

**TOWNSHIP OF RESERVE MINUTES OF THE
REGULAR MONTHLY MEETING
APRIL 1, 2026**

CALL TO ORDER

Commissioner Ron Neurohr called the meeting to order on April 1, 2026, at 7:00 PM.

ROLL CALL

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

PRESENT: Commissioner Sharon Sweeney, Commissioner Rob Stephens, Commissioner John Kaib, Commissioner Ed Vincent, Commissioner Ron Neurohr, Manager Jan Kowalski, Solicitor Emily Mueller, Engineer Gordon Taylor and Chief Brandon Morgan

ALSO, PRESENT: 4 visitors

EXECUTIVE SESSION

Commissioner Neurohr announced that the Board of Commissioners held an Executive Session this evening at 6:00pm for the purpose of discussing personnel and pending litigation.

PUBLIC COMMENTS – None

APPROVAL OF CONSENT AGENDA

Commissioner Neurohr requested a motion to approve the Consent Agenda. Commissioner Stephens stated that he had a few questions about certain items in the minutes of the March 4th meeting which indicated that an Executive Session was held on February 17th. He requested an explanation of Solicitor Mueller's recommendation to create a personnel committee and questioned why a committee of two Commissioners is able to make personnel decisions when it's less than a majority. Solicitor Mueller explained that the personnel committee does not make decisions, it only makes recommendations to the full Board to assist them in making the decisions. She suggested the Board go back into Executive Session so his concerns could be addressed in detail since they pertain to confidential personnel matters. Commissioner Stephens asked why he was not permitted to attend certain meetings or hearings between management and employees. Solicitor Mueller stated that it is her recommendation that no Commissioner attend employee hearings and that it's customary with all of her municipal clients that only management be in attendance. Commissioner Stephens expressed concern that certain personnel information was being withheld from him. Solicitor Mueller reiterated that the personnel committee is kept informed of personnel matters and the rest of the Board is fully informed of all matters on which they are asked to make a decision. She further emphasized that, no matter how much a Commissioner might want the public to know about confidential personnel matters, the employee has a right to privacy. To share these details with the public can subject the Township and the Commissioners individually to liability for breaching privacy. Commissioner Neurohr suggested that the Board go back into Executive Session after the public meeting.

Commissioner Kaib made the motion to approve the Consent Agenda, with a second by Commissioner Vincent. Motion carries by a vote of 4-1, with Commissioner Stephens opposing.

RESOLUTIONS TO BE CONSIDERED FOR ADOPTION – None

ORDINANCES TO BE INTRODUCED – None

ORDINANCES TO BE CONSIDERED FOR ENACTMENT – None

COMMITTEE REPORTS

PUBLIC SAFETY CHAIR JOHN KAIB – Commissioner Kaib read the report from the Police Department. Commissioner Stephens read the report from the VFD.

PUBLIC WORKS CHAIR ED VINCENT – Commissioner Vincent reported that for the month of March, Public Works performed weekly water testing for chlorine and bacteria, and all results were good. Township Manager and Public Works Foreman attended the PA Rural Water Association Conference. Public Works investigated a water leak at 2875 Mount Troy Road and determined it was a service line leak. Public Works investigated a water leak at 923 Stanton Ave. Ext. and determined it was a burst water pipe inside a vacant home.

Commissioner Vincent reported that Public Works performed routine sewer flushing at Maplewood, West Homestead, West Beckert and James Dr and assisted with the investigation of a sewer leak at Geyer and Geyer Road Extension to verify that Verizon damaged a private sewer lateral.

Commissioner Vincent reported that Public Works responded to 33 One Calls, responded to 4 snow or ice events, and attended pre-construction meeting with Folino Contractors for the 2026 road paving program.

FINANCE CHAIR SHARON SWEENEY – Commissioner Sweeney stated that the auditors have completed the 2025 financial audit and that there were no findings or issues with the audit this year.

RECREATION CHAIR SHARON SWEENEY – Commissioner Sweeney reported that the Easter Egg Hunt had 39 kids in attendance and it was a nice event for all who attended. Commissioner Sweeney reported that Clean Up Day will be on May 2nd and it is a good social event to attend.

