

COMMITTEE MEETING AGENDA

JUNE 6, 2016

6:30 P.M

**SOLAR PANEL PRESENTATION TO THE BOARD FOR
THE NEW PUBLIC WORKS BUILDING**

1. Michael Carnahan from Scalo Solar Solutions, LLC.

OTHER

1. Township Accepting Donations
2. Ethics Policy
3. Traffic Board Recommendations
4. Salt Contract – Option Year 1 for 2016-2017
5. Travel request for Ptl. Peter Chuberko and Ptl. Donald Sypolt to attend the North American Police Work Dog Association National Workshop, Fort Wayne, Indiana, June 19-25, 2016. Estimated Cost: NTE \$2,300.00.
6. Liquor License Transfer – Public Hearing 6/20/16

Executive Session to follow

ROSS TOWNSHIP BOARD OF COMMISSIONERS

AGENDA

June 6, 2016

7:30 P.M.

**CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL
INVOCATION**

PUBLIC COMMENT ON AGENDA ITEMS (5 minute limit)

PETITIONS AND COMPLAINTS –

RESOLUTIONS TO BE ADOPTED

ORDINANCES TO BE INTRODUCED

Ordinance No. 2373 – “Permit Parking Only” on the Northern Side of Winter Avenue between Perry Highway and Perrysville Road. The southern side will remain no parking.

Ordinance No. 2374 – “No Parking” on both sides of Richmond Circle from the Ross Elementary Gate to Twin Oaks.

Ordinance No. 2375 – “No Parking” on the East side of Oak Street, from the intersection of Grant Avenue and 30 feet back onto Oak.

Ordinance No. 2376 – Amending Ordinance No. 2237 of May 2007 to amend the “No Parking” on the Northern Side of Grant Avenue. No Parking from Trion Road to 30 feet back on the Northern side of Grant Avenue. Parking would be permitted from 30 feet and back on the Northern Side of Grant Avenue.”

Ordinance No. 2377 – Installing a Stop Sign on Peony Avenue traveling west at Timberlane Drive.

Ordinance No. 2378 – Installing a Stop Sign on Timberlane Drive easterly direction at the intersection with Peony Avenue.

ORDINANCES TO BE ENACTED

Ordinance No. 2367 – Vacating varying width easements on parcels 517-C-244 and 612-R-82 comprising the Northway Mall.

CONSENT AGENDA

1. Approval of Minutes – April 18, 2016 and May 2, 2016
2. Payment of Bills and Financial Reports

PLANNING COMMISSION

PLANNING/ZONING REDEVELOPMENT COMMITTEE REPORT

SOLICITOR'S REPORT

RECREATION COMMITTEE REPORT

ADMINISTRATION/LEGISLATIVE COMMITTEE REPORT

1. Request Board approval of the COG Salt Agreement for Option Year 1 with Morton Salt for 2016-2017 (9/1/2016 through 8/31/17) at \$66.40 per ton delivered.

PUBLIC WORKS COMMITTEE REPORT

PUBLIC SAFETY/POLICE COMMITTEE REPORT

1. Request approval for Ptl. Peter Chuberko and Ptl. Donald Sypholt to attend the North American Police Work Dog Association National Workshop, Fort Wayne, Indiana, June 19-25, 2016. Estimated Cost: NTE \$2,300.00.

PUBLIC SAFETY/FIRE/FIRE POLICE/EMS COMMITTEE REPORT

MANAGER'S REPORT

COMMISSIONERS COMMENTS

Jack Betkowski
Daniel DeMarco
Grace Stanko
David J. Mikec
Lana Mazur
Stephen L. Korbel
Richard Avon
Patrick Mullin
Jeremy Shaffer

CITIZEN COMMENTS (5 minute limit)

ADJOURNMENT



TO: Ross Township Board of Commissioners
FROM: Douglas Sample, Manager
DATE: June 1, 2016
RE: Ross Township's Ethics Policy

ROSS TOWNSHIP

Ross Township
Municipal Building
1000 Ross Municipal Drive
Pittsburgh, PA 15237-2725
Phone: (412) 931-7055
Fax: (412) 931-7062
www.ross.pa.us

OFFICERS

PRESIDENT
Jeremy Shaffer

VICE PRESIDENT
David J. Mikec, Sr.

TAX COLLECTOR
Gerald R. O'Brien
Phone: (412) 931-8362

PROPERTY TAX COLLECTED BY
Jordan Tax Service
Phone: (724) 731-2331

SOLICITOR
Bonnie Brimmeier, Esq.

MANAGER
Douglas Sample

TOWNSHIP ENGINEER
The Gateway Engineers, Inc.
Richard D. Minsterman, P.E.

