

## MINUTES OF MEETING OF TOWNSHIP OF PINE BOARD OF SUPERVISORS

Wednesday, October 7, 2009

Pine Municipal Building

This meeting of the Township of Pine Board of Supervisors was called to order at 4:30 p.m. by Michael J. Dennehy, Chair.

### ROLL CALL

Members in attendance were: Michael J. Dennehy, Chair; Philip D. Henry, Vice-Chair; Edward J. Owen; Frank J. Spagnolo; and Ed Holdcroft. Also in attendance were Gary Gushard, Solicitor; Cheryl N. Fischer, Township Manager; Scott Anderson, Assistant Manager; Larry A. Kurpakus, Director of Code Enforcement; Joni K. Patsko, Parks and Recreation Director; and Jack Fasick, Director of Public Works.

There were no visitors present.

### 2010 BUDGET

Mr. Dennehy questioned the status of the Northern Regional Police Department budget, as it will have an impact on the Township budget.

Mrs. Fischer explained that the Township's contribution will increase in 2010, due to the allocation formula; however, the specific amount is unknown at this time.

Mrs. Fischer then advised that the Township currently calculates their annual contribution to the Wexford Volunteer Fire Company on a percentage of Township real estate tax, certified by Allegheny County. She recommended that the formula be revised to a flat sum with an increase based on the Social Security COLA rate.

Mr. Holdcroft reminded that the Township has already committed to a \$187,657 contribution to the Fire Company in 2010.

Mr. Owen expressed his opinion that establishing a funding formula, at this point, may be premature for future years.

The Board agreed that \$187,657 should be budgeted for the 2010 contribution to the Fire Company.

Mrs. Fischer pointed out that the Township budgeted \$1,600,000 in 2009 for the road improvement program, and recommended the same amount in 2010.

The Board was in agreement to allocate \$1,600,000 for 2010 road improvements.

Mrs. Fischer recommended that an additional \$500,000 be budgeted for payment towards the Community Center loan principal, with which the Board agreed.

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2010 BUDGET (Continued)

Mr. Fasick explained the new regulations for traffic and street sign reflectivity and the time limits established for compliance.

The Board was in agreement to include \$5,000 in the 2010 budget to begin the sign changeover to comply with the new requirements.

Mr. Anderson expressed his opinion that the 160 square foot Public Works office, shared by the eight Public Works employees for morning arrival, awaiting work assignments, breaks, and lunch, is inadequate. He recommended that \$20,000 be budgeted to increase the area.

Mr. Spagnolo questioned the options.

Mr. Anderson acknowledged that options are limited, but will be explored with Mr. Fasick.

The Board agreed to allocate \$20,000, but requested that the project be presented to the Board prior to proceeding.

Mr. Anderson reported that due to the Department of Environmental Protection's requirement for the inspection and maintenance of stormwater detention ponds, \$25,000 was allocated in 2009 for this purpose but was not used. He suggested that the funds be carried over to the 2010 budget.

The Board agreed that the \$25,000 allocated in 2009 should be carried over to the 2010 budget, with an additional \$25,000.

Mr. Kurpakus reported that \$50,000 was allocated in the 2009 budget for the demolition of unsafe structures, but was not used. He suggested that the funds be carried over to the 2010 budget, to which the Board agreed.

Mr. Anderson reminded that a section of pedestrian improvement along Wallace Road (Area 3) was awarded in 2009 at a cost of \$130,000. He reported that the project has not proceeded due to the need for additional right-of-way. Mr. Anderson suggested that the \$130,000 be placed in capital reserve for possible completion in 2010.

The Board agreed to increase the 2010 budget to \$140,000 for the Area 3 pedestrian improvement project.

Mr. Anderson reported that the Township applied for a grant for the extension of sidewalks and pedestrian improvements for the new Wexford Volunteer Fire Department Company site and although the 2009 grant was not awarded to the Township, re-application has been made for 2010 funding. He suggested that the 2010 budget contain \$575,000 for the project (to be offset by a \$250,000 grant award), to which the Board agreed.

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2010 BUDGET (Continued)

Ms. Patsko requested that the Board budget funds for a full time Community Center and Parks Maintenance employee. She pointed out that, currently, three Public Works employees are assigned for parks maintenance from April through October, only.

