extremely pleased and excited to serve the Township, even given all of the challenges that we currently face.

Commissioner Costa thanked everyone for coming out and stated that he feels very bad about Mr. Padula having to resign for reasons beyond his own control; congratulated Mr. Boyd and Mrs. Criner on their elections and stated that he has a good feeling for the future of Wilkins Township.

Commissioner Martinelli thanked Mr. Boyd for getting involved with the community, first through the Churchill Area Environmental Council, then through the Zoning Hearing Board and then by running for public office, he represents new blood for the township; thanked Mrs. Criner for running and commented upon their long relationship, first as children growing up in the same neighborhood and now as fellow Commissioners; thanked Mr. Wilson for stepping up and stated that Mr. Padula will be sorely missed.

(15-12) MOVED WILSON – COSTA to adjourn. The motion was adopted by a unanimous roll call vote of all present. The meeting was adjourned at 7:43 PM.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 9, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, December 12, 2011
Reorganization Meeting of Tuesday, January 3, 2012

COMMUNICATIONS: Proclamation – Paul Padula
a. Kim Costello, Conshohocken
b. Mayor Donna Frankenfield, Borough of West Conshohocken
Rich Fitzgerald, Allegheny County Executive

CITIZENS' COMMENTS:

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

PAYMENT OF BILLS:

General Fund	$ 74,987.55
General Fund Addendum	$ 5,368.16
Combined Sewer Fund	$113,518.64
Capital Reserve Fund	$ 500.00
TOTAL:	**$194,374.35**

OLD BUSINESS:

1. 2012 Budget – Reopen?

2. Ordinance #1023 – Amends zoning ordinance to restrict the storage of Class I Flammable and Class II Combustible Liquids in above-ground storage tanks to the Commercial and Manufacturing Districts.

NEW BUSINESS:

1. Resolution #1-2012 – Appointment of Auditor

2. Resolution #2-2012 – Adoption of Agility Agreement between the Township of Wilkins and the Pennsylvania Department of Transportation.

3. Ratify the agreement between Wilkins Township and Hoffman's Kennels for Dog Enforcement Officer for the year 2012.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 9, 2012

4. Ratify the agreement between the Township of Wilkins and the Drug Enforcement Administration (USDOJ).

5. Ratify the binding of insurance for the year 2012 for the following:

Selective Insurance Company:		
Property	$ 2,981	
Inland Marine	$ 3,816	
Herbicide / Pesticide	$ 303	
General Liability	$ 12,650	
Auto	$ 15,279	
Umbrella	$ 8,992	
Public Officials Liability	$ 8,144	
Police Professional Liability	$ 11,278	
Total, Selective:		**$ 63,443**
Housing and Redevelopment Insurance Exchange (HARIE):		
Workers Compensation:		
Township Employees	$110,769	
Heart & Lung (Police)	$ 17,989	
Total, HARIE:		**$128,758**
State Workers Insurance Fund (SWIF):		
Workers Compensation:		
Volunteer Fire Companies (#1, #3 & #4)	$14,164	
Total, SWIF:		**$ 14,164**
Total All Insurances:		**$206,365**

6. Authorize the execution of an agreement between the Township of Wilkins and Tropical Amusements for 2012.

7. Discussion of the use of funds from the Industrial Development Authority for 2012 ($15,000).

8. Request from George Porado for exoneration from the collection of the unpaid balance of 2011 Real Estate Tax in the amount of $64,212.75.

9. Allegheny League of Municipalities - 39th Annual Spring Conference: March 29th – April 1st.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Wilkins Township Planning Commission will meet on Wednesday, January 18, 2012 beginning at 7:00 PM to continue the review of Carl's Land Development.

2. The Board of Commissioners will meet again on January 30, 2012 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, JANUARY 9, 2012

The Public Hearing of Monday, January 9, 2012 was brought to order at 6:45PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

The purpose of the public hearing was to hear public comments on Proposed Ordinance 1023, which amends the Zoning Ordinance to provide definitions for "Combustible Liquid" and "Flammable Liquid" and permits the storage of Class I Flammable Liquids and Class II Combustible Liquids in above ground tanks outside of buildings in the commercial and Manufacturing Districts of the Township.

There were no public comments.

Meeting adjourned at 6:49 PM

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, JANUARY 9, 2012

The Regular Meeting of Monday, January 9, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(16-12) MOVED COSTA-BOYD to approve the minutes of the regular meeting of December 12, 2011 and the reorganization meeting of January 3, 2012, with one correction as follows: At motion 12-12, change the Movant and Second from "Wilson-Wilson" to Wilson-Costa".

Communications:

Mrs. Martinelli presented former Commissioner Paul Padula with a Proclamation honoring him for dedicating more than twenty years of service to the Township. Mrs. Martinelli also read correspondence from Kim Costello of Conshohocken and Mayor Donna M. Frankenfield of West Conshohocken praising Mr. Padula for his accomplishments and dedication and extending their best wishes for his future.

Mr. Rich Fitzgerald, Allegheny County Executive, submitted correspondence advising the Board that the County certified the 2011 assessed values for use countywide for taxation purposes.

Citizens' Comments:

Ms. Alyce Katsur, representing the Wilkins Township Recreation Advisory Board, praised Mr. Padula for everything he's done for the Recreation Advisory Board as well as the Fire Department and Township.

Reports:

Police Report for December 2011:

	2010	2011
Total Police Calls Logged	200	231
Total Criminal Offenses Reported	24	22
Criminal Arrests/Persons Charged	6	14
Criminal Offenses Cleared	9	10
Traffic Citations Issued	32	14
Parking Tags Issued	25	0
Monies received during August	$4,514.19	$10,292.10

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

WTVFD #1 reported the following: 16 Fire Calls, man-hours 65; 4 Practices, man-hours 92; 2 Specials, man-hours 95.5; 1 Meeting, man-hours 16. Total man-hours for the month 269.

WTVFD #3 reported the following: 21 NFIRS, man hours 23.88; 1Training, man-hours 16; 8 Non-incident, man-hours 156. Total man-hours 195.88.

WTVFD #4 reported the following: 13 Fire Calls, man-hours 60.25; 2 Drills, man-hours 13.5, 3 Work Details, man-hours 21; 1 Meeting, man-hours 28. Total man-hours for the month 122.75.

Building Permits issued during August 2011:

BP # 2732-CS, Diane Gardner, 140 Gilmore Drive – Patio Room – Cost $17,000.00

BP #2733-CS, Faith Bible Baptist Church, 150 Curry Ave –Commercial Oven Hood– Cost $2,500.00
Penn Center-Bldg 4, suite 600-Site Plan review.

The Township received $318.01 in deed transfer tax in the month of December, representing transfer tax collected by Allegheny County in the month of November. As of the end of December, this account is at 98.5%. This account finished the year at $34,476.40, or $573.60 short of budget.

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

Balance Collectable – beginning of the month	$ 76,346.88
Additions – Total Adjustments	112.83
Total Collectable	76,459.71
Face Collections	-12,246.96
Balance Collectable – End of the month	64,212.75
Face amount of collections	12,246.96
Plus Penalties	1,213.44
Less Discounts	-2.26
Total Cash Collected	$13,458.14

Act 511 for December 2011:

Earned Income Taxes:

Current Month	$12,005.54	Previous Year	$60,636.00	Difference
Current YTD	610,954.94	Previous YTD	607,313.63	$3,641.31

Local Service Tax:

Current Month	28,040.98	Previous Year	23,833.30	Difference
Current YTD	149,978.55	Previous YTD	168,723.70	($18,745.15)
		2011 Budget-$175,000		

Business Tax (Mercantile & Business Privilege)

Current Month	14,085.20	Previous Year	2,925.88	Difference
Current YTD	601,700.56	Previous YTD	542,922.52	$58,788.04
		2011 Budget-$530,000		

Solicitor's Report:
Mr. Rushford reported that there would be a hearing before Judge Wettick regarding the reassessment and Mr. Fitzgerald's decision to certify the 2011 values on Tuesday. He anticipated that regardless of the Judge's decision, there will be appeals filed and this issue will not be readily or easily decided.

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

(17-12) MOVED WILSON-CRINER to approve the payment of the schedule of bills in the amount of $194,374.35 as presented. The motion was adopted by unanimous roll call vote.

(18-12) MOVED COSTA-BOYD to authorize the reopening of the 2012 budget. The motion was adopted by unanimous roll call vote.

ORDINANCE NO.: 1023

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING THE WILKINS TOWNSHIP CODIFIED BOOK OF ORDINANCES, PART II, CHAPTER 173, ZONING, ARTICLE II, DEFINITIONS AND WORD USAGE SECTION 173-7, DEFINITIONS TO ADD A DEFINITION FOR COMBUSTIBLE LIQUID AND FLAMMABLE LIQUID; AND ARTICLE III, DISTRICT REGULATIONS, SECTION 173-10, PARAGRAPH E, PERMITTED USES IN A COMMERCIAL DISTRICT AND PARAGRAPH F, PERMITTED USES IN A MANUFACTURING DISTRICT TO ADD THE STORAGE OF CLASS I FLAMMABLE LIQUIDS AND CLASS II COMBUSTIBLE LIQUIDS IN ABOUVE GROUND TANKS OUTSIDE OF BUILDINGS, AS MORE FULLY DEFINED AND GOVERNED BY WILKINS TOWNSHIP CODIFIED BOOK OF ORDINANCES, PART II, CHAPTER 88, AS AMENDED BY ORDINANCE NUMBER 1018 ON SEPTEMBER 12, 2011 AS A PERMITTED USE.

(19-12) MOVED WILSON-COSTA to read Ordinance Number 1023 for the first time by title only.

(20-12) MOVED COSTA-BOYD to accept the first reading of Ordinance Number 1023.

(21-12) MOVED CRINER-BOYD to read Ordinance Number 1023 for the second time by title only.

(22-12) MOVED WILSON-COSTA to adopt Ordinance Number 1023.

Motions 19-12 to 22-12 inclusive were adopted by unanimous roll call vote.

RESOLUTION NO. 1-2012

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

(23-12) MOVED COSTA-CRINER to adopt resolution #1-2012. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 2-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE APPROPRIATE INDIVIDUALS TO EXECUTE AN AGREEMENT BETWEEN THE TOWNSHIP OF WILKINS AND THE COMMONWEALTH OF PENNSYLVANIA, DEPARTMENT OF TRANSPORTATION.

(24-12) MOVED COSTA-BOYD to adopt Resolution #2-2012. The motion was adopted by unanimous roll call vote.

(25-12) MOVED COSTA-WILSON ratifying the execution of an agreement between the Township of Wilkins and Hoffman's Kennels for Dog Enforcement Officer for the year 2012. The motion was adopted by unanimous roll call vote.

(26-12) MOVED COSTA-WILSON ratifying the execution of an agreement between the Township of Wilkins and the Organized Crime Drug Enforcement Task Forces Program. The motion was adopted by unanimous roll call vote.

(27-12) MOVED COSTA-BOYD ratifying binding insurance with Selective ($63,443), HARIE ($128,758) and SWIF ($14,164) for the year 2012. The motion was adopted by unanimous roll call vote.

(28-12) MOVED WILSON-COSTA authorizing the execution of an agreement between the Township of Wilkins and Tropical Amusements for 2012 only. The motion was adopted by unanimous roll call vote.

(29-12) MOVED WILSON-COSTA exonerating Mr. George Porado from the collection of the unpaid balance of 2011 Real Estate Tax in the amount of $64,212.75. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Wilson thanked Mr. Padula for everything that he did as a Commissioner and stated that he cannot be replaced.

Mrs. Criner thanked Mr. Padula for his past service, his good name and reputation.

Mr. Boyd thanked Mr. Padula for his service and advised that Share the Road East, a group that recently formed to work on improving bicycle and pedestrian infrastructure, which is comprised of elected officials and citizens living in municipalities east of the City of Pittsburgh, will be meeting on January 26, 2012 at D's Six Pack and Dogs on Braddock Avenue in Regent Square at 7:00 PM.

Mr. Costa thanked Mr. Padula for his active membership on the Board of Commissioners, as a representative of WHEMS and as a Volunteer Firefighter.

Mrs. Marinelli asked Mr. Padula if he intends to still be involved in the Century Club Spaghetti Dinner, the Clean Up Wilkins event and the Summer Festival and thanked him for his years of service. Mrs. Martinelli also advised that there will be a Recreation Advisory Board meeting tomorrow, Tuesday, January 10, 2012 at the Community Center beginning at 7:00 PM.

(30-12) MOVED COSTA-BOYD to adjourn, the meeting was adjourned at 7:54 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 30, 2012

7. Resolution #5-2012 – Adopting the Allegheny County 2011 Hazard Mitigation Plan.

8. Authorize training for Mrs. Porado and Mr. Hill on "Zoning Decisions" to be held on March 29, 2012 at the Doubletree in Monroeville from 6:30 to 9:30 at a cost of $50.00 per attendee.

9. 63rd Annual Allegheny County Boroughs Association Banquet.

10. Turtle Creek Valley Council of Governments Election of Officers dinner – February 24, 2012 at Banquets Unlimited beginning at 5:30 at a cost of $50.00 per participant.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Recreation Advisory Board is scheduled to meet again on Tuesday, February 7, 2012 beginning at 7:00 PM at the Community Center.

2. Baseball Sign-ups will be held in the Municipal Building on February 11-12 and February 18-19 from 10:00 AM until 1:00 PM.

3. The next meeting of the Board of Commissioners is scheduled for Monday, February 13, 2012, beginning at 7:00 PM.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JANUARY 30, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Public Hearing of January 9, 2012
Regular Meeting of January 9, 2012

COMMUNICATIONS: Mr. and Mrs. Allan Scwartz, 14 Curry Court
Rich Fitzgerald, Allegheny County Executive
Richard Ward, Township Manager, Robinson Twp., Washington County

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Discussion of IDA projects:
   a. Sound system – Auditorium
   b. Paving of Community Center Parking Lot
   c. Replace doors in municipal building

2. Resolution #3-2012 – Opposing ongoing Court-ordered reassessments and calling for a statewide moratorium on single-out, court-ordered County reassessments.

3. Ordinance 1024, amending Ordinance 1021, adopting the 2012 Budget (*will be presented on Monday*)

4. Turtle Creek Valley COG Uniform Construction Code Appeals Board – draft Rules and Regulations for review.

NEW BUSINESS:

1. Proposal by Bill Gamble, Municipal Police / Fire Testing Personnel Management Consultant, to amend the Civil Service Rules and Regulations to reflect the changes adopted by the legislature last year at a cost of approximately $1,000.

2. 2012 Municipal Intern Program.

3. Planning Commission Recommendations:
   a. Hanson Subdivision
   b. Harrison Land Development / Subdivision
   c. Cell Tower Zoning Ordinance amendment.

4. Authorize execution of an agreement between the Township of Wilkins and the Office of Surface Mining.

5. Request for a change in the broker of record on the Township's insurances from Neal Toomey of Seubert to Florian Rajakovich of The HDH Group, Inc.

6. Resolution #4-2012 opposing House Bill 1950 (Marcellus Shale)

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, JANUARY 30, 2012

The Regular Meeting of Monday, January 30, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(31-12) MOVED WILSON-BOYD to approve the minutes of the Public Meeting of January 9, 2012 and the Regular Meeting of January 9, 2012 as presented.

Communications:

Mr. and Mrs. Allan Schwartz of 14 Curry Court submitted an email praising the Public Works Department for the superb job they always do in removing snow from Township streets. Mr. and Mrs. Buterbaugh of 6 Curry Court also wish to express their appreciation.

Mr. Rich Fitzgerald, Allegheny County Executive, submitted correspondence urging all municipalities and school districts in the county to pass resolutions opposing the ongoing court-ordered reassessment and asking the General Assembly to impose a moratorium on singled-out, court-ordered reassessments until there is a statewide law that provides uniformity among all counties in the Commonwealth.

Mr. Richard Ward, Robinson Township (Washington County) Manager submitted an email requesting that the Board adopt a Resolution opposing HB 1950, which is a bill that takes away municipalities rights to zone for Marcellus Shale.

Citizens' Comments:

Mr. N. Leonard Hill commented upon photographs and memoranda that he recently provided to the manager regarding two abandoned homes on Harrison Road and questioned whether or not the Board of Commissioners was still interested in creating a Wall of Shame because he intends to start to compile a notebook of abandoned structures.

Mr. Mike Bellmonte, Forest Hills stated that he wishes to pay his respects to Paul Padula and thank him for his service. His service extended well beyond Wilkins Township.

RESOLUTION NO. 3-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, EXPRESSING OPPOSITION TO THE ONGOING COURT-ORDERED REASSESSMENT AND ASKING THE COURT OF COMMON PLEAS TO STOP THE PROCESS IMMEDIATELY; CALLING UPON THE GOVERNOR AND GENERAL ASSEMBLY TO IMPOSE A STATEWIDE MORATORIUM ON SINGLED-OUT, COURT-ORDERED COUNTY REASSESSMENTS; AND CALLING UPON THE GOVERNOR AND GENERAL ASSEMBLY TO ENACT COMPREHENSIVE LEGISLATION THAT PROVIDE FOR A UNIFORM STATEWIDE SYSTEM FOR ESTABLISHING PROPERTY VALUES AMONG ALL COUNTIES IN THE COMMONWEALTH SO THAT ALL RESIDENTS, BUSINESSES, GOVERNMENTS AND SCHOOL DISTRICTS ARE AFFORDED STABILITY, CERTAINTY AND FAIRNESS.

(32-12) MOVED WILSON-COSTA, to read Resolution #3-2012 by title only.

(33-12) MOVED CRINER –COSTA, to adopt Resolution #3-2012.

Motions 32-12 to 33-12 inclusive were adopted by unanimous roll call vote.

ORDINANCE 1024

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING ORDINANCE NUMBER 1021, APPROPRIATING OUT OF REVENUES AVAILABLE FOR FISCAL YEAR 2012 SPECIFIC SUMS REQUIRED AS SHOWN BY THE BUDGET AND FIXING THE REAL ESTATE TAX LEVY FOR THE FISCAL YEAR 2012.

(34-12) MOVED WILSON-COSTA, to read Ordinance 1024 for the first time by title only.

(35-12) MOVED WILSON-CRINER, to accept the first reading of Ordinance 1024.

Motions 34-12 to 35-12 inclusive were adopted by unanimous roll call vote.

(36-12) MOVED COSTA-WILSON, authorizing the Solicitor to review and comment upon the draft Rules and Regulations for the Turtle Creek Valley COG Joint Uniform Construction Code Board of Appeals. The motion was adopted by unanimous roll call vote.

(37-12) MOVED WILSON-COSTA, accepting the recommendation of the Planning Commission to approve the land development and subdivision submitted by Mr. & Mrs. Russell Harrison for property located at 3370 and 3374 William Penn Highway, contingent upon the following: a) The developer must provide a developer's agreement, including financial security in the amount 110% of the estimated cost of the project. As a part of this developer's agreement, the developer will agree that demolition of the existing tavern will immediately commence upon the receipt of an occupancy permit for the new establishment; b). Mr. Hill must review and approve the computer modeling provided for the turning radius for fire vehicles; c). The developer is required to abide by all of the recommendations listed in the geotechnical report prepared by Construction Engineering Consultants (CEC), Inc., including but not limited to the recommendation that a qualified soil inspector, under the direction of one of CEC's registered geotechnical engineers be present at all times during site preparation in order to identify unsuitable materials, monitor fill placement and inspect foundation bearings and d). The developer or his agent must provide an elevation drawing (satisfied). The motion was adopted by unanimous roll call vote.

(38-12) MOVED COSTA-WILSON, accepting the recommendation of the Planning Commission to approve the (reverse) subdivision application filed by Mr. and Mrs. William Hanson for property at 109 Farnsworth Road.

(39-12) MOVED WILSON-COSTA, to table the authorization to execute an agreement between the Township of Wilkins and the Office of Surface Mining, pending the receipt of additional information with regard to the Combined Sewer Overflows (CSO's).

(40-12) MOVED BOYD-CRINER, accepting the recommendation of the Manager to table the request for a change in the Broker of Record for the Township's Selective and HARIE policies.

RESOLUTION NO. 4-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, TO PRESERVE THE EXISTING POWERS GIVEN TO MUNICIPALITIES TO UTILIZE LOCAL ZONING ORDINANCES.

(41-12) MOVED WILSON-BOYD, to read Resolution #4-2012 by title only.

(42-12) MOVED WILSON-BOYD, to adopt Resolution #4-2012.

Motions 41-12 to 42-12 inclusive were adopted by unanimous roll call vote.

RESOLUTION NO. 5-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ADOPTING THE ALLEGHENY COUNTY 2011 HAZARD MITIGATION PLAN AS THE OFFICIAL HAZARD MITIGATION PLAN FOR THE TOWNSHIP OF WILKINS.

(43-12) MOVED COSTA-WILSON, to read Resolution #5-2012 by title only.

(44-12) MOVED WILSON-COSTA, to adopt Resolution #5-2012.

Motions 43-12 to 44-12 inclusive were adopted by unanimous roll call vote.

(45-12) MOVED COSTA-WILSON, authorizing Mr. Hill and Mrs. Porado to attend training sponsored by the PA Local Government Training Partnership entitled "Zoning Decisions" to be held on March 29th at the Doubletree in Monroeville form 6:30 PM at a cost of $50.00 each.

(46-12) MOVED COSTA-WILSON, agreeing not to attend the Allegheny County Boroughs Association 63rd Annual Banquet.

(47-12) MOVED WILSON-COSTA, authorizing the attendance of any elected official who wishes to attend the Turtle Creek Valley COG Election of Officers Dinner on February 24, 2012 at Banquets Unlimited at a cost of $50.00 per attendee.

Motions 45-12 to 47-12 inclusive were adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Boyd commented upon Resolution #4-2012, the Resolution which supports the right of municipalities to zone their districts. He stated that he cannot have a Starbuck's in his front yard, so it should not be possible for the Marcellus Shale industry to determine that that is an appropriate place for a frack pond. Mr. Boyd also commented upon the Share the Road East meeting that he attended. He said that the group is looking at community collaboration.

Mrs. Martinelli stated that she and Mr. Wilson attended the ribbon cutting ceremony for Yamato Hibachi Grill and that Reys' Azteca is also now open. Mrs. Martinelli also stated that the Century Club will be holding a Crime Prevention Meeting at 7:00 PM on February 14th at the Community Center. All are invited to attend and she requested that Chief Krancic ask the police officers to distribute the flyers throughout the business establishments in the Township. Mrs. Martinelli also commented on the adhoc committee that she has been serving on for the Woodland Hills School Board. She expects that the committee will release its recommendations shortly.

(48-12) MOVED WILSON-COSTA to adjourn, the meeting was adjourned at 8:15 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, FEBRUARY 13, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, January 30, 2012

COMMUNICATIONS:
Ms. Christine Probert, President, Board of Trustees, C.C. Mellor Memorial Library
Mr. Joseph Kramer, Manager, Redevelopment Authority of Allegheny County (2)

CITIZENS' COMMENTS:

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

PAYMENT OF BILLS:

General Fund	$ 215,041.29
Combined Sewer Fund	$ 125,704.40
Capital Reserve Fund	$ 9,856.39
TOTAL:	**$ 350,602.08**

OLD BUSINESS:

1. Ordinance 1024 – 2012 Budget.
2. Website Development / Committee formation.
3. NAI Acquisitions Group, L.P. – Request for release of restricted funds.
4. Authorize execution of an agreement between the Township of Wilkins and the Office of Surface Mining. (tabled from 1/30/12)
5. Discussion of IDA projects:
   a. Sound system – Auditorium
   b. Paving of Community Center Parking Lot
   c. Replace doors in municipal building

NEW BUSINESS:

1. Recreation Advisory Board Recommendations:

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, FEBRUARY 13, 2012

a. Approve the contract between the Township and the Vogues for performance at the Summer Festival 2012 on Friday night at a cost of $1,800.00 contingent upon the review and approval of the solicitor.
b. Approve the recommendation of the Recreation Board to hold a 5K race in conjunction with Summer Festival to be directed by Frank Rizza.]
c. Discussion: Oldies in the Park during the Summer and Farmers Market at Penn Center.
d. Approve advertising in the Monroeville Area Chamber of Commerce newsletter for 2 months for Summer Festival date and vendors at a cost of $107.

2. Allegheny County Department of Human Services – Summer Food Program (June 11th – August 17th) and authorize the employment of Christian Alberico at an hourly rate of $9.00 for Linhart.

3. ALOM Spring Conference (Seven Springs – March 29 – April 1, 2012)

4. PELRAS Conference (State College – March 21-23, 2012)

5. Request from Mr. Bruener to send Shane McClelland to Pennsylvania Department of Agriculture Pesticide Certification training.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Wilkins Township Planning Commission will meet on Wednesday, February 15, 2012 beginning at 7:00 PM to continue the review a request for a change in zoning presented by PCELL, LLP (Penn Center).

2. Baseball Sign-ups will be held in the Municipal Building February 18-19 from 10:00 AM until 1:00 PM.

3. The Board of Commissioners will meet again on February 27, 2012 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, February 13, 2012

The Regular Meeting of Monday, February 13, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(49-12) MOVED WILSON-BOYD to approve the minutes of the Second Stated Meeting of January 30, 2012. The motion was adopted by unanimous roll call vote.

Communications:

Ms. Probert, President of the Board of Trustees, C.C. Mellor Memorial Library, submitted correspondence advising that they are accepting letters of interest until March 1, 2012 for the position of member of the Board of Trustees for the Library.

Ms. Joseph Kramer, Manager of the Redevelopment Authority of Allegheny County submitted correspondence advising the Township that we were unsuccessful in applying for funds for 1112-1-CITF-020 (Dowling Avenue Sanitary Sewer Project) and 1112-1-CITF-019 (Sawmill Run Streambank Stabilization Project).

Citizens' Comments:

Mr. Karl Crary of 256 Penhurst Drive commented upon the proposed Cell Tower Ordinance and suggested that if a cell tower is permitted in a residential neighborhood, then the neighboring property owners should have the ability to approve it and receive some compensation and also suggested that the Township adopt a policy to advertise public meetings on Twitter and/or on the Township website.

Mr. Bob Wingrove of 338 Braddsley Drive, representing the Penhurst Civic Association, questioned whether there are any ordinances that limit the number of pets in a home; requested that the Board address the feral cat problem in Penhurst and further asked that the Township send a letter directly to the property owner who is feeding the cats and advise them of the Township's ordinance in that regard.

