

ORGANIZATION MEETING JANUARY 3, 2023

The Organization meeting of the North Sewickley Township Board of Supervisors was held on Tuesday, January 3, 2023, at 7:00 P. M. at the North Sewickley Township Building, 893 Mercer Road, Beaver Falls. In attendance were Supervisors Emmett Santillo, John R. Axtell, Tom Roush, Solicitor Ryan Long, Engineer, Emily Palmer Clerk, Lisa Crespo, Assistant Clerk, Jamie Wolf, Road Foreman, Wayne Young, Police Chief, Jeffrey Becze and Road Worker, Don Blinn. Various members of the public were present.

2022 Chairman, Emmett Santillo asked Attorney, Ryan Long, to open the meeting with the Pledge of Allegiance.

Attorney Long then asked for permission appoint John Axtell as temporary Secretary. All in favor.

Election of Chairperson:

John Axtell made the motion to nominate Emmett Santillo as the chairperson of the Board of Supervisors. Emmett Santillo seconded. All in favor.

Vice Chairperson:

Emmett Santillo made the motion to nominate John Axtell as Vice Chairman. John Axtell seconded. All in favor.

Resolution of Secretary/Treasurer:

Emmett Santillo made the motion to nominate John Axtell as Secretary/Treasurer with Township Clerk, Lisa Crespo and Assistant Clerk, Jamie Wolf to perform all related duties, per resolution 01032023. John Axtell seconded. All in favor.

Appointment of Address Assignments/Changes

Emmett Santillo made the motion to appoint Jessica Chaney as the office representative that assigns and changes addresses in the 911 portal. Tom Roush seconded. All in favor.

Resolution to Establish Compensation of Office Staff:

Emmett Santillo made the motion to accept resolution 01032023-1 setting the Township Clerk, Lisa Crespo, wage at \$3,800/year and Assistant Clerk, Jamie Wolf, will receive an hourly compensation of \$19.70 which includes a \$0.40/hr. increase and Administrative Assistant, Jessica Chaney, will receive an hourly rate of \$17.00/hr. Tom Roush seconded. All in favor.

Establish the Amount of the Secretary/Treasurer, Clerk & Assistant Clerk Bond:

Emmett Santillo made the motion to set the Secretary/Treasurer's, Township Clerk and Assistant Clerk bond amount at \$1,800,000.00. John Axtell seconded. All in favor.

Appointment of Police Chief:

Emmett Santillo made the motion to appoint Jeffrey Becze as the Police Chief for 2023. John Axtell seconded the motion. All in favor.

Establish Compensation of Police Chief: Emmett Santillo made the motion to accept resolution 01032023-2 setting the compensation for Chief in the amount of \$61,800.00 the Animal Control Officer duties in the amount of \$5,600.00/annually, Assistant Zoning Officer in the amount of \$1,500.00/annually and Code Enforcement Officer in the amount of \$1,500.00/annually with 4 weeks' vacation and 6 personal days for a total of \$70,400.00 annually. Uniform allowance is \$625.00 per year for full time officers. Tom Roush seconded. All in favor.

Establish 2023 Holiday Schedule:

Emmett Santillo made the motion to establish the 2023 Holiday schedule with no changes from 2022: New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving, and the day after, Christmas Eve and Christmas Day. Tom Roush seconded. All in favor

Appointment of the Liaison to the Road Department:

Emmett Santillo made the motion to appoint John Axtell as the Road Department liaison. John Axtell seconded. All in favor.

Appointment of the Liaison to the Police Department:

John Axtell made the motion to appoint Emmett Santillo as the Police Department liaison. Emmett Santillo seconded. All in favor

Reappoint all Current Full and Part Time Union Employees with Increases as Stated in Union Contracts:

Emmett Santillo made the motion to reappoint all current full and part time employees with increases as stated in their union contracts or at budget meetings. Tom Roush seconded. All in favor.

Appoint Deputy Tax Collector:

Emmett Santillo made the motion to accept Kristen Kelosky as deputy tax collector as presented by Lauren Murphy. Tom Roush seconded. All in favor.

Appointment of Solicitor:

Emmett Santillo made the motion to appoint Ryan Long as Solicitor noting that there was no increase for 2023 with a \$450.00 monthly retainer and no changes to the fee agreement since 2015. Tom Roush seconded. All in favor

Appoint of Engineer:

Emmett Santillo made the motion to appoint Lennon, Smith, Souleret, Inc. as Engineer and accept the compensation schedule submitted, noting that there was no increase to the retainer for 2023. Tom Roush seconded. All in favor.

Appointment of Zoning Enforcement Officer:

Emmett Santillo made the motion to appoint Eric Bock as Zoning Enforcement Officer with a retainer amount of \$600.00/month and \$75.00/hour outside the scope of the retainer. This is an increase of \$100.00 to the retainer and \$25/hour to the hourly fee. John Axtell seconded. All in favor.

Appointment of Building Inspector:

Emmett Santillo made the motion to appoint MDIA as the Township building inspector with a 10% fee increase. Tom Roush seconded. All in favor.

