

**MINUTES  
REORGANIZATION MEETING  
AND  
REGULAR MEETING, BOARD OF COMMISSIONERS  
MONDAY, JANUARY 4, 2016**

Timothy Rogers, pursuant to his duties as secretary and acting as Temporary Chairman pursuant to Rule 7 of the Board of Commissioners Rules of Order, called the swearing in ceremony of newly elected officers to order at approximately 7:00 P.M. The Temporary Chairman announced that the Meeting was being taped.

The Temporary Chairman then called the Reorganization Meeting to order and asked Commissioner Cross to lead in prayer followed by the Pledge of Allegiance.

The Temporary Chairman announced that the Certificates of Election were presented and it has been confirmed that they are in order. Mr. Rogers introduced the Commissioners, Mr. Wayne Skelley, First Ward Commissioner; Mrs. Lori Voegtly-Mizgorski, Second Ward Commissioner; Mr. David Shutter, Third Ward Commissioner; Mr. Thomas McElhone, Fourth Ward Commissioner; Mrs. Susan Fisher, Fifth Ward Commissioner; Mr. Jim Boyle, Sixth Ward Commissioner and Mr. Bill Cross, Seventh Ward Commissioner. Mr. Rogers then introduced the Honorable Judge Gallo and the Honorable Judge Sasinoski to administer the oaths of office.

Elected Commissioner Wayne Skelley, Oath of Office administered by Judge Gallo  
Re-elected Commissioner David Shutter, Oath of Office administered by Judge Sasinoski  
Re-elected Commissioner Susan Fisher, Oath of Office administered by Judge Sasinoski  
Re-elected Commissioner William Cross, Oath of Office administered by Judge Sasinoski

The Commissioners thanked the audience. The Temporary Chairman thanked Judge Gallo and Judge Sasinoski for their assistance at this Meeting. Judge Gallo and Judge Sasinoski thanked the elected officials for their service to the community and indicated that it was their honor to administer the oath of office.

The Temporary Chairman performed the roll call.

**PRESENT:** Boyle, Cross, Mizgorski, Shutter, McElhone, Fisher, Skelley

**Election of President/Chairman**

The Temporary Chairman opened the floor for nominations for the election of President/Chairman of the Board of Commissioners. **Mr. McElhone moved, seconded by Mr. Boyle that David Shutter be nominated for President and Chairman of the Board of Commissioners.** The Temporary Chairman asked for any other nominations. There being no further nominations, the Temporary Chairman asked for a motion to close the nominations. **Mr. Boyle moved, seconded by Mrs. Fisher to close the nominations. The motion was carried.**

The Temporary Chairman then called for a voice vote for the nomination of David Shutter as President and Chairman of the Board of Commissioners. **A unanimous vote was received and David Shutter was elected President and Chairman of the Board of Commissioners.**

Mr. Shutter then assumed his place as Chairman and thanked the Board.

#### **Election of Vice President/Vice-Chairman**

Chairman Shutter then requested nominations for Vice President/Vice Chairman of the Board of Commissioners. **Mr. Boyle moved, seconded by Mrs. Fisher that William Cross be nominated for Vice President and Vice Chairman of the Board of Commissioners.** There being no further nominations, the Chairman asked for a motion to close the nominations. **Mr. Boyle moved, seconded by Mrs. Fisher to close the nominations. The motion was carried.**

The Chairman then called for a voice vote for the nomination of William Cross as Vice President and Vice Chairman of the Board of Commissioners. **A unanimous vote was received and William Cross was elected Vice President and Vice Chairman of the Board of Commissioners.** Mr. Cross thanked the Board members for their support.

The Chairman adjourned for a five-minute recess.

#### **Appointment of Manager and Secretary**

The Chairman then asked for an appointment of Manager and Secretary. **Mr. Cross moved, seconded by Mr. Boyle that Timothy J. Rogers be appointed as the Manager and Secretary. The motion was carried.** Mr. Rogers thanked the Board for his re-appointment.