Reports:

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

Police Report for January 2012:

	2011	2012
Total Police Calls Logged	267	212
Total Criminal Offenses Reported	20	22
Criminal Arrests/Persons Charged	7	11
Criminal Offenses Cleared	6	7
Traffic Citations Issued	49	33
Parking Tags Issued	20	7
Monies received during August	$5,434.63	$9,774.49

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

Fire Companies:

WTVFD #1 reported the following: 10 Fire Calls, man-hours 35.5; 6 Practices, man-hours 136. Total man-hours for the month 171.5.

Building Permits issued during August 2011:

BP # 2734-CS, Penn Center Building 4, Suite 600 – Interior Alterations – Cost $74,000.00

The Township received $3,544.23 in deed transfer tax in the month of January, representing transfer tax collected by Allegheny County in the month of December.

Act 511 for December 2011:

Earned Income Taxes:

Current Month	$28,762.29	Previous Year	$31,122.90	Difference
Current YTD	$28,762.29	Previous YTD	$31,122.90	($2,360.61)
		2012 Budget-$459,000		

Local Service Tax:

Current Month	$127.52	Previous Year	$4.23	Difference
Current YTD	$127.52	Previous YTD	$4.23	$123.29
		2012 Budget-$145,000		

Business Tax (Mercantile & Business Privilege)

Current Month	$9,554.52	Previous Year	$10,084.04	Difference
Current YTD	$9,554.52	Previous YTD	$10,084.04	($529.52)
		2012 Budget-$590,000		

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

(50-12)MOVED WILSON-COSTA to waive the reading of all reports, with the exception of the Engineer and Recreation Reports. The motion was adopted by unanimous roll call vote.

(51-12)MOVED CRINER-WILSON to approve the payment of the Schedule of Bills, as presented. The motion was adopted by unanimous roll call vote.

ORDINANCE NO.: 1024

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING ORDINANCE NUMBER 1021, APPROPRIATING OUT OF REVENUES AVAILABLE FOR FISCAL YEAR 2012 SPECIFIC SUMS REQUIRED AS SHOWN BY THE BUDGET AND FIXING THE REAL ESTATE TAX LEVY FOR THE FISCAL YEAR 2012.

(52-12)MOVED CRINER-BOYD to read Ordinance 1024 for the second time (note: first reading held on January 30, 2012).

(53-12)MOVED WILSON-COSTA to adopt Ordinance Number 1024.

Motions 52-12 to 53-12 inclusive were adopted by unanimous roll call vote.

(54-12)MOVED BOYD-CRINER appointing Mr. Boyd, Ms. Criner and Mr. Crary (256 Penhurst Drive) to the newly created website development committee. The motion was adopted by unanimous roll call vote.

(55-12)MOVED WILSON-COSTA authorizing the release of restricted funds with respect to the NAI Acquisition Project for Parcel B in the amount of $671,378. The motion was adopted by unanimous roll call vote.

(56-12)MOVED COSTA-WILSON to accept the recommendation of the Recreation Advisory Board to approve the contract between the Township and the Vogues for performance at the Summer Festival 2012 Friday night at the cost of $2,800, contingent upon the review and approval of the Solicitor.

(57-12)MOVED WILSON-BOYD to approve the recommendation of the Recreation Advisory Board to hold a 5k race in conjunction with the Summer Festival on Saturday, June 23rd beginning at 7:00 AM to be directed by Frank Rizza.

(58-12) MOVED BOYD-COSTA to approve the recommendation of the Recreation Advisory Board to hold a scrapbooking class once per month and a Zumba class once per week at the Community Center.

(59-12)MOVED COSTA-BOYD to approve advertising in the Monroeville Area Chamber of Commerce Newsletter for two months for Summer Festival at a cost of $107.

Motions 56-12 to 59-12 inclusive were adopted by unanimous roll call vote.

(60-12)MOVED CRINER-COSTA to accept the recommendation of the Recreation Advisory Board to approve a budget of $1,800 for Breakfast with Peter Cottontail on Saturday, 3/4/12 at 10 AM. The motion was adopted by a 4 to 1 vote with Mr. Boyd voting "NO".

(61-12)MOVED COSTA-WILSON to accept the recommendation of the Recreation Advisory Board to plan an 'Oldies in the Park" event beginning in July of 2012, with additional information to be provided to the Board prior to initiation. The motion was adopted by unanimous roll call vote.

(62-12)MOVED COSTA-BOYD authorizing the Summer Food Program in Lions, Eastmont and Linhart Parks from June 11th through August 17th.

(63-12)MOVED WILSON-COSTA authorizing the employment of Christian Alberico at an hourly rate of $9.00 to act as park monitor for Linhart.

Motions 62-12 to 63-12 inclusive were adopted by unanimous roll call vote.

(64-12)MOVED WILSON-CRINER authorizing those elected officials who choose to attend the Allegheny League of Municipalities Conference to be permitted to attend either the Spring or the Fall Conference. The motion was rejected by a 3 to 2 vote with Messrs. Boyd and Costa and Mrs. Martinelli voting "NO".

(65-12)MOVED COSTA-WILSON authorizing the Manager and one elected official to attend PELRAS from March 21-23 at a cost of $205 for two attendees, plus hotel expenses.

(66-12)MOVED COSTA-WILSON authorizing Mr. Bruener to send Shane McClelland to the Pennsylvania Department of Agriculture Pesticide training program beginning on March 8th from 8:30 AM to 12:00 PM each Thursday for eight weeks at a cost of $111.75 including test and other materials.

Motions 65-12 to 66-12 inclusive were adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Costa thanked everyone for coming to the meeting and thanked the Public Works Department for another good job with clearing the roads during the past weekend's snow event.

Mr. Boyd commented upon the re-adoption of the 2012 Budget and stated that with the reassessment, the Board will be reviewing the millage again next year. We have significantly more money for paving and we will put some money towards next year. Mr. Boyd again stated that he wants to reduce the amount of funds expended on refuse by increasing recycling in the Township.

Mrs. Martinelli commented upon the reassessment and the fact that Mr. Fitzgerald, the County Executive, is not in favor of what has been occurring. There will be regional meetings concerning the assessments within the near future and they are trying to put into place satellite offices for assessment appeals-one will be located in Point Breeze. Mrs. Martinelli also recognized Inori Sakai, a 16 year old Wilkins Township resident who will compete against seven other string players for the top prize of $2,000 at the national competition of the Music Teachers National Association at the Hilton Hotel in New York City and requested that the Township send her a letter recognizing her accomplishments.

(67-12) MOVED COSTA-BOYD to adjourn, the meeting was adjourned at 8:25 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, FEBRUARY 27, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of February 13, 2012

COMMUNICATIONS: Tim Naglich, Student Ambassador, WHSD

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Discussion of IDA projects:
   a. Sound system – Auditorium – Approximate cost: $2,000
   b. Paving of Community Center Parking Lot – approximate cost: $11,000
   c. Replace doors in municipal building – no additional information to date

2. Proposed Cell Tower Zoning Ordinance amendment.

NEW BUSINESS:

1. Penn Center East – Request for a Change in Zoning – authorize advertisement for a public hearing; authorize submission of amending ordinance to Allegheny County.

2. Authorize Chester Engineers to apply for a joint Highway Occupancy Permit with the Pa Department of Transportation for the benefit of the Township of Wilkins and Carl's Tavern, which will include a stipulation that Carl's Tavern is responsible for the operation and maintenance of the infrastructure.

3. Resolution 6 of 2012 – authorizing signatories for PLGIT checks and eliminating signatories no longer eligible to sign on behalf of the Township.

4. Resolution 7 of 2012 – Authorization to submit a grant application to Allegheny County Redevelopment Authority, Community Tourism and Infrastructure Fund (CITF) for funds the Dowling Avenue Area Sanitary Sewer Replacement Project ($250,000).

5. Resolution 8 of 2012 – Authorization to submit a grant application to Allegheny County Redevelopment Authority, Community Tourism and Infrastructure Fund (CITF) for funds the Sawmill Run Streambank Stabilization Project ($250,000).

6. Resolution 9 of 2012 – Authorizing the execution of a Settlement Agreement and Mutual General Release by and among the Allegheny County Sanitary Authority (ALCOSAN), the Municipality of Monroeville, the Township of Wilkins, the Borough of Turtle Creek and the Borough of Churchill for cleaning and televising of the Thompson Run Interceptor performed under ALCOSAN Contract 1379.

7. Request from Memorial Day Committee Chairman, Bill Wilson, for a donation of $300.00 for this years' festivities which will be held on Monday, May 28, 2012 at the Churchill Cemetery in Wilkins Township beginning at 11:00 AM.

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TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, FEBRUARY 27, 2012

8. Request from Mr. Hill to attend a Local Government Academy Seminar entitled "

9. Request to change meeting date for May from 14th to 21st.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Recreation Advisory Board is scheduled to meet again on Tuesday, March 6, 2012 beginning at 7:00 PM at the Community Center.

2. Daylight Savings Time begins on March 11, 2012 – Time to change the batteries in your smoke detectors.

3. The next meeting of the Board of Commissioners is scheduled for Monday, March 12, 2012, beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING MONDAY, FEBRUARY 27, 2012

The Second Stated Meeting of Monday, February 27, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

Mrs. Martinelli announced that the Board of Commissioners met in Executive Session prior to the meeting to discuss two items of personnel.

(68-12) MOVED WILSON-COSTA to approve the minutes of the Regular Meeting of February 13, 2012 with one correction, under Commissioners Comments, Mr. Boyd's name is misspelled. The motion was adopted by unanimous roll call vote.

Communications:

Mr. Tim Naglich, a ninth grade student at Woodland Hills High School, submitted a letter requesting a donation from the Township to allow him to participate as a member of the People to People Student Ambassador Program and travel to England, Scotland and Wales next summer.

(69-12) MOVED WILSON-MARTINELLI authorizing the donation of $100 to Mr. Naglich to help sponsor his participation in the People to People Student Ambassador Program. The motion was adopted by unanimous roll call vote.

Mrs. Martinelli shared correspondence that she received from Mr. Ken Riling of 361 Churchill Road that was submitted to President Obama, Senator Costa, Representative Costa, and Allegheny County Executive Rich Fitzgerald requesting help in stopping the unfairness associated with the court-ordered reassessment. Mr. Riling stated that reassessments on properties in lower income communities are higher than reassessments on properties in more affluent communities and that the formula for funding school districts is broken. Mr. Riling requested that a town meeting be held to address these issues.

Mrs. Martinelli also shared Senator Costa's response to Mr. Riling's letter. Senator Costa shares Mr. Riling's concerns and is continuing to work with the Senate in supporting Senate Bill 1280, which would provide for moratorium legislation. He also stated that the anti-windfall legislation which was adopted at the time of the last reassessment will help to ensure that property owners are treated fairly.

Citizens' Comments:

Mr. Al DeRoy of 94 Ridgecrest Drive requested that the Board of Commissioners take every action within their power to limit the oil and gas industry from placing wells in Wilkins.

Mr. Karl Crary of 256 Penhurst Drive questioned what the total amount of refund to employees for medical contributions would be if the Board approved the reimbursement.

Mrs. Dorothy Musial of 313 Frazier Drive questioned what the total premium per employee for 2012 will be once the medical plan is changed.

(70-12) MOVED COSTA-CRINER approving the following use of 2012 IDA Funds and authorizing the manager to correspond with the IDA Board as to their intent: 1) Pave the Community Center Parking Lot: $12,000; 2) Upgrade the sound system in the auditorium $2,000 and 3) Purchase and install bicycle racks at the three parks $1,000.

(71-12) MOVED COSTA-BOYD to remand the proposed cell tower ordinance amendments back to the Planning Commission for the purpose of adding inspection conditions and the elimination of the authorization to install cell towers in residentially zoned neighborhoods.

(72-12) MOVED WILSON-COSTA authorizing the manager to advertise for a public hearing in early April for the purpose of hearing a proposed amendment to the Zoning Map for properties owned by PCE LL LP.

(73-12) MOVED COSTA-BOYD authorizing Chester Engineers to apply for a joint Highway Occupancy Permit with the PA Department of Transportation for the benefit of the Township of Wilkins and Carl's Tavern, which will include a stipulation that Carl's Tavern is responsible for the operation and maintenance of the infrastructure.

Motions 70-12 to 73-12 inclusive were adopted by unanimous roll call vote.

RESOLUTION NO. 6-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROVING THE ATTACHED LIST OF AUTHORIZED CHECK SIGNERS AND THE REMOVAL OF OUT OF DATE SIGNATORIES

(74-12) MOVED COSTA-BOYD to adopt Resolution #6-2012. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 7-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, RESOLVING THAT THE TOWNSHIP OF WILKINS FORMALLY REQUESTS A GRANT FROM THE REDEVELOPMENT AUTHORITY OF ALLEGHENY COUNTY ("RAAC") AND DESIGNATING SYLVIA J. MARTINELLI AS THE OFFICIAL TO FILE ALL APPLICATIONS, DOCUMENTS AND FORMS BETWEEN THE TOWNSHIP OF WILKINS AND THE RAAC.

RESOLUTION NO. 8-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA RESOLVING THAT THE TOWNSHIP OF WILKINS FORMALLY REQUESTS A GRANT FROM THE REDEVELOPMENT AUTHORITY OF ALLEGHENY COUNTY ("RAAC") AND DESIGNATING SYLVIA J. MARTINELLI AS THE OFFICIAL TO FILE ALL APPLICATIONS, DOCUMENTS AND FORMS BETWEEN THE TOWNSHIP OF WILKINS AND THE RAAC.

(75-12) MOVED WILSON-CRINER, to read Resolution #7-2012 and #8-2012 by title only.

(76-12) MOVED WILSON-CRINER to adopt Resolution #7 and #8 of 2012.

Motions 75-12 to 76-12 inclusive were adopted by unanimous roll call vote.

RESOLUTION NO. 9-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ACCEPTING AND AUTHORIZING THE EXECUTION OF A SETTLEMENT AGREEMENT AND MUTUAL GENERAL RELEASE BY AND BETWEEN THE ALLEGHENY COUNTY SANITARY AUTHORIY, THE MUNICIPALITY OF MONROEVILLE, THE TOWNSHIP OF WILKINS, THE BOROUGH OF TURTLE CREEK AND THE BOROUGH OF CHURCHILL FOR CLEANING AND TELEVISING OF THE THOMPSON RUN INTERCEPTOR PERFORMED UNDER ALCOSAN CONTRACT

(77-12) MOVED COSTA-WILSON to read Resolution #9-2012 by title only.

(78-12) MOVED COSTA-WILSON to adopt Resolution #9-2012.

Motions 77-12 to 78-12 inclusive were adopted by unanimous roll call vote.

(79-12) MOVED COSTA-MARTINELLI authorizing the donation of $300 to the Memorial Day Committee for the Memorial Day festivities which will be held at the Churchill Cemetery on Monday, May 28, 2012 beginning at 11:00 AM.

(80-12) MOVED COSTA-BOYD authorizing Mr. Hill to attend the Local Government Academy Seminar "New Tools in the Blight Fight" on March 8, 2012 from 8:00 AM until 11:30 AM at the Sheraton at Station Square at a cost of $20.00.

(81-12) MOVED WILSON-COSTA to change the date of the May Board of Commissioners meeting from Monday, May 14th to Monday, May 21st at the request of Mrs. Martinelli.

(82-12) MOVED WILSON-COSTA authorizing the Manager to advise FEMA that the Township will agree to seek preapproval appraisals on the six properties included in grant application HMGP-1898, contingent upon the Township being reimbursed for these appraisals when the grant is awarded.

Motions 79-12 to 82-12 inclusive were adopted by unanimous roll call vote.

(83-12) MOVED WILSON-MARTINELLI accepting the request of the Maintenance Employees Union and Non-Union employees to reimburse them for medical contributions made in 2011 and 2012. The motion was defeated by a 2 to 2 vote with Mr. Boyd and Ms. Criner voting "NO" and Mr. Costa abstaining.

(84-12) MOVED BOYD-CRINER tabling the Maintenance Employees Union and Non-union employees request for reimbursement of medical contributions made in 2011 and 2012. The motion was defeated by a 2 to 2 vote with Mr. Wilson and Mrs. Martinelli voting "NO" and Mr. Costa abstaining.

Commissioners' Comments:

Mr. Boyd mentioned that he was glad to see that Scott's Lawn Service of Monroeville was fined $160,000 for illegally and intentionally discharging wastewater containing herbicides, pesticides and fertilizer into a tributary of Thompson Run.

Mrs. Martinelli announced that she has accepted an offer from County Executive Fitzgerald to be a Liaison for Local Governments.

(85-12) MOVED WILSON-COSTA to adjourn, the meeting was adjourned at 8:10 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MARCH 12, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, February 27, 2012

COMMUNICATIONS:
Woodland Hills Emergency Medical Services
Dr. Fred Ralston, Jr., Allegheny Energy Program for Municipalities
Don Smith, PEMA Bureau of Recovery & Mitigation
Amie Downs, Director of Communications, Allegheny County

CITIZENS' COMMENTS:

REPORTS:

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

PAYMENT OF BILLS:

General Fund	$ 140,197.44 (amended)
General Fund Addendum	$ 5,675.84
Combined Sewer Fund	$ 23,711.50
IDA Fund	$ 3,750.31
Capital Reserve Fund	$ 1,380.00
TOTAL:	**$ 174,715.09**

OLD BUSINESS:

1. Authorize execution of an agreement between the Township of Wilkins and the Office of Surface Mining (tabled from 1/30/12, pending receipt of correspondence).

2. Proposal for replacement of all doors in the municipal building.

NEW BUSINESS:

1. Road Paving Projects – 2012:
   a. Jefferson Heights and Delaney Drive (Discuss scope of projects).
   b. Roland (Discuss project / Authorization to prepare specification and advertise for bid).

2. Sewer Project – 2012 - Dowling Avenue – Phase I (Discuss project / Authorization to provide letter of indemnification on Senate's design work; finalize the specifications and advertise for bids)

AGENDA

TOWNSHIP OF WILKINS
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MONDAY, MARCH 12, 2012

3. Resolution #10-2012 - authorizing the execution of an Indemnification Agreement between the Township of Wilkins and Mr. Bill Gamble for the purpose of providing technical assistance in the rewriting of the Civil Service Rules and Regulations at a cost of $900.

4. Fiscal Year 2012 COPS Hiring Program Grant.

5. Request from Chief Krancic to authorizing CIA Publishers to solicit local businesses to create a "Crime in America" – Community Resource pamphlet.

6. Motion accepting the Full and Final Release between the Township of Wilkins and Mae Franc and authorizing the appropriate officials to execute the agreement.

7. Proposed Ordinance 1025 authorizing the Township to enter into an Intergovernmental Cooperation Agreement with other member municipalities of the Turtle Creek Valley Council of Governments for the purpose of creating a joint Uniform Construction Code Board of Appeals.

8. Proposed Resolution #11-2012 accepting and adopting the By-Laws of the Turtle Creek Valley Council of Governments Uniform Construction Code (UCC) Appeals Board.

9. Request from N. Leonard Hill to attend the remaining 3 programs in the "Fight Blight" series facilitated by the Local Government Academy at a cost of $85 total, with classes as follows: "Understanding the Tools in the Fight Against Blight," to be held on April 4th at the Millvale Community Center from 9:00 AM until 12:00 PM; "Municipal Tools for Getting the Hard to Collect Money" to be held at the Penn Hills William Anderson Library on April 27th from 9:30 AM until 12:30 PM; and "The Magisterial Court System" to be held at the Crafton Volunteer Fire Department on May 11th from 9:00 AM until 12:00 PM.

10. Recommendation of the Recreation Advisory Board to accept Heidi Steele as a member of the Recreation Advisory Board, pursuant to her request.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. On March 24, 2012, beginning at 10:00 AM, at the Municipal Building, the Recreation Advisory Board will sponsor Breakfast with the Easter Bunny.

2. The Planning Commission Meeting originally scheduled for Wednesday, March 21, 2012 has been rescheduled for Wednesday, April 18, 2012.

3. The Board of Commissioners next regularly scheduled meeting will be held on Monday, March 26, 2012 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, MARCH 12, 2012

The Regular Meeting of Monday, March 12, 2012 was brought to order at 7:02 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

Mrs. Martinelli announced that the Board of Commissioners met in Executive Session prior to the meeting for the purpose of discussing two items of personnel.

(86-12) MOVED COSTA-WILSON to approve the minutes of the Second Stated Meeting of February 27, 2012. The motion was adopted by unanimous roll call vote.

Communications:

Woodland Hills Emergency Medical Services submitted correspondence thanking the Board for allocating a donation to them in 2012 and requested that this allocation be disbursed.

(87-12) MOVED WILSON-COSTA authorizing the 2012 distribution to Woodland Hills Emergency Medical Services. The motion was adopted by unanimous roll call vote.

Dr. Fred L. Ralston, Jr., Project Manager for the Allegheny County Energy Program for Municipalities thanked the Township officials and staff members who played key roles in guiding and completing the local responsibilities required by the Allegheny County Energy Program for Municipalities. The project, which will wrap up on March 31st, served 81% of Allegheny County municipalities in the audit phase and 58% of municipalities in the retrofit phase.

Mr. Donald Smith, Bureau of Recovery and Mitigation, Pennsylvania Emergency Management Agency, sent an email advising that the Township Hazard Mitigation Grant Program project for the acquisition and demolition of 5 homes on Larimer Avenue and 1 home on Wilbur has been approved. The Federal share is $219,483 and the State share is $73,161, for a total grant of $292,644.

Ms. Amie Downs, Director of Communications for Allegheny County, sent an email seeking leads for the American Pickers show which will be coming to Pittsburgh.

Citizens' Comments:

Mr. N. Leonard Hill, Code Enforcement, advised the Board that he placed a summary of the Fight Blight seminar that he attended in their mailboxes, along with an article that was in the Post Gazette. Mr. Hill also requested permission to attend the other 3 seminars in this series.

(88-12)MOVED WILSON-COSTA to approve Mr. Hill's request to attend the remaining 3 programs in the "Fight Blight" series sponsored by the Local Government Academy for a total of $85.00. The motion was adopted by unanimous roll call vote.

Ms. Dorothy Musial of 313 Frazier Drive asked the board to not raise her taxes again. Ms. Musial claimed that the one mill increase in taxes on the municipal level increased her taxes by 23%. Ms. Musial also stated that she does not support any action by the Board of Commissioners to reimburse monies to employees for contributions made to healthcare and she is appalled by the attitude of entitlement that the employees have.

(89-12)MOVED WILSON-COSTA to waive the reading of all reports, with the exception of the Engineer's report. The motion was adopted by unanimous roll call vote.

REPORTS:

Police Report for February 2012:

	2011	2012
Total Police Calls Logged	241	201
Total Criminal Offenses Reported	20	19
Criminal Arrests/Persons Charged	12	11

Criminal Offenses Cleared	3	7
Traffic Citations Issued	45	20
Parking Tags Issued	9	6

Monies collected during February	$3,209.28	$6,301.98
A correction was submitted for monies collected in January	$5,434.63	$8,554.22

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

Fire Companies:

WTVFD #3 reported the following: 20 Fire Calls, Total Man-Hours 48.68.

WTVFD #4 reported the following for January 2012: 10 Fire Calls, Man-Hours 32; 2 Fire Schools, Man-Hours 23; 1 Drill, Man-Hour 16.5; 17 Work Details, Man-Hours 118.75; 3 Meetings, Man-Hours 49.5; Total Man-Hours 239.75. February 2012: 8 Fire Calls, Man-Hours 29.75; 2 Drills, Man-Hours 18.25; 2 Meetings, Man-Hours 28.5; Total Man-Hours 76.5.

Building Permits Issued for February: #2735-PC Bldg. #3, Interior Alteration $64.00. #2736-327 Frazier Drive, Deck $79.00.

Deed Transfer Tax: The Township received $740.94 in deed transfer tax in the month of February, representing transfer tax collected by Allegheny County in the month of January.

Act 511 for February 2012:

Earned Income Taxes:

Current Month	$45,065.67	Previous Year	$77,239.35	Difference
Current YTD	$73,827.96	Previous YTD	$108,362.25	($34,534.29)
		2012 Budget-$459,000		

Local Service Tax:

Current Month	$9,793.41	Previous Year	$6,779.59	Difference
Current YTD	$9,920.93	Previous YTD	$6,783.82	$3,137.11
		2012 Budget-$145,000		

Business Tax (Mercantile & Business Privilege)

Current Month	$15,745.50	Previous Year	$20,838.64	Difference
Current YTD	$24,878.31	Previous YTD	$30,922.68	($6,044.37)
		2012 Budget-$590,000		

The Engineers report is on file in the Managers Office.

(90-12)MOVED CRINER-COSTA to approve the payment of the schedule of bills in the amount of $174,719.09 as presented.

(91-12)MOVED CRINER-BOYD authorizing the execution of an agreement between the Township of Wilkins and the Office of Surface Mining for the grant of $350,000 to design a storm sewer ($17,000); acquire necessary properties ($10,000), construct a storm sewer ($275,000); provide construction services ($18,000) and relocate utilities ($30,000) on Highland Avenue.

(92-12)MOVED COSTA-WILSON authorizing the Public Works crew to place under-drain, make base repairs and pave Jefferson Heights Road from the intersection with Dunbar to the Penn Hills line and Delaney Drive from about 100 Delaney Drive to the intersection with Queenston.

(93-12)MOVED COSTA-CRINER to table authorization to prepare bid documents and advertise for the reconstruction of Roland Road pending the review of the specifications of the last time it was paved and a review of the sub-base material.

(94-12)MOVED COSTA-CRINER authorizing the Solicitor to prepare a letter to Chester Engineers stating that the Township has the right to use Senate's documents for Dowling Avenue and that the Township is authorizing Chester to use those documents to complete the project.

Motions 90-12 to 94-12 inclusive were adopted by unanimous roll call vote.

RESOLUTION NO.10-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ACCEPTING THE PROPOSAL FOR SERVICES AND AUTHORIZING THE EXECUTION OF AN INDEMNIFCATION AGREEMENT BY AND BETWEEN THE TOWNSHIP OF WILKINS AND BILL GAMBLE FOR THE PURPOSE OF DEVELOPING POLICE CIVIL SERVICE RULES AND REGULATIONS

(95-12)MOVED WILSON-COSTA to read Resolution #10-2012 by title only. The motion was adopted by unanimous roll call vote.

