

# PULASKI TOWNSHIP BOARD OF SUPERVISORS

LAWRENCE COUNTY  
1172 STATE ROUTE 208  
PULASKI, PENNSYLVANIA 16143  
PHONE: 724-964-8891 FAX: 724-964-1028

August 12, 2024

The regular monthly meeting of the Pulaski Township Board of Supervisors was held on August 5, 2024 at 7:00 pm in the Township Municipal Building 1172 State Route 208, Pulaski, PA 16143.

Members present were Keith Stowe, Kelly Smith and Virginia Zinza.

The meeting was opened with the Pledge of Allegiance to the Flag and called to order by Keith Stowe.

This meeting is being recorded for the purpose of transcribing minutes at a later date.

Public comments regarding items listed on the Agenda: None.

A motion was made by Kelly Smith and second by Virginia Zinza to approve the minutes of the regular meeting held on July 1, 2024, with all Board members present, and as presented to the Board on July 5, 2024. The Board voted all in favor; motion carried.

A motion was made by Kelly Smith and second by Keith Stowe to approve the payment of bills: General Fund – \$16,863.34; Fire Fund – \$1,109.76; State Fund – \$3,063.88 and Light Fund – \$408.62. The Board voted all in favor; motion carried.

A motion was made by Kelly Smith and second by Virginia Zinza to approve park rentals for August 1st, August 3rd and August 24th. The Board voted all in favor; motion carried.

## ITEMS FOR CONSIDERATION:

Road Department Hiring - The Township advertised the job opening in the New Castle News and received two (2) applications from Greg Houlette and Alyson Boyer. Greg Houlette is a lifetime Township resident and Class A CDL driver, Firefighter. Alyson Boyer who has been cutting grass for the Township over the last couple years has done a great job. She is looking for full-time work also, she's a Township resident. Both have flagging certification. Supervisor Zinza expressed that Alyson is a great worker and Greg has a CDL he knows how to run the equipment and has worked part-time here in the past. He has a great relationship with Guy and both are great applicants and she believes the road crew could use two (2) additional full-time employees. Greg Houlette was in the audience and he advised he has approximately 15 years of experience running asphalt pavers and other heavy equipment. Supervisor Zinza advised that Alyson has expressed wanting to get a CDL license and soon from what we can gather. Sam Varano asked if the Class B Maintenance position required that the applicant have a Class A or Class B CDL? The Board advised that the application doesn't say that but it was advertised that for the Class B Maintenance Worker applicant must have a Class A or Class B CDL. A motion was made by Virginia and second by Keith to hire Alyson Boyer as Class C Laborer at the rate of \$18.00 per hour with a 90 day probation. The Board voted all in favor; motion carried. Sam Varano asked if she'll also get that same rate when she mows grass? The Board advised no, she'll stay at \$15.50 for grass cutting she'll be doing it after work. The Board discussed if Greg is hired as Class A they think Guy should be bumped up to Road Foreman with a \$1.75 rate increase. Dan Abramson asked if there was a classification in the contract for a Road Foreman? Chairman Stowe stated he didn't believe so. In discussing what Greg's pay rate would be Vice Chairman Smith stated Carl was making \$21.55/hour and he was here for 15 years. Greg Carna asked if there was still an employee contribution to the health care? Chairman Stowe stated it is based on the total increase

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from the following year, per the contract the Township pays an increase up to 6% and the employee pays anything over 6%. Sam Varano stated when he was a Supervisor Guy was making over the set contract amount per hour is that still the case? The Board advised they believed so. Sam Varano asked if Guy gets reimbursed for going on Fire Calls during work hours? No. A motion was made by Virginia Zinza and second by Keith Stowe to hire Gregory Houlette as Class A Maintenance Worker at \$24.00 per hour, Vice Chairman Smith voted no on the wage, the remaining Board members voted in favor; motion carried. Both employees will have a probationary period per the contract. Dan Abramson commented it was nice to know we'll have three (3) people on the road crew again. The Board asked the Solicitor about the Road Foreman position and he explained that essentially there would be additional duties involved and you're giving someone more responsibility, he's not sure what the contract says verbatim but there's no problem with authorizing that upon verifying it through the contract. A motion was made by Virginia Zinza and second by Keith Stowe to promote Guy Morse to Road Foreman at the rate of \$27.10 per hour. The Board voted all in favor; motion carried.