#### **Appointment of Assistant Secretary**

The Chairman then asked for an appointment for Assistant Secretary. **Mrs. Fisher moved, seconded by Mr. Boyle that Judith Kording be appointed as the Assistant Secretary. The motion was carried.**

#### **Appointment of Solicitor**

The Chairman then asked for an appointment of Solicitor for the Township of Shaler. **Mr. McElhone moved, seconded by Mrs. Mizgorski that Harlan Stone of the firm Dickie, McCamey and Chilcote be appointed as the Township Solicitor. The motion was carried.** Mr. Stone thanked the Board for his appointment.

#### **Appointment of Delinquent Tax Collector**

The Chairman then asked for an appointment of Delinquent Tax Collector. **Mrs. Mizgorski moved, seconded by Mr. McElhone that Jordan Tax Service be appointed as the Delinquent Tax Collector for the Township of Shaler. The motion was carried.**

#### **Appointment of Civil Engineer**

The Chairman then asked for an appointment of a Civil Engineer. **Mr. Cross moved, seconded by Mr. Boyle that Matthew Sebastian, P.E. be appointed as the Township's Civil Engineer. The motion was carried.**

#### **Appointment of Sewer and Civil Engineer**

The Chairman then asked for an appointment for the Sewer and Civil Engineer. **Mr. McElhone moved, seconded by Mrs. Mizgorski that the firm of KLH Engineers, Inc. be appointed as the Township's Sewer and Civil Engineering firm. The motion was carried.**

### **Appointment of Fire Marshall**

The Chairman then asked for an appointment of the Fire Marshall for the Township of Shaler. **Mrs. Fisher moved, seconded by Mr. Boyle that Robert Vita be appointed as the Fire Marshall for the Township of Shaler for a term of two years, said term to expire January 1, 2018. The motion was carried.**

### **Appointment of Assistant Fire Marshall**

The Chairman then asked for an appointment for the Assistant Fire Marshall for the Township of Shaler. **Mr. Skelley moved, seconded by Mrs. Mizgorski that David Benko be appointed as the Township's Assistant Fire Marshall for a term of two years, said term to expire January 1, 2018. The motion was carried.**

### **Naming of Official Newspaper**

The Chairman then asked for a motion naming the official newspaper. **Mr. Skelley moved, seconded by Mrs. Mizgorski that the Tribune Review and the Pittsburgh Post Gazette be named as the official newspapers to be used at the discretion of the Township Manager. The motion was carried.**

The Chairman then announced the following Committee appointments:

**Public Safety Committee** - William Cross, Chair; Susan Fisher, Thomas McElhone

**Environmental & Land Use Committee:** - Thomas McElhone, Chair; Susan Fisher, James Boyle

**Public Works Committee:** - Lori Mizgorski, Chair; James Boyle, Wayne Skelley

**Parks & Recreation Committee:** - Susan Fisher, Chair; Lori Mizgorski, Wayne Skelley

**Finance Committee:** - James Boyle, Chair; William Cross, Wayne Skelley

**Personnel Committee:** - William Cross: Chair; David Shutter, James Boyle

**Pension & Insurance Committee:** - David Shutter, Chair; James Boyle, Thomas McElhone

**Police Wage / Policy Grievance Committee:** - Lori Mizgorski, Representative, David Shutter, Alternate

**North Hills Council of Governments:** - Thomas McElhone, Representative, Lori Mizgorski, Alternate

**CONNECT: Congress of Neighboring Communities:** Timothy Rogers, James Boyle, Alternate; Thomas McElhone, Alternate

**Regional Earned Income Tax Collection Committee:** Timothy Rogers, Thomas McElhone

**Shaler Neighborhood Improvement Program:** Thomas McElhone, Susan Fisher

**Three Rivers Wet Weather Protection Program:** Timothy Rogers

**Shaler Township Activity Liaison:** Susan Fisher

### **Vacancy Board**

The Chairman then asked for an appointment to the Vacancy Board. **Mrs. Mizgorski moved, seconded by Mr. Skelley that Chester (Sandy) Sanderson be appointed to the Vacancy Board for a two year term, said term to expire January 1, 2018. The motion was carried.**