(96-12)MOVED WILSON-COSTA to adopt Resolution #10-2012. The motion was adopted by unanimous roll call vote.

(97-12)MOVED WILSON-COSTA authorizing the Chief to apply for a COPS 2012 Grant.

(98-12)MOVED WILSON-COSTA approving the request from Chief Krancic to authorize CIA Publishers to solicit local businesses to create a "Crime in America" community resource pamphlet for Wilkins Township.

(99-12)MOVED WILSON-CRINER accepting the Full and Final Release Agreement between the Township of Wilkins and Mae Franc and authorizing the appropriate officials to execute the agreement.

(100-12)MOVED COSTA-WILSON authorizing the Manager to prepare a Proclamation for Mae Franc in honor of her years of service.

(101-12)MOVED COSTA-WILSON authorizing the advertisement of Proposed Ordinance 1025.

(102-12)MOVED BOYD-COSTA accepting the recommendation of the Recreation Advisory Board, appointing Heidi Steele of 800 Penn Center Boulevard, Suite 504 to the Recreation Advisory Board.

Motions 97-12 to 102-12 inclusive were adopted by unanimous roll call vote.

Citizens' Comments:

Mrs. Martinelli reopened Citizens' Comments to permit individuals to comment upon an item not previously placed on the agenda-Motion authorizing the reimbursement of non-union and non-uniform employee deductions made for healthcare for the years 2011 and 2012.

Ms. Dorothy Musial of 313 Frazier Drive reiterated her point that she does not believe that the Township should reimburse the employees for healthcare contributions.

(103-12)MOVED WILSON-BOYD authorizing the reimbursement of employee contributions made for healthcare for the years 2011 and 2012. The motion was adopted by a 4 to 1 vote with Mr. Costa abstaining.

Commissioners' Comments:

Mr. Boyd stated that he attended a Bike Pittsburgh meeting to strategically plan their future expansion and he is pleased to represent the East Hills communities in that capacity.

Mr. Costa announced that WHEMS has agreed to provide an ambulance for the 5k race planned for June 23rd.

Mr. Wilson stated that just like Mrs. Musial is appalled, he too is appalled by the cost of asphalt and stated that if we need to do something, we are going to get it done, and if we have to raise taxes, we will raise taxes.

Mrs. Martinelli stated that the Board has not made any decision to raise taxes for 2013 at this point and will not even begin to discuss that until September. Mrs. Martinelli also praised Mae Franc for her 44 years of service to the Township and wished her well. Finally, Mrs. Martinelli also commented upon the Recreation Advisory Board meeting which was held on March 6th.

(104-12)MOVED WILSON-COSTA to adjourn. The meeting was adjourned at 8:16 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MARCH 26, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of March 12, 2012

COMMUNICATIONS: John Schombert, Executive Director, 3 Rivers Wet Weather

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Review new engineering proposals and authorize preparation of specification and advertisement for bid:

    a. Roland Road
    b. Dowling Avenue

NEW BUSINESS:

1. Accept the recommendation of the manager to hire Dawn Bingham as a permanent part-time employee for Wilkins Township, at an hourly rate per Collective Bargaining Agreement of $11.59 per hour, effective immediately.

2. CDBG Year 38 – Community allocation - $9,031.

3. Allegheny County & Western Pa Association of Township Commissioners Spring Convention.

4. Recommendation of the Solicitor in the tax appeal of Jay Wilson for Lot/Block # 574-C-24.

5. Request from the Senior Citizens to use the Community Center for Yoga Classes.

6. Request from the Penhurst Civic Association for a $200 appropriation.

7. Proposed Resolution #11-2012, urging the Pa General Assembly to either eliminate or amend the Prevailing Wage Act.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Recreation Advisory Board will meet again on Tuesday, April 3, 2012 beginning at 7:00 PM at the Community Center.

2. The Administrative and Public Works offices will be closed on Friday, April 6, 2012 in observance of the Easter Holiday.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MARCH 26, 2012

3. The next meeting of the Board of Commissioners will be held on Monday, April 9, 2012 beginning with a Public Hearing on a proposed amendment to the Zoning Ordinance at 6:30 PM. The regular meeting of the Board will commence at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING MONDAY, MARCH 26, 2012

The Second Stated Meeting of Monday, March 26, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(105-12) MOVED WILSON-BOYD to approve the minutes of the Regular Meeting of March 12, 2012. The motion was adopted by unanimous roll call vote.

Communications:

John Schombert, Executive Director of Three Rivers Wet Weather sent an email advising that the Elected Official Basin Group Meetings will begin again in May and requesting that the Commissioners appoint a delegate and an alternate to serve for Wilkins Township. Mrs. Martinelli appointed Mr. Costa as the delegate and herself as the alternate, because meetings will be held during the day.

Citizens' Comments:

Mr. William Gabriel of 135 Powell Street requested assistance with a female resident who lives on the dead-end of Cline who speeds through the neighborhood and does not obey stop signs on a daily basis.

(106-12) MOVED WILSON-CRINER accepting the recommendation of the Manager to authorize Chester Engineers to prepare specifications and bid books and to advertise for bids on the Roland Road Paving Project and the Dowling Avenue Sanitary Sewer Project.

(107-12) MOVED WILSON-BOYD accepting the recommendation of the Manager to hire Dawn Bingham as a permanent part-time employee at an hourly rate per Collective Bargaining Agreement of $11.59 per hour, effective immediately.

(108-12) MOVED COSTA-BOYD authorizing the Manager to notify the Turtle Creek Valley Council of Governments that area-wide funding in the amount of $9,031 will be used to demolish the duplex located at 113-115 Grandview Avenue.

(109-12) MOVED BOYD-COSTA accepting the recommendation of the Solicitor to settle the tax assessment appeal for lot/block 574-C-24.

(110-12) MOVED WILSON-BOYD approving the request from the Senior Citizens Group to use the Community Center for one additional hour each Thursday for the purpose of providing group yoga classes.

(111-12) MOVED COSTA-CRINER approving the request of the Penhurst Civic Association for the appropriation of $200.00 in accordance with the First Class Township Code.

Motions 106-12 to 111-12 inclusive were adopted by unanimous roll call vote.

RESOLUTION NO. 11-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, URGING THE PENNSYLVANIA GENERAL ASSEMBLY TO ELIMINATE OR AMEND THE STATE PREVAILING WAGE ACT (ACT 442 OF 1961)

(112-12) MOVED WILSON-COSTA to read Resolution #11-2012 by title only.

(113-12) MOVED WILSON-CRINER to adopt Resolution #11-2012.

Motions 112-12 to 113-12 inclusive were adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Costa congratulated the members of the Recreation Advisory Board on the successful Breakfast with the Easter Bunny Party which was held on Saturday, March 24th.

Mr. Wilson stated that the Road Department is doing a great job landscaping around town.

Mrs. Martinelli requested that a thank you note be forwarded to Mr. and Mrs. DeRiso for the donation of the dogwood tree planted out front.

(114-12) MOVED WILSON-COSTA to adjourn, the meeting was adjourned at 7:17 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, APRIL 09, 2012

0CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, March 26, 2012

COMMUNICATIONS: Mr. Nicholas W. Futules, District 7 Representative, Allegheny County Council

Mr. Edward A. Katz, Manager, Victims Compensation Assistance Program, Pa Commission on Crime and Delinquency

PRESENTATION OF PROCLAMATION: Mae Franc

CITIZENS' COMMENTS:

REPORTS:

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

PAYMENT OF BILLS:

General Fund	$149,932.72
General Fund Addendum	$ 8,341.96
Combined Sewer Fund	$ 94,110.60
Capital Reserve Fund	$ 213.50
TOTAL:	**$252,598.78**

OLD BUSINESS:

1. Accept the recommendation of the Engineer to release retainage on the Elizabeth Street / Greensburg Pike Sanitary Sewer project in the amount of $6,327.50.

2. SHACOG – Rock Salt Contract / Exercise of First Option Year.

NEW BUSINESS:

1. Ordinance 1025 - authorizing the Township to enter into an Intergovernmental Cooperation Agreement with other member municipalities of the Turtle Creek Valley Council of Governments for the purpose of creating a joint Uniform Construction Code Board of Appeals.

2. Authorize the advertisement of Proposed Ordinance 1026 – Rezoning of Penn Center properties - for adoption at the April 30, 2012 meeting.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, APRIL 09, 2012

3. Authorize the advertisement of Proposed Ordinance 1027 – Designating PAMS as the Collector for Delinquent (2011 Tax Year and Prior) Earned Income Taxes and imposing on Delinquent Taxpayers the obligation to pay reasonable costs incurred by the Delinquent Tax Collector for collection of delinquent taxes, penalties and interest – for adoption at the April 30, 2012 meeting.

4. Resolution #12-2012 accepting and adopting the By-Laws of the Turtle Creek Valley Council of Governments Uniform Construction Code (UCC) Appeals Board.

5. Resolution #13-2012 accepting and adopting the Collection Agreement between the Township of Wilkins and Pennsylvania Municipal Services (PAMS) for the collection of Delinquent (2011 Tax Year and Prior) Earned Income Taxes.

6. Accept the recommendation of the Manager to eliminate the sewer users fee for 200, 201 and 300 Dorothy Street, effective immediately.

7. CDBG Year 39 Demolition Project Selection / Authorize legal clearance.

8. Request for donation towards CAEC Scholarship ($250) for Rebecca Love of Swissvale for her energy conservation project.

9. Review / discussion of Forest Hills Borough Ordinance 1017 which bans the extraction of and/or exploration for natural gas within the Borough adopted in October, 2011.

10. Recreation Advisory Committee recommendations:

    a. Approve Band contracts for Summer Festival 2012, contingent upon review and approval of Solicitor, as follows:

Day	Band	Amount	
Tuesday	Dallas Marks	$ 1,000	
Wednesday	Billy Price	$ 2,500	
Thursday	Totally 80's	$ 1,500	
Friday	The Vogues	$ 2,800	(already approved)
Saturday	Joe Grushecky	$ 3,500	
Total		**$11,300**	

    b. Approve contract with Pyrotechnico for Summer Festival fireworks at a cost of $3,850.00 (increase of $350.00 due to increased fuel costs).

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission Meeting will be held on Wednesday, April 18, 2012, beginning at 7:00 P.M, for the purpose of reviewing an application for Conditional Use submitted by

PCELL for a portion of Building #6 and reviewing an amended land development for Carl's Tavern (3375 William Penn Highway)/

2. The Wilkins Township Zoning Hearing Board will meet on Thursday, April 19, 2012 for the purpose of hearing a request for a variance filed by Allegheny Valley Bank for signage and a Special Exception filed by Joseph Watkins of Crafton for property located at 554 Brown Avenue for the purpose of operating a limited winery.

3. Wilkins Township Clean-up Day is Saturday, April 21st, beginning at 9:00 A.M. at the Community Center.

4. The Primary Election will be held on Tuesday, April 24th.

5. Midlife Crisis will be playing at VFC #3 on Powell Street on Saturday April 28th beginning at 7:00 PM for adults over 21. A $5.00 donation per person is requested.

6. The next meeting of the Board of Commissioners will be on Monday, April 30, 2012 beginning at 7:00 P.M.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, APRIL 9, 2012

The Public Hearing of Monday, April 9, 2012 was brought to order at 6:30PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

The purpose of the public hearing was to hear public comments on a proposed ordinance which would amend the zoning ordinance and zoning map by rezoning certain properties on Penn Center Boulevard from M-1 to R-4. The Wilkins Township Planning Commission, at their meeting of February 15, 2012 unanimously recommended that the Board of Commissioners amend the zoning map as requested.

Attorney Kevin McKeegan of Meyer, Unkovic and Scott presented the details of the proposed changes to the Board of Commissioners. He stated that when PCETT purchased the property in 2007, the zoning of the parcels was perceived as C-1. It was only after ownership that PCETT became aware of the need to rezone. There are three reasons that the Board should consider rezoning: 1) The rezoning will result in consistency between the zoning district and the historical use of the property; 2) The zoning will now be parcel-based, instead of cutting through parcels of land; 3) Existing nonconforming uses created by zoning that is not consistent with use will be eliminated.

Commissioner Wilson questioned why there was a swath of R-4 proposed to remain. Mr. McKeegan explained that that swath represents Laurel Village and the Brentmoor, which are both residential apartments and R-4 is the appropriate zoning designation for that area. Commissioner Criner questioned where the orange (or M-1) area was located. Mr. McKeegan responded that all of the M-1 is outside of the Penn Center property. This property is on Lower Rodi Road (Pemar's, Hood, Eles Brother, Italian Club).

There were no public comments regarding the proposal.

(115-12) MOVED WILSON-COSTA to adjourn, the meeting was adjourned at 6:45 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, APRIL 9, 2012

The Regular Meeting of Monday, April 9, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(116-12) MOVED WILSON-CRINER to approve the minutes of the Second Stated Meeting of March 26, 2012. The motion was adopted by unanimous roll call vote.

Communications:

Nicholas Futules, County Councilman for District 7, submitted correspondence to the Township advising that the Allegheny County Home Rule Charter requires realignment of the 13 County Council Districts every 10 years and as a result of that re-districting, he is pleased to inform the Township that he will still be their County Council representative.

Edward Katz, Manager of the Victims Compensation Assistance Program for the Commonwealth of Pennsylvania, Pennsylvania Commission of Crime and Delinquency, thanked the Wilkins Township Police Department for consistently returning requested reports within 15 days or less, thereby expediting the process of getting financial assistance to crime victims and their families.

Proclamation Presentation:

Mrs. Martinelli read a Proclamation which will be presented to Mae Franc, honoring her for her forty-four years of service with Wilkins Township and congratulating her upon her retirement.

Citizens' Comments:

Mr. Al DeRoy of 94 Ridgecrest urged the Board of Commissioners to consider joining the Citizens United movement. (According to their website www.citizensunited.org/who-we-are.aspx, Citizens United is "an organization dedicated to restoring our government to citizens' control. Through a combination of education, advocacy and grass roots organization, Citizens United seeks to reassert the traditional American values of limited government, freedom of enterprise, strong families and national sovereignty and security. Citizens United's goal is to restore the founding fathers' vision of a free nation, guided by the honest, common sense, and good will of its citizens.")

(117-12)MOVED COSTA-WILSON to waive the reading of all reports. The motion was adopted by unanimous roll call vote.

REPORTS:

Police Report for February 2012:

	2011	2012
Total Police Calls Logged	237	235
Total Criminal Offenses Reported	23	32
Criminal Arrests/Persons Charged	12	12
Criminal Offenses Cleared	12	12
Traffic Citations Issued	29	15
Parking Tags Issued	11	0
Monies collected during March	$2,496.78	$5,718.40

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

Fire Companies:

WTVFD #1 reported the following for the month of March: 18 Fire Calls, Man-Hours 66; 4 Practices, Man-Hours 76; 1 Meeting, Man-Hours 30; Total Man-Hours 172.

WTVFD #3 reported the following: 15 Fire Calls, Total Man-Hours 29.21; 19 Non-Incidentals, Man-Hours 432.73. Total Man-Hours 461.94.

WTVFD #4 reported the following for March 2012: 20 Fire Calls, Man-Hours 59; 1 Fire Schools, Man-Hours 7.5; 41 Drills, Man-Hours 17.5; 3 Work Details, Man-Hours 19.75; 3 Meetings, Man-Hours 42; 2 Driver's Training, Man-Hours 9.5; Total Man-Hours 155.25.

Building Permits Issued for March: #2737-PC Bldg. #4, Interior Alteration $289.00. #2738-3466 Penn Ctr. Blvd., Commercial Demo $171.50, #2739-400 Penn Ctr. Blvd., Commercial Alt. $108.00, #2740-252 Kingston Dr., Deck $79.00.

Deed Transfer Tax: The Township received $686.00 in deed transfer tax in the month of March, representing transfer tax collected by Allegheny County in the month of February.

Act 511 for February 2012:

Earned Income Taxes:

Current Month	$35,419.15	Previous Year	$43,259.89	Difference
Current YTD	$109,247.11	Previous YTD	$151,622.14	($42,375.03)
		2012 Budget-$459,000		

Local Service Tax:

Current Month	$22,937.49	Previous Year	$16,686.54	Difference
Current YTD	$32,858.42	Previous YTD	$23,470.36	$9,388.06
		2012 Budget-$145,000		

Business Tax (Mercantile & Business Privilege)

Current Month	$6,020.99	Previous Year	$2,256.59	Difference
Current YTD	$31,321.01	Previous YTD	$33,179.27	($1,858.26)
		2012 Budget-$590,000		

The Engineers report is on file in the Managers Office.

(118-12)MOVED CRINER-COSTA to approve the payment of the schedule of bills in the amount of $252,598.78 as presented.

(119-12)MOVED COSTA-WILSON to accept the recommendation of the Engineer to release retainage on the Elizabeth Street/Greensburg Pike Sanitary Sewer Project in the amount of $6,327.50.

(120-12)MOVED COSTA-BOYD accepting the recommendation of the Manager to notify Cargill of the Township's desire to accept Option Year 1 on the SHACOG Salt Award with an increase in the price per ton of $1.62, for a total of $57.45 per ton.

Motions 118-12 to 120-12 inclusive were adopted by unanimous roll call vote.

ORDINANCE NO. 1025

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ENTERING INTO AN AGREEMENT WITH OTHER MEMBER MUNICIPALITIES OF THE TURTLE CREEK VALLEY COUNCIL OF GOVERNMENTS FOR THE ESTABLISHMENT OF A JOINT UNIFORM CONSTRUCTION CODE BOARD OF APPEALS AS REQUIRED BY THE UNIFORM CONSTRUCTION CODE.

(121-12) MOTION WILSON-COSTA to read Ordinance 1025 for the first time by title only.

(122-12) MOTION WILSON-BOYD accepting the first reading of Ordinance 1025.

(123-12) MOVED WILSON-BOYD to read Ordinance 1025 for the second time by title only.

(124-12) MOVED WILSON-CRINER to adopt Ordinance 1025.

Motions 121-12 to 124-12 inclusive were adopted by unanimous roll call vote.

(125-12)MOVED COSTA-BOYD authorizing the Manager to advertise Proposed Ordinance 1026 (Penn Center Zoning Change).

(126-12) MOVED WILSON-BOYD authorizing the Manager to advertise Proposed Ordinance 1027 (PAMS as Delinquent (2011 and prior) Earned Income Tax Collector).

Motions 125-12 to 126-12 inclusive were adopted by unanimous roll call vote.

RESOLUTION NO.12-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ADOPTING THE BY-LAWS OF THE TURTLE CREEK VALLEY COUNCIL OF GOVERNMENTS UNIFORM CONSTRUCTION CODE (UCC) APPEALS BOARD.

(127-12) MOVED CRINER-COSTA to read Resolution #12-2012 by title only.

(128-12) MOVED CRINER-COSTA to adopt Resolution #12-2012.

Motions 127-12 to 128-12 inclusive were adopted by unanimous roll call vote.

RESOLUTION NO. 13-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ACCEPTING AND ADOPTING THE COLLECTION AGREEMENT BETWEEN THE TOWNSHIP OF WILKINS AND PENNSYLVANIA MUNICIPAL SERVICES (PAMS) FOR THE COLLECTION OF DELINQUENT (2011 TAX YEAR AND PRIOR) EARNED INCOME TAXES.

(129-12) MOVED WILSON-COSTA to read Resolution #13-2012 by title only.

(130-12) MOVED WILSON-CRINER to adopt Resolution #13-2012.

Motions 129-12 to 130-12 inclusive were adopted by unanimous roll call vote.

(131-12) MOVED CRINER-BOYD authorizing the Solicitor and Manager to develop a Resolution which would eliminate the Sewer User Fee for 200, 201 and 300 Dorothy Street (Highland Manor).

(132-12) MOVED BOYD-COSTA accepting the recommendation of the Manager and Mr. Hill to authorize the Solicitor to begin legal clearances on 174 Churchill Road, 687 Negley Avenue, and 245 and 255 Harrison Road.

(133-12) MOVED WILSON-COSTA approving the donation of $50 to the Churchill Area Environmental Council to help support a scholarship of $250 for Rebecca Love for her project "Lights Out Day."

(134-12) MOVED WILSON-COSTA to table the preparation of an ordinance establishing a "Bill of Rights" for the purpose of banning Marcellus Shale, similar to that adopted by the Borough of Forest Hills until the Solicitor has had a chance to review the Forest Hills ordinance and make recommendations to the Board.

(135-12) MOVED WILSON-COSTA accepting the recommendation of the Recreation Advisory Board to contract with the following bands and Pyrotechnico for the Summer Festival, contingent upon the review and approval of the Solicitor: 1) Dallas Marks ($1,000); 2) Billy Price ($2,500); 3) Totally 80's ($1,500); 4) Joe Grushecky ($3,500) and Pyrotechnico ($3,500).

Motions 131-12 to 135-12 inclusive were adopted by unanimous roll call vote.

Commissioners' Comments:

Mrs. Martinelli stated that the Century Club would hold their Spaghetti Dinner on April 29, 2012 and that Clean-Up day is scheduled for April 21st. The next meeting of the Board of Commissioners is April 30, 2012.

(136-12) MOVED COSTA-BOYD to adjourn. The meeting adjourned at 7:55 pm. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, APRIL 30, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Public Hearing of April 9, 2012
Regular Meeting of April 9, 2012

COMMUNICATIONS:
1. Allegheny League of Municipalities – Banner Community Designation 2012
2. Lou Gorski, SHACOG
3. Mr. Russell Huffman, Wilkins Township resident

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Resolution #14-2012 – Authorizing the WPJWA to eliminate 200, 201 and 300 Dorothy Street from the Township's sanitary sewer billing.

NEW BUSINESS:

1. Ordinance 1026 (Penn Center Zoning)
2. Ordinance 1027 (PAMS as Delinquent (2011 and Prior Years) EIT Collector
3. Conditional Use Application – STREAM Academy
4. Duquesne Light Right of Way Agreement – VFC #4 electric poles.
5. Resolution #15-2012 – in support of the lawsuit filed in the Commonwealth Court of Pennsylvania, Docket No. 284-MD-2012 in opposition to Act 13.
6. Results of bid opening – Dowling Avenue / Recommendation from Chester.
7. Request from Recreation Advisory Board – Farmers' Market

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Recreation Advisory Board will meet again on Tuesday, May 1, 2012 beginning at 7:00 PM at the Community Center.
2. The Planning Commission's next regularly scheduled meeting is May 16, 2012.
3. The next meeting of the Board of Commissioners will be held on Monday, May 21, 2012 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, APRIL 30, 2012

The Public Hearing of Monday, April 30, 2012 was brought to order at 6:32PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

Mrs. Bradley stated that the purpose of the public hearing was to hear the recommendations of the Planning Commission and public comments on an application for Conditional Use presented by PCELL, LP for property located at 600 Penn Center Boulevard (Building #6)-Lot/Block #542-J-201. The application is for the lease of 2 ½ floors of Building #6 to STREAM Academy, a cyber charter school, for the purpose of operating a private school.

Mrs. Bradley further stated that the Wilkins Township Planning Commission met on Wednesday, April 18, 2012 to hear the request from STREAM. The Planning Commission unanimously voted to recommend that the Board of Commissioners accept the conditional use application of STREAM to operate a private school at Building #6 at Penn Center, contingent upon the administrators of the school providing the Township Manager with a written parking plan for students, faculty and visitors prior to the beginning of the school year.

Mr. Kevin McKeegan, Esquire, of Meyer, Unkovic and Scott addressed the Board of Commissioners on behalf of the applicant and STREAM Academy. Also present was Barry Layton, General Manager of Penn Center, representing the property owner and Dave Martin, the principal of STREAM. Mr. McKeegan stated that, as Mrs. Bradley indicated, STREAM Academy wishes to occupy 2 ½ floors of Building #6. Mr. McKeegan advised that this property is currently zoned R-4, but that Ordinance 1026, advertised for adoption at the regularly scheduled meeting of the Board this evening, will change that zoning district from R-4 to C-1. STREAM Academy is a charter cyber school. The Township's zoning ordinance permits private schools by conditional use in commercially zoned areas. The Township's ordinance does not include any specific requirements for private schools, but does include general requirements for conditional use. The applicant believes that these requirements are either not applicable or that they meet them, as follows:
(Section 173-49)

A. "The proposed use conforms to the district and conditional use provision and all general regulations of this Chapter." As discussed above, the property is/will be Zoned C-1. A private school is permitted by Conditional Use approval in a C-1 zoning district.

B. "The proposed use meets all special standards which may apply to its class of conditional uses as set forth in this article." There are no special standards listed for a private school.

C. "The proposed use shall not involve any element or cause any condition that may be dangerous, injurious or noxious to any other property or persons and shall comply with the performance standards of §173-50." There are no elements of the proposed use which would cause any condition, or involve any element that is dangerous injurious or noxious.

D. "The proposed use shall be sited, oriented and landscaped to produce a harmonious relationship of buildings and grounds to adjacent buildings and properties." Mr.

McKeegan provided the Board with photographs of the surrounding area. The closest property to Building #6 is Penn Towers, an apartment complex. This complex sits over the hill from Building #6 and therefore, the facility is oriented in such a way as to be harmonious with surrounding uses.

E. "The proposed use shall produce a visual impression and environment which is consistent with the environment of the neighborhood." The use of the facility as a private school is consistent with the environment of the neighborhood. The private school will be physically separated from the remainder of the buildings and the remainder of the tenants.

F. "The proposed use shall organize vehicular access and parking to minimize traffic congestion in the neighborhood." Mr. McKeegan stated that on average, students will visit the school 2 days a month. Access to the facility will be by private vehicle, or public transportation. There will be no large assembly halls, or meeting and/or gathering rooms. The largest classroom will support approximately 50 students. The expectation for necessary parking spaces is less than 150 and the site can readily support that expectation. Children will be transported by vehicle to the west side entrance of the facility. Traffic will flow out of the parking area from that point.

G. "The proposed use shall preserve the objectives of this chapter and shall be consistent with the Comprehensive Plan." The proposed use of the facility preserves the objectives of the Zoning Ordinance and is consistent with the Comprehensive Plan.

(Section 173-50)

A. "Fire protection. Fire prevention and fighting equipment acceptable to the Board of Fire Underwriters shall be readily available when any activity involving the handling or storage of flammable or explosive materials is carried on." No testimony indicated that flammable or explosive materials will be stored or handled in the operation of STREAM Academy.