COMMISSIONERS

Daniel L. DeMarco, Esq.
Stephen L. Korbel, Esq.
Rick Avon
Lana A. Mazur
Grace E. Stanko
David J. Mikec, Sr.
Pat Mullin
Jeremy Shaffer
Jack Betkowski

This memo is regarding the current Ross Township's Ethics Policy. The following is an excerpt from the Township's Personnel Policies and Procedures Manual regarding our ethic's policy:

101 Code of Ethics

The community judges its local government by how the public officials and employees conduct themselves. The people are given the right to expect correct conduct of those officials and employees for the purpose to preserve public confidence and respect for the government. The following is the established Code of Ethics that public officials and employees must follow:

- 1. Put loyalty to the highest moral principles and to country above loyalty to Government persons, party, or department.*
- 2. Uphold the Constitution, laws, and legal regulations of the United States and of all governments therein and never be a party to their evasion.*
- 3. Give a full day's labor for a full day's pay; giving to the performance of his/her duties with his/her earnest effort and best thought.*
- 4. Seek to find and employ more efficient and economical ways of getting tasks accomplished.*
- 5. Never discriminate unfairly by the dispensing of special favors or privileges to anyone, whether for remuneration or not; and never accept for himself or his family, favors or benefits under circumstances which might be construed by reasonable persons as influencing the performance of his governmental duties.*
- 6. Make no private promises of any kind binding upon the duties of office, since a Government employee has no private word which can be binding on public duty.*

7. *Engage in no business with the Government, either directly or indirectly which is inconsistent with the conscientious performance of his governmental duties.*
8. *Never use any information coming to him confidentially in the performance of governmental duties as a means for making private profit.*
9. *Expose corruption wherever discovered.*
10. *Uphold these principles, ever conscious that public office is a public trust.*

102 State Ethics Act [PA § 1101]

All elected and appointed town officials and employees are subject to the State Ethics Act which ensures that public employees' private financial interests and personal relationships do not conflict with their public obligations. The Township requires and expects all of its elected officials, appointees, and employees to comply with the State Ethics Act. The law is broadly written to prevent a public employee from becoming involved in a situation that could result in a conflict or give the appearance of a conflict.

The law restricts what a public employee may do on the job, after hours, and after leaving public service. The State Ethics Act prohibits Township employees and officials from using the authority of their office/employment, or confidential information received by holding such position, for the private pecuniary benefit of the official/employee, any member of his/her immediate family, or a business with which he/she or a member of his/her immediate family, or a business with which he/she or a member of his/her immediate family is associated.

The State Ethics Act also prohibits a Township official or employee, or his/her spouse or child or any business in which the person or his spouse or child is associated, from entering into any contract valued at \$500 or more with the Township, or any subcontract valued at \$500 or more with any person who has been awarded a contract with the Township unless the contract has been awarded through an open and public process, including prior public notice and subsequent public disclosure of all proposals considered and contracts awarded. In such a case, the official or employee shall not have any supervisory or overall responsibility for the implementation or administration of the contract.

The State Ethics Act also prohibits a Township official, employee, or nominee or candidate for Township office from soliciting or accepting anything of monetary value, including a gift, loan, political contribution, reward, or promise of future employment, based on any understanding of that official, employee or nominee

that the vote, official action, or judgment of the official or employee or nominee or candidate for office would be influenced thereby.

Township employees who are responsible for taking or recommending official action of a non-ministerial nature with regard to the following items, must complete a State Ethics Commission Statement of Financial Interest Form (Attachment A): contracting or procurement; administering or monitoring grants or subsidies; planning or zoning; inspecting, licensing, regulating or auditing any person; or, any other activity where the official action has an economic impact of greater than a de minimus nature on the interests of any person. Township Officials must also complete the same form, but not members of purely advisory boards.

I have also attached the State Ethics Commission Statement of Financial Interests which reviews disclosing gifts. Lastly, I've attached the ethics policies for Shaler Township and the Town of McCandless, for your reference.



COMMONWEALTH OF PENNSYLVANIA
STATE ETHICS COMMISSION

P.O. BOX 11470
ROOM 309 FINANCE BUILDING
HARRISBURG, PA 17108-1470
(717) 783-1610 or Toll Free 1-800-932-0936
www.ethics.pa.gov



STATE ETHICS COMMISSION STATEMENT OF FINANCIAL INTERESTS

**THIS FORM IS CONSIDERED DEFICIENT IF ANY BLOCK IS NOT COMPLETED OR
IF SIGNATURE OR DATE IS MISSING**

SIGN THE FORM USING THE CURRENT DATE - DO NOT BACK DATE SIGNATURE

**THOSE REQUIRED TO FILE FOR MORE THAN ONE POSITION MUST FILE IN ALL FILING
LOCATIONS FOR ALL SUCH POSITIONS
(see filing chart on back of form)**

THIS FORM MUST BE COMPLETED AND FILED BY:

- A Candidates** - Persons seeking elected state, county and local public offices, including first-time candidates, incumbents seeking re-election, and write-in candidates who do not decline nomination/election within 30 days of official certification of same.
- B Nominees** - Persons nominated for public office subject to confirmation.
- C Public Officials** - Persons serving as current state/county/local public officials (elected or appointed). The term includes persons serving as alternates/designees. The term excludes members of purely advisory boards.
- D Public Employees** - Individuals employed by the Commonwealth or a political subdivision who are responsible for taking or recommending official action of a non-ministerial nature with regard to: contracting or procurement; administering or monitoring grants or subsidies; planning or zoning; inspecting, licensing, regulating or auditing any person; or any other activity where the official action has an economic impact of greater than a de minimis nature on the interests of any person. The term does not include individuals whose activities are limited to teaching.