Zoning Fees and Township Permit Fees:

Emmett Santillo made the motion to keep the 2023 Township fee schedule the same as 2022 with changes in the near future. MDIA fee increase of 10% will be implemented and charged to the resident. Tom Roush seconded. All in favor.

Appointment of Sewage Enforcement Officer:

Emmett Santillo made the motion to appoint the EADS Group as the primary SEO and Lisa Crespo as the secondary accepting both fee schedules presented, no fee increases from 2022. John Axtell seconded. All in favor.

Appointment of Open Records Officer:

Emmett Santillo made the motion to appoint Jamie Wolf as the Open Records Officer and Lisa Crespo as the secondary. Tom Roush seconded. All in favor.

Appointment of Emergency Management Coordinator:

Emmett Santillo made the motion to reappoint Andy Randza as Emergency Management Coordinator. Tom Roush seconded. All in favor.

Appointment to the Vacancy Board:

Emmett Santillo made the motion to appoint Bruce Senior to the vacancy board. John Axtell seconded. All in favor.

Appointments to Boards

Sewer Authority & Water Authority: Emmett Santillo made the motion to appoint Jason Wilds for a 5-year term. John Axtell seconded. Tom Roush, nay. Motion carried.

Planning Commission: Emmett Santillo made the motion to reappoint Scott Morrow to the Planning Commission Board for a 5-year term. John Axtell seconded. All in favor.

Zoning Hearing Board: Emmett Santillo made the motion to accept Richard Weaver's request for reappointment by resolution 01032023-3 with a term expiring December 31, 2025.

John Axtell seconded. All in favor.

Select Depository and Select Signers:

Emmett Santillo made the motion for the Township General monies to remain with WesBanco, Franklin Township office, all current accounts with WesBanco will remain, Liquid Fuels monies will remain with PLGIT, Edward Jones will remain with savings and APRA monies. All current Supervisors and Township Clerk, Lisa Crespo, are delegated as signers to the accounts, in addition the Police Department Drug Investigation account with WesBanco will have Jeff Becze as a signer as well as the three Supervisors. Tom Roush seconded. All in favor.

Establish Time and Dates for Regular Monthly Meetings:

Emmett Santillo made the motion to keep the Township Regular monthly meetings the second Tuesday of every month but move the time to 4:00 pm, Township Clerk to advertise. The Planning meeting in January is scheduled for the 4th of January, Planning meeting in July is scheduled for Monday the 3rd due to the 4th of July Holiday being observed and Planning meeting in November is scheduled for Wednesday due to Election Day being on the 7th of November. John Axtell seconded. Tom Roush, nay. Motion carried.

Certify Delegates to the PSATS Annual Conference and Designate the Voting Delegate:

Emmett Santillo made the motion to authorize all Supervisors, Clerk and Assistant Clerk to attend the annual conference and to appoint Emmett Santillo as voting delegate for PSATS. Seconded by John Axtell. All in favor.

Appointment Beaver County COG Delegate/Alternate:

Emmett Santillo made the motion to appoint Emmett Santillo as Beaver County COG delegate, with Tom Roush as the alternate. Tom Roush seconded the motion. All in favor.

Establish Mileage Reimbursement Rate:

Consistent with the IRS, Emmett Santillo made the motion to establish the mileage reimbursement rate of \$0.655 cents which is up 3 cents from the midyear increase in 2022. Tom Roush seconded. All in favor.

Contribution to North Sewickley Volunteer Fire Department:

Emmett Santillo made the motion to accept Resolution 01032023-4 setting the contribution for the Volunteer Fire Department which will remain the same from 2022 as 1 mill real estate property tax. Tom Roush seconded. All in favor

NST Volunteer Fire Company Motor Vehicle Accident Rescue Rate Structure:

Emmett Santillo made the motion to accept Resolution 01032023-5 accepting the rate structure submitted by the NST-Volunteer Fire Department in accordance with Ordinance 070814 with no change from 2022 at this time. Tom Roush seconded. All in favor.

Appointment of Fire Police:

Per NST Volunteer Fire Department, at this time there is no appointment to the Fire Police. NSTVFD will determine a candidate at their discretion.

Tax Levy 2023:

Emmett Santillo made the motion to accept Resolution 01032023-6 with a 2 mill increase from a 9 mill tax levy to 11 mill tax levy. Tom Roush seconded. All in favor.

Increases to the Sewer and Water Board Compensation:

Emmett Santillo made the motion to accept Resolution 01032023-7 increasing the newly appointed Board Member compensation or reappointed Board members to \$100.00 per meeting. John Axtell seconded. Tom Roush, nay. Motion carried.

Increases to the Planning Committee Board Compensation:

Emmett Santillo made the motion to accept Resolution 01032023-8 increasing the newly appointed Board Member compensation or reappointed Board Members to \$100.00 per meeting. John Axtell seconded. Tom Roush, nay. Motion carried.

Emmett Santillo made the motion to adjourn the Organization Meeting and move to the Regular Business meeting at 7:26 pm, Tom Roush seconded. All in favor.

REGULAR MEETING January 3, 2023

At 7:26 pm the Regular Meeting of the North Sewickley Township Board of Supervisor for January 3, 2023, was called to order by Chairman, Emmett Santillo.