B. "Electrical disturbances. No activity shall cause electrical disturbance adversely affecting radio or other equipment in the vicinity." No testimony indicated that any of the activities at the school will result in an electrical disturbance.

C. "Noise. Noise which is determined to be objectionable because of volume, frequency or beat shall be muffled or otherwise controlled, except fire sirens and related apparatus used solely for public purposes shall be exempt from this requirement." No testimony was given which would indicate that the school plans to create objectionable noise.

D. "Vibrations. Vibrations detectable without instruments on neighboring property in any district shall be prohibited." There was no testimony given that the school will create vibrations that are detectable from neighboring properties.

E. "Odors. No malodorous gas or mater shall be permitted which is discernible on any adjoining lot or property." There was no testimony presented indicating that gases or other mater with an odor will be used in a manner where their odor is detectable on adjoining properties or lots.

F. "Air pollution. No pollution or air by flyash, dust, smoke, vapors or other substance shall be permitted which is harmful to health, animals, vegetation or property." No testimony was provided indicating that the school would pollute the air by any substance.

G. "Glare. Lighting devises which produce objectionable direct or reflected glare on adjoining properties or thoroughfares shall not be permitted." There was no testimony as to the need and/or intent to place additional lighting on the site which would produce an objectionable glare.

H. "Erosion. No erosion by wind or water shall be permitted which will carry objectionable substances onto neighboring properties." This is not applicable to the application.

I. "Water pollution. Water pollution shall be subject to the standards established by the Department of Environmental Resources." This in not applicable to the application.

PUBLIC COMMENTS:

None.

COMMISSIONERS' COMMENTS:

Mr. Rushford clarified that the existing zoning of this property is R-4 and that by proposed ordinance 1026, advertised for adoption this evening, this zoning will be changed to C-1.

Mrs. Criner questioned the hours of operation. Mr. McKeegan stated that the private school will operate Monday through Friday and will not be open on Saturday or Sunday.

There being no further testimony, the meeting was adjourned by unanimous roll call vote at 6:45 PM.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING MONDAY, APRIL 30, 2012

The Second Stated Meeting of Monday, April 30, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(137-12) MOVED COSTA-WILSON to approve the minutes of the Public Hearing and Regular Meeting of April 9, 2012 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Mrs. Bradley read an announcement from the Allegheny League of Municipalities introducing their "Banner Community Designation 2012" program.

Lou Gorski from the SHACOG provided an email advising that the salt contractor, Cargill, has agreed to permit municipalities to store their 80% requirements at their salt yard until December 31, 2012.

Mr. Russell Huffman submitted an email thanking Sergeant Lamb for his help during a medical emergency that he experienced on April 23rd.

Citizens' Comments:

There were no citizens' comments.

RESOLUTION NO. 14-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE PROPER OFFICERS TO CEASE BILLING THE PROPERTIES LOCATED AT 200, 201 AND 300 DOROTHY STREET AS IT HAS BEEN CONCLUSIVELY DETERMINED THAT THESE PROPERITES ARE BEING SERVICED BY THE BOROUGH OF CHALFANT FOR THE PURPOSES OF SANITARY SEWAGE CONVEYANCE

(138-12) MOVED COSTA-WILSON to read Resolution #14-2012 by title only.

(139-12) MOVED CRINER-COSTA to adopt Resolution #14-2012.

Motions 138-12 to 139-12 inclusive were adopted by unanimous roll call vote.

ORDINANCE NO.: 1026

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING THE WILKINS TOWNSHIP CODIFIED BOOK OF ORDINANCES, PART II, CHAPTER 173, ZONING, ARTICLE I, SECTION 173-4, ZONING MAP, BY REZONING CERTAIN PROPERTIES ON PENN CENTER BOULEVARD FROM ZONING DISTRICT RESIDENTIAL 4 AND MANUFACTURING 1 TO ZONING DISTRICT COMMERCIAL 1, AND BY REZONING CERTAIN OTHER PROPERTIES ON PENN CENTER BOULEVARD FROM ZONING DISTRICT MANUFACTURING 1 TO ZONING DISTRICT RESIDENTIAL 4.

(140-12) MOVED WILSON-COSTA to read Ordinance 1026 for the first time by title only.

(141-12) MOVED COSTA-WILSON to accept the first reading of Ordinance 1026.

(142-12) MOVED WILSON-COSTA to read Ordinance 1026 for the second time by title only.

(143-12) MOVED WILSON-COSTA to adopt Ordinance 1026.

Motions 140-12 to 143-12 inclusive were adopted by unanimous roll call vote.

ORDINANCE NO.: 1027

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, DESIGNATING PENNSYLVANIA MUNICIPAL SERVICE COMPANY AS THE COLLECTOR FOR DELINQUENT (2011 TAX YEAR AND PRIOR) EARNED INCOME TAXES AND IMPOSING ON DELINQUENT TAXPAYERS THE OBLIGATION TO PAY REASONABLE COSTS INCURRED BY THE DELINQUENT TAX COLLECTOR FOR COLLECTION OF DELINQUENT TAXES, PENALITES AND INTEREST

(144-12) MOVED CRINER-BOYD to read Ordinance 1027 for the first time by title only.

(145-12) MOVED CRINER-BOYD to accept the first reading of Ordinance 1027.

(146-12) MOVED COSTA-WILSON to read Ordinance 1027 for the second time by title only.

(147-12) MOVED CRINER-WILSON to accept Ordinance 1027.

Motions 144-12 to 147-12 inclusive were adopted by unanimous roll call vote.

(148-12) MOVED WILSON-CRINER to accept the recommendation of the Wilkins Township Planning Commission to approve the Conditional Use application by PCE LL, LP for STREAM Academy to occupy 2 ½ floors of Building #6 (600 Penn Center Boulevard) contingent upon the school administrators providing the Township Manager with a written parking plan for students, teachers and visitors of the school prior to the commencement of the 2012-2013 school year. The motion was adopted by a 4-1 vote, with Mr. Boyd abstaining.

(149-12) MOVED COSTA-WILSON to approve the right-of-way agreement between the Township of Wilkins and Duquesne Light Company for the provision of electrical service to the Eastmont Volunteer Fire Department. The motion was adopted by unanimous roll call vote.

RESOLUTION NO.: 15-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, IN SUPPORT OF THE LAWSUIT FILED IN THE COMMONWEALTH COURT OF PENNSYLVANIA, DOCKET NO. 284-MD-2012, IN OPPOSITION TO ACT 13

(150-12) MOVED WILSON-COSTA to read Resolution #15-2012.

(151-12) MOVED WILSON-BOYD to adopt Resolution #15-2012.

Motions 150-12 to 151-12 inclusive were adopted by unanimous roll call vote.

(152-12) MOVED COSTA-WILSON to accept the recommendation of the Engineer to award the base bid for Phase I of the Dowling Avenue Sanitary Sewer Replacement Project to W.A. Petrakis Contracting Company of Monroeville at a price of $152,840.

(153-12) MOVED BOYD-COSTA approving the request of the Wilkins Township Recreation Advisory Board to hold a Farmers' Market in the parking lot of the Wilkins Township municipal building on Wednesday, June 20th from 3:00 PM until 7:00 PM

Motions 152-12 to 153-12 inclusive were adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Costa stated that the Recreation Advisory Board will meet at 7:00 PM at Penn Center on Tuesday, May 1, 2012, unless it rains. The agenda indicates that the meeting will be at the Community Center.

Mr. Wilson requested that Mr. Bruener provide him with a cost estimate to purchase the materials necessary to build a pavilion behind the Community Center and he will seek a grant to pay for that.

Mrs. Martinelli thanked the management of Penn Center for continuing to allow us to use the property behind Sears to hold the Summer Festival; thanked all participating groups for their help during Clean-

Up Wilkins; and thanked everyone involved in making the Century Club Spaghetti dinner a success. The next meeting of the Board of Commissioners will be held on Monday, May 21, 2012.

(154-12) MOVED CRINER-BOYD 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 COMMISSIONERS MEETING
MONDAY, MAY 21, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Public Hearing of Monday, April 30, 2012
Second Stated Meeting of Monday, April 30, 2012

COMMUNICATIONS: Carole Hill, Treasurer, Century Club of Wilkins Township

CITIZENS' COMMENTS:

REPORTS:

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

PAYMENT OF BILLS:

General Fund	$ 157,436.34
General Fund Addendum	$ 4,892.24
Combined Sewer Fund	$ 124,840.56
Police Pension Fund	$ 250.00
TOTAL:	**$287,419.14**

OLD BUSINESS:

NEW BUSINESS:

1. Recommendations from Planning Commission:
   a. Carl's Tavern – 3374 William Penn Highway
   b. Brewstone Beer Company – 3566 William Penn Highway
   c. Yamato's Hibachi Grill – 3450 William Penn Highway

2. 2012 Road Paving Project – Roland Road – recommendation from Engineer on low bid acceptance.

3. Notification of Partial Traffic Impairment for Law Enforcement Torch Run.

4. Request for training by Karen Luffe and Dawn Bingham for 16 hours of Excel training being offered on August 9 and August 10 at the Holiday Inn in Monroeville at a cost of $128 for each person.

5. CDBG Year 39 projects

   a. Demolition: 245 Harrison, 255 Harrison, 687 Negley and 172 Churchill Lane.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, MAY 21, 2012

i. Concurring Resolution – Resolution #17 of 2012
ii. Slum & Blight Resolution – Resolution #16 of 2012

b. Highland Avenue Sanitary Sewer Separation Project

6. Recommendation from Mr. Bruener regarding SHACOG bid results for asphalt.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Wilkins Township Recreation Advisory Board will meet at 7:00 PM at Penn Center (rain – Community Center) on Tuesday, May 22, 2012 and Tuesday, June 5, 2012.

2. The Zoning Hearing Board will meet on Thursday, May 24, 2012 to hear a request for a variance for property located at 118 Dunbar Drive.

3. A Memorial Day Service will be held on Monday, May 28, 2012 at the Churchill Cemetery beginning at 11:00 AM. Refreshments will be served immediately following at the Wilkins Elks on Brown Avenue.

4. The Administrative Offices of the Township of Wilkins will be closed on Monday, May 28, 2012 to celebrate Memorial Day.

5. The Board of Commissioners next regularly scheduled meeting will be held on Monday, June 11, 2012 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, MAY 21, 2012

The Public Hearing of Monday, May 21, 2012 was brought to order at 6:02PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

After calling the meeting to order, Mrs. Martinelli stated that the purpose of the public hearing was to take public testimony relative to property located at 172 Churchill Lane (Lot/Block 454-P-094); 687 Negley Avenue (Lot/Block 454-P-226); 245 Harrison Road (Lot/Block 453-R-200) and 255 Harrison Road (Lot/Block 453-R-234). The purpose of the testimony was to determine whether or not the structures located on these properties should be declared a public nuisance and be condemned for demolition.

Mrs. Bradley advised the Board that Mr. Hill, who was prepared to testify at length in these matters, was unable to attend the meeting this evening because he has what he believes to be the flu. In his place, Mrs. Bradley provided the following concerning each of the properties on behalf of the Township.

172 Churchill Road (Lot/Block 454-P-094): The property is currently owned by Citifinicial Mortgage Company, Inc. The house was built in 1919 and has a grade of C-from the County. The house is a two story wood framed structure. It has been vacant for at least 14 years. The property was previously owned by Ramona Spencer. In 2008, the Township began condemnation proceedings and the property was taken over by the mortgage company. Taxes on the property have not been paid for at least the last four years. The roof and right rear wall of the house have collapsed. The right rear room is open to access, making it a fire hazard. The front right second floor window is also open. All utilities have been disconnected. The property is overgrown with weeds, vines and trees. Mr. Rushford stated that notice was sent to Citifinancial at the address provided on the Allegheny County Assessment website. The notice was returned as undeliverable. A title search was also performed. The property was posted and the public hearing was advertised.

687 Negley Avenue (Lot/Block 454-P-226): The property is owned by Thomas Moore. The house was constructed in 1890 and is graded D+ by Allegheny County. It is a two story wood frame structure with some type of siding. The front porch is rotting and collapsing. The house has been vacant for at least four years. The owner was incarcerated for a period of time and by letter dated March 1, 2012 advised Mr. Hill that while he recognizes the need to demolish the property, he is physically and financially unable to do so. He suggested that the Township accept the deed for the home so that the Township could demolish the structure. The grass is overgrown and there is trash in the yard. Mr. Rushford stated that Mr. Moore was provided notice at his last known mailing address, according to the Allegheny County Assessment office. This notice came back as undeliverable. The property was posted and the public hearing was advertised.

245 Harrison Road (Lot/Block 453-R-200): The property is owned by Judith Kane and John Sholder. The house was built in 1940 and is graded as a C- by the County. The property has been vacant for at least 14 years. The rear two rooms collapsed and were demolished. The home is used for hoarding and storage. It is filled with mold. Taxes have been unpaid since at least 2008. The electric and gas are turned off. Interior walls are now acting as exterior walls and are rotting and deteriorating. The basement is filled with rubbish.

Mr. John Sholder and Mr. Chris Kane, representing his mother, were present. Mr. Sholder stated that the property has only been vacant for about 6 years, not 14. He also stated that while the two rooms in the back collapsed and had to be demolished, it should be noted that the interior walls (which are now exterior) used to be exterior walls, as these two rooms were an addition. However, Mr. Sholder and Mr. Kane agree that the property should be demolished, they are concerned about who will pay the cost of the demolition. Mr. Rushford advised that the cost of the demolition, if and when it occurs, would be borne by the Township. The property will be liened for the cost of that demolition, however, and when the property is sold, the lien will need to be satisfied. Mr. Rushford also advised that the notice of the hearing which was sent by his office was returned as unclaimed. Mr. Kane stated that they did receive the card from the post office regarding the mail, but since no one has a car, they were unable to retrieve the mail from the post office.

255 Harrison Road (Lot/Block 453-R-235): This property is owned by Frank Spena, who declared bankruptcy several years ago. The house was built in 1935 and has a D grade from the County. This wood frame, one story home was stripped for remodeling and never completed. It is lacking at least one wall and a ceiling covering. The studs and joists are fully exposed. The gas meter is gone. The house is vacant and has been since at least 2007. Taxes have not been paid since at least 2009. Mr. Spena has received numerous notices regarding high grass and weeds. Mr. Boyd stated that he has seen the interior of this property and there are no floors either. They are gravel. Mr. Rushford stated that notice was sent to the last known address for Mr. Spena and that notice was returned as undeliverable. The property was posted and the hearing was advertised.

(155-12) MOVED BOYD-COSTA to adjourn, the meeting was adjourned at 6:21 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, MAY 21, 2012

The Regular Meeting of Monday, May 21, 2012 was brought to order at 7:02 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

Note: Following the adjournment of the Public Hearing at 6:21 PM, the Board of Commissioners met in Executive Session to discuss an item of personnel. No further public action is required at this time.

(156-12) MOVED WILSON-CRINER to approve the Public Hearing Minutes of April 30, 2012 as presented. The motion was adopted by unanimous roll call vote.

(157-12) MOVED WILSON-CRINER to approve the minutes of the Second Stated Meeting of April 30, 2012 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Ms. Carole Hill, Treasurer for the Wilkins Township Century Club sent a check for $200 and correspondence indicating that this check was to be used as a donation to offset the cost of the purchase of coat racks for the Community Center.

Citizens' Comments:

None.

REPORTS: (All reports were read.)

Solicitor's Report: Mr. Rushford reported that he was working with the manager on reviewing the contracts for the bands for the Summer Festival, as well as the paperwork for the Farmers Market and the fireworks.

Recreation Report: Mrs. Martinelli reported on behalf of the Recreation Advisory Board, in their absence. The Advisory Board is moving forward on the plans for the Summer Festival, including the 5K race. The race will be held on June 23rd beginning at D'Imperio's. It will leave D'Imperio's and go down Penn Center Boulevard, turn left onto Lower Rodi Road and follow Lower Rodi Road to Thompson Run Road. At the trestle bridge on Thompson Run Road, the runners will turn around and run back to the starting point. There will also be a Farmer's Market this year. The Farmer's Market will be held in the Municipal Building parking lot beginning at 3:00 PM on Wednesday, June 20th.

Police Report for February 2012:

	2011	2012
Total Police Calls Logged	262	198
Total Criminal Offenses Reported	26	29
Criminal Arrests/Persons Charged	1	9
Criminal Offenses Cleared	11	9
Traffic Citations Issued	27	9
Parking Tags Issued	11	0
Monies collected during March	$2,765.44	$4,364.27

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

Fire Companies:

WTVFD #3 reported the following: 13 Fire Calls, Total Man-Hours 69.24; 1 Training Session, Man-Hours 16.5; 9 Activities, Man-Hours 485.48; Total Man-Hours 571.22.

WTVFD #4 reported the following for April 2012: 16 Fire Calls, Man-Hours 104.5; 2 Fire Schools,

Man-Hours 38.5; 1 Drill, Man-Hours 4.5; 7 Work Details, Man-Hours 41.75; 1 Meeting, Man-Hours 14; Total Man-Hours 203.25.

Building Permits Issued for April: #2741-109 Farnsworth Ave., Swimming Pool $54.00; #2742-905 Alpine Dr., Roof/Porch $79.00; #2743-154 Curry Ave., Patio Roof $79.00; #2744-3466 Wm. Penn Hwy. Commercial Alterations $2,564.00, Plan Review $871.10; #2745-Bldg. #4 Penn Ctr. Blvd., Interior Alterations $564.00, Plan Review $525.00; #2746-348 Frazier Dr., Two Decks $79.00.

Deed Transfer Tax: The Township received $1,117.20 in deed transfer tax in the month of April, representing transfer tax collected by Allegheny County in the month of March.

Act 511 for February 2012:

Earned Income Taxes:				Difference
Current Month	$46,446.25	Previous Year	$28,337.08	
Current YTD	$155,693.36	Previous YTD	$179,959.22	($24,265.86)

2012 Budget-$459,000

Local Service Tax:				Difference
Current Month	$1,553.30	Previous Year	$10,202.25	
Current YTD	$34,411.72	Previous YTD	$33,672.61	$739.11

2012 Budget-$145,000

Business Tax (Mercantile & Business Privilege):				Difference
Current Month	$34,688.74	Previous Year	$2,256.59	
Current YTD	$66,009.75	Previous YTD	$74,300.91	($8,291.16)

2012 Budget-$590,000

The Engineers report is on file in the Managers Office.

(158-12) MOVED CRINER-COSTA to approve the payment of the schedule of bills in the amount of $287,419.14 as presented. The motion was adopted by unanimous roll call vote.

(159-12) MOVED WILSON-COSTA to accept the recommendation of the Planning Commission to approve the revised land development for Carl's Tavern, contingent upon the following stipulations: 1) A storm inlet must be added to the corner of the parking lot adjacent to the western entrance to mitigate the potential for stormwater to pond; 2) The Applicant's geotechnical and/or structural engineer must be on-site during all excavation, filling and foundation construction activities; 3) A parking space located immediately adjacent to the western parking lot entrance must be eliminated to avoid potential traffic back-ups or accidents; 4) All administrative tasks relating to the development must be completed (Execution of an Operations and Maintenance Agreement with the Township; execution of a Developer's Agreement with the Township and co-permittee Applicant with the Township on the Highway Occupancy Permit for the storm sewer facilities.)

(160-12) MOVED WILSON-COSTA to accept the recommendation of the Planning Commission to approve the land development submitted by Brewstones Beer Company as presented, contingent upon the applicant abiding by all recommendations made by Allegheny County and acknowledging that through this development, Brewstones is abandoning the use of the patio located on the north face of the structure.

(161-12) MOVED COSTA-WILSON to accept the recommendation of the Planning Commission to approve the land development submitted by Yamato's contingent upon the developer agreeing to adhere to all recommendations made by Allegheny County and to locate the sanitary sewer prior to construction.

(162-12) MOVED COSTA-WILSON to accept the recommendation of the Engineer to award the 2012 Roland Road Paving Project to Derry Construction Company, Inc., of Latrobe, Pennsylvania in the low-bid

amount of $109,770.00.

(163-12) MOVED BOYD-CRINER to approve the Pennsylvania Law Enforcement Torch Run for Special Olympics and authorizing the submittal of a letter of indemnification pending Solicitor's review and approval.

(164-12) MOVED WILSON-CRINER to approve the request of Dawn Bingham and Karen Luffe to attend training on Excel offered at the Holiday Inn Monroeville on Thursday, August 9th and Friday August 10th at a cost of $128 each.

(165-12) MOVED COSTA-WILSON condemning 172 Churchill Lane, 687 Negley Avenue, 245 Harrison Road and 255 Harrison Road and authorizing the Solicitor to finalize the condemnation process and provide certification of condemnation for the purpose of seeking grant funds for demolition from CDBG.

Motions 159-12 to 165-12 inclusive were adopted by unanimous roll call vote.

RESOLUTION NO.16-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, DECLARING CERTAIN PROPERTIES LOCATED IN THE TOWNSHIP OF WILKINS AS SLUM AND BLIGHT.

(166-12) MOVED CRINER-BOYD to read Resolution #16-2012 by title only.

(167-12) MOVED CRINER-BOYD to adopt Resolution #16-2012.

Motions 166-12 to 167-12 inclusive were adopted by unanimous roll call vote.

RESOLUTION NO. 17-2012

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.

(168-12) MOVED WILSON-BOYD to read Resolution #17-2012 by title only.

(169-12) MOVED WILSON-BOYD to adopt Resolution #17-2012.

Motions 168-12 to 169-12 inclusive were adopted by unanimous roll call vote.

(170-12) MOVED COSTA-WILSON to accept the recommendation of Ed Bruener to award the low bid for Asphalt to Linday Paving pursuant to the SHACOG. The motion was adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Wilson reminded everyone that the Memorial Day Service will be held at the Churchill Cemetery on Monday, May 28, 2012 beginning at 11:00 AM. A free luncheon will be provided afterwards at the Elks.

Mrs. Martinelli reminded residents that the Summer Festival is June 19th through the 23rd. If anyone is interested in a booth, they should contact the office. Also, the 5K will be held on Saturday, June 23rd beginning at 8:00 AM. On-line registration is available. There is a $15 charge. The first 50 people get a goody bag. Mrs. Martinelli hopes that the Township's employees will assist by either running in the race or aiding in traffic control. Mrs. Martinelli also commented upon the Memorial Day Service and stated that the next meeting of the Board is scheduled for June 11, 2012.

(171-12) MOVED WILSON-CRINER to adjourn. The meeting adjourned at 7:48 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JUNE 11, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Public Hearing of Monday, May 21, 2012
Second Stated Meeting of Monday, May 21, 2012

COMMUNICATIONS: Mr. and Mrs. Allan Schwartz

CITIZENS' COMMENTS:

REPORTS:

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

PAYMENT OF BILLS:

General Fund	$ 144,082.49
General Fund Addendum	$ 4,122.70
Combined Sewer Fund	$ 385.00
TOTAL:	**$148,590.19**

OLD BUSINESS:

1. VFC #4 – Fire Equipment Purchase proposal

NEW BUSINESS:

1. Accept the recommendation of Mr. Bruener to employ Mr. Mitchell Hornick of 119 Patterson Street and Zain Siddiqui of 107 Gilmore Drive to the position of part time temporary summer help at an hourly rate of $9.50.

2. Italian American Club – Tax Assessment Settlement Proposal.

3. Authorize application to the Department of Environmental Resources for the purchase of a backhoe (35% funding), a gate for the compost site fence (Linhart Park) and new 32 gallon recycling containers for residents.

4. Resolution #18-2012 – Acknowledging and authorizing the participation of the Wilkins Township Police Department in a Joint DUi Enforcement Program known as the East Hills DUI Task Force and authorizing the execution of a cooperative agreement.

COMMISSIONERS' COMMENTS

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JUNE 11, 2012

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission will meet on Wednesday, June 13, 2012 for the purpose of reviewing an application for Conditional Use submitted by STREAM Academy for the use of Floor 2 of Building #1. The meeting will be held at the Municipal Building beginning at 7:00 PM.

2. The Civil Service Board will meet beginning at 9:00 AM on Monday, June 18, 2012 to continue the review of proposed amendments to the Rules and Regulations. The meeting will be held in the Conference Room at the Municipal Building.

3. The Wilkins Township Summer Festival will be held at Penn Center (behind Sears) from June 19th through June 23rd from 6:00 PM until 11:00 PM.

4. The Recreation Advisory Committee will host a Farmer's Market on Wednesday, June 20, 2012 from 3:00 PM until 7:00 PM in the parking lot of the Municipal Building.

5. The Recreation Advisory Committee will host a 5K Run / Walk on Saturday, June 23rd beginning at 8:30 AM with the starting point at D'Imperio's at Penn Center.

6. The Administrative Offices of the Township of Wilkins will be closed on Wednesday, July 4, 2012 in observance of Independence Day.

7. The Board of Commissioners will meet again on Monday, July 9, 2012 with a Public Hearing on the Conditional Use Application of STREAM at 6:30 PM and the regular meeting beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, June 11, 2012

The Regular Meeting of Monday, June 11, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(172-12) MOVED WILSON-BOYD to approve the Public Hearing Minutes and the Regular Meeting Minutes of Monday, May 21, 2012 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Mr. and Mrs. Allan Schwartz submitted an email praising and thanking those individuals, including Mr. Wilson and Mrs. Martinelli who were involved in putting together the Memorial Day Service held at the Churchill Cemetery.

Citizens' Comments:

Mrs. Cheryl Akers-Stanton of 103 Peffer Road advised the Board that she received a quote for tree removal for a large dead pine in front of her home. In addition to that pine tree, the Township also has a pine tree that she believes is diseased and in danger of falling upon her home. She requested that the contractor provide her with a quote to remove both trees. Both trees can be removed for $700.00 if the Township so desires.

REPORTS:

Solicitor's Report:

Mr. Rushford stated that Laurel Print had issued a writ of summons against the Township about a year ago and he's pleased to report that that has now been resolved by an agreement to dismiss the Township from the action. There is a proposed settlement for the real estate taxes for the Italian American Club, which is included on the agenda this evening. Finally, Mr. Rushford issued a letter to the auditor as required with regard to any legal issues for 2011.

