

TOWNSHIP OF RESERVE
MINUTES OF THE REGULAR MONTHLY MEETING
December 18, 2023

CALL TO ORDER

Commissioner Neurohr called the meeting to order on December 18, 2023, at 7:00 PM.

ROLL CALL

Commissioner Neurohr asked the Secretary to call the roll as follows:

PRESENT: Commissioner Sharon Sweeney, Commissioner Ken Vybiral, Commissioner John Kaib, Commissioner Ed Vincent, Commissioner Ron Neurohr, Manager Jan Kowalski, Solicitor Nate Boring, and Engineer Gordon Taylor

ALSO PRESENT: 4 visitors

EXECUTIVE SESSION

Commissioner Ron Neurohr reported the Board of Commissioners held an Executive Session tonight at 6:00 pm., wherein the following topics were discussed: employment and personnel matters, contracts and policies, actual and ongoing litigation as well as potential litigation and identifiable complaints.

PUBLIC COMMENTS—

Members of the public wishing to speak should indicate such on the sign-in sheet when entering the meeting room. Anyone speaking on a non-agenda item may do so during the public comment period. Anyone speaking on an agenda item will be recognized at the appropriate time.

Per Resolution 612:

- *Speakers are limited to five (5) minutes.*
- *If more than one member of the public is here to speak on a particular topic, please designate one individual to represent the group.*
- *All comments shall be directed to the presiding officer.*
- *Any person making offensive, insulting, or threatening remarks may be removed.*

Rob Stephens – Faber St. – Mr. Stephens commended the Township on the Tree Lighting event on November 30th, stating that it was a wonderful event and a lot of people showed up to support the Township.

APPROVAL OF CONSENT AGENDA

Commissioner Sweeney made the motion to approve the consent agenda, with a second by Commissioner Vybiral. All in favor. Motion carries.

RESOLUTIONS TO BE ADOPTED

- Resolution #771 Water and Sewer Rates 2024
Discussion of whether to approve rate increases effective January 1st, or table until we have clarity on a launch date for O&M agreement with PWSA:

Commissioner Vybiral made the motion to table Resolution #771, with a second by Commissioner Vincent. *Manager Kowalski stated that the fee structure for 2024 was set for monthly billing, and since the Public Utilities Commission has not approved of the O&M Agreement with PWSA, the Township will wait to increase the rates for 2024.* All in favor. Motion carries.

- Resolution #772 Fee Schedule Resolution
Setting fees to conform a new third-party building inspector's fee structure; other changes are Occupancy Permit Fee increases from \$50 to \$75 and Zoning Permit Fee increases from \$50 to \$75:
Commissioner Vincent made the motion to adopt Resolution #772, with a second by Commissioner Vybiral. All in favor. Motion carries.
- Resolution #773 Township Meeting Dates and Holidays 2024:
Commissioner Kaib made the motion to adopt Resolution #773, with a second by Commissioner Vincent. All in favor. Motion carries.

ORDINANCES TO BE INTRODUCED – None

ORDINANCES TO BE ENACTED –

- Ordinance #697 2024 Budget and Millage Rate.
Being duly advertised and open to public inspection as required by First Class Township Code, the ordinance is ready for enactment (no increase in Township taxes):
Commissioner Sweeney made the motion to enact Ordinance #697, with a second by Commissioner Vybiral. All in favor. Motion carries.

COMMITTEE REPORTS

COMMISSIONER SWEENEY – Commissioner Sweeney stated that the Township's first Light Up Celebration was unbelievably attended and that it was a really nice time. Commissioner Sweeney thanked Jan and Mia for getting everything set up for the event. Commissioner Sweeney stated that the Lunch with Santa had low attendance this year, over 70 people signed up, but only 50 came to the event. Commissioner Sweeney announced the winners of the House Decorating Contest – 1st Place – 410 Kinkura Dr. – 2nd Place – 3053 Mount Troy Rd. – 3rd Place – 2601 Edison St. Congratulations to the winners.

COMMISSIONER VYBIRAL – Commissioner Vybiral took a moment to “Thank” everyone on the Board, Manager Kowalski, Solicitor Boring, and Engineer Taylor for the last 9 months of working together. Commissioner Vybiral stated that it was a pleasure working with all of them.

COMMISSIONER KAIB – None

COMMISSIONER VINCENT – Commissioner Vincent stated that he would also like to discuss the Light Up Celebration and extended a big “Thanks” to everyone who donated for the event, and the Brittner Family for donating the beautiful tree.

