

# COMMISSIONERS MEETING MINUTES

## STOWE TOWNSHIP MEETING

June 11, 2024 6:00 pm

## STOWE TOWNSHIP MUNICIPAL BUILDING

555 BROADWAY AVENUE, MCKEES ROCKS, PA 15136

**MEETING ATTENDEES:** Commissioners C. McDermott; J. Paul; D. Chestnutt; R. Parrilla; T. Kochirka; Police Chief M. Preininger; Engineer J. Marcink; Fire Chief M. Chapman; Tom Turino

**ABSENT FROM WORKSHOP MEETING:** Public Works D. Burkhart; Solicitor B. Matta

The commissioners' meeting was called to order at 6:00pm by President McDermott with the pledge of allegiance and a moment of silence for police, fire, EMS.

### PUBLIC COMMENTS:

**Eugene Levy-** Status of row house 817 & 819, trees hanging over alley behind 10<sup>th</sup> street.

### REPORTS

**FINANCE** – President McDermott read the financial statements from the banks.

**PUBLIC WORKS** – Presented by L. Parrilla, he read the report that was sent by D. Burkhart summarizing what Public Works did for the month.

**POLICE** – Presented by M. Preininger summarizing report he sent to board.

**FIRE DEPARTMENT** – Presented by M. Chapman summarizing report dept sent board on service calls, fires, etc.

**ORDINANCE** – Tom Turino gave a short report on what he had accomplished in the few weeks that he had been working with the Township.

**PLANNING COMMITTEE** –Nothing current.

**SOLICITOR** – Nothing given.

**ENGINEER** – Presented by Engineer J. Marcink summarizing report sent to board about paving projects in Township.

**COG-** Presented by J. Paul, stated that they just had an update meeting but that nothing was really going on.

**OLD BUSINESS:**

- A. [**APPROVED** / DENY] Meeting Minutes from the April 9, 2024 meeting
  - B. [**APPROVED** / DENY] Meeting Minutes from the May 14, 2024 meeting
- Motion to approve Unfinished business was made by L. Parilla; 2<sup>nd</sup> by T. Kochirka.**

**Roll call – Commissioners Chestnutt, McDermott, Parrilla, Paul, Kochirka approved**

**5 – Yes            0– No            0 - Abstained**

**NEW BUSINESS**

- A. [**APPROVED** / DENY] motion Title status change for Deputy Chief of Police, Charles Wilker be changed from probationary Deputy Chief of Police to permanent Deputy Chief of Police. Original promotion date, June 13,2023 and will have full Civil Service Status.
- B. [**APPROVED** / DENY] motion to use the Beaver/Allegheny Times (The Times) as the primary paper for advertising.
- C. [**APPROVED** / DENY] motion to use side parking lot for National Night Out on August 6th
- D. [**APPROVED** / DENY] motion to hire full-time Ordinance Officer
- E. [**APPROVED** / DENY] motion to interview 4 candidates for full-time secretary position on June 22, 2024
- F. [**APPROVED** / DENY] motion to set up a meeting with SWPA Municipal Project Hub to meet a grant writer
- G. [**TABLED**] motion to take down a house on lower Highland Avenue that needs to come down as soon as possible
- H. [**APPROVED** / DENY] motion to pay \$499/yr for Ordinance Officer for Certification for home inspections for online courses.
- I. [**APPROVED** / DENY] motion to have JMD Heating & Air Conditioning install new furnace and air conditioner for Fire Department to replace old unit
- J. [**APPROVED** / DENY] motion to authorize KLH to advertise the 2024 paving Program.

**Motion to approve New Business Items A, B, C, D, E, F, H, I, & J, while G was Tabled was made by D. Chestnutt; 2<sup>nd</sup> by J. Paul**

**Roll call – Commissioners Chestnutt, Kochirka, McDermott, Parrilla, Paul approved**

5 – Yes      0 – No      0 - Abstained

**RECEIPTS**

	<b>SOURCE</b>	<b>DESCRIPTION</b>
\$ 481.35	Creditech	Collection- Delinquent Sewage
\$ 17,475.00	Rentals	Rentals
\$ 545.00	Occupancy Permit	Occupancy permits
\$ 1,150.00	Municipal Lien Letter	Municipal lien letters
\$ 225.00	Parking Fines	Parking fines
\$ 150.00	Police Accident Reports	Accident Reports
\$ 60.00	Building Permit	Dumpster permits
\$ 236.00	Medical Premiums	Insurance
\$ 17,574.70	PA-OAG Task Force OT	Task Force OT
\$ 1,000.00	Street Opening	Woodward, Highland, and Race St
\$ 2,518.87	Magistrate Fines	April 2024 fines
\$ 1,708.51	Misc Revenue	Civil Service app fee, King St Prod
\$ 584.31	Allegheny County	April 2024 fines
\$ 700.20	Jordan Tax Service	Mercantile Tax
\$ 12,099.22	Jordan Tax Service	LST Collection
\$ 8,900.13	Jordan Tax Service	Business Privilege Tax
\$ 115,064.70	PA Municipal Services	Utility Sewage
\$ 670,026.24	Jordan Tax Service	Real Estate Tax
\$ 294,956.92	Jordan Tax Service	Real Estate Tax
\$ 12,440.73	Keystone Collects	Delinquent Real Estate
\$ 18,100.36	Verizon and Comcast	Franchise fees
\$ 30.90	Clover (PNC)	Credit Card Sale
\$ 98,720.31	Jordan Tax Service	Earned Income Tax
\$ 32,597.40	Comm of PA	ACH
\$ 3,553.89	Allegheny Admin	Magistrate fines
\$ 3,880.50	Treas 310	ACH Deposit
\$ 2,325.13	Treas 310	ACH Deposit

**[APPROVED/DENY]** motion to approve receipt of May funds Totaling **\$1,318,115.37**  
**Motion to approve Receipts for May was made by L. Parrilla; 2<sup>nd</sup> by J. Paul**  
**Roll call – Commissioners Chestnutt, Kochirka, McDermott, Parrilla, Paul**  
**approved**

5 – Yes      0 – No      0 - Abstained

**LISTS OF BILLS**

**[APPROVED / DENY]** Motion to approve payment of April bills Totaling \$124,590.36  
**Motion to approve Bills Paid for April was made by D. Chestnutt; 2<sup>nd</sup> by L. Parrilla**  
**Roll call – Commissioners Chestnutt, Kochirka, McDermott, Parrilla, Paul**  
**approved**

5 – Yes      0 – No      0 – Abstained

**FINAL COMMENTS** Discussed forensic audit for 20 minutes. The board went over the different policies that they could change or implement.

**MEETING ADJOURNMENT**

Motion was made by C. McDermott; 2<sup>nd</sup> by L. Parrilla to adjourn. All approved. Meeting was adjourned at 6:28 pm. To go into executive session not to return.



\_\_\_\_\_  
Debbie Brown, Asst Township Secretary



\_\_\_\_\_  
Cheryl McDermott, President  
Stowe Township Commissioners