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

Police Report for May 2012:

	2011	2012
Total Police Calls Logged	294	245
Total Criminal Offenses Reported	32	34
Criminal Arrests/Persons Charged	19	11
Criminal Offenses Cleared	19	10
Traffic Citations Issued	23	13
Parking Tags Issued	4	13
Monies collected during March	$3,729.95	$2,204.38

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

Fire Companies:

WTVFD #1 reported the following for May 2012: 11 Fire Calls, Man-Hours 44.5; 4 Practices, Man-Hours 69; 1 Meeting, Man-Hours 24; Total Man-Hours 137.5.

WTVFD #3 reported the following for May 2012: 10 Fire Calls, Man-Hours 35.79; 2 Training Sessions, Man-Hours 38; 4 Work Details, Man-Hours 42; Total Man-Hours 115.79.

WTVFD #4 reported the following for May 2012: 10 Fire Calls, Man-Hours 25.75; 2 Drills, Man-Hours 15; 5 Work Details, Man-Hours 36; 4 Meetings, Man-Hours 39.75; Total Man-Hours 116.5.

Building Permits Issued for May: #2747-300 Penn Ctr. Blvd., Interior Alterations $1,839; Site Plan Review $1,097.72; #2748-3440 Wm. Penn Hwy., Interior Alterations $289; Site Plan Review $525; #2749-343 Sunset Drive, Porch Roof $54; #2750-777 Penn Ctr. Blvd., Interior Alterations $1,000.75; Site Plan Review $806.26; #2751-324 Delaney Drive, Porch Roof $79; #2752-118 Dunbar Drive, AG Swimming Pool $54.00

Deed Transfer Tax: The Township received $2,361.70 in deed transfer tax in the month of May, representing transfer tax collected by Allegheny County in the month of April.

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

Balance Collectable – beginning of the month	$220,299.56
Exonerations – Total Adjustments	.00
Total Collectable	$220,299.56
Face Collections	$-18,605.00
Balance Collectable – End of the month	$201,694.56
Face amount of collections	$18,605.00
Plus Penalties	.00
Less Discounts	$-13.23
Total Cash Collected	$18,591.77

Act 511 for May 2012:

Earned Income Taxes:

				Difference
Current Month	$37,186.18	Previous Year	$110,156.32	
Current YTD	$292,879.54	Previous YTD	$290,115.54	$2,764.00

2012 Budget-$459,000

Local Service Tax:

				Difference
Current Month	$6,177.90	Previous Year	$6,801.72	
Current YTD	$40,589.62	Previous YTD	$40,474.33	$115.29

2012 Budget-$145,000

Business Tax (Mercantile & Business Privilege):

				Difference
Current Month	$431,456.65	Previous Year	$202,167.01	
Current YTD	$497,466.40	Previous YTD	$276,467.92	$220,998.48

2012 Budget-$590,000

(173-12) MOVED CRINER-COSTA to approve the payment of the schedule of bills in the amount of $148,590.19 as presented. The motion was adopted by unanimous roll call vote.

(174-12) MOVED WILSON-COSTA to accept VFC #4's proposal to purchase a chassis and then permit the dealer to use that as a demonstrator model for a period of 4-9 months to decrease the final cost of the chassis, as outlined in a memorandum from Mrs. Bradley dated May 31, 2012, on file in the Township Office.

(175-12) MOVED COSTA-WILSON to appoint Mitchell Hornick of 119 Patterson Street and Zain Siddiqui of 107 Gilmore Drive to the position of part-time temporary public works employees at an hourly rate of $9.50.

Motions 174-12 to 175-12 inclusive were adopted by unanimous roll call vote.

(176-12) MOVED COSTA-CRINER to accept the proposed settlement of the tax assessment appeal of the Italo American Citizens Club, as follows: 2011: $120,000; 2012: $120,000 and 2013: $160,000. The motion was adopted by a 3-2 vote, with club members, Mr. Wilson and Mrs. Martinelli abstaining.

(177-12) MOVED COSTA-CRINER authorizing the Manager to apply for a grant through the DEP for the purchase of a backhoe (35% funding), a gate for the composting facility at Linhart Park and 32 gallon recycling containers. The motion was adopted by unanimous roll call vote.

RESOLUTION NO. 18-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ACKNOWLEDGING AND AUTHORIZING THE PARTICIPATION OF THE WILKINS TOWNSHIP POLICE DEPARTMENT IN A JOINT DUI ENFORCEMENT PROGRAM KNOWN AS THE EAST HILLS DUI TASK FORCE AND FURTHER AUTHORIZING THE EXECUTION OF A COOPERATIVE AGREEMENT

(178-12) MOVED WILSON-COSTA to read Resolution #18-2012 by title only.

(179-12) MOVED WILSON-COSTA to adopt Resolution #18-2012.

Motions 178-12 to 179-12 were adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Costa encouraged everyone to come out to this years' Summer Festival at Penn Center and also mentioned that this year, the Recreation Advisory Committee will be holding a 5K race on Saturday morning.

Mr. Boyd stated that he is interested in reducing the amount of waste by increasing incentives for residents to recycle. He mentioned the fact that Cranberry has a "pay as you throw" program that the Township may want to investigate in order to reduce our budget for refuse removal in future years.

Mr. Wilson thanked the Board members for supporting the settlement of the assessment appeal filed by the Italo American Club.

Mrs. Martinelli thanked Mr. Wilson for the great job he did in coordinating the Memorial Day Service; invited everyone to attend the Summer Festival, which begins next week and reviewed the schedule of events for the festival. Mrs. Martinelli also advised the Board that the Community Center is rented out both Saturday and Sunday every weekend during the month of June, with the exception of Father's Day.

(180-12) MOVED WILSON-BOYD to adjourn. The meeting adjourned at 7:53 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JULY 9, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, June 11, 2012

COMMUNICATIONS: Mr. Patrick Earley, Manager, CITF (2)

CITIZENS' COMMENTS:

REPORTS:

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

PAYMENT OF BILLS:

General Fund	$ 292,298.23
General Fund Addendum	$ 11,397.81
Combined Sewer Fund	$ 109,930.89
TOTAL:	**$413,626.93**

OLD BUSINESS:

1. STREAM Academy – Conditional Use Application.
2. Draft Feasibility Study – Thompson Run Watershed / Authorize execution of correspondence to ALCOSAN
3. Engineering Services Proposal – Highland Avenue Sewer Separation Project
4. Engineer's recommendation for contract with asbestos inspection / removal company for HMGP Grant demolitions
5. Requested modifications to PAMS – Contract for Delinquent (2011 and prior year) Earned Income Tax collection.
6. Vinesiean Place – Deed of Dedication; Declaration of Relinquishment; Grant of Easement and Right-of-Way.

NEW BUSINESS:

1. Accept the recommendation of Mr. Bruener to appoint Mr. Seth Lapic of 1100 Penn Center Boulevard, Apt. 1012 to the position of part time temporary summer help at an hourly rate of $9.50.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, JULY 9, 2012

2. Authorize payment to W.A. Petrakis Contracting in the amount of $117,617.75, representing Payroll Estimate #1 for work performed on the Dowling Avenue Phase I project.

3. Allegheny County & Western Pa Association of Township Commissioners - 40th Annual Joint Fall Conference.

4. Pittsburgh Passion request to offer an outreach program at Summer Recreation sites.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission will meet on Wednesday, July 18, 2012 at the Municipal Building beginning at 7:00 PM for the purpose of beginning discussions on impact fees and their benefit to the Township.

2. The Share the Road East will meet at D's Six Pack and Dogz in Regent Square on Thursday, July 19, 2012 beginning at 7:00 PM.

3. The Zoning Hearing Board will meet on Thursday, July 19, 2012 at the Municipal Building beginning at 7:00 PM for the purpose of hearing an application for a variance brought by Mr. Richard Clark of 330 Sunset Drive and an application for a variance brought by Brewstone Beer Company, William Penn Highway.

4. The Board of Commissioners will meet again on Monday, August 13, 2012 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, JULY 9, 2012

The Public Hearing of Monday, July 9, 2012 was brought to order at 6:30PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli Ms. Criner
Mr. Costa Mr. Wilson

Mr. Boyd was absent

Mrs. Bradley stated that the purpose of the Public Hearing was to hear recommendations from the Wilkins Township Planning Commission and public comments on an application for Conditional Use for Building #1 at Penn Center East – 201 Penn Center Boulevard, Lot/Block 542-K-15. The application is for the lease of the 2nd floor of Building #1 to STREAM Academy, a cyber charter school, for the purpose of operating a private school.

Present on behalf of STREAM were: Attorney Kevin McKeegan of the law firm of Meyer, Unkovic and Scott; Mr. Larry Gumberg, LG Realty Associates; Mr. Barry Layton, Manager, Penn Center East and Mr. David Martin, Principal, STREAM Academy.

By memorandum dated June 14, 2012, the Wilkins Township Planning Commission advised that it met on June 13th and heard the request for the Conditional Use presented on behalf of STREAM. STREAM is now interested in occupying the second floor of Building #1. The Academy had formerly applied for and received conditional use approval to locate in Building #6 of Penn Center. However, the administrators have determined that it would be in their best interest to locate in Building #1. The second floor of Building #1 was previously occupied by Phoenix University and it is therefore already arranged in classroom style and more conducive to the current operation of STREAM Academy.

The Planning Commission recommended that the Board of Commissioners approve the Conditional Use Application, however the commission is concerned about the drop-off and pick-up of students because as currently anticipated, this will occur within an active lane of the public roadway. Therefore, the Planning Commission recommends that the Board approve the application contingent upon: 1) The Chief of Police meeting with and determining an appropriate traffic pattern/method for student drop off and pick up; and 2) that the school be required to follow those recommendations and upon review by the Chief after the beginning of the school year, that the Chief advise of the need to revise that methodology, and that the Chief report his findings back to the Planning Commission within 2 months or less of the start of the new school year.

Chief Krancic met with the school administrators and management from Penn Center. The Chief, by memorandum dated June 26th approved the plan as outlined by the Academy. Parents and students will be instructed to use the Rodi Road entrance to Penn Center Boulevard when travelling east on Route 22 and will be instructed to use the Kingston Drive entrance to Penn Center when traveling west on Route 22. In this manner, all students will be within the closest lane of traffic when entering and exiting vehicles in front of the school. For parents and/or students who use the Penn Center Boulevard access, they will be instructed to park across the street from the school and walk their children across-within a dedicated crosswalk and with the assistance of school administrators who will be present at all times during loading and unloading of students.

Mr. McKeegan agreed that the new space will be more conducive to STREAM's current operation. He stated that there is a total of 61,000 Square Feet of office space available in Building #1, which requires a total of 103 parking spaces. There are currently 213 parking spaces assigned to Building #1. Mr. McKeegan outlined the agreement that the administrators from the school and the principals from Penn Center came to with Chief Krancic for loading and unloading students. There will be continual monitoring of this situation and if there is a need to modify the procedure, the administrators from STREAM will work it out with the Chief. There is security provided for this space. The second floor will be completely segregated from other building tenants and key access will be required to enter.

PUBLIC COMMENTS:

None.

COMMISSIONERS' COMMENTS:

Mr. Wilson questioned whether or not Penn Center management will be painting a crosswalk for the students. Mr. Layton stated that the Township tarred and chipped the road and it is his understanding that the Township will be providing striping as necessary in the near future.

Mrs. Martinelli asked whether STREAM would use markers like TELI has for students who are required to cross Penn Center Boulevard. Mr. Layton said that they would work on that, however, those markers are routinely run over by trucks. Mrs. Martinelli also asked how much moving into this smaller space will limit the growth of STREAM. Mr. Martin responded that initially, they do not see that as a problem, but they are planning to grow into Building #6 within the next 14 months.

Mrs. Criner asked how many students make up the current population and how many students would be attending the school on any one day. Mr. McKeegan stated that there are about 600 students and there would be approximately 200 students attending at any one time.

The meeting was adjourned at 6:44 PM.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, JULY 9, 2012

The Regular Meeting of Monday, July 9, 2012 was brought to order at 7:06 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(181-12) MOVED WILSON-COSTA to approve the minutes of the Regular Meeting of Monday, June 11, 2012 as presented. The motion was adopted by unanimous roll call vote of all present.

Communications:

Mrs. Martinelli shared a card from Angie Gialloretto, Chair of the Democratic Party, congratulating the Township and the Recreation Advisory Board on a job well done this year with the Summer Festival.

Mr. Patrick Earley, Manager of CITF, Allegheny County Redevelopment Authority submitted correspondence to the Township advising that the Township's CITF projects – Sawmill Run Streambank Stabilization and Dowling Avenue Sanitary Sewer Project – Phase II had been rejected and advising that applications for the next round of funding may be submitted from September 4th through the 28th.

Citizens' Comments:

Ms. Thelma Landy of 1444 Laurel Drive questioned whether or not the rumors that she keeps hearing about Walmart locating in the Sears building are accurate.

Mr. Russell Hall of 114 Quarry Street advised the Board that one of the no parking signs on the dead end of Quarry had been knocked down by a salt truck over the winter and not replaced, which has led to problems with vehicles parking on that side of the street.

Ms. Mary Lou Rainey of 126 Quarry Street requested that the Township keep up with the weeds growing in the right-of-way. She recently cut these weeds so that there would not be an accident from vehicles driving in the middle of the street to avoid the weeds.

REPORTS:

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

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

Police Report for June 2012:

	2011	2012
Total Police Calls Logged	311	281
Total Criminal Offenses Reported	31	30
Criminal Arrests/Persons Charged	10	10
Criminal Offenses Cleared	8	9
Traffic Citations Issued	37	22
Parking Tags Issued	0	0
Monies collected during June	$10,316.11	$6,695.04

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

Fire Companies:

WTVFD #4 reported the following for June 2012: 13 Fire Calls, Man-Hours 38.50; 19 Work Details, Man-Hours 376; 1 Meeting, Man-Hours 16; Total Man-Hours 430.5.

WTVFD #3 reported the following for June 2012: 14 Fire Calls, Man-Hours 34.61; 10 Work Details, Man-Hours 565.95; 1 Training Session, Man-Hours 10.5; Total Man-Hours 611.06.

Building Permits Issued for June: #2753-400 Penn Ctr. Blvd., Interior Alterations $726.50; Site Plan Review $525.00; #2754-3450 Wm. Penn Hwy., Deck $10,000.00; Site Plan Review $525; #2755-135 Gardenia Drive, AG Swimming Pool $54.

Deed Transfer Tax: The Township received $3,734.53 in deed transfer tax in the month of June, representing transfer tax collected by Allegheny County in the month of May.

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

Balance Collectable – beginning of the month	$201,694.56
Exonerations – Total Adjustments	.00
Total Collectable	$201,694.56
Face Collections	$-82,795.90
Balance Collectable – End of the month	$118,898.66
Face amount of collections	$82,795.90
Plus Penalties	.00
Less Discounts	.00
Total Cash Collected	$82,795.90

Act 511 for June 2012:

Earned Income Taxes:

				Difference
Current Month	$104,229.43	Previous Year	$ 51,920.96	
Current YTD	$397,108.97	Previous YTD	$342,036.50	$55,072.47

2012 Budget-$459,000

Local Service Tax:

				Difference
Current Month	$32,245.13	Previous Year	$37,912.08	
Current YTD	$72,834.75	Previous YTD	$78,386.41	($5,551.66)

2012 Budget-$145,000

Business Tax (Mercantile & Business Privilege):

				Difference
Current Month	$71,552.75	Previous Year	$239,919.34	
Current YTD	$569,019.15	Previous YTD	$516,387.26	$52,631.89

2012 Budget-$590,000

(182-12) MOVED WILSON-COSTA to waive the reading of the reports.

(183-12) MOVED CRINER-COSTA to approve the payment of the schedule of bills in the amount of $413,626.93, as presented.

Motions 182-12 to 183-12 inclusive were adopted by unanimous roll call vote of all present.

(184-12) MOVED WILSON-COSTA to accept the recommendation of the Planning Commission and approving the Conditional Use Application for STREAM Academy to operate a private cyber charter school on Floor 2 of Building #1, 201 Penn Center Boulevard, contingent upon continual monitoring and adjustment (if needed) of the plans for loading and unloading students.

(185-12) MOVED CRINER-WILSON authorizing the execution and delivery of notification to ALCOSAN that the Board of Commissioners acknowledges and understands the current status of the evaluation of multi-municipal alternative wet weather plan solutions and the associated costs and further

acknowledges that this submittal does not bind the Township to the current alternatives nor preclude further study, consideration of additional alternatives, project cost distribution among the participating municipalities and final recommendation and acceptance of the same prior to the Consent Order and Agreement mandated submission of Feasibility Studies on July 31, 2013, or any additional information, as it becomes available.

(186-12) MOVED WILSON-COSTA to accept the proposal from Chester Engineers to provide field survey, design, and bid phase services for the Highland Avenue Area Sewer Separation Project in conjunction with funding received through the Department of Environmental Protection.

(187-12) MOVED COSTA-WILSON to accept the recommendation from the Engineer to accept the proposal received from Comprehensive Safety Compliance (CSC), Inc. of Pittsburgh for the purpose of asbestos and lead paint testing required for the HGMP Grant in the amount of $5,350.00.

Motions 184-12 to 187-12 inclusive were adopted by unanimous roll call vote of all present.

RESOLUTION NO. 19-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING RESOLUTION NO. 13-2012 WHICH ACCEPTED AND ADOPTED THE COLLECTION AGREEMENT BETWEEN THE TOWNSHIP OF WILKINS AND PENNSYLVANIA MUNICIPAL SERVICES (PAMS) FOR THE COLLECTION OF DELINQUENT (2011 TAX YEAR AND PRIOR) EARNED INCOME TAXES.

(188-12) MOVED CRINER-COSTA to read Resolution #19-2012 by title only.

(189-12) MOVED CRINER-COSTA to adopt Resolution #19-2012.

Motions 188-12 to 189-12 were adopted by unanimous roll call vote of all present.

(190-12) MOVED COSTA-WILSON authorizing the appropriate officials to (re)execute the following documents in conjunction with Vinesiean Place: Deed of Dedication, Declaration of Relinquishment, and Grant of Easement and Right-of-Way which were originally authorized for execution at the meeting of the Board of Commissioners held on August 13, 2007, but never recorded.

(191-12) MOVED COSTA-WILSON to accept the recommendation of Mr. Bruener to appoint Mr. Seth Lapic of 1100 Penn Center Boulevard to the position of part time temporary summer help at an hourly rate of $9.50.

(192-12) MOVED COSTA-WILSON to accept the recommendation of the Engineer to authorize payment of Payroll Estimate #1 to W.A. Petrakis Contracting in the amount of $117,617.75 for work performed on the Dowling Avenue, Phase I Sanitary Sewer Replacement Project.

(193-12) MOVED WILSON-CRINER authorizing any elected official to attend the 40th Annual Joint Fall Conference of Allegheny County and Western Pennsylvania Association of Township Commissioners.

(194-12) MOVED WILSON-COSTA authorizing the Pittsburgh Passion to hold a one time, one hour long outreach program for the children attending the Township's Summer Recreation Programs, as outlined in correspondence provided.

Motions 190-12 to 194-12 inclusive were adopted by unanimous roll call vote of all present.

Commissioners' Comments:

Mrs. Bradley stated that Commissioner Boyd requested that she announce that Share The Road East will meet on July 19, 2012 at 7:00 PM at D's Six Pack & Dogz in Regent Square.

Commissioner Costa congratulated the Recreation Advisory Board on a great job done with the Summer Festival. It was very successful and the weather cooperated. He also congratulated Joy Voeltzel for all of her hard work.

Commissioners Wilson and Criner agreed with Mr. Costa's comments regarding the Summer Festival.

REGULAR MEETING MONDAY, July 9, 2012-page four

(195-12) MOVED WILSON-COSTA authorizing the donation of $200 to the Allegheny County Sheriff Reserve Unit. The motion was adopted by unanimous roll call vote of all present.

Mrs. Martinelli stated that she received nothing but positive comments from citizens and vendors who attended the Summer Festival. Representatives from other communities are now contacting members of the Township's Recreation Advisory Board seeking their input and help in their communities' events. Mrs. Martinelli thanked Chief Krancic for his presence each night; thanked the Public Works for a wonderful job and stated that the 5K race was a tremendous success.

(196-12) MOVED CRINER-WILSON to adjourn. The meeting 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 COMMISSIONERS MEETING
MONDAY, AUGUST 13, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, July 9, 2012
Public Hearing of Monday, July 9, 2012

COMMUNICATIONS: Autumn Vogel, Heinz Interns

CITIZENS' COMMENTS:

REPORTS:

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

PAYMENT OF BILLS:

General Fund	$135,831.01
General Fund Addendum	$ 7,852.49
Capital Reserve Fund	$ 669.00
DEP GHG Fund	$ 7,885.45
IDA Fund	$ 2,010.70
IDA Fund Addendum	$ 182.21
Emergency Contingency Fund	$ 2,084.29
Combined Sewer Fund	$ 115,213.72
Combined Sewer Fund Addendum	$ 88.33
TOTAL:	**$271,817.20**

OLD BUSINESS:

1. Continue the review of recommendations from the Planning Commission on the proposed amendment to Communications Tower Ordinance.

NEW BUSINESS:

1. Request from the Veterans of Foreign Wars for a $300.00 donation to support the Post.
2. Request from Lisa DiLucente, 135 Sunset Drive, for a waiver of the fee for the use of the Community Center.
3. Recap of items damaged during lightning strike at Municipal Building 7/26.
4. Recommend approval of amended Civil Service Rules and Regulations.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, AUGUST 13, 2012

5. Accept Engineer's recommendation to pay W.A. Petrakis $32,502.41, representing Payroll Estimate #2 for work substantially complete on the 2012 Dowling Avenue Sanitary Sewer Replacement Project.

6. Accept Engineer's recommendation to pay Derry Construction Company, Inc., in the amount of $99,654.75, representing final payment on the 2012 Roland Road Paving Project and further authorizing the appropriate officials to execute a change order in the amount of -$10,115.25, representing the variance in contractual cost and total actual cost.

7. Request to attend the 2012 APMM Fall Managers Meeting at the Doubletree by Hilton in Monroeville on Friday, October 19th from 8:30 AM until 4:00 PM at a cost of $100.00

8. Request by Mr. Hill to attend the PENNBOC Conference at the Sands Resort Hotel in Bethlehem, PA from Wednesday, September 12th through Friday, September 14th at a cost of $359 for the registration, plus hotel room, to be determined.

9. Authorize the advertisement of an ordinance which would adopt Vineseian Place as a public right-of-way. (Adoption at 9/10/12 meeting).

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission will meet on Thursday, August 16, 2012 at the Municipal Building beginning at 7:00 PM for the purpose of discussing the proposed amendment to the Communications Tower Ordinance and revisions to the stormwater ordinance.

2. The Civil Service Board will meet at 9:00 AM on Tuesday, August 21, 2012.

3. The next meeting of the Workplace Safety Committee will be on August 23, 2012 beginning at 10:00 at Linhart Park.

4. The Administrative Offices of the Township of Wilkins will be closed on Monday, September 3, 2012 in observance of Labor Day.

5. The Board of Commissioners will meet again on Monday, September 10, 2012 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, AUGUST 13, 2012

The Regular Meeting of Monday, August 13, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(197-12) MOVED WILSON-COSTA to approve the minutes of the Public Hearing of July 9 2012, and the minutes of the Regular Meeting of Monday, July 9, 2012 as presented. The motion was adopted by a 4-1 vote with Mr. Boyd abstaining.

Communications:

Mrs. Bradley read an email from Autumn Vogel with the Heinz Interns advising the Township that the recent grant application filed for the grant "Produce Change" had been rejected.

Mrs. Martinelli read correspondence submitted by Sharon Polski of 798 Greensburg Pike thanking Officer Lehew for his diligence in recovering her laptop which was stolen from her home and requesting that the Board of Commissioners consider installing a street light in front of her home.

Citizens' Comments:

Chardae Seligsohn of 106 Hart Drive requested that the Board of Commissioners consider waiving the fee for her application for a variance before the Zoning Hearing Board. Ms. Seligsohn's three year old son, Billy, has autism and in order to protect him, it is necessary for his parents to install a 6' high fence around the entire property. Ms. Seligsohn stated that her son has twice recently slipped past his caregivers and was found once in the neighbor's garage and once was almost hit by a car on the street. The property next to 106 Hart has a pool, which is very concerning to the family. The fence will provide a measure of protection necessary for her child.

(198-12) Moved WILSON to waive the fee for Ms. Seligsohn to apply for a variance before the Zoning Hearing Board. Motion dies for a lack of a second.

(199-12) Moved MARTINELLI-COSTA to reduce the fee for a variance hearing to $200 for Ms. Seligsohn due to the medical necessity presented at the meeting to be used for the purpose of requesting an increase in the permitted height of a fence at the September, 2012 meeting of the Zoning Hearing Board. The motion was adopted with a 3-2 vote with Mr. Wilson and Ms. Criner abstaining.

Mr. Steve Friedman of 1481 Laurel Drive questioned the Board about Walmart and the process that would need to be followed if Walmart were interested in locating in Wilkins Township. Mr. Friedman also expressed his unequivocal opposition to the location of a Walmart in the Township.

REPORTS:

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

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

Police Report for July 2012:

	2011	2012
Total Police Calls Logged	330	257
Total Criminal Offenses Reported	26	45
Criminal Arrests/Persons Charged	11	14
Criminal Offenses Cleared	7	13
Traffic Citations Issued	21	14
Parking Tags Issued	0	0
Monies collected during July	$ 3,425.09	$1,671.25

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

Fire Companies:

WTVFD #1 reported the following for the month of May 2012: 11 Fire Calls, Man-Hours 44.50; 4 Drills, Man-Hours 69; 1 Meeting, Man-Hours 24; Total Man-Hours 137.50. For the month of June 2012: 15 Fire Calls, Man-Hours 42.50; 2 Drills, Man-Hours 33; 1 Meeting, Man-Hours 18; 7 Special Work Details, Man-Hours 146.50; Total Man-Hours 240.

WTVFD #4 reported the following for June 2012: 13 Fire Calls, Man-Hours 38.50; 19 Work Details, Man-Hours 376; 1 Meeting, Man-Hours 16; Total Man-Hours 430.5.

WTVFD #3 reported the following for July 2012: 17 Fire Calls, Man-Hours 70.56; 2 Work Details, Man-Hours 26; 1 Meeting, Man-Hours 28; Total Man-Hours 124.5.