### **Shaler North Hills Library**

The Chairman then asked for an appointment to the Shaler North Hills Library Board. **Mrs. Fisher moved, seconded by Mr. Boyle that David Shutter be appointed as a member to the Shaler North Hills Library Board for a three year term, said term to expire January 1, 2019. The motion was carried.**

The Chairman then asked for another appointment to the Shaler North Hills Library Board. **Mr. McElhone moved, seconded by Mrs. Mizgorski that Kathryn Dougherty be re-appointed as a member of the Shaler North Hills Library Board for a three year term, said term to expire January 1, 2019. The motion was carried.**

The Chairman then asked for another appointment to the Shaler North Hills Library Board. **Mr. Boyle moved, seconded by Mrs. Fisher that Samuel Bennardo be re-appointed as a member of the Shaler North Hills Library Board for a three year term, said term to expire January 1, 2019. The motion was carried.**

The Chairman then asked for another appointment to the Shaler North Hills Library Board. **Mr. Cross moved, seconded by Mr. Boyle that Thomas McElhone be re-appointed as a member of the Shaler North Hills Library Board for a three year term, said term to expire January 1, 2019. The motion was carried.**

### **Planning Commission**

The Chairman then asked for an appointment to the Planning Commission. **Mrs. Mizgorski moved, seconded by Mr. Skelley that David Piekarski be re-appointed to the Planning Commission for a four-year term, said term to expire January 1, 2020. The motion was carried.**

### **Educational Service Agency**

The Chairman then asked for an appointment to the Educational Service Agency. **Mr. Boyle moved, seconded by Mr. Cross that Bryan Kelly be appointed as a member of the Educational Service Agency for a three year term, said term to expire January 1, 2019. The motion was carried.**

### **Municipal Appeals Board**

The Chairman then asked for an appointment to the Municipal Appeals Board. **Mrs. Fisher moved, seconded by Mr. McElhone that Andrew Barkovich be appointed as a member of the Municipal Appeals Board for a four year term, said term to expire December 31, 2019. The motion was carried.**

### **Civil Service Commission**

The Chairman then asked for an appointment to the Civil Service Commission. **Mrs. Fisher moved, seconded Mr. Boyle that Edward Wesolek be appointed as a member of the Civil Service Commission for a five year term, said term to expire January 1, 2021. The motion was carried.**

### **Resolution No. 1-16 Appointment to the Zoning Hearing Board**

The Chairman then asked for an appointment to the Zoning Hearing Board. **Mrs. Fisher moved, seconded by Mr. Boyle that Resolution No. 1-16 appointing James Young to the Zoning Hearing Board, for a term of office of three years pursuant to the Municipalities Planning Code and Shaler Township Ordinance No. 1650 be approved by voice vote. The motion was carried.**

### **Resolution No. 2-16 Appointment to Shaler EMS Board**

The Chairman then asked for an appointment to the Shaler EMS Board. **Mr. Skelley moved, seconded by Mrs. Mizgorski that Resolution No. 2-16 appointing Edmund Olszewski to the Shaler EMS Board, for a four year term, said term to expire January 1, 2020 be approved by voice vote. The motion was carried.**

### **Resolution No. 3-16 Appointment to Shaler EMS Board**

The Chairman then asked for an appointment to the Shaler EMS Board. **Mr. Boyle moved, seconded by Mr. Cross that Resolution No. 3-16 appointing Mary Ellen Benty to the Shaler EMS Board, for a four year term, said term to expire January 1, 2020 be approved by voice vote. The motion was carried.**

### **Resolution No. 4-16 Name of Official Depository**

The Chairman then asked for the naming of the official depository. **Mr. Skelley moved, seconded by Mrs. Mizgorski that Resolution No. 4-16 naming PNC Bank as the Township's official depository be approved by voice vote. The motion was carried.**

At this point, the reorganization portion of the meeting was completed. The Chairman called the Regular January Meeting to order.

