

REGULAR MEETING FEBRUARY 12, 2013

The regular meeting of the North Sewickley Township Board of Supervisors was held on Tuesday, February 12, 2013 at 7:00 P. M. at the North Sewickley Township Building, 893 Mercer Road, Beaver Falls. Supervisors in attendance were Norman Giancola, Philip Dent, and Linda Brown. Also in attendance were Solicitor, Neva Stanger and Engineer, William Hummel.

The meeting was called to order by Chairman, Norman Giancola, followed by the pledge of allegiance to the flag.

Roll Call: Ms. Brown	Here
Mr. Dent	Yes
Mr. Giancola	Here

Visitors signed in include: Evan Sockaci, Eric Smith, Rich Christy, Roger Baney, Paul Schaffer, Tami Ray, and Greg Douglass.

Mr. Christy and Ms. Ray wanted to know the reason Mr. Dent's proposed budget was not passed. Mr. Baney requested clarification the presiding officer. Ms. Ray presented a list of questions to be answered by the supervisors.

DEPARTMENT REPORTS

Treasurers Report

Linda Brown reported that there is approximately \$24,958 in the General Fund after all bills and payroll is paid. State Fund balance is \$16632. after bills are paid, and there is \$9140. in the payroll fund.

Secretary had nothing to report.

Police and Animal Control Officers report submitted by Sgt. Becze was read by Linda Brown.

Mr. Dent read the Road Report submitted by Wayne Young, Road Foreman.

The Zoning and Permit Report submitted by Bette Swick was read by Sandra Greer.

ENGINEERS REPORT

Mr. Hummel had nothing to report.

SOLICITORS REPORT

Attorney Stanger reported on the items to be discussed later on the agenda. A letter, dated December 13, 2012, sent to the supervisors by Auditor, Mark Trunley, of which the supervisors have a copy, suggested that some policies be adopted by the supervisors, such as an Anti-Fraud Policy and a Credit Card Policy. She presented a sample Fraud Policy for the supervisors to review. A resolution creating policies and procedures for public meetings was also prepared and is on the agenda.

Mr. Dent commented that Mr. Giancola made a comment that she would be hired for one month and her primary duty was to resolve the issue with the budget. He was expecting a written legal opinion as to why this township is allowed to readvertise the budget. Mr. Dent also asked who authorized her to prepare a fraud policy, revisions to the agenda and a policies and procedures resolution and who is paying you if you are submitting an invoice for work performed.

Ms. Stanger reported that she will be submitting an invoice for January which the supervisors will be receiving. She did not know that the board wanted her to draft a legal opinion. If that is what the board wants, she will do that although she feels it is a waste of money considering that she already told the board what needs to be done to adopt the budget. A budget was not adopted by December 31st. The township needs a budget to operate. One has been advertised and is scheduled for adoption on February 19th. Discussion followed concerning this topic. The Fraud Policy came from Auditor Turnley's office. I did not bill for that. The meeting rules and regulations resolution was prepared by Ms. Stanger and the township will be billed.

OLD BUSINESS

Mr. Dent asked if the supervisors are going to advertise for the auditor. Discussion followed. The attorney will research advertising requirement.

NEW BUSINESS

Minutes:

Mr. Dent questioned the minutes of January 19 regarding the treasurer's report and a statement by Mr. Giancola.

Mr. Giancola made a motion to approve the minutes of Friday, December 7, 2012. Ms. Brown seconded the motion.

Roll Call:	Ms. Brown	yes
	Mr. Dent	yes
	Mr. Giancola	yes

Ms. Brown made a motion to approve the minutes of the Monday, January 7th meeting. Mr. Giancola seconded the motion.

Roll Call:	Ms. Brown	yes
	Mr. Dent	yes
	Mr. Giancola	yes

Mr. Giancola asked Mr. Dent to repeat his objections to the January 15th meeting. Mr. Dent did. Discussion followed.

Ms. Brown moved to accept the January 15th 2013 minutes as presented. The motion failed for lack of a second.

The minutes of the January 15th were tabled.

Mr. Dent moved to approve the minutes of January 24th as submitted. Ms. Brown seconded the motion.

Roll Call: Ms. Brown	yes
Mr. Dent	yes
Mr. Giancola	yes

Ms. Brown moved to appoint David Ice as the Sewage Enforcement Officer and accept his fee schedule. Mr. Giancola seconded the motion.

Roll Call: Ms Brown	yes
Mr. Dent	yes
Mr. Giancola	yes

The secretary was asked to notify Mr. Ice of his appointment.