Building Permits Issued for July: #2756-4201 Greensburg Pike, AG Pool $54.00; #2757-975 Roland Rd., Deck $79.00; #2758-162 Churchill Rd., House Repairs $107.00; #2759-300 Penn Ctr. Blvd., Site Plan Review $525.00; Interior Alterations $626.50; #2760-777 Penn Ctr. Blvd., Addition $62.72; #2761-3386 Wm. Penn Hwy., Demolition $163.00.

Deed Transfer Tax: The Township received $833.00 in deed transfer tax in the month of July, representing transfer tax collected by Allegheny County in the month of June.

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

Balance Collectable – beginning of the month	$118,898.66
Additions – Total Adjustments	$ 280.61
Total Collectable	$119,179.27
Face Collections	$ -8,541.00
Balance Collectable – End of the month	$110,638.27
Face amount of collections	$ 8,541.00
Plus Penalties	$ 848.94
Less Discounts	$ -1.03
Total Cash Collected	$ 9,388.91

Act 511 for July 2012:

Earned Income Taxes:

				Difference
Current Month	$29,744.66	Previous Year	$67,550.17	
Current YTD	$426,853.63	Previous YTD	$409,586.67	$17,266.96

2012 Budget-$459,000

Local Service Tax:

				Difference
Current Month	$1,191.78	Previous Year	$0.00	
Current YTD	$74,026.53	Previous YTD	$149,978.55	($75,952.02)

2012 Budget-$145,000

Business Tax (Mercantile & Business Privilege):

				Difference
Current Month	$3,042.16	Previous Year	$0.00	
Current YTD	$572,061.31	Previous YTD	$601,700.56	($29,639.25)

2012 Budget-$590,000

(200-12) MOVED COSTA-BOYD to waive the reading of the reports.

(201-12) MOVED CRINER-COSTA to approve the payment of the schedule of bills in the amount of $271,817.20, as presented.

Motions 200-12 to 201-12 inclusive were adopted by unanimous roll call vote of all present.

(202-12) MOVED BOYD-CRINER to remand the proposed amendment to the Communications Tower Ordinance back to the Planning Commission to define that these towers are to be located in C-1 and M-1 Zoning Districts.

(203-12) MOVED WILSON-BOYD to approve the request of the Veterans of Foreign Wars Post 6681 for a donation of $300 to support the post.

(204-12) MOVED WILSON-MARTINELLI to approve the request of Lisa DiLucente of 135 Sunset Drive for a waiver of the fee for the rental of the Community Center for the purpose of holding a fundraiser to raise money for the funeral expenses of her nephew who passed away unexpectedly.

(205-12) MOVED WILSON- COSTA to accept the recommendation of the Civil Service Board to adopt the newly amended Civil Service Rules and Regulations.

(206-12) MOVED COSTA-BOYD to accept the recommendation of the Engineer to pay W.A. Petrakis $32,502.41 representing Payroll Estimate #2 for work substantially complete on the 2012 Dowling Avenue Sanitary Sewer Replacement Project.

(207-12) MOVED COSTA-BOYD to accept the recommendation of the Engineer to pay Derry Construction Company, Inc., in the amount of $99,654.75 representing final payment of the 2012 Roland Road paving Project and further authorizing the appropriate official to execute a change order in the amount of minus $10,115.25, representing the variance between the bid price and the actual cost.

(208-12) MOVED WILSON-COSTA to approve the Manager's request to attend the APMM Fall Managers Meeting at the Doubletree in Monroeville on Friday, October 19, 2012 from 8:30 AM until 4:30 PM.

(209-12) MOVED COSTA-WILSON to approve Mr. Hill's request to attend the PENNBOC Conference at the Sands Resort Hotel in Bethlehem, PA from Wednesday, September 12th through Friday, September 14th at a cost of $359 for the registration, plus the hotel room (cost to be determined).

(210-12) MOVED WILSON-COSTA to authorize the advertisement of a proposed ordinance adopting Vineseian Place as a public right-of-way.

Motions 202-12 to 210-12 inclusive were adopted by unanimous roll call vote of all present.

Commissioners' Comments:

Mr. Boyd stated that there have been several local accidents recently – two which were fatal – involving a vehicle and an individual on a bicycle. He asked residents to pay attention to and obey the new law which requires that motorists give at least four feet of clearance to bicyclists. If it is not possible to safely provide four feet due to on-coming traffic, motorists are asked to wait to pass until they are able to provide that clearance. Mr. Boyd also commented on the many different recycling opportunities that exist. He mentioned specifically a pay-as-you throw program in Cranberry, where residents are required to pay for refuse removal in an attempt to increase recycling.

Mr. Costa commended Joy Voeltzel and the Recreation Advisory Board for their outstanding job at the Summer Festival.

Mr. Wilson stated that the remainder of Roland Road will be paved next year. He's received several questions on why the Township did not pave the whole road. The Township did not have sufficient funding to do so. The cost of the area paved this year was just shy of $100,000.

Mrs. Martinelli stated that she was happy that the Recreation Advisory Board did such and outstanding job.

(211-12) MOVED WILSON-BOYD to adjourn. The meeting adjourned at 8:25 PM. The motion was adopted by unanimous roll call vote of all present.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 10, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, August 13, 2012

COMMUNICATIONS:
Mr. Mohammed Rayan, Manager, Penn Hills
Mr. Timothy Rogers, Manager, Township of Shaler
Mr. Gregory Erosenko, Chairman, ACSTCC
Ms. Carol Congedo, M.D., OASIS Tutoring
Ms. Linda Pacovsky, Sheetz, Inc., District Manager

CITIZENS' COMMENTS:

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

PAYMENT OF BILLS:

General Fund	$155,301.52
Emergency Contingency Fund	$ 1,479.27
Combined Sewer Fund	$ 7,355.47
IDA Fund	$ 7,463.96
TOTAL:	**$171,600.22**

OLD BUSINESS:

1. Recommendation from Mr. Bruener for street light request – 798 Greensburg Pike
2. Ordinance #1028 – Adoption of Vineseian Place
3. Carl's Tavern Plan of Subdivision – request for re-approval due to time lapse.

NEW BUSINESS:

1. Presentation of the 2013 Minimum Municipal Obligation to the Pension Plans:
    a. General (Non-uniform) Employees: $44,473
    b. Police Officers: $342,364

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 10, 2012

2. Authorization to amend the developers agreement between Wilkins and Bellagio Real Estate, LP dated March 6, 2006 as follows:

    a. Paragraph 8 – Amend this paragraph to require 110% of the cost of construction of the remaining sidewalks, or 21,360.63 for financial security.

    b. Paragraph 11 – Amend this paragraph to require 15% of the actual cost of paving, or $7,100.63 to be placed in an escrow account.

3. Recommendation from the Planning Commission to authorize Chester Engineers to rewrite the Stormwater Management Ordinance to current standards and work with the Planning Commission to integrate it into the existing codified book of ordinances.

4. Discussion of the development of an Impact Fee Ordinance.

5. CITF Projects – Recommendation of new projects for application of 09/24/12
    a. Demolition of vacant / abandoned structures
    b. Highland Avenue separation project

6. Request for use of building for Police Training, 2013 on the following Mondays/Tuesdays:
    January: 28-29
    February 4-5, 11-12. 18-19, 25-26
    March 4-5, 11-12, 18-19, 25-26
    April 8-9, 15-16
    September 30th
    October 1st

7. Request from Mr. Bruener to permit Mitchell Hornick to continue to work through the end of leaf season, or November 30, 2012.

8. Authorize execution of an Agreement with the Natural Resources Defense Council for the filing of an amicus brief in support of Robinson Township in the appeal to the Supreme Court of Robinson Township v. the Pennsylvania Public Utilities Commission.

9. Resolution #20-2012, urging the Pa General Assembly to reform Act 111, as proposed in Senate Bill 1570.

10. Request by Jeff Freiwald, Woodland Hills Youth Soccer Association (WHYSA) Coordinator (and resident of 184 Penhurst Drive) to use the playground side of Lions Park for the WHYSA Under-10 boys' team to practice from September 12th through October 31st from 6:00 PM until 7:30 PM, Monday and Wednesday evenings.

11. Request from the Pittsburgh Bridge Association to use the auditorium on Saturday, September 22, 2012 from 11:00 AM until 4:00 PM for the purpose of holding a "Learning to Play Bridge" session (closed to the public). The PBA has agreed to pay $100 for the use of the room.

12. Establish a date for Trick or Treat (Wednesday, October 31st 6:30 – 8:30)

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 10, 2012

13. Authorize advertisement for 2013 Budget Meetings: October 8th, October 29th, and November 12th at 6:00 PM. First reading: November 12th; Adoption: December 10th (Note: The First Class Township Code requires advertisement ten days prior to final adoption and the availability of the proposed budget 20 days prior to final adoption).

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Planning Commission will meet on Thursday, September 20, 2012 at the Municipal Building beginning at 7:00 PM for the purpose of discussing the proposed amendment to the Communications Tower Ordinance, revisions to the stormwater ordinance and a proposed land development (addition) submitted by Pittsburgh East Nissan.

2. The Board of Commissioners will meet again on Monday, September 24, 2012 beginning at 7:00 PM.

3. The next meeting of the Workplace Safety Committee will be on September 26, 2012 beginning at 1:30 PM at the Greensburg Municipal Building (annual training).

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, SEPTEMBER 10, 2012

The Regular Meeting of Monday, September 10, 2012 was brought to order at 7:05 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(212-12) MOVED WILSON-COSTA to approve the Regular Meeting Minutes of Monday, August 13, 2012 with one correction, under Commissioners Comments, please change Mr. Boyd's comments from "...if it is not possible to safely provide four feet due to on-coming traffic, motorists are asked to stop..." to "motorists are asked to wait to pass". The motion was adopted by unanimous roll call vote.

Mrs. Martinelli announced that the Board of Commissioners met in Executive Session prior to the regular meeting for the purpose of discussing an issue of personnel and potential litigation.

Communications:

Mr. Mohammed Rayan, Manager of the Municipality of Penn Hills, submitted correspondence proposing that the Township pay $775,203 for the ability to connect to the Penn Hills Rodi Road sanitary sewer interceptor, plus the costs of construction and future repair and maintenance expenses.

Mrs. Bradley shared correspondence sent by Tim Rogers, the manager of Shaler Township to Representative Randy Vulakovich regarding the unintended consequences of the Firefighters' Cancer Presumption Act (Act 46).

Mr. Gregory Erosenko, Chairman of the Allegheny County Southeast Tax Collection Committee submitted correspondence advising members of the committee of the current and developing situation with Centax, the tax collector for Beaver, Green, Armstrong and Clarion Counties.

Ms. Cindy Congedo, M.A., Curriculum and Instruction and tutor trainer for Oasis Tutoring submitted correspondence to the Board seeking interested older adults to participate in tutoring of Woodland Hills School District students; requesting permission to place an advertisement in the Township newsletter and offering to speak with groups of older adults about the possibilities of volunteering.

Ms. Linda Pacovsky, District Manager for Sheetz, Inc., requested permission to use the Community Center on December 7 and 8 for the purpose for hosting a Christmas party for disadvantaged children in the area.

(213-12) MOVED CRINER-COSTA authorizing the manager to send a letter to Representative Paul Costa, Senator Jay Costa and Governor Corbett regarding the unintended consequences of the fire presumption act.

(214-12) MOVED COSTA-WILSON authorizing Oasis Tutoring to place an advertisement in the Township's newsletter, seeking adult tutors for Woodland Hills School District students.

(215-12) MOVED WILSON-COSTA authorizing Sheetz to use the Community Center on December 7 and 8 for a Christmas Party of disadvantaged children.

Motions 213-12 to 215-12 inclusive were adopted by unanimous roll call vote.

Citizens' Comments:

Ms. Dorothy Musial of 313 Frazier Drive questioned why the June meeting minutes were not posted on-line.

REPORTS:

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

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

Police Report for August 2012:

	2011	2012
Total Police Calls Logged	338	247
Total Criminal Offenses Reported	45	36
Criminal Arrests/Persons Charged	24	19
Criminal Offenses Cleared	20	13
Traffic Citations Issued	32	20
Parking Tags Issued	8	6
Monies collected during August	$3,573.45	$3,629.28

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

Fire Companies:

WTVFD #1 reported the following for July 2012: 23 Fire Calls, Man-Hours 125; 3 Practices, Man-Hours 50; 1 Meeting, Man-Hours 30; Total Man-Hours 205. The following was reported for August 2012: 16 Fire Calls, Man-Hours 49.5; 3 Practices, Man-Hours 57.5; 2 Specials, Man-Hours 18; Total Man-Hours 125.

WTVFD #3 reported the following for August 2012: 18 Fire Calls, Man-Hours 54.44; 1 Training Session, Man-Hours 14; 2 Activities, Man-Hours 30; Total Man-Hours 98.44.

WTVFD #4 reported the following for August 2012: 11 Fire Calls, Man-Hours 30; 3 Drills, Man-Hours 20; 1 Public Service, Man-Hours 2; 4 Work Details, Man-Hours 20.5; 1 Meetings, Man-Hours 12; Total Man-Hours 84.5.

Building Permits Issued for August: #2763-895 Rita Dr., Deck $79; #2764-3463 Wm. Penn Hwy., Interior Alterations $1,470; Site Plan Review $525; #2765-827 Railroad St., Resid. Repairs $53; #2767-330 Sunset Dr., Deck $79; #2768-124 Leneake St., Resid. Repairs $46.25; #2769-407 Dunbar Drive, Porch Roof $79.

Deed Transfer Tax: The Township received $3,442.25 in deed transfer tax in the month of August, representing transfer tax collected by Allegheny County in the month of July.

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

Balance Collectable – beginning of the month	$110,638.27
Exonerations – Total Adjustments	.00
Total Collectable	$110,638.27
Face Collections	$-3,259.83
Balance Collectable – End of the month	$107,378.44
Face amount of collections	$3,259.83
Plus Penalties	$321.32
Less Discounts	$-.94
Total Cash Collected	$3,580.21

Act 511 for August 2012:

Earned Income Taxes:

				Difference
Current Month	$103,205.64	Previous Year	$ 63,951.92	
Current YTD	$530,059.27	Previous YTD	$473,538.59	$56,520.68

2012 Budget-$459,000

Local Service Tax:

				Difference
Current Month	$7,940.65	Previous Year	$ 9,304.92	
Current YTD	$81,967.18	Previous YTD	$525,692.18	$46,369.13

2012 Budget-$145,000

Business Tax (Mercantile & Business Privilege):				Difference
Current Month	$0.00	Previous Year	$9,304.92	
Current YTD	$572,061.31	Previous YTD	$525,692.18	$46,369.13

2012 Budget-$590,000

(216-12) MOVED WILSON-CRINER to waive the reading of reports due to the length of the agenda. The motion was adopted by unanimous roll call vote.

(217-12) MOVED CRINER-COSTA to approve the payment of the schedule of bills in the amount of $171,600.22. The motion was adopted by unanimous roll call vote.

ORDINANCE NUMBER: 1028

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, ACCEPTING THE DEDICATION OF THAT CERTAIN PUBLIC STREET KNOWN AS VINESEIAN PLACE IN THE SWISS FARM PLAN OF LOTS AS A TOWNSHIP ROADWAY

(218-12) MOVED COSTA-WILSON to read Ordinance 1028 for the first time by title only.

(219-12) MOVED COSTA-WILSON to accept the first reading of Ordinance 1028.

(220-12) MOVED WILSON-BOYD to read Ordinance 1028 for the second time by title only.

(221-12) MOVED COSTA-WILSON to adopt Ordinance 1028.

Motions 218-12 to 221-12 inclusive were adopted by unanimous roll call vote.

(222-12) MOVED COSTA-WILSON to reapprove the Carl's Tavern Plan of Subdivision, initially approved by the Board of Commissioners, upon recommendation of the Planning Commission at the meeting of May 21, 2012. The motion was adopted by unanimous roll call vote.

Presentation of 2013 Minimum Municipal Pension Obligation: Mrs. Bradley provided the Board with copies of the Minimum Municipal Pension Obligation for the Non-Uniform (General) Pension Plan through PMRS and the Police Pension Plan, administered by the municipality. The Non-Uniform MMO for 2013 is $44,473 and the Police Pension Plan MMO is $342,364. These amounts must be included as expenditures in the 2013 budget and must be paid to the respective plans no later than December 31, 2013.

(223-12) MOVED WILSON-COSTA to accept the recommendation of the Manager to amend the developers agreement between Wilkins Township and Bellagio Real Estate, LP dated March 6, 2006 as follows: 1) Amend Paragraph 8 to require 110% of the cost of construction of the remaining sidewalks, or $21,360 in financial security; 2) amend Paragraph 11 to require 15% of the actual cost of paving or $7100 to be placed in escrow.

(224-12) MOVED WILSON-CRINER to accept the recommendation from the Planning Commission to authorize Chester Engineers to rewrite the Stormwater Management Ordinance to current standards and work with the Planning Commission to integrate it into the existing codified book of ordinances (maximum cost of $5,000).

(225-12) MOVED COSTA-WILSON authorizing the Engineer to apply for CITF Grant funds for the Dowling Avenue Sanitary Sewer Project and the Highland Avenue Storm/Sanitary Separation Project.

Motions 223-12 to 225-12 inclusive were adopted by unanimous roll call vote.

(226-12) MOVED COSTA-WILSON to approve the request of the Allegheny County Police Training Academy to use the Municipal Building for annual mandatory updates on the following dates in 2013: January: 28, 29; February: 4, 5, 11, 12, 18, 19, 25, 26; March 4, 5, 11, 12, 18, 19, 25, 26; April 1, 2, 8, 9, 15, 16; September 30, and October 1. The motion was adopted by a 4 to 1 vote with Mrs. Criner, and Messrs. Wilson, Costa and Boyd voting "YES".

(227-12) MOVED COSTA-WILSON authorizing Mr. Bruener's request to continue to employ Mitchell Hornick until November 30, 2012 for the purpose of aiding in the collection of leaves.

(228-12) MOVED WILSON-BOYD authorizing the execution of an Agreement with the Natural Resources Defense Council for the filing of an amicus brief in support of Robinson Township in the appeal to the Supreme Court of Robinson Township v. the Pennsylvania Public Utilities Commission.

Motions 227-12 to 228-12 inclusive were adopted by unanimous roll call vote.

RESOLUTION No.: 20-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, URGING THE PENNSYLVANIA GENERAL ASSEMBLY TO REFORM ACT 111 – THE POLICEMEN AND FIREMENS COLLECTIVE BARGAINING ACT

(229-12) MOVED MARTINELLI-WILSON to read Resolution #20-2012 by title only. The motion was adopted by unanimous roll call vote.

(230-12) MOVED CRINER-MARTINELLI to adopt Resolution #20-2012. The motion was adopted by a 4 to 1 vote with Mrs. Martinelli, Mrs. Criner and Messrs. Costa and Boyd voting "YES".

(231-12) MOVED COSTA-WILSON to approve the request of the Pittsburgh Independent Bridge Association to use the auditorium on Saturday, September 22, 2012 from 11:00 AM until 4:00 PM for the purpose of holding a "Learning to play bridge" session (closed to the public). The PBA has agreed to reimburse the Township $100.

(232-12) MOVED COSTA-WILSON to approve October 31, 2012 from 6:00 PM to 8:00 PM as "Trick or Treat" night in Wilkins Township.

(233-12) MOVED WILSON-BOYD authorizing the advertisement of Budget Meetings for 2013 for: October 8, October 29 and November 12th at 6:00 PM.

Commissioners' Comments:

Mr. Costa stated that he attended a seminar conducted by the Local Government Academy and held in the Municipality of Murrysville. The seminar was about rating communities on performance. The paperwork from the class is in the office if other members of the Board want to review it.

Mr. Wilson stated that tomorrow is 9-11 and he requested that everyone pause and reflect on the lives lost on that day 11 years ago.

(234-12) MOVED COSTA-CRINER to adjourn. The meeting adjourned at 8:23 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, SEPTEMBER 24, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of September 10, 2012

COMMUNICATIONS: Mr. J.J. Tierney, 246 Harrison Road

CITIZENS' COMMENTS:

OLD BUSINESS:

NEW BUSINESS:

1. Recommendation from the Planning Commission – Pittsburgh East Nissan land development.

2. Authorize execution of Letter of Representation – from Seubert to Babb, Inc.

3. The 2012 3RWW Conference will be held at the Monroeville Convention Center on October 17 & 18th. The cost for attendance is $70.00 if paid before October 3rd and $75 afterwards.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Zoning Hearing Board will meet on Thursday, September 27, 2012 at 7:00 PM for the purpose of hearing a request for a variance filed by Mr. Seligsohn for property at 106 Hart Drive.

2. The Recreation Advisory Board will meet again on Tuesday, October 2, 2012 beginning at 7:00 PM at the Community Center.

3. The Planning Commission's next regularly scheduled meeting is October 17, 2012.

4. The first meeting on the 2013 Budget will be held on Monday, October 8, 2012 beginning at 6:00 PM.

5. The next meeting of the Board of Commissioners will be held on Monday, October 8, 2012 beginning at 7:00 PM.

6. Trick or Treat will be observed on Wednesday, October 31, 2012 from 6:00 PM until 8:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING MONDAY, SEPTEMBER 24, 2012

The Second Stated Meeting of Monday, September 24, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(235-12) MOVED COSTA-WILSON to approve the minutes of the Regular Meeting of September 10, 2012 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Mr. J. J. Tierney of 246 Harrison Road submitted two emails expressing his concern regarding vandalism of a sign in his yard on two occasions.

Senator Jay Costa submitted correspondence acknowledging and thanking the Board of Commissioners for forwarding Resolution #20-2012, supporting proposed amendments to Act 111.

Mr. Orelio Vecchio, Coordinator for Pitcairn Community Day, invited the Board of Commissioners and all Wilkins Township emergency service personnel to join them on September 29th for their 10th annual Community Day.

Citizens' Comments: There were no citizens' comments.

(236-12) MOVED WILSON-COSTA to accept the recommendation of the Planning Commission to approve the proposed land development submitted by Pittsburgh Ease Nissan, contingent upon compliance with the comments in Chester Engineer's correspondence dated September 19, 2012.

(237-12) MOVED WILSON-COSTA naming Babb, Inc. as the broker of record for the Township's property and liability and workers compensation insurance effective October 1, 2012.

(238-12) MOVED CRINER-WILSON authorizing Mr. Costa and Mr. Bruener to attend the Three Rivers Wet Weather Conference on October 17th and 18th from 8:00 AM until 4:00 PM at the Monroeville Convention Center at a cost of $70.00 each.

(239-12) MOVED WILSON-COSTA to accept Ms. Criner's recommendation that all individuals who wish to address the Board of Commissioners during public comments sign in at the podium.

(240-12) MOVED WILSON-CRINER authorizing Mr. Costa to attend the Local Government Academy seminar "Tackling Ethical Dilemmas" on October 10, 2012 from 6:00 PM until 9:00 PM at the Greentree Municipal Building at a cost of $20.

Motions 236-12 to 240-12 inclusive were adopted by unanimous roll call vote.

Commissioners' Comments:

Mrs. Martinelli stated that volunteer fire companies and ambulance services in Pennsylvania can submit an application for the 2012 Volunteer Fire Company and Volunteer Ambulance Service Grant Program through October 20th. The grant may be used for the construction or renovation of a station, the purchase or repair of equipment and training or debt reduction. Mrs. Martinelli requested that Mrs. Bradley forward this information to the Fire companies and WHEMS.

(241-12) MOVED CRINER-WILSON to adjourn, the meeting was adjourned at 7:17 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING, MONDAY, OCTOBER 8, 2012

The Budget Meeting of Monday, October 8, 2012 was brought to order at 6:00PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

Mrs. Bradley presented the first draft of the 2013 Budget for the following funds: General, Capital Reserve, Combined Sewer, Emergency Contingency, Emergency Management, Industrial Development Authority, Liquid Fuels, Police Pension, Retired Members Death Benefit and WT Disaster Relief.

General Fund:

Revenues and expenditures are balanced at $4,832.500. It is anticipated that a carry forward balance of approximately $213,000 will be applied to next year's revenues along with the remaining funds in the Emergency Contingency Fund ($450,000). It is not currently anticipated that there will be an increase in millage.

Mrs. Bradley expressed concern over what assessed value the Township will be required to use for 2013. Allegheny County sent out certified assessed rolls for 2013 back in March of 2012. These rolls increased the assessed value of property (cumulative) in Wilkins Township by 31% over the certified assessed value for 2012. If the Township is required to use these certified values, then the Board will need to decrease the millage rate to be in compliance with anti-windfall provisions. These provisions require the township to reap no more than a 5% benefit from the assessment. Presently, the Real Estate Tax revenue included in the 2013 proposed budget is comprised of the 2012 total budgeted number plus 5%. Once the manager is advised of the appropriate data to utilize, the value and millage rate will be recalculated. Mrs. Bradley also expressed concern regarding the amount of earned income tax that has been collected to date. As of the beginning of October, total collections exceeded $625,000, which is more than the Township has ever received in any one fiscal year, let alone in a nine month period. Because of the change in the law and the change in collectors, it is possible that the increase in collection reflects an accurate accounting of funds due and remitted to the township. However, Mrs. Bradley has contacted Keystone and requested that they review the census of Township residents to ensure that the Township is not receiving funds due to other municipalities.

The General Fund budget does not project an increase in wages. The Collective Bargaining Agreement between the Township and the Maintenance Employees (non-uniform) Association calls for a 0% increase in 2013. The Township and the Wage Policy Committee (police) are currently participating in an arbitration to determine the level of wage increase, if any, for 2013. The 2013 budget also does not call for an increase in health care rates. The Township received a preliminary rate notice from Municipal Employers Insurance Trust (MEIT) that indicates a decrease in healthcare premiums from 2012 to 2013 of -0.2%. It should be noted that the Township and the Maintenance Employees Association are awaiting the results of interest arbitration relative to the parity provisions of the Collective Bargaining Agreement and the health insurance plan awarded by the Police arbitrator. The Township has not yet received renewal rates for the package policies or workers compensation and therefore, these rates are preliminarily estimated to increase by 10%. The General Fund includes the purchase of one Ford Interceptor 4x4 for the police department along with one new in-car video recorder. The budget also provides for the purchase of a new Case Backhoe to replace the existing which has

reached the end of its useful life. This purchase will be aided by the use of grant funds from the DEP.

