

**TOWNSHIP OF RESERVE MINUTES OF THE
REGULAR MONTHLY MEETING
December 16, 2024**

CALL TO ORDER

Commissioner Neurohr called the meeting to order on December 16, 2024, at 7:00 PM.

ROLL CALL

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

PRESENT: Commissioner Rob Stephens, Commissioner John Kaib, Commissioner Ed Vincent, Commissioner Ron Neurohr, Manager Jan Kowalski, Solicitor Mandi Culhane in place of Solicitor Emily Mueller and Engineer Gordon Taylor

ALSO, PRESENT: Approximately 5 visitors

Ms. Shores stated that Commissioner Sharon Sweeney was not in attendance.

EXECUTIVE SESSION

Commissioner Ron Neurohr reported that 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.

ANNUAL UPDATE ON EMS OPERATIONS

Greg Porter, Director of Ross/West View EMSA made a presentation and presented a slide show to the Board to review all activities for the 2nd half of the year's progress.

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.*

Jim Jacob – 200 Joyce Dr. – Mr. Jacob asked the Board to consider re-zoning his parcel at 3681 Spring Garden Road across from his business from R-2 to C-1, so he could build a steel garage for commercial storage. Commissioner Neurohr stated that the Board would take his request into consideration.

APPROVAL OF CONSENT AGENDA

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

RESOLUTIONS TO BE ADOPTED –

- Resolution #787 – Establishing Water and Sewer Rates for 2025. Commissioner Stephens made the motion to adopt Resolution #787 – Establishing Water and Sewer Rates for 2025, with a second by Commissioner Vincent. All in favor. Motion carries.
- Resolution #788 – Establishing Meeting Dates and Holidays for 2025. Commissioner Stephens made the motion to adopt Resolution #788 – Establishing Meeting Dates and Holidays for 2025, with a second by Commissioner Kaib. All in favor. Motion carries.
- Resolution #789 – Authorizing the Execution of a Memorandum of Understanding with the Allegheny County District Attorney. Commissioner Stephens made the motion to adopt Resolution #789 - Authorizing the Execution of a Memorandum of Understanding with the Allegheny County District Attorney, with a second by Commissioner Vincent. All in favor. Motion carries.

ORDINANCES TO BE INTRODUCED –

- Ordinance #702 – Restating the Police Pension Plan – Requesting authorization to advertise. Commissioner Kaib made the motion to introduce Ordinance #702 – Restating the Police Pension Plan – Authorization to advertise, with a second by Commissioner Stephens. All in favor. Motion carries

ORDINANCES TO BE ENACTED –

- Ordinance #700 – 2025 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. Commissioner Stephens made the motion to enact Ordinance #700 – 2025 Budget and Millage Rate, with a second by Commissioner Kaib. All in favor. Motion carries.
- Ordinance #701 – Changes to certain sections of the Township Code pertaining to penalties and violations – Being duly advertised and open to public inspection as required by First Class Township Code, the ordinance is ready for enactment. Commissioner Stephens made the motion to enact Ordinance #701 – Changes to certain sections of the Township Code pertaining to penalties and violations, with a second by Commissioner Vincent. All in favor. Motion carries.

COMMITTEE REPORTS

PUBLIC SAFETY CHAIR JOHN KAIB – Commissioner Kaib read the Police report submitted by Chief Morgan. Commissioner Stephens read the VFD Report.

PUBLIC WORKS CHAIR ED VINCENT – Commissioner Vincent reported that Public Works connected all service lines to the new water line on Klementina Drive, repaired, placed and filled the salt boxes, blew leaves off catch basins, attended the COG Public Works meeting and performed maintenance to prepare the vehicles for winter.

FINANCE CHAIR SHARON SWEENEY – Commissioner Sweeney was not in attendance to report.

RECREATION CHAIR SHARON SWEENEY – Commissioner Sweeney was not in attendance to report, however Commissioner Neurohr reported that Reserve's Light Up for 2024 was successful even with how cold it was. Also, the Lunch with Santa was well attended with about 42 children in attendance with their families.

PUBLIC RELATIONS/INTERGOVERNMENTAL AFFAIRS CHAIR RON NEUROHR – Commissioner Neurohr thanked the Board for a great year and with the Office Staff – Jan and Mia, the Public Works Department and the Police Department, everyone is getting along well, and Commissioner Neurohr would like to show his appreciation for all that has been done these past 2 years. On behalf of Commissioner Neurohr’s family and the Board of Commissioners, Commissioner Neurohr wishes everyone Merry Christmas and a Happy Healthy New Year.