### **Regular Meeting: January 4, 2016**

The Chairman announced that an Executive Session was held on December 30, 2015 at 11:30 a.m. and earlier this evening at 5:30 p.m. wherein the following topics were discussed: employee and personnel matters, contracts and policies, and an update on the actual and on-going litigation as well as potential litigations and identifiable complaints and agency business which if conducted in public would violate a lawful privilege or lead to the disclosure of

confidential information. Mr. Stone said the session was absolutely necessary and was in full compliance with the Pennsylvania Sunshine Act.

### **Approval of Minutes**

The first item of business was the possible approval of the Regular Meeting Minutes of the Board of Commissioners held Tuesday, December 8, 2015 and Wednesday, December 30, 2015. **Mrs. Fisher moved, seconded by Mr. Cross that the Minutes of the Regular Meeting of the Board of Commissioners held Tuesday, December 8, 2015 and the Special Meeting held on Wednesday, December 30, 2015 be approved as received by each Commissioner. The motion was carried.**

**Planning Commission:** Mr. Piekarski was not in attendance. There was no Planning Commission meeting in December.

### **Engineers Report:** Mr. Matthew Sebastian

The Chairman recognized Mr. Sebastian who commented briefly on the Engineers report.

#### *Road Paving and Safety Issues*

- o Milling on Kenneth Drive was completed to increase friction at one of the previously skid tested trouble areas. Due to weather and lack of asphalt availability, the trouble area will not be paved until the 2016 paving program is underway.

#### *Sanitary Sewer and Storm Sewer*

- o Duke's Root Control completed chemical root control work for over 12,000 feet of sanitary sewer pipe. No issues were encountered during the work.
- o Insight Pipe continued their lining work throughout the Township. The sanitary sewer sections on the lining list have almost all been completed and the storm sewer lining work has begun. Work will continue through the winter.
- o Trunk sewer CCTV information collected in 2015 was sent to ALCOSAN as part of the regionalization efforts.

#### *MS4/Stormwater Management*

- o A meeting was held with Gateway Engineers to discuss the next steps in building a more robust MS4 program. Each of the permit's 6 Minimum Control Measures were discussed. We will be working with Gateway to improve our MS4 related mapping, inspections, and reporting through the incorporation of an expanded GIS program.

**Mr. Sebastian** also reported that he had not heard of any issues on E. Elfinwild Road and Kenneth Drive since the improvements were made to these roads.

**Mrs. Mizgorski** inquired why Kenneth Drive could not be paved since the weather was mild and why asphalt is not available. **Mr. Sebastian** stated that the asphalt availability is based on the asphalt plants being open and this year they closed sometime in November. The paving that was performed on E. Elfinwild was done through a company that has their own asphalt plant. The skid test results for Kenneth Drive were received at a later date and the asphalt plant was shut down for the season.

**New Business:** No new business.

**Receipts and Authorizations:**

The next item of business was the receipts and authorizations for the month of December. **Mr. Boyle moved, seconded by Mr. McElhone that the receipts be turned over to the proper officers for deposit. The motion was carried.**

**Mr. Boyle moved, seconded by Mr. Cross that warrants be drawn. The motion was carried.** A copy of the Receipts and Authorizations are attached to these minutes as an addendum.

**Comments:**

**Mrs. Mizgorski** welcomed the new Commissioner, Mr. Wayne Skelley.

**Mr. Skelley** thanked Mrs. Mizgorski and stated that he was looking forward to working with the Board.

**Mr. Shutter** also welcomed Commissioner Skelley. He also welcomed Mr. Boyle back after his brief hospital stay. He thanked the families that attended this evening.

**Chief Kelly** congratulated Commissioner Skelley and the re-elected Commissioners.

**Mr. Rogers** wished everyone a Happy New Year and congratulated the Commissioners on their election.

There being no further business, **Mr. Boyle moved, seconded by Mrs. Fisher that the meeting be adjourned at 7:54 PM.**

Respectfully submitted,

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Timothy J. Rogers, Secretary

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