Capital Reserve Fund:

Currently, revenues and expenses are balanced at $2,500. This fund has been depleted through the years. The remaining funds will be used to satisfy assessment appeals for years prior to 2013. Depending on the certified assessed value to be used by the Township for 2013, additional funds may be transferred to the Capital Reserve Fund to aid in refunds for 2013 as well.

Combined Sewer Fund:

The Township has not yet received notice from ALCOSAN relative to the required 2013 Budget Requirement (i.e., the amount of funding that is required to be budgeted for expenses). That requirement letter is usually received the first week of November and may require substantial modification to this budget. However, at this time, the Township is projecting a carry forward balance of $250,000. Projects scheduled for next year include the next phase of the Dowling Avenue Sanitary Sewer Replacement, the completion of a CO&A mandated Feasibility Study and some spot repairs. The budget is currently balanced at $1,312,200.

Emergency Contingency Fund:

The majority of funds remaining in this account will be utilized to balance the General Fund Budget. Additionally, the funds remaining in the Emergency Management Fund will be transferred to this Fund and the Emergency Management Fund, which was slated to be closed in 2012, will be closed in 2013. The transferred funds, estimated to be $29,000, will be placed in the Contingency Fund to aid in the event of unforeseen losses. The Emergency Contingency Fund is balanced at $479,100.

Emergency Management Fund:

As noted in the previous section, the Emergency Management Fund, which was to be closed in 2012 by a transfer to the General Fund, will remain open into 2013. However, these funds will then be transferred to the Emergency Contingency Fund. This fund is currently balanced at $29,000.

Industrial Development Authority/IDA Fund:

This past year, the Public Works Department paved the Community Center parking lot and placed bike racks and new grills in the three parks. The IDA came through with a $15,000 donation for that project. For next year, assuming an additional donation, Mrs. Bradley suggested working on the plan that was prepared for Lions Park. The budget for 2013, therefore, is balanced at $57,950 with all expenditures geared toward park improvements.

Liquid Fuels Fund:

The Township received notice from the Commonwealth that the allocation for 2013 will amount to approximately $129,767.11. It is anticipated that this number will increase slightly for the addition of Vineseian Place to the list of Township streets. These funds will be used to offset street lighting and public works wages for roadwork. The budget is balanced at $130,000.

Police Pension Plan:

The Township is required to contribute a minimum of $342,364 to the Police Pension Plan for 2013. It is anticipated that the Township will receive approximately $105,000 in State Aid and employees will contribute $48,000. Therefore the budget is balanced at $392,000, with all funds transferring to the Police Pension Account held with PNC.

Retired Members Death Benefits (RMDB):

This fund is currently balanced at $112,150. Mrs. Bradley shared with the Board a proposal to eliminate the annual contribution of $8,050 to this account by insuring active employees for roughly $4,000 per year and just using the balance of this fund to pay for existing retirees. This will be explored further before the next Board meeting.

Disaster Relief Fund:

This fund contains $1,990 in fund balance to be used to aid in disasters, such as floods.

The meeting was adjourned at 6:45 PM.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 8, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Regular Meeting of Monday, September 24, 2012

COMMUNICATIONS: Mr. Rich Fitzgerald, Allegheny County Executive

Wilkins Township Recreation Advisory Board and Farmers' Market Committee

CITIZENS' COMMENTS:

REPORTS:

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

PAYMENT OF BILLS:

General Fund	$189,979.46
General Fund Addendum	$ 41,111.85
Emergency Contingency Fund	$ 2,634.26
Combined Sewer Fund	$113,755.29
IDA Fund	$ 1,034.36
TOTAL:	**$348,515.22**

OLD BUSINESS:

NEW BUSINESS:

1. Resolution 20 of 2012 – Authorization to submit a grant application to Allegheny County Redevelopment Authority, Community Tourism and Infrastructure Fund (CITF) for funds the Dowling Avenue Area Sanitary Sewer Replacement Project – Phase II ($192,000).

2. Resolution 21 of 2012 – Authorization to submit a grant application to Allegheny County Redevelopment Authority, Community Tourism and Infrastructure Fund (CITF) for funds the Linhart Area Sewer Separation Project ($250,000).

3. Authorize submission of correspondence to Senator Costa in support of amendments to the Uniform Construction Code providing for the joint administration and creation of a joint appeal board.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 8, 2012

4. Recommendation from the Planning Commission to submit proposed Ordinance No. 1029- MS4 Stormwater Management Ordinance to Allegheny County for review, to advertise and schedule a public hearing for public comment on the Ordinance and to subsequently advertise the ordinance for public adoption.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. Zumba Classes begin on October 15, 2012. Classes will be held at the Community Center from 7:00 PM until 8:00 PM each Monday until November 19th.

2. The Planning Commission will meet on Wednesday, October 17, 2012 at the Municipal Building beginning at 7:00 PM for the purpose of discussing the proposed amendment to the Communications Tower Ordinance, revisions to the parking ordinance and a proposed lot consolidation submitted by Gregory and Diane Scott.

3. The next meeting of the Workplace Safety Committee will be on October 24, 2012 beginning at 10:00 AM at the Volunteer Fire Department #4.

4. The next Budget Meeting will be held at 6:00 PM on Monday, October 29, 2012 immediately prior to the regularly scheduled meeting of the Board of Commissioners.

5. The Board of Commissioners will meet again on Monday, October 29, 2012 beginning at 7:00 PM.

6. Trick or Treat will be held on Wednesday, October 31, 2012 from 6:00 PM to 8:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, OCTOBER 8, 2012

The Regular Meeting of Monday, October 8, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(242-12) MOVED COSTA-WILSON to approve the Regular Meeting Minutes of Monday, September 24, 2012 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Mr. Rich Fitzgerald, County Executive, submitted correspondence advising the Township that the County will be revising its stormwater management plan and to invite Township Officials to attend a meeting on Tuesday, November 20, 2012 from 6:30-8:30 pm at the Holiday Inn Monroeville.

The Wilkins Township Recreational Advisory Board submitted correspondence informing the Board that the inaugural farmers' market held on Wednesday, June 20th was a huge success and to ask permission to hold the 2013 Farmers' Market from Wednesday, June 12th to Wednesday, October 23rd.

(243-12) MOVED WILSON-COSTA to grant permission to the Recreational Advisory Board and Farmers' Market Committee to hold their annual Farmers' Market from Wednesday June 12, 2013 through Wednesday October 23, 2013. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

Ms. Chardae Seligsohn of 106 Hart Drive stated that it is recorded in the August 13, 2012 Meeting Minutes that she requested a 6' fence around her home, but she only requested a 4' fence. Ms. Seligsohn also requests a reimbursement of the Variance Application Fee, at the recommendation of the Zoning Hearing Board due to unnecessary application.

Mr. Bob Wingrove of 338 Braddsley stated his concern over the rising deer population and asked if the Township could check into the possibility of thinning the deer herd.

Ms. Cheryl Stanton of 103 Peffer Road listed her concerns over Walmart moving into the area. Ms. Stanton mentioned that traffic would be a nightmare, the crime rate would rise, Community Days would cease causing a loss of $1000 a year for the Woman's Club, and home values would decrease.

Ms. Beth Humberston of 118 Frazier Drive was under the impression that Walmart Representatives would be at the meeting. Ms. Humberston is opposed to Walmart moving into the area stating that it would cause a higher traffic flow, would ruin Shop-N-Save and asked if any of the current owners of establishments in Penn Center have been contacted for input. Walmart will not attract new homeowners.

Ms. Thelma Landay of 1444 Laurel Drive is opposed to Walmart coming into the area saying that crime would increase, it would ruin the community and voiced her concern of enough parking for existing businesses and for the traffic and congestion that the residents of Laurel Village and Brentmoore Apartments will have to deal with.

Ms. Debbie Friedman of 1481 Laurel Drive is vehemently opposed to Walmart coming to the Sears location. Ms. Friedman is concerned about the increase in traffic, noise and light pollution, decrease in property value, and having to hire additional police. Ms. Friedman questioned to whom petitions could be sent.

Mr. Charles Ranii of 1437 Jefferson Heights Road stated that he is opposed to Walmart coming into the area because it would cause a traffic gridlock and decrease property values.

Ms. Jan McMahon of 256 Kingston Drive would like to go on record as being vehemently opposed to Walmart coming to Penn Center because the crime rate and traffic would increase.

Mr. Mark Dappolonia of 438 Dunbar Drive stated that he is opposed to the Walmart coming into the area; questioned the benefit to Wilkins and asked if Wilkins is able to stop it from happening.

Mr. N. Leonard Hill of 405 Kingston Drive advised the Board that due to a lack of space and a public restroom, representatives of VFC #4 spoke with the Bureau of Elections asking that they move the polling location from VFC #4 to the Bricklayers Union Building. Mr. Hill also stated that the Halloween Parade has been cancelled due to a lack of available volunteers at 5:00 pm to handle the intersections.

Ms. Monica Ranii of 1437 Jefferson Heights Road is opposed to Walmart coming to Penn Center. She fears there will be an increase in crime and a decrease in property value.

Ms. Gloria McNavish of 125 Queeston Drive is opposed to Walmart coming into the area and stated that if Walmart does locate there, the Township will need to hire more Police Officers.

Mr. Shawn Calloway of 17 Thorncrest Drive is opposed to Walmart coming to the area and questioned what the zoning requirements are and what, if anything, the Township can do if Walmart meets all the legal requirements.

(244-12) MOVED WILSON-COSTA to send VFC #4 a letter thanking them for the many years of providing a Halloween Parade for the residents of Eastmont. The motion was adopted by unanimous roll call vote.

REPORTS:

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

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

Police Report for September 2012:

	2011	2012
Total Police Calls Logged	263	228
Total Criminal Offenses Reported	31	40
Criminal Arrests/Persons Charged	13	26
Criminal Offenses Cleared	11	18
Traffic Citations Issued	27	4
Parking Tags Issued	15	9
Monies collected during September	$3,631.88	$2,386.45

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

Fire Companies:

WTVFD #1 reported the following for September 2012: 11 Fire Calls, Man-Hours 61.50; 3 Practices, Man-Hours 78.5; 1 Meeting, Man-Hours 36; Total Man-Hours 176.

WTVFD #3 reported the following for September 2012: 14 Fire Calls, Man-Hours 36.17; 1 Training Session, Man-Hours 4.5; 6 Activities, Man-Hours 294.75; Total Man-Hours 335.42.

WTVFD #4 reported the following for September 2012: 7 Fire Calls, Man-Hours 59.5; 1 Fire School, Man-Hours 4; 1 Drill, Man-Hours 4; 3 Meetings, Man-Hours 50.5; Total Man-Hours 118.

Building Permits Issued for September: #2762-3386 Wm. Penn Hwy., New Restaurant $1704.75; Site Plan Review $525; #2770-1470 Laurel Dr., Res. Addition $81.20; #2771-343 Sunset Dr., In-ground Pool $79; #2773-700 Beulah Rd., Int. Alt. $273; Site Plan Review $525; #2774-121 Sunset Dr., Resid. Stairs $53.

Deed Transfer Tax: The Township received $2,884.14 in deed transfer tax in the month of September, representing transfer tax collected by Allegheny County in the month of August.

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

Balance Collectable – beginning of the month	$107,378.44
Additions	$117.98
Exonerations – Total Adjustments	$-251.94
Net Collectable	$107,244.48
Face Collections	$-2,268.30
Balance Collectable – End of the month	$104,976.18
Face amount of collections	$2,268.30
Plus Penalties	$213.73
Less Discounts	$-2.61
Total Cash Collected	$2,479.42

Act 511 for September 2012:

Earned Income Taxes:

				Difference
Current Month	$92,251.97	Previous Year	$33,719.44	
Current YTD	$622,311.24	Previous YTD	$507,258.03	$115,053.21

2012 Budget-$459,000

Local Service Tax:

				Difference
Current Month	$22,092.70	Previous Year	$ 25,172.14	
Current YTD	$104,059.88	Previous YTD	$112,764.29	($8,704.41)

2012 Budget-$145,000

Business Tax (Mercantile & Business Privilege):

				Difference
Current Month	$3,292.32	Previous Year	$55,388.90	
Current YTD	$575,353.63	Previous YTD	$581,081.08	($5,727.45)

2012 Budget-$590,000

(245-12) MOVED WILSON-COSTA to waive the reading of reports. The motion was adopted by unanimous roll call vote.

(246-12) MOVED CRINER-COSTA to approve the payment of the schedule of bills in the amount of $348,515.22. The motion was adopted by unanimous roll call vote.

RESOLUTION NO.: 20A-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA RESOLVING THAT THE TOWNSHIP OF WILKINS FORMALLY REQUESTS A GRANT FROM THE REDEVELOPMENT AUTHORITY OF ALLEGHENY COUNTY ("RAAC") AND DESIGNATING SYLVIA J. MARTINELLI AS THE OFFICIAL TO FILE ALL APPLICATIONS, DOCUMENTS AND FORMS BETWEEN THE TOWNSHIP OF WILKINS AND THE RAAC.

RESOLUTION NO.: 21-2012

A RESOLUTION OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA RESOLVING THAT THE TOWNSHIP OF WILKINS FORMALLY REQUESTS A GRANT FROM THE REDEVELOPMENT AUTHORITY OF ALLEGHENY COUNTY ("RAAC") AND DESIGNATING SYLVIA J. MARTINELLI AS THE OFFICIAL TO FILE ALL APPLICATIONS, DOCUMENTS AND FORMS BETWEEN THE TOWNSHIP OF WILKINS AND THE RAAC.

(247-12) MOVED CRINER-COSTA to adopt Resolution #20A-2012 and Resolution #21-2012. The motion was adopted by unanimous roll call vote.

(248-12) MOVED WILSON-COSTA authorizing submission of correspondence to Senator Costa in support of amendments to the Uniform Construction Code providing for the joint administration and creation of a joint appeal board.

(249-12) MOVED WILSON-COSTA to accept the recommendation from the Planning Commission to submit proposed Ordinance No. 1029, MS4 Stormwater Management Ordinance, to Allegheny County for review; to advertise and schedule a public hearing for public comment on the Ordinance and to subsequently advertise the ordinance for public adoption.

Motions 248-12 to 249-12 inclusive were adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Costa stated that it is a shame that the VFC #4 Halloween Parade had to be cancelled after so many years of providing this event to the residents of Eastmont.

Mr. Wilson thanked the Administrative Office for putting together the 2013 budget.

Mr. Boyd thanked everyone for coming out to the meeting, and stated that it is nice to have an audience and not just empty chairs.

Mrs. Martinelli reminded everyone that Zumba starts next Monday, October 15th at 7:00 PM, in the Community Center.

(250-12) MOVED WILSON-BOYD to adjourn. The meeting adjourned at 8:07 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 29, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Budget Meeting of October 8, 2012
Regular Meeting of October 8, 2012

COMMUNICATIONS: Mr. Charles B. Arent, 224 Kingston Drive
Mr. Nick Futules, Allegheny County Council District 7 Representative
Ms. Christine Probert, President Board of Trustees, C.C. Mellor Memorial Library
Ms. Karen Cononie, 307 Dunbar Drive

CITIZENS' COMMENTS:

OLD BUSINESS:

1. Update on request for deer herd culling.

NEW BUSINESS:

1. Authorization to participate in the Municipal Employers Insurance Trust (MEIT) 2013 health care delivery through self-insurance plan.

2. Tax Assessment Settlements:
   a. Lot/Block 542-F-120; 3470 Wm. Penn Highway (Sears)
   b. Lot/Block 542-G-080; 3550 Wm. Penn Highway (Home Depot)

3. Presentation of Certified List of Eligible Candidates for fulltime Police Officer and request from Chief Krancic for action.

4. Authorize the manager to execute the Transportation Impact Study (TIS) Scoping Meeting Application for the WalMart project.

5. Accept the recommendation of Chester Engineers to make final payment to W.A. Petrakis in the amount of $4,299.84 for the Dowling Avenue Sanitary Sewer Replacement Project.

6. Ramp Metering Project – Parkway East.

7. The "Covered Device Recycling Act" (Act 108 of 2010).

8. Vacant and Blighted Property Strategy Development Project – authorization to continue participation and authorizing payment of the local share of $500.

9. Explore the interest in developing Green Building Incentives for the Township.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, OCTOBER 29, 2012

10. Accept the recommendation of the Recreation Advisory Committee to appoint Ms. Susan Delanko-DeFuccia as the Zumba instructor.

11. Copyright Obligations for the Summer Festival (SESAC Music Performance License).

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. Zumba Classes began on October 15, 2012. Classes will be held at the Community Center from 7:00 PM until 8:00 PM each Monday through November 19th.

2. Daylight Savings Time ends on Sunday, November 4, 2012. Please remember to change the batteries in your smoke detectors!

3. The Recreation Advisory Board will meet again on Tuesday, November 6, 2012 beginning at 7:00 PM at the Community Center.

4. The next 2013 Budget meeting is Monday, November 12, 2012 beginning at 6:00 PM.

5. A public hearing will be held on Monday, November 12, 2012 beginning at 6:30 PM for the purpose of seeking public comments on proposed amendments to the Township's Subdivision and land development ordinance for stormwater management in compliance with NPDES and the Township's MS4 program.

6. The next meeting of the Board of Commissioners will be held on Monday, November 12, 2012 beginning at 7:00 PM.

7. The Planning Commission meeting originally scheduled for Wednesday, November 21, 2012 has been moved to November 14, 2012 and will begin at 6:00 PM.

8. The Township offices will be closed for Thanksgiving on Thursday, November 25 and Friday November 26.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING, MONDAY, OCTOBER 29, 2012

The Budget Meeting of Monday, October 29, 2012 was brought to order at 6:00PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

Mrs. Bradley reviewed changes that were made to the General Fund Budget since the last meeting. It should be noted that as of this time, there are no changes recommended for any of the other funds of the Township. For the General Fund, the following issues still need to be resolved: 1) the first reading of the budget is less than a month away and we still do not know what Assessed values to use to establish a millage rate; 2) the Township has not yet received rates for Workers Compensation, Property, Liability and the blanket policies and 3) the Collective Bargaining Unit Agreement for the Wage Policy Committee (Police) is still open for the issues of healthcare and wages. There is another executive session scheduled on November 20th at that time, we are hopeful that an agreement regarding wages will be made. At this time, the budget does not reflect any increases in wages for any department.

The General Fund remains balanced. Some changes and items of note discussed included:

1) The projected number for deed transfer tax for 2012 was increased by $9,000 to account for the sale of 3484-3500 William Penn Highway ($1,900,000). This property sold in October, so the Township anticipates receiving the funds in November.

2) The projected number for earned income tax collections (2012) was increased again based upon current collections.

3) At the last meeting, Mrs. Bradley advised that she believed that the law had changed regarding the allocation of State Police fines. The law did change, but the change does not affect the Township. State police fines of $5,000 were added to the 2013 budget.

4) The line item 392.002, Transfer from Emergency Contingency Fund, was decreased by $34,200. Due to changes in the projections for 2012

5) The Township was notified that unemployment compensation tax would increase from 1.1% of the first $8,000 of employee earnings to 1.45% of the first $8,500 of employee earnings. The change in rate is through U-Comp and Mrs. Bradley is currently talking to PSAB to determine whether or not we can get a better rate. The change in the amount of compensation that is taxable is a change in the state law (Act 60). With the passage of this law, the wage base will increase each year beginning of 2013 until it reaches a base of $10,000 in 2018. Changes were made to all of the unemployment compensation accounts in the budget (expense accounts ending in 162).

Additional relatively small adjustments were made to the budget, but it remains balanced with $4,833,200 in Revenues and Expenditures.

The next budget meeting will be held on November 12, 2012.

The meeting adjourned at 6:30 PM.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING MONDAY, OCTOBER 29, 2012

The Second Stated Meeting of Monday, October 29, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(251-12) MOVED CRINER-BOYD to approve the minutes of the Budget Meeting of October 8, 2012 as presented. The motion was adopted by unanimous roll call vote.

(252-12) MOVED WILSON-COSTA to approve the minutes of the Regular Meeting of October 8, 2012 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Mr. Charles Arent of 224 Kingston Drive submitted correspondence stating that he is opposed to Walmart coming to the Penn Center location; it would attract more visitors, traffic, speeding, litter and expense to the Township.

Mr. Nicholas Futules, Allegheny County Council District 7 Representative, submitted correspondence inviting the Commissioners to an Officials Meeting on Thursday, November 15, 2012.

Ms. Christine Probert, President Board of Trustees, C.C. Mellor Memorial Library submitted correspondence requesting a donation for 2013.

(253-12) MOVED COSTA-BOYD authorizing the annual donation to the C.C. Mellor Memorial Library from the 2013 budget allocation of $2000 and further authorizing the payment of fund allocations in the 2012 budget of $2000. The motion was adopted by unanimous roll call vote.

Ms. Karen Cononie, of 307 Dunbar Drive submitted correspondence requesting a handicap parking space in front of her home due to health issues.

(254-12) MOVED WILSON-COSTA authorizing the placement of a handicap parking sign in front of 307 Dunbar Drive. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

Mr. Brock Harrison of 1114 Harvard Road, Monroeville; whose family owns Carl's Tavern, stated that the bar was broken into last night, Sunday, October 7th; he would like to thank Chief Krancic and the police department for their rapid response. Mr. Harrison also recommends Chad Hoffner as a police officer for the Township.

(255-12) MOVED WILSON-CRINER authorizing participation in the Municipal Employers Insurance Trust (MEIT) 2013 health care delivery through self-insurance plan.

(256-12) MOVED COSTA-WILSON to approve the proposed tax settlements as follows:

Sears (Lot/Block #542-F-120)		Home Depot (Lot/Block #542-G-080)	
Tax Year 2010	$5,500,000.00	Tax Year 2006	No Change
Tax Year 2011	$6,000,000.00	Tax Year 2007	No Change
Tax Year 2012	$6,250,000.00	Tax Year 2008	$5,500,000
Tax Year 2013	$6,500,000.00	Tax Year 2009	$6,000,000
		Tax Year 2010	$6,000,000
		Tax Year 2011	$6,200,000
		Tax Year 2012	$6,400,000

Motions 255-12 to 256-12 inclusive were adopted by unanimous roll call vote.

(257-12) MOVED COSTA-MARTINELLI to make an offer of conditional employment to Mr. Steven McKain of Whitehall Borough, PA for the position of full time probationary police officer, contingent upon his successful completion of the required psychological and physical testing. The motion was adopted by a 4-1 vote with Mr. Boyd voting No.

(258-12) MOVED WILSON-COSTA authorizing the manager to execute the Transportation Impact Study (TIS) Scoping Meeting Application for the WalMart project.

(259-12) MOVED COSTA-WILSON to accept the recommendation of Chester Engineers to make final payment to W.A. Petrakis in the amount of $4,348.84 for the Dowling Avenue Sanitary Sewer Replacement Project.

(260-12) MOVED WILSON-COSTA authorizing the continued participation with the Vacant and Blighted Property Strategy Development Project and authorizing payment of the local share of $500.

(261-12) MOVED BOYD-COSTA to explore interest in developing Green Building Incentives for the Township.

Motions 258-12 to 261-12 inclusive were adopted by unanimous roll call vote.

(262-12) MOVED WILSON-COSTA to accept the recommendation of the Recreation Advisory Committee to appoint Ms. Susan Delanko-Defuccia as the Zumba instructor. The motion was adopted by a 4-1 vote with Mrs. Martinelli abstaining.

Commissioners' Comments:

Mr. Costa mentioned that he attended the Three Rivers Wet Weather Conference with Mr. Ed Bruener. Information is available in the Managers Office.

Mrs. Martinelli announced that two ALCOSAN Representatives came to the Senior Citizens Meeting and informed them that they will have to pay $400 more for sewage per year.

Mr. Boyd mentioned that Green Initiatives could be cheaper than ALCOSAN and thinks it may be wise to revisit rain barrels and rain gardens to offset part of this cost.

(263-12) MOVED CRINER-BOYD to adjourn, the meeting was adjourned at 8:04 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, NOVEMBER12, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Budget Meeting of Monday, October 29, 2012
Second Stated Meeting of Monday, October 29, 2012

COMMUNICATIONS: Mr. George Porado, Tax Collector
Gerry Marting, President , Eastmont Volunteer Fire Department (#4)

CITIZENS' COMMENTS:

REPORTS:

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

PAYMENT OF BILLS:

General Fund	$166,840.47
General Fund Addendum	$ 5,934.59
Emergency Contingency Fund	$ 1,350.00
Combined Sewer Fund	$ 13,222.96
FEMA Fund	$105,392.24
Police Pension Fund	$ 1,550.00
TOTAL:	**$294,290.26**

OLD BUSINESS:

1. Ordinance 1029 – Stormwater Management Ordinance
2. Ramp Metering Project update

NEW BUSINESS:

1. Ordinance 1030 – 2013 Budget (first reading)
2. Award of low bid – Turtle Creek Valley Council of Governments demolition projects (Grandview Avenue).
3. Tropical Amusement contract – 2013.

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, NOVEMBER12, 2012

4. Request from Mr. Hill to attend a two-day seminar conducted by the Pennsylvania Association of Township Supervisors for instruction on Mechanical and Fuel Gas Code Essentials on December 4th and 5th at the Holiday Inn in Monroeville at a cost of $195.00.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. Zumba Classes began on October 15, 2012. Classes will be held at the Community Center from 7:00 PM until 8:00 PM each Monday until November 19th.

2. The Planning Commission will meet on Wednesday, November 14, 2012 at the Municipal Building beginning at 6:00 PM for the purpose of discussing the proposed amendment to the Communications Tower Ordinance, revisions to the parking ordinance and a proposed lot consolidation submitted by Gregory and Diane Scott.

3. The next meeting of the Workplace Safety Committee will be on November 21, 2012 beginning at 10:00 AM at the Volunteer Fire Department #3.

4. The Administrative offices of the Township will be closed on Thursday, November 22nd and Friday, November 23rd for Thanksgiving.