COMMISSIONER NEUROHR – Commissioner Neurohr read the Police Report and the VFD Report. Commissioner Neurohr asked Chief Etherington if he had anything to add. Chief Etherington added that it was a pleasure seeing all the Commissioners at the Light Up Celebration. Chief Etherington wanted to thank Ken Vybiral and Dee Shores for being the Township’s Crossing Guards. Chief Etherington stated that they do not get enough credit and they do a tremendous job. Commissioner Neurohr added he attended an informational meeting at the Primary School to stay informed of the outcome. Commissioner Neurohr attended the Tri-Cog Land Bank meeting with Manager Kowalski. Commissioner Neurohr thanked the Board and stated that even though 2022 was rough, the Board stuck together and with the help of Secretary Shores and then Manager Kowalski, the Township got through the rough patch. Commissioner Neurohr thanks Commissioner Vybiral for filling in as Commissioner At Large for the past 9 months; it was needed and is appreciated. Commissioner Neurohr then read a summary of the Township accomplishments throughout the 2023 year. Commissioner Neurohr stated that the board is grateful for Manager Kowalski, Secretary Shores, Public Works, and Public Safety for a wonderful 2023 year.

MANAGER’S REPORT – Manager Kowalski stated that Reserve Township is currently accepting applications for a Full-Time Police Officer through the website, until January 19th. Manager Kowalski stated that the Spring Garden Storm Drain Project by Allegheny County should start sometime in 2024 and it should help with some of the flooding on Spring Garden Rd. Manager Kowalski was notified that we are a Banner Community and Reserve Township has been a Banner Community since the program started through the Allegheny League of Municipalities. Manager Kowalski announced that as of January 1st, Reserve Township will have a new building inspection company, Code-Sys, and if you would like to make an improvement to your house, you can fill out the application online on their website. Manager Kowalski and Code Enforcement Officer Harry have been taking Zoning classes to bring the Zoning in house. Manager Kowalski reached out to WesBanco regarding the interest rates and the Bank Manager received approval to move all the Township accounts over to interest bearing accounts, at 5% APR, for each account. Wayne Fontana’s office called Manager Kowalski that morning stating that the Township received an \$80,000 grant through the Covid-19 Fund for Small Water and Sewer, and the official announcement should be made in January.

SOLICITOR’S REPORT – None

ENGINEER’S REPORT – Engineer Taylor stated that a report was submitted, however there was nothing additional to report on.

GIRTYS RUN REPORT – No representative from Girty’s Run Joint Sanitary Authority was present.

COMMUNICATIONS AND RECOGNITIONS – Secretary Shores stated that Reserve Township has received much praise over the past couple of weeks for this year’s Light Up Celebration on November 30th. Many have asked that we pass along a well-deserved “Thanks” to everyone who helped plan, donate, and give their time to make this event possible. Many have also reached out stating that they would love to help volunteer and help plan next year’s Township events. Manager Kowalski had many people sign up on Friday at the Coffee and Donuts meeting. If anyone would like to be added to the volunteer list, please email Jan or myself with your information and we will be more than happy to add you to the list and pass it along to the Recreation Committee.

OLD BUSINESS – None

NEW BUSINESS –

- Motion to approve the 2024 Reserve Township Schedule of Events. *Choose Version 1 (with Lunch with Santa), or Version 2 (no lunch with Santa). 2023 Lunch with Santa stats: 70 children registered, 47 showed up. Total cost roughly \$700, equals \$14.89 per child:* Commissioner Sweeney made the motion to approve the 2024 Reserve Township Schedule of Events to include Lunch with Santa, with a second by Commissioner Kaib. All in favor. Motion carries.
- Motion to approve purchase of 3 refurbished Panasonic Toughbook computers from Ford Office Technologies in the amount of \$2,471.75 to replace current computers used in patrol vehicles: Commissioner Kaib made the motion to approve the purchase of 3 refurbished Panasonic Toughbook computers from Ford Office Technologies to replace the current computers used in the patrol vehicles, with a second by Commissioner Vincent. All in favor. Motion carries.
- Motion to approve the following individuals to attend the Allegheny League of Municipalities Spring Conference April 4-7, 2024: Ron Neurohr, Ed Vincent, Rob Stephens, Jim Etherington, Jan Kowalski: Commissioner Vincent made the motion to approve Ron Neurohr, Ed Vincent, Rob Stephens, Jim Etherington and Jan Kowalski to attend the Allegheny League of Municipalities Spring Conference in April 2024, with a second by Commissioner Sweeney. All in favor. Motion carries.

NEXT PUBLIC MEETING ANNOUNCEMENT – Mr. Neurohr stated that on behalf of himself and the Board of Commissioners, they all wish everyone a Merry Christmas and a Happy New Year. Mr. Neurohr announced the next public meeting would be on Monday, January 15, 2024, at 7 P.M.

ADJOURNMENT – There being no further business to discuss, Commissioner Ron Neurohr requested a motion to adjourn the meeting. Commissioner Sharon Sweeney motioned to adjourn with a second by Commissioner Ken Vybiral. All in favor.

The meeting was adjourned at 7:25 P.M.

Respectfully submitted,

Mia Shores, Secretary