MANAGER’S REPORT – Manager Kowalski reported that the new utility billing software for water and sewer will be implemented soon, and the March 2025 bills may look slightly different, but the portal should be more user friendly. Manager Kowalski reported that Geyer Road – Haser Place Development Waterline – paving to restore the road, by Youngblood Paving, should have begun and in the Spring the topcoat of asphalt will be applied. Manager Kowalski requested that if anyone has any issues, please reach out to the Township directly to receive an accurate response and the Manager checks her email 24/7.

SOLICITOR’S REPORT – Ms. Culhane stated that they the Memorandums of Understanding for the Police Department and Public Works Department, one Right To Know appeal that was submitted to the Office of Open Records, and since the last meeting, there was a Federal Court Case that struck down a Federal Overtime Rule that had scheduled to increase the threshold starting in January 2025, and as a result the old threshold is back in place (\$684 per week).

ENGINEER’S REPORT – Mr. Taylor reported that LSSE and Slusarczyk Excavating met on site at West Beckert St. with Foreman Jim Roemer to walk through the job site and go over the scope of work. Work has been delayed due to the weather.

Mr. Taylor reported that the trench restoration for the Haser Place Waterline is about 1/3 complete and should be completed by the middle of the week and paving will begin in the Spring of 2025.

GIRTYS RUN REPORT – No one was in attendance to report.

COMMUNICATIONS AND RECOGNITIONS – Secretary Shores had nothing to report.

OLD BUSINESS – None

NEW BUSINESS –

- Motion to approve the 2025 Reserve Township Schedule of Events. Commissioner Stephens made the motion to approve the 2025 Reserve Township Schedule of Events, with a second by Commissioner Vincent. All in favor. Motion Carries.
- Motion to approve the 2025 Fee Schedule of Engineering Services submitted by LSSE Engineers. Commissioner Stephens made the motion to approve the 2025 Fee Schedule of Engineering Services submitted by LSSE Engineers, with a second by Commissioner Kaib. All in favor. Motion carries.
- Motion to approve Change Order #1 for Jet Jack, Inc. (increase of \$4,253.50) for adjustments based on final in-place quantities for sanitary sewer lining. Commissioner Stephens made the motion to approve Change Order #1 for Jet Jack, Inc. (increase of \$4,253.50) for adjustments based on final in-place quantities for sanitary sewer lining, with a second by Commissioner Vincent. All in favor. Motion carries.

- Motion to approve Officer Larry Butler’s advancement to permanent full-time status after successful completion of one-year probationary period. Commissioner Stephens made the motion to approve Officer Larry Butler’s advancement to permanent full-time status after successful completion of one-year probationary period, with a second by Commissioner Kaib. Discussion took place to discuss the terms of the payments by Engineer Taylor. All in favor. Motion carries.
- Motion to make a conditional offer of employment to the highest qualified candidate for the position of Sergeant with the Reserve Township Police Department, tentative start date January 1, 2025, contingent on the successful completion of physical agility test and background investigation. Commissioner Kaib made the motion to make a conditional offer of employment to the highest qualified candidate for the position of Sergeant with the Reserve Township Police Department, tentative start date January 1, 2025, contingent on the successful completion of physical agility test and background investigation, with a second by Commissioner Stephens. All in favor. Motion carries.
- Motion to make a conditional offer of employment to the highest qualified candidate for the position of Police Officer with the Reserve Township Police Department, tentative start date January 1, 2025, contingent on the successful completion of physical agility test and background investigation. Commissioner Stephens made the motion to make a conditional offer of employment to the highest qualified candidate for the position of Police Officer with the Reserve Township Police Department, tentative start date January 1, 2025, contingent on the successful completion of physical agility test and background investigation, with a second by Commissioner Kaib. All in favor. Motion carries.
- Motion authorizing President Neurohr to sign the Memorandum of Understanding with Teamsters Local #249 representing the Reserve Township Police Department. Commissioner Stephens made the motion to authorize President Neurohr to sign the Memorandum of Understanding with Teamsters Local #249 representing the Reserve Township Police Department, with a second by Commissioner Vincent. All in favor. Motion carries.
- Motion authorizing President Neurohr to sign the Memorandum of Understanding with Teamsters Local #249 representing the Reserve Township Public Works Department. Commissioner Vincent made the motion to authorize President Neurohr to sign the Memorandum of Understanding with Teamsters Local #249 representing the Reserve Township Public Works Department, with a second by Commissioner Stephens. All in favor. Motion carries.

NEXT PUBLIC MEETING ANNOUNCEMENT – Mr. Neurohr announced the next public meeting would be on Monday, January 20, 2025, at 7 P.M.

ADJOURNMENT – There being no further business to discuss, Commissioner Ron Neurohr requested a motion to adjourn the meeting. Commissioner Ed Vincent motioned to adjourn with a second by Commissioner Rob Stephens. All in favor.

The meeting was adjourned at 7:24 P.M.

Respectfully submitted,

Mia Shores, Secretary