Mr. Fasick stated that to cover the transfer, a new Public Works employee would be needed and then an additional Public Works employee would be needed in October 2010 due to additional road take-over and maintenance.

The Board agreed to budget funds to transfer the Public Works employee to a full-time Parks Maintenance employee in Spring of 2010, replace the Public Works employee at that time, and hire an additional full-time Public Works employee in October of 2010.

Mrs. Fischer requested that due to increased time demands on the accounting staff, an additional part-time employee be retained in 2010, to which the Board agreed.

Mr. Fasick reported that the 1999 winter maintenance truck is due for replacement. He suggested that a slightly smaller truck be budgeted, due to the pending Village at Pine road acceptance.

Mr. Holdcroft expressed his opinion that the indicated trade-in of \$12,000 was low.

It was the consensus of the Board that the 1999 truck not be replaced in 2010.

Ms. Patsko noted that the 1999 Chevy pick-up used by the Parks personnel has 140,000 miles. She requested that funds be budgeted for its replacement in 2010.

Mr. Spagnolo suggested that the truck be retained for 2010 and funds not be budgeted for this truck's replacement, to which the Board agreed.

Mr. Kurpakus requested allocation of \$25,000 to replace the 2000 Jeep used by the Code Department. He surmised that sale of the existing Jeep would be \$5,000.

It was the consensus of the Board to allocate \$25,000 for vehicle purchase.

Mr. Anderson explained that the Municipal Building is heated and cooled by a series of five different rooftop HVAC units of varying age, with the oldest being approximately 20 years old. He recommended that \$25,000 be budgeted in the event that one of the units requires replacement.

It was the consensus of the Board to budget \$50,000 to be used for HVAC replacement, if necessary.

Mr. Anderson advised that the current building emergency generator is insufficient to power the entire building in the event of a power outage. He noted the recent generator failure

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2010 BUDGET (Continued)

which necessitated the use of several portable generators until power was restored. Mr. Anderson suggested that \$105,000 be budgeted for a new emergency generator system to power the entire building in the event of a power outage, and an additional \$31,000 to relocate the existing emergency generator to the Public Works garage.

Mr. Dennehy questioned if Northern Regional would fund a portion of the generator as it will also power their leased offices.

Mrs. Fischer pointed out that their lease does not address the issue, although it could be considered.

It was the consensus of the Board to budget \$105,000 and \$31,000 for a new emergency standby generator for the Municipal Building and relocation of the existing generator system to the public works garage.

Mrs. Fischer explained that due to the impending Countywide earned income tax collection system, each taxing district will be pro-rated a share of the costs. She recommended that \$20,000 be budgeted for anticipated start-up costs, to which the Board agreed.

Mr. Anderson informed that the salt storage building contains only enough space for approximately one-third of the salt used by the Public Works Department in a typical winter. He recommended that \$100,000 be budgeted in 2010 as a reserve for future construction, to which the Board agreed.

Mr. Spagnolo questioned if the Township reserved funds to acquire additional park land and Mrs. Fischer advised that \$43,000 is budgeted each year for that purpose. Mr. Spagnolo suggested that the amount be increased to \$50,000 for 2010, to which the Board agreed.

EXECUTIVE SESSION – Personnel

Motion was made by Mr. Spagnolo and seconded by Mr. Henry to call for an Executive Session at 6:55 p.m. for the purpose of discussing personnel matters. The aye vote on the motion was unanimous. Motion carried.

Motion was made by Mr. Spagnolo and seconded by Mr. Henry to terminate the Executive Session at 7:15 p.m. The aye vote was unanimous. Motion carried.

REGULAR MEETING

Mr. Dennehy questioned Mr. Gushard if the prior Executive Session met the guidelines of the Sunshine Act and Mr. Gushard responded affirmatively, as the discussion related to personnel matters.

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PINE-RICHLAND HOMECOMING

Mr. Henry expressed his objection to a draft letter to the School District, regarding notification of adjacent residents about the Homecoming activities. He offered to address the issue with the School District Superintendent rather than sending the letter, to which the Board agreed.

ADJOURNMENT

Motion was made by Mr. Spagnolo and seconded by Mr. Owen to adjourn. The aye vote was unanimous. Motion carried.

The meeting adjourned at 7:40 p.m.