PUBLIC RELATIONS/INTERGOVERNMENTAL AFFAIRS CHAIR RON NEUROHR – Commissioner Neurohr stated that he attended the COG Meeting VIA Zoom, and the most recent Coffee with the Manager.

MANAGER'S REPORT – Manager Kowalski informed the Board that the last Coffee with the Manager was well attended, and State Senator Wayne Fontana will be present at the next one on May 1st. Manager Kowalski stated that she and Scott from Public Works attended the PA Rural Water Association Conference and it was good networking and very informative. She reported that she has an upcoming Salt Committee meeting with the COG to go over the draft for the requests for bids for next year's salt contract. Manager Kowalski reported that she and Commissioner Vincent will be

attending the ALOM Conference the following week, which is a good opportunity to network with other communities, and the Township will be receiving the Banner Community Award, which Reserve has been awarded every year since the program started.

SOLICITOR'S REPORT – Ms. Mueller reported that the bulk of the work last month was related to personnel matters.

ENGINEER'S REPORT – Mr. Taylor reported that LSSE did submit a report for the month of March to the Township Manager.

Commissioner Neurohr requested a motion to table the MS4 training until May. Commissioner Stephens made the motion to table the MS4 training until May, with a second by Commissioner Sweeney. All in favor. Motion carries unanimously.

GIRTYS RUN REPORT – No one was not present to report.

COMMUNICATIONS AND RECOGNITIONS – Secretary Shores had nothing to report.

OLD BUSINESS –

- Motion to execute Operations and Maintenance Agreement for SWM BMP plan – Haser Place (tabled at March 4th meeting). Engineer Gordan Taylor requested the motion to table, not ready for execution. Commissioner Kaib made the motion to table the execution of the Operations and Maintenance Agreement for SWM BMP plan – Haser Place, with a second by Commissioner Sweeney. All in favor. Motion carries unanimously.

NEW BUSINESS –

- Motion to approve the hiring of Tyler Hregdovic to the position of Public Works Laborer, subject to a probationary period of 180 working days. Commissioner Kaib made the motion to approve the hiring of Tyler Hregdovic to the position of Public Works Laborer, subject to a probationary period of 180 working days, with a second by Commissioner Sweeney. All in favor. Motion carries unanimously.
- Motion to accept the 2025 Municipal Annual Audit and Financial Report prepared by Zelenkofske Axelrod CPAs. Commissioner Sweeney made the motion to accept the 2025 Municipal Annual Audit and Financial Report prepared by Zelenkofske Axelrod CPAs, with a second by Commissioner Stephens. All in favor. Motions carries unanimously.
- Motion to approve Payment Request #8 for Site Development in the amount of \$21,457.67 from Amani Development to Metarko Excavating per the terms of the Haser Place Set Aside Agreement. Commissioner Stephens made the motion to approve Payment Request #8 for Site Development in the amount of \$21,457.67 from Amani Development to Metarko Excavating per the terms of the Haser Place Set Aside Agreement, with a second by Commissioner Sweeney. All in favor. Motion carries unanimously.
- Discussion and possible vote on quote from Cleveland Brothers for a Hydraulic Hammer-Caterpillar Model B8S in the amount of \$14,294.00. Commissioner Vincent made the motion to approve the quote from Cleveland Brothers for a Hydraulic Hammer-Caterpillar Model B8S in the amount of \$14,294.00, with a second by Commissioner Kaib. All in favor. Motion carries unanimously.

NEXT PUBLIC MEETING ANNOUNCEMENT – Mr. Neurohr announced the next public meeting would be on Wednesday, May 6, 2026, at 7 P.M. and will include required MS4 Training.

ADJOURNMENT – There being no further business to discuss, Commissioner Ron Neurohr requested a motion to adjourn the meeting and for the Board to go into Executive Session to discuss personnel matters. Commissioner John Kaib motioned to adjourn with a second by Commissioner Ed Vincent. All in favor.

The meeting was adjourned at 7:39 P.M.

Respectfully submitted,

Mia Shores, Secretary

APPROVED