Police Department Hiring - The Township advertised the position in the New Castle News and received two (2) applications from Jeff Wiesen and Dale McGlaughlin. The Board discussed the applications received and explained we are also looking for part-time officers as well. The police contract is up for negotiation currently. Officer Wiesen currently works part-time at \$23.10 per hour and he works full-time for the bus company and makes \$26.10/hour. A motion was made by Virginia Zinza and second by Keith Stowe to hire Jeff Wiesen as full-time officer at \$26.10 per hour. The Board voted all in favor; motion carried. There was a question raised about any required testing/evaluations given that Officer Wiesen has worked part-time for the Township for years. Solicitor Perrotta advised whatever the labor contract says is what the Township is going to be bound by for any probationary period or any required testing.

Heritage Hills Update - Mr. Suders advised that the managers were gone for 7-10 days. They filled the one pothole and the grass hasn't been mowed in a month. The Board advised that the inspection findings were forwarded to the Park owner and they advised that they are finalizing a change in management and expect to see tangible changes made in the next 6-8 weeks.

Park Committee - Supervisor Zinza advised she is seeking approval to create a Park Committee to revamp the Township Park. Some ideas she's received so far include a pool, pickle ball courts, dog park, etc. The property has such great potential and we can obtain grants to help with funding. The Committee would meet at the Park Building once a month to start getting things together. A motion was made by Virginia Zinza and second by Keith Stowe to create a Park Committee pursuant to the Second Class Township Code. The Board voted all in favor motion carried. The Township contacted Taylor Engineering about marking the property lines at the Park so we know where they are before we start doing any work around the park. Taylor Engineering advised that the cost of a full survey of all three (3) parcels would be \$2,600. Greg Carna who was in the audience thought that Taylor Engineering did work around 2013 at the Park so you may want to double check on that. A motion was made by Virginia Zinza and second by Keith Stowe to have Taylor Engineering conduct the survey for \$2,600 if they don't have previous survey on file for the Park. The Board voted all in favor; motion carried.

Wood Chipper Repair - We purchased this machine, it ran and then we had some issues and the NCST worked on it and when we got it back it ran for a couple hours and shut down. We took it to Jay Patton to have him take a look at it and he provided three (3) different options for repair one is for a used engine \$9,300, the next quote

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is for rebuilding what is currently there and it's for \$9,500 and the third quote is for long block, new ignition pump for \$14,200. A used one goes for around \$30,000, we purchased this machine for around \$6,000 a couple years ago. There was a lengthy discussion about obsolete parts, the cost to rent one during the year, how often the machine is used. A motion was made by Keith Stowe and second by Virginia Zinza to table this matter until next month to get some additional quotes on repair and what a new/used machine costs to purchase. All voted in favor; motion carried.

Weight Limit Study - Recently we found out that we didn't have a weight limit study for Villa Maria Road and it was posted. We spoke to Taylor Engineering and it costs approximately \$500 per road depending on the length for them to conduct a weight limit study. We need to have a weight limit study conducted on Hillsville Road (1.4 mi) and Villa Maria Road (.77 mi). A motion was made by Keith Stowe and second by Kelly Smith to have Taylor Engineering conduct the weight limit study on both Hillsville Road and Villa Maria Road. The Board voted all in favor; motion carried. Once the study is completed Taylor Engineering will provide the report and recommendation and then the Board has to conduct a hearing to pass an Ordinance adopting a weight limit.

\*Fire Department Report for the month of July, 2024: Structure Fires - 1, MVA - 2, Auto alarms - 2; Assist EMS - 1; brush fires - 1, Mutual Aid - 2. Totals Fire/EMS calls - 15; man power hours for Fire - 34.24, Truck hours for Fire - 8.7; Man Hours for EMS - 6, Truck hours for EMS - 6. Repair on Engine 501 for a rusted line. Also had repair on 502 for water level gauge and steamer line. Also worked on removing old concrete in front of Station 2 and prepped for new concrete. Performed fire extinguisher training at Westfield. We are now staging equipment at the Township building until concrete is able to be drove on. This is the most secure location for equipment to be parked. The Board thanked the Department for their hard work.