Mr. Giancola moved to adopt the resolution creating the policies and procedures for public meetings. Ms. Brown seconded the motion. Mr. Giancola called for discussion on the motion. Ms. Brown summarized the resolution.

Roll Call: Ms. Brown	yes
Mr. Dent	no
Mr. Giancola	yes

Mr. Giancola moved to approve the Leonard Beegle Subdivision Plan. Ms. Brown seconded the motion. Mr. Douglass presented the plan.

Roll Call: Ms. Brown	yes
Mr. Dent	yes
Mr. Giancola	yes

Mr. Dent asked Attorney Douglass why the sewer authority raised the rates. He explained that he is under no obligation to respond. Attorney Douglass explained that the monthly minimum was raised by \$.50. That is not necessarily associated with any debt. They wanted to make gradual increases to avoid a large spike in rates.

Discussion followed regarding information from the Auditor and IT consultant.

The state of the bookkeeping

Cash basis of accounting or accrual basis.

Implementation of a Fraud Policy

A Credit Card policy

Expenditure approval process

The suggestion was to have a requisition for purchases over \$500. to be signed off by the department head and the supervisor in charge of the department.

The supervisors will consider the recommendations of the auditor.

Mr. Dent brought up the tax collectors commission based on the tax increase proposed in the budget. It has to be done by February 15th. Her commission is currently 4%. Mr. Dent stated 2.5% will keep her at where she is currently.

Mr. Dent moved to set the tax collectors commission at 2.5% beginning 2014. Ms. Brown seconded the motion.

Roll Call: Ms. Brown	yes
Mr. Dent	yes
Mr. Giancola	yes

Mr. Dent brought up the road bond from Amerikohl. The secretary contacted Mr. Saugrich and was told it was not for any Township Roads only State Roads. They are required to notify the Township.

The Baseball Federation presented a proposal of \$2750.00 for work needing done at Bradshaw Park. Mr. Giancola moved to pay the Riverside Baseball Federation their annual allotment of \$2,000 for the proposed work. Mr. Dent seconded the motion.

Roll Call: Ms. Brown	yes
Mr. Dent	yes
Mr. Giancola	yes

There was discussion on appointments to the Zoning Hearing Board. Attorney Fox stated in a letter that Debbie Battaglia and Clyde Barr are alternates. He suggested that one of them be appointed permanent and the other as alternate unless the supervisors have someone else to appoint.

A letter from Adam Myers dated November 20, 2013 and resent January 14, 2013 was discussed by the Supervisors. The supervisors responded to his original request in October based on the advice of Solicitor Clark. The secretary was instructed to send a letter to Mr. Myers stating that nothing has been done to change their decision. Their answer remains the same.

The supervisors discussed interviews for the secretarial position. Ms. Brown stated that there are 40 applications and the supervisors should pick the ones they feel are most qualified to interview.

The supervisors discussed computers for the Secretaries Office and the Police Department. Linda has estimates of between \$400 and \$550. for the computer for the Secretaries office.

Acting Chief Becze explained the need for a computer to accommodate a new system of JNet that they use to run the drivers license and vehicle registration through. It can be used in the vehicle with a laptop when doing traffic stops. The service through Verizon will be \$40.00 per month. Mr. Dent requested detailed information on the hardware and fees.

The supervisors discussed the need for a tax anticipation loan and determined that it is not necessary at this time.

The bills were presented for approval. Linda made a motion to pay the bills as presented. Mr. Giancola seconded the motion.

Roll Call: Ms. Brown	yes
Mr. Dent	yes
Mr. Giancola	yes

PUBLIC COMMENT:

Mr. Evan Sockaci and Mr. Eric Smith requested confirmation from the township on the abandonment of a paper street in the Park Terrace Plan. The street has never been maintained by the Township. Mr. Hummel told them that the Township has no rights on the right of way and has nothing to do with the street. The solicitor agreed with the engineer. They want a written response from the Township. The supervisors will research and get back to them.

Paul Schaffer, Tami Ray and Roger & Sheri Baney voices concerns about the following:

- The cost and procedure for conducting the meetings.
- The hiring of a permanent solicitor and secretary
- Applying for Community Development Block Grant
- The budget and following the Township Code

Ms. Brown made a motion to break for an executive session. Mr. Giancola seconded the motion.

Roll Call: Ms. Brown	yes
Mr. Giancola	yes
Mr. Dent	yes

After returning from executive session, Mr. Dent made a motion to adjourn. Mr. Giancola seconded the motion.

Roll Call: Ms. Brown	yes
Mr. Dent	yes
Mr. Giancola	yes

Meeting adjourned.

Sandra Greer
Secretary