ROLL CALL:

Emmett Santillo Here
John Axtell Here
Tom Roush Here

PUBLIC SPEAK:

Carissa Neary – Leech Ln – Looking for an update on the culvert repair. Emily informed her that the Supervisors authorized the repair, and they are preparing the contract documents but there are problems upstream on PennDOT’s side of the culvert. PennDOT informed the Township that they would possibly schedule a repair for May or June of 2023. Carissa wanted to let the Supervisors know they are doing the residents a disservice for moving the meetings to 4pm. Emmett Santillo stated if it does not work, we will move it back to the normal time. Emily also mentioned that it is important that we wait for PennDOT’s response on their end of the culvert so we aren’t wasting time and money, if we fix it first, it could cause bigger problems. Tom Roush asked if we heard back about the grants. Emily stated they were supposed to be awarded on January 12th.

Kathy Smith - 428 Glendale Road Subdivision – Emily informed Mrs. Smith that she received the email version of the plan and there was a review attached to her report. Emily suggested the Supervisor’s conditionally approve the subdivision based on Beaver County review and North Sewickley Township planning committee review and recommendation.

CORRESPONDENCE:

- PA Dept of Labor and Industry – Notice of Record Keeping Requirements
- Beaver County Assessment Tax Claim Office – Notice of Mobile Home Removal
- Beaver County Assessment Office – December 19, 2022, Judicial Sale
- Beaver County Assessment Office – Real Estate Tax Returns
- Beaver Gas Gatherings – Pipeline Safety Information Packet
- PA PUC – Public Crossing Correspondence

MINUTES:

Emmett Santillo made the motion to accept the minutes of the Special Meeting Minutes of December 13, 2022, as written. Tom Roush seconded. All in favor.

REPORTS:

- A. Financial Report as of December 31, 2022
 - Current General Funds Balance \$426,854.50
 - Liquid Fuels Balance: Not Available as of January 3, 2023
- B. Permit Report December 2022
 - 1 building permit for a demo, 2 garage permits, 1 antenna alteration, 1 new single-family home.
- C. Police Report/ACO Report December 2022
 - Criminal Activity- Part 5 Offences- 1, Part II Offences- 11. Total Police Service Activity- 60, Citations Issued Moving- 11, Non-Moving- 2. Total Miles driven 2,734.5 - fuel consumed 242.8 gallons. Animal Control Report- 2 incidents handled. Submitted by Chief Jeff Becze.
- D. Road Report December 2022
 - 2017 International - fixed a couple couplers on the spreader. Has new rear tires installed on the back by Skander Tire. Changed the transmission lines because they were leaking. 2005 Freightliner has the windshield replaced. Replaced the batteries. Put new fuel tank straps on. Replaced the spinner motor on the asher for that truck.

2019 International – changed oil and filter, fuel filters and greased the truck. Changed the oil and filter in the new John Deere. Washed all the equipment. Trees down on Lower Glendale, Sewickley Rd., Country Club Dr., and 12th Street Ext. Clean drains with the backhoe on Wildwood Rd. and Fleetwood Rd. Cleaned a couple ditches and a catch basin on Country Club Dr. Put up no parking signs on the beginning of Brandt Dr. Plowed and ashed Township Road, used 32 loads of ash and salt. Used 4029 gallons of diesel fuel and 66.7 gallons of gasoline. Submitted by Wayne Young, Road Foreman.

- E. Engineer Report- Monthly Engineer’s Report was presented by Emily Palmer and is attached with meeting packet. Emily covered most of her report in the public speak section of the meeting. Nothing more to report. **Motion by Emmett Santillo to approve the Smith Subdivision pending Beaver County Planning Commission approval, North Sewickley Township Planning Commission approval and any necessary approvals from the State. Tom Roush seconded. All in favor.**
- F. Ryan Long, Solicitor Report- None

ACTION ON BILLS:

Emmett Santillo made the motion to accept the bills as presented in the amount of \$358,079.60. Tom Roush seconded. All in Favor.

UNFINISHED BUSINESS:

- A. **Motion by Emmett Santillo for approve the \$100.00 Employee Christmas Gift Card. Tom Roush seconded. All in favor.**

NEW BUSINESS:

- A. **Motion by Emmett Santillo to approve the Guardian Protection quote in the amount of \$2,612.47 plus \$12.12/mo increase for the repair agreement to place two additional cameras in the police department. Tom Roush seconded. All in favor.** Lisa will talk with Guardian to be sure the placement of the cameras is sufficient for full coverage of the station or possibly move cameras to get better coverage.
- B. **Motion by Emmett Santillo to accept Dwight Young’s retirement letter, effective February 1, 2023, with thanks for his service. John Axtell seconded. All in favor.** Dwight Young will be moving to perform Township maintenance part time with 20 hours per week allotment.

PUBLIC COMMENT:

None

ADJOURNMENT:

At 7:58 P.M. Emmett Santillo made a motion to adjourn. Tom Roush seconded the motion. All in favor.

Lisa A. Crespo, Clerk