\*Road Department Report for the month of July given by Vice Chairman Smith: Cleaned up down tree on Evergreen Road; Berming on Stateline Road; Replaced driveway culvert on Evergreen Road; Continued mowing and sprayed guardrail; Spread limestone sand during hot weather on tar spots; General Maintenance and repair on equipment.

\*Police Department Report for the month of July, 2024 given by Virginia Zinza - Sexual Assault - 1; Criminal Mischief (all other) - 1; Township Ordinance (abandoned vehicles) - 1; Assist Other Police Agency - 1; Assist EMS - 2; Administrative Duty - 5; Citation (traffic) - 2; Court Hearings - 4; Disabled Vehicle - 1; Motor vehicle pursuit - 1; Roadway Hazard - 1; Request to Speak to Officer - 1; Traffic Warning - 1. Total calls 22.

## **Following is the report of taxes collected during the month of July, 2024:**

Elected Tax Collector, Bradley Marshall:

Real Estate Taxes:	\$4,165.60
Fire Taxes:	\$4,686.30
Light Taxes:	\$341.70
Equipment Taxes:	\$520.70
Per Capita Tax :	\$2,223.31

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Wage Taxes received from Berkheimer July, 2024: \$15,164.70  
 Local Services Tax received from Berkheimer July, 2024 : \$649.04

Following is the report of zoning permits issued by the Zoning Administrator, Mourice Waltz and building permits issued by the Building Code Official, Pennsylvania Construction Inspection, Inc. during July, 2024:

	<u>COST OF CONSTRUCTION</u>	<u>COST OF PERMITS</u>
Detached Garage	\$22,000.00	\$122.00
Shed	\$2,000.00	\$52.00
Fence	\$10,500.00	\$76.00
Total Cost of Construction	\$34,500.00	
Total Cost of Permits:	\$250.00	
Total Amount Collected:	\$250.00	

Following is the Treasurer's Report. All balances are as of August 5, 2024.

	<u>Checking Accts.</u>	<u>Savings Accts.</u>	<u>PLGIT Accts.</u>	<u>CD's</u>
General Fund	\$99,408.02	\$231,554.82	\$161,030.55	\$115,541.09
State Fund	\$219,891.16			
Fire Fund	\$3,012.72	\$642,606.43		
Light Fund	\$21,525.84			
Equipment Fund		\$30,479.02	\$31,035.15	
Gas Lease Funds		\$545,339.64	\$409,054.95	
Park Fund	\$1,098.06			
Police Fund	\$1,050.87			
ARPA Fund		\$190,377.81		

**NOTE:** Balances do not reflect taxes collected from elected tax collector as they have not yet been deposited.

**PUBLIC COMMENT:**

Dan Abramson - What is the status of the roadmaster job description? The Board explained there hasn't been anything done with it, it was sent to the Auditors for review. Mr. Abramson explained that pursuant to the Second Class Township Code he'd like to know where it says that the Township Auditors have the authority to review and recommend a job description? Solicitor Perrotta explained it is his legal opinion that the job description gets approved by the Auditors if there is going to be a Supervisor that is a roadmaster.

Vern Eppinger - The police department has a union right? The Board confirmed yes. Mr. Eppinger said it's his understanding that you have a Police Chief here is that right? The Board advised that we have a Lieutenant/Officer in Charge. Mr. Eppinger stated that if you have a chief they can't be a part of the union. If you check with other municipalities the Chief is not part of any contract.

Ryan Morse - A few years back the Pay Per Call Program was adopted and it was only approved for in Township calls. The reason they think it should be applied to all calls and not just in Township calls is any of our major incidents we are calling other departments for assistance and other departments are coming here with

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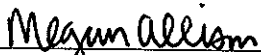
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their paid staff and helping us. Based on total calls from last year if all calls would have been included it would have been increased by approximately \$650.00 for fire we very rarely get called for mutual aid for QRS. They think it's only fair for it to be applied to all calls. The Board advised they can put it on next month's agenda to be addressed.

Next meeting is scheduled for September 9, 2024 at 7:00 p.m.

A motion was made by Kelly Smith and second by Virginia Zinza to adjourn the meeting. The Board voted all in favor; motion carried. The meeting adjourned at 8:13 p.m.

  
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Megan Allison, Secretary