5. The Board of Commissioners will meet again on Monday, November 26, 2012 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING, MONDAY, NOVEMBER 12, 2012

The Budget Meeting of Monday, November 12, 2012 was brought to order at 6:00PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

Mrs. Bradley discussed final changes to the 2013 General Fund Budget with the Board of Commissioners. At this point, it was necessary to calculate a millage rate to be used for the Budget Ordinance. In doing so, Mrs. Bradley first calculated the 2012 Net Real Estate Tax to be $1,816,410. Based upon the anti-wind fall statute (16 P.S. §4980, as amended), the Township cannot collect more than 5% above the 2012 net real estate figure, or no more than (1,816,410 x 1.05) $1,907,231. The Township's 2013 Budget calls for Real Estate Tax in the amount of $1,864,000. In determining the millage rate, it is necessary to estimate the reduction in the 2013 assessed valuation due to successful appeals. Based upon what the Township has received back thus far, the average decrease in assessed value is 10%. The Township's 2013 Assessed Value, as provided in March of 2012 is $444,665,470. This figure has been reduced by $1,553,800 in successful appeals and is now $443,111,670. Based upon a 10% reduction in assessed value, it is anticipated that the new assessed value will be ($443,111,670 x 90%) $398,800,503. Therefore, in determining the millage, the Budgeted Real Estate Tax is divided by the anticipated assessed value ($1,864,000/$398,800,503) resulting in a millage rate of .04674. Because these numbers represent best estimates at this point, the Board should be aware that the line-item for Current Year Real Estate Tax Refunds (491.000) was increased from $5,000 to $63,900 and that it may be necessary to establish an escrow account to hold funds received in addition to those anticipated. If that occurs, then the Board will need to discuss either reimbursement or tax credits.

Other items of note were also discussed. Mrs. Bradley stated that it appears that VFC #4 is not going to be successful in purchasing fire apparatus in 2012. Therefore, and in anticipation of that, the funds for a loan $170,500 (line number 342.200), as well as the payment of principal and interest for two periods (estimated at $41,500 per period) $83,000 (line number 474.200) and the payment of the proceeds of the loan to VFC #4 ($170,500 of line number 411.524) were all moved from 2012 into the 2013 budget. Local Service Tax (LST) at line number 310.500 was reduced by $15,000 in the 2013 budget, based upon the history of that account. The Township will carry over a total of $529,500 from 2012 to 2013 and will use an additional $415,800 in Emergency Contingency fund balance. If Earned Income Tax continues to come in at the current pace, fewer funds will need to be used from the Contingency Account. Finally, it should be noted that the Township still does not have a final ruling from the arbitrator on wages for the police department for 2013 and still does not have premiums for workers compensation and the package policies which include general liability, automobile, and property insurance.

The only other fund that needed to be adjusted was the Emergency Contingency Fund to account for $34,200 in funds that will not be transferred to the General Fund. If the Township is required to establish an escrow account for real estate tax purposes, it will be established in this account. Also, if the Township is required to refund more than what is included in the General Fund Budget Line-item 491.000, it will be drawn from the Emergency Contingency Fund.

Mr. Boyd asked several questions regarding the calculation of the millage rate and the procedure for the 2013 assessed valuation.

Mrs. Criner questioned whether or not the Township would see a reduction in premiums due to the change in agents from Seubert to Babb.

The meeting adjourned at 6:18 PM.

Respectfully submitted,

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC HEARING, MONDAY, NOVEMBER 12 2012

The Public Hearing of Monday, November 12, 2012 was brought to order at 6:30PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

Mrs. Bradley stated that the purpose of the Public Hearing was to hear public comment on a proposed ordinance which is advertised for adoption at the regular meeting this evening. The ordinance amends the Township's Subdivision and Land Development Ordinance by changing the requirements for Stormwater Management to be in compliance with state and federal regulations.

Mr. Arnold explained the highlights of the new legislation. He stated that the ordinance includes updated references for modeling and rainfall data and makes it tougher to get an exemption from the requirements of stormwater management. When the Township receives its new MS4 Permit in March of 2013, it will need to show that it is in compliance with the new requirements. While the ordinance is more stringent for development in excess of one acre, there are requirements for small developments as well.

PUBLIC COMMENTS:

Mrs. Dorothy Musial of 313 Frazier Drive questioned whether the Board had considered requiring developers to include green construction in their design plans as a way to alleviate stormwater. Mr. Wilson stated that the Board of Commissioners recently heard a request from the Planning Commission to begin reviewing incentives for green construction, which they approved. He advised Ms. Musial that that should be forthcoming in the next several months.

The meeting was adjourned at 6:41 PM.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, NOVEMBER 12, 2012

The Regular Meeting of Monday, November 12, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(264-12) MOVED COSTA-WILSON to approve the Budget Meeting and Second Stated Meeting Minutes of Monday, October 29, 2012 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Mrs. Gerry Marting, of the VFC #4, submitted correspondence sharing thank you cards they received from the family of Albert Cordice for their quick response to a fire at 107 Farnsworth. Mrs. Marting wanted to share the thank you cards with Township Officials as well as VFC #1 and #3.

Mr. George Porado submitted correspondence advising the Board that delinquent tax notices were sent out and requested payment in the amount of $225.

(265-12) MOVED WILSON-COSTA authorizing payment of $225 to George Porado for delinquent real estate tax notices. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

Ms. Mary Peterson of 312 Frazier stated that she is opposed to Walmart coming to the area. She is concerned about an increase in traffic, crime and the safety of Township residents.

Mr. Dan Romanelli of 703 McMasters stated that the Township should have taken a more pro-active approach in dealing with natural disasters, such as Hurricane Sandy. He believes the Commissioners should have met to discuss a more proactive approach prior to the disaster.

Ms. Dorothy Musial of 313 Frazier questioned if it was worth continuing the contract with Tropical Amusement for the Summer Festival.

Mr. Steve Friedman of 1481 Laurel questioned when Walmart will be meeting with the Township Officials.

Mr. Karl Crary of 256 Penhurst would appreciate whatever steps the Board can take regarding stopping PennDot from placing meters and closing ramps on the Parkway East between Monroeville and Squirrel Hill during peak rush hours.

The Board of Commissioners requested that the Manager send a letter to PennDot informing them of the Board's disapproval of the Parkway East Ramp Metering Project.

REPORTS:

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

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

Police Report for October 2012:

	2011	2012
Total Police Calls Logged	237	221
Total Criminal Offenses Reported	32	39
Criminal Arrests/Persons Charged	16	17
Criminal Offenses Cleared	15	14
Traffic Citations Issued	21	9
Parking Tags Issued	2	1
Monies collected during September	$3,924.50	$3,065.37

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

Fire Companies:

WTVFD #1 reported the following for October 2012: 16 Fire Calls, Man-Hours 150; 3 Practices, Man-Hours 85.5; 1 Meeting, Man-Hours 24; 1 Activity, Man-Hours 9; Total Man-Hours 268.5.

WTVFD #3 reported the following for October 2012: 17 Fire Calls, Man-Hours 22.74; 1 Training Session, Man-Hours 17.5; 11 Activities, Man-Hours 179; Total Man-Hours 219.24.

WTVFD #4 reported the following for October 2012: 10 Fire Calls, Man-Hours 28.75; 1 Fire School, Man-Hours 4; 3 Drill, Man-Hours 20.75; 7 Work Details, Man-Hours 70.5; 5 Meetings, Man-Hours 40.5; Total Man-Hours 164.5.

Building Permits Issued for October: #2772-417 Elwood Dr., Porch Roof $65.60; #2775-777 Penn Center Blvd., Interior Alt. $1,525.29; Site Plan Review $2,482.01; #2776-1300 Lower Rodi Rd., Replace Roof $457.75; #2777-777 Penn Center Blvd., Interior Alt. $384; Site Plan Review $525.

Deed Transfer Tax: The Township received $1,690.25 in deed transfer tax in the month of October, representing transfer tax collected by Allegheny County in the month of September.

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

Balance Collectable – beginning of the month	$104,976.18
Additions	$0.00
Exonerations – Total Adjustments	$-498.38
Net Collectable	$104,477.80
Face Collections	$-2,287.35
Balance Collectable – End of the month	$102,190.45
Face amount of collections	$2,287.35
Plus Penalties	$213.29
Less Discounts	$0.00
Total Cash Collected	$2,500.64

Act 511 for October 2012:

Earned Income Taxes:

				Difference
Current Month	$63,004.95	Previous Year	$21,955.32	
Current YTD	$685,316.19	Previous YTD	$529,213.35	$156,102.84

2012 Budget-$459,000

Local Service Tax:

				Difference
Current Month	$3,016.32	Previous Year	$ 558.63	
Current YTD	$107,076.20	Previous YTD	$113,322.92	($6,246.72)

2012 Budget-$145,000

Business Tax (Mercantile & Business Privilege):

				Difference
Current Month	$8,251.97	Previous Year	$1,330.42	
Current YTD	$583,605.60	Previous YTD	$582,411.50	$1,194.10

2012 Budget-$590,000

Recreation Advisory Committee update is on file in the Managers office

(266-12) MOVED WILSON-COSTA to waive the reading of reports. The motion was adopted by unanimous roll call vote.

(267-12) MOVED CRINER-COSTA to approve the payment of the schedule of bills in the amount of $294,290.26. The motion was adopted by unanimous roll call vote.

ORDINANCE NO. 1029

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING ORDINANCE NUMBER 802, ADOPTED OCTOBER 8, 1990; AS AMENDED BY ORDINANCE NUMBER 869, ADOPTED JANUARY 30, 1995 AND AS AMENDED BY ORDINANCE 964 ADOPTED JUNE 28, 2004 TO IMPLEMENT UPDATED STORMWATER MANAGEMENT CONTROLS AS REQUIRED BY FEDERAL AND STATE REGULATIONS

(268-12) MOVED COSTA-WILSON to read Ordinance #1029 for the first time by title only.

(269-12) MOVED COSTA-WILSON to accept the first reading of Ordinance #1029.

(270-12) MOVED WILSON-BOYD to read Ordinance #1029 for the second time by title only.

(271-12) MOVED WILSON-COSTA to adopt Ordinance #1029.

Motions 268-12 to 271-12 inclusive were adopted by unanimous roll call vote.

ORDINANCE NO. 1030

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROPRIATING OUT OF REVENUES AVAILABLE FOR FISCAL YEAR 2013 SPECIFIC SUMS REQUIRED AS SHOWN BY THE BUDGET AND FIXING THE REAL ESTATE TAX LEVY FOR THE FISCAL YEAR 2013.

(272-12) MOVED WILSON-COSTA to read Ordinance #1030 for the first time by title only.

(273-12) MOVED CRINER-WILSON to accept the first reading of Ordinance #1030.

Motions 272-12 to 273-12 inclusive were adopted by unanimous roll call vote.

(274-12) MOVED COSTA-WILSON to accept the low bid of Lutterman Excavating for the Safe Neighborhood Demolition at a cost of $16,250 for the demolition of 112 Grandview and 113-115 Grandview Avenue.

(275-12) MOVED COSTA-WILSON to authorize the Township to enter into a one year agreement with Tropical Amusements for the 2013 Summer Festival.

(276-12) MOVED COSTA-WILSON to approve the request of N. Leonard Hill to attend a two day seminar on Mechanical and Fuel Gas Code Essentials offered at the Holiday Inn Monroeville on Tuesday, December 4th and Wednesday, December 5th at a cost of $195.

Motions 274-12 to 276-12 inclusive were adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Wilson stated that even if the Township doesn't make a profit during the Summer Festival it does raise funds for local non-profit organizations.

Mrs. Martinelli stated that no other amusement company will come for less than Tropical Amusement and it is reassuring to know that Tropical Amusements rides are tested.

Mr. Costa announced that WHEMS is holding a Food Drive and asked for everyone's support.

Mrs. Martinelli stated that she attended a meeting with other Municipalities to share recreation events. Each Municipality will start advertising their activities on each other's websites.

(277-12) MOVED CRINER-BOYD to adjourn. The meeting adjourned at 7:47 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, NOVEMBER 26, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Budget Meeting of November 12, 2012
Public Hearing of November 12, 2012
Regular Meeting of November 12, 2012

COMMUNICATIONS: Ms. Alyce Katsur, 935 Roland Road
Ms. Arletta Scott Williams, ALCOSAN
Ms. Michelle Lehman, 425 Elwood Drive

CITIZENS' COMMENTS:

OLD BUSINESS:

NEW BUSINESS:

1. Planning Commission Recommendation on Scott lot consolidation plan.
2. Schedule of Meetings – 2013
3. Discuss the Covered Device Recycling Act (Act 108 of 2010) and E-Loop's program/fundraiser opportunity.
4. Discuss options for the 2007 Dodge Charger which has been taken out of the rotation.
5. Discussion of purchase of VFC #4 fire truck.
6. Request from Mr. Hill to consider an additional $125 in training for the International Fuel Gas Code Essentials class being held at the Holiday Inn in Monroeville on December 6, 2012.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The next meeting of the Board of Commissioners will be held on Monday, December 10, 2012 beginning at 7:00 PM.
2. The next meeting of the Planning Commission will be held on Wednesday, December 19, 2012 at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

SECOND STATED MEETING MONDAY, NOVEMBER 26, 2012

The Second Stated Meeting of Monday, November 26, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(278-12) MOVED COSTA-BOYD to approve the minutes of the Budget Meeting of November 12, 2012 as presented. The motion was adopted by unanimous roll call vote.

(279-12) MOVED WILSON-BOYD to approve the minutes of the Public Meeting of November 12, 2012 as presented. The motion was adopted by unanimous roll call vote.

(280-12) MOVED CRINER-BOYD to approve the minutes of the Regular Meeting of November 12, 2012 with one correction: Under communications, change Mr. Gary Marting to Mrs. Gerry Marting. The motion was adopted by unanimous roll call vote.

Communications:

Mrs. Alyce Katsur of 935 Roland Road submitted correspondence advising the Board of her resignation from the Wilkins Township Recreation Advisory Board.

(281-12) MOVED WILSON-COSTA to accept the resignation of Alyce Katsur from the Wilkins Township Recreation Advisory Board and authorizing the Manager to send a letter acknowledging and thanking Mrs. Katsur for her volunteer service. The motion was adopted by unanimous roll call vote.

Ms. Arletta Scott Williams of ALCOSAN submitted correspondence advising the Township that ALCOSAN rates will not increase in 2013 and further advising the Township of its requirement to budget funds equal to 120% of the amount that ALCOSAN estimates will become due in 2013 or $997,511.90.

Mrs. Michelle Lehman of 425 Elwood Drive, Wilkins Township submitted correspondence requesting that the Board of Commissioners provide a letter of congratulations to Zachary James Lehman for his attainment of the Eagle Scout Award.

Mrs. Joy Voeltzel, Chairwoman of the Wilkins Township Recreation Advisory Committee, submitted correspondence recommending that the Board appoint Lauren Mankel as a member of the Committee. Mrs. Voeltzel also submitted correspondence advising that the Craft Show that was held on November 17th was very successful with 22 vendors registered and 24 tables reserved. The Recreation Board also held a bake sale. The total profit was over $400.00.

(282-12) MOVED COSTA-WILSON to accept the recommendation of the Recreation Advisory Board and appoint Lauren Mankel to the Board. The motion was adopted by unanimous roll call vote.

Citizens' Comments:

Ms. Kathleen Rosella of 236 Penhurst Drive voiced her concerns regarding the proposed Walmart and the increase in traffic that will result. She signed a petition at the drug store and she urges everyone else to do so.

Mr. Steve Friedman of 148 Laurel Drive questioned whether or not the information that Mrs. Bradley provided him via email included development plans for the proposed Walmart and reiterated his concerns regarding the proposed Walmart and the impact upon traffic, crime and littering.

(283-12) MOVED COSTA-WILSON to accept the recommendation of the Planning Commission to approve the Scott consolidation of lots on Highland Avenue as presented.

(284-12) MOVED WILSON-COSTA to approve the proposed schedule of meetings for 2013 and authorizing the manager to advertise the schedule.

(285-12) MOVED WILSON-CRINER to authorize the trade-in of Car 41-2 when the Township purchases a new vehicle in 2013; further agreeing that no additional repairs will be made to 41-2 prior to trade-in.

(286-12) MOVED WILSON-CRINER authorizing Mr. Hill to attend training on December 6, 2012 at the Holiday Inn in Monroeville on International Fuel Gas Code Essentials at a cost of $125.

Motions 283-12 to 286-12 inclusive were adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Boyd discussed the licensing requirements for the Summer Festival for musical performances and his recommendation that the Council of Governments get involved in making application for licensing through ASCAP and BMI.

Mrs. Criner stated that she received a copy of an article in her front door that was published in the Penn Hills Progress regarding the proposed Walmart store in Wilkins and the store that had been proposed for Penn Hills. The copy in her front door included anonymous editorials.

(287-12) MOVED WILSON-CRINER to authorize any elected officials wishing to attend the PSTAC Annual Dinner at the Westin on January 10, 2013 the opportunity to do so at a cost of $65 per person. The motion was adopted by unanimous roll call vote.

(288-12) MOVED CRINER-BOYD to adjourn, the meeting was adjourned at 7:54 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley

Rebecca Bradley
Secretary

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, DECEMBER 10, 2012

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Second Stated Meeting of Monday, November 26, 2012

COMMUNICATIONS: Mr. Daniel Cessna, P.E., District Executive, PennDot District 11

CITIZENS' COMMENTS:

REPORTS:

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

PAYMENT OF BILLS:

General Fund	$109,593.97
General Fund Addendum	$ 12,677.76
FEMA Fund	$ 33,800.00
Retired Member Death Benefit	$ 7,500.00
TOTAL:	**$163,571.73**

OLD BUSINESS:

1. Folino final pay request – Penn Center Boulevard project.

NEW BUSINESS:

1. Ordinance 1030 – 2013 Budget (adoption).

2. Civil Service Board recommendation to invalidate current eligibility list; authorize advertisement for testing.

3. Rescind the action of the Board of Commissioners offering conditional employment to Steven McCain.

4. Authorize appointment of Hope Julian to the post of part-time, seasonal crossing guard for the Township of Wilkins contingent upon the receipt of applicable clearances (FBI Background and PA Child Abuse).

AGENDA

TOWNSHIP OF WILKINS
BOARD OF COMMISSIONERS MEETING
MONDAY, DECEMBER 10, 2012

5. Recommendation from the engineer to award the Hazard Mitigation Grant Demolition Project contract for the demolition of 669, 695 and 1003 Larimer Avenue to Green Thumb Excavating of Greensburg, PA at a low bid of $18,181.81.

6. Authorize Chester Engineers to apply for a permit (GP7 – Minor Road Crossing) from the Department of Environmental Protection (DEP) in furtherance of the Lions Park walking trail project, for the purpose of receiving a permission to place a 4' bridge across the stream within the ravine of the trail.

7. Authorize the payment of $30.00 for the attendance by the volunteers of #1, #3 and #4 at a joint training webinar sponsored by PSATS and the Township Emergency Management Association entitled Winter Emergency Management Educational Webinar to be held on December 20, 2012 and broadcast to all interested attendees at VFC #1.

8. Recreation Advisory Committee Budget for Easter Party.

9. Cancel Board meeting scheduled for December 31, 2012.

COMMISSIONERS' COMMENTS

ADJOURNMENT

ANNOUNCEMENTS:

1. The Administrative offices of the Township will be closed on Monday, December 24th and Tuesday, December 25th for Christmas and will be closed on Tuesday, January 1, 2013 for New Years Day.

2. The Planning Commission meeting scheduled for Wednesday, December 19, 2012 has been cancelled. The next meeting of the Planning Commission is scheduled for January 16, 2013.

3. The Board of Commissioners will meet again on Monday, January 14, 2013 beginning at 7:00 PM.

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MONDAY, DECEMBER 10, 2012

The Regular Meeting of Monday, December 10, 2012 was brought to order at 7:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

(289-12) MOVED WILSON-COSTA to approve the Second Stated Meeting Minutes of Monday, November 26, 2012 as presented. The motion was adopted by unanimous roll call vote.

Communications:

Mr. H. Daniel Cessna of PennDot sent correspondence advising the Township that the Parkway East ramp metering project will be put on hold for further evaluation.

Citizens' Comments:

Mr. Dan Romanelli of 703 McMasters reported that a street light is burned out at the corner of McMasters and Larimer Avenues.

Mr. Leonard Hill stated that all elected and appointed officials are welcome to attend the webinar on 12/20/12 at VFC #1, it is not just for the firefighters.

Mr. S. Gregory DeSilva owner of 170 Churchill Lane lodged a complaint regarding the condition of 172 Churchill Lane and requested that the Township take action.

REPORTS:

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

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

Police Report for November 2012:

	2011	2012
Total Police Calls Logged	234	203
Total Criminal Offenses Reported	32	38
Criminal Arrests/Persons Charged	13	9
Criminal Offenses Cleared	9	11
Traffic Citations Issued	14	12
Parking Tags Issued	9	5
Parking Citations Issued	19	0
Monies collected during September	$3,578.48	$2,301.65

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

Fire Companies:

WTVFD #1 reported the following for November 2012: 21 Fire Calls, Man-Hours 92; 3 Practices, Man-Hours 66; 2 Specials, Man-Hours 23; Total Man-Hours 181.

WTVFD #3 reported the following for November 2012: 23 Fire Calls, Man-Hours 45.41; 7 Activities, Man-Hours 156.86; Total Man-Hours 202.27.

WTVFD #4 reported the following for November 2012: 9 Fire Calls, Man-Hours 44.75; 3 Drill, Man-Hours 40.5; 7 Work Details, Man-Hours 58; 6 Meetings, Man-Hours 47.5; Total Man-Hours 190.75.

Building Permits Issued for November: #2778-101 Linhart, Residential Repairs $52.55

Deed Transfer Tax: The Township received $14,660.17 in deed transfer tax in the month of November, representing transfer tax collected by Allegheny County in the month of October.

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

Balance Collectable – beginning of the month	$102,431.92
Additions	$0.00
Exonerations – Total Adjustments	$-144.99
Net Collectable	$102,286.93
Face Collections	$-11,567.93
Balance Collectable – End of the month	$90,719.00
Face amount of collections	$11,567.93
Plus Penalties	$1,156.80
Less Discounts	$0.00
Total Cash Collected	$12,724.73

Act 511 for November 2012:

Earned Income Taxes:

				Difference
Current Month	$58,620.40	Previous Year	$69,736.05	
Current YTD	$743,936.59	Previous YTD	$598,949.40	$144,987.19

2012 Budget-$459,000

Local Service Tax:

				Difference
Current Month	$12,635.48	Previous Year	$8,614.65	
Current YTD	$119,711.68	Previous YTD	$121,937.57	($2,225.89)

2012 Budget-$145,000

Business Tax (Mercantile & Business Privilege):

				Difference
Current Month	$3,138.61	Previous Year	$5,203.86	
Current YTD	$586,744.21	Previous YTD	$587,615.36	($871.15)

2012 Budget-$590,000

Recreation Advisory Committee update is on file in the Managers office

(290-12) MOVED CRINER-COSTA to approve the payment of the schedule of bills in the amount of $163,571.73. The motion was adopted by unanimous roll call vote.

(291-12) MOVED COSTA-WILSON to approve final payment to Folino in the amount of $2,346.00 for the Penn Center boulevard project, at the recommendation of Rob Arnold of Chester Engineers. The motion was adopted by unanimous roll call vote.

ORDINANCE NO. 1030

AN ORDINANCE OF THE TOWNSHIP OF WILKINS, ALLEGHENY COUNTY, PENNSYLVANIA, APPROPRIATING OUT OF REVENUES AVAILABLE FOR FISCAL YEAR 2013 SPECIFIC SUMS REQUIRED AS SHOWN BY THE BUDGET AND FIXING THE REAL ESTATE TAX LEVY FOR THE FISCAL YEAR 2013.

(292-12) MOVED WILSON-COSTA to read Ordinance #1030 for the first time.

(293-12) MOVED WILSON-BOYD to accept the first reading of Ordinance #1030.

(294-12) MOVED WILSON-BOYD to read Ordinance #1030 for the second time by title only.

(295-12) MOVED WILSON-BOYD to adopt Ordinance #1030.

Motions 292-12 to 295-12 inclusive were adopted by unanimous roll call vote.

(296-12) MOVED WILSON-CRINER to accept the recommendation of the Civil Service Board to invalidate the current eligibility list and further authorizing advertisement for testing.

(297-12) MOVED BOYD-COSTA to rescind the offer of conditional employment to Steven McCain.

(298-12) MOVED COSTA-WILSON to authorize the appointment of Hope Julian to the post of part-time, seasonal crossing guard for the Township of Wilkins contingent upon the receipt of applicable clearances (FBI Background and PA Child Abuse).

(299-12) MOVED COSTA-BOYD to accept the recommendation from the engineer to award the Hazard Mitigation Grant Demolition Project contract for the demolition of 669, 695, and 1003 Larimer Avenue to Green Thumb Excavating of Greensburg, PA at a low bid of $18,181.81.

(300-12) MOVED WILSON-BOYD to authorize Chester Engineers to apply for a permit (GP7-Minor Road Crossing) from the Department of Environmental Protection (DEP) in furtherance of the Lions Park walking trail project, for the purpose of receiving permission to place a 4' bridge across the stream within the ravine of the trail.

(301-12) MOVED COSTA-BOYD to authorize the payment of $30.00 for the attendance by the volunteers of #1, #3 and #4 at a joint training webinar sponsored by PSATS and the Township Emergency Management Association entitled Winter Emergency Management Educational Webinar to be held on December 20, 2012 and broadcast to all interested attendees at VFC #1.

(302-12) MOVED COSTA-CRINER to table discussion for the Recreation Advisory Committee Budget for the Easter Party.

(303-12) MOVED WILSON-COSTA to cancel the Board meeting scheduled for Monday, December 31, 2012.

Motions 296-12 to 303-12 inclusive were adopted by unanimous roll call vote.

Commissioners' Comments:

Mr. Wilson thanked Mr. Palmer for being the only other person other than himself to complain about the PA system in the auditorium and wished everyone a Happy Holiday.

Mr. Boyd questioned if the recycling grant came through. Mrs. Bradley informed him that the funding received recently is the reward money that the Township receives for requiring residents and commercial establishments to recycle and stated that the Township should be hearing about the grant in the near future.

Ms. Criner wished everyone a Happy Holiday and stated that a gentleman at the corner of Kingston and Delaney has a sign up in his yard advertising the Planning Commission Meeting for December 19 2012. Ms. Criner went to the gentleman's door and explained to him that the meeting has been cancelled, but he did not believe her and will not change or remove his sign. Perhaps it would be a good idea to post signs on the building in case residents show up on the 19th.

Mrs. Martinelli wished everyone a Happy Holiday; to enjoy and be safe.

(304-12) MOVED WILSON-COSTA to adjourn. The meeting adjourned at 8:06 PM. The motion was adopted by unanimous roll call vote.

Respectfully submitted,

Rebecca Bradley
Secretary