A former public official or former public employee must file the year after termination of service with the governmental body.
- E Solicitors** - Persons elected or appointed to the office of solicitor for political subdivision(s).

IMPORTANT: Please read all instructions carefully prior to completion of form. Also, **review the filing chart (Page 4) for proper filing location.** Any questions may be directed to the State Ethics Commission at (717) 783-1610 or Toll Free at 1-800-932-0936.

This Form is required to be filed pursuant to the provisions of the Public Official and Employee Ethics Act, 65 Pa C.S. §1101 et seq.

STATEMENT OF FINANCIAL INTERESTS INSTRUCTIONS

Please print neatly in capital letters. If you require more space than has been provided, please attach an 8 ½" X 11" piece of paper to the form. Blocks 01 through 06 are for current information.

- Block 1** Please fill in your last name, first name, middle initial and suffix (if applicable) in the boxes provided. Public office candidates should use the exact name used on official nomination petition or papers.
- Block 2** List an office (business or governmental) or home address and daytime telephone number.
- Block 3** Please check the block or blocks to indicate your status. See definitions on page 1. If you are correcting a prior filing, please check the block, designating an amended form.
- Block 4** Please check the appropriate block (seeking, hold, held) for each position you list in the blocks below. List all of the public position(s) which you are seeking, currently hold, or have held in the prior calendar year. Please be sure to include job titles and official titles such as "member" or "commissioner" (even if serving as an alternate/designee).
- Block 5** Please list all political subdivision(s) agency(ies) as to which you: (1) are presently seeking a public position or public office as a candidate (incumbent or non-incumbent) or nominee; (2) presently hold a public position or public office; and/or (3) previously held a public position or public office during all or any portion of the calendar year listed in block 7. (The term "political subdivision" includes a county, city, borough, incorporated town, township, school district, vocational school, county institution, district, and any authority, entity or body organized by the aforementioned.)
- Block 6** Please list your current occupation or profession. This information may have already been stated in block 4.
- Block 7** List the calendar year for which you are filing this form. For example, if this form is being completed in the calendar year 2016, block 07 should read "2015" and all information in blocks 08 through 15 should represent financial interests for calendar year 2015.
- Block 8** **REAL ESTATE INTERESTS:** This block contains the address of any property which was involved in transactions (leasing, purchasing, or condemnation proceedings of real estate interests) with the Commonwealth or any other governmental body within the Commonwealth. If you have no direct or indirect interests in such a property, then check "NONE."
- Block 9** **CREDITORS:** This block contains the name and address of any creditor and the interest rate of any debt over \$6,500 regardless of whether such debt is held solely by you or jointly by you and any other individual, including your spouse, where each obligor is fully responsible for the obligation. A joint obligation with other persons, for which the filer is responsible only for a proportional share that is less than the reporting threshold, is not required to be reported. Do not report a mortgage or equity loan on your home (or secondary home), or loans or credit between you and your spouse, child, parent or sibling. Car loans, credit cards, personal loans and lines of credit must be listed on the form if the balance owed was in excess of \$6,500 at any time during the calendar year. If you do not have any reportable creditor, then check "NONE."
- Block 10** **DIRECT OR INDIRECT SOURCES OF INCOME:** List the name and address of each source of \$1,300 or more of gross income regardless of whether such income is received solely by you or jointly by you and another individual such as a spouse. "Income" includes any money or thing of value received or to be received as a claim on future services or in recognition of services rendered in the past, whether in the form of a payment, fee, salary, expense, allowance, forbearance, forgiveness, interest, dividend, royalty, rent, capital gain, reward, severance payment, proceeds from the sale of a financial interest in a corporation, professional corporation, partnership or other entity resulting from termination/withdrawal therefrom upon assumption of public office or employment or any other form of recompense or combination thereof. The term refers to gross income; it includes prize winnings and tax-exempt income but does not include gifts, governmentally mandated payments or benefits, retirement, pension or annuity payments funded totally by contributions of the public official or employee, or miscellaneous, incidental income of minor dependent children. If you do not have ANY reportable source of income, then check "NONE."
- Block 11** **GIFTS:** For each source of gift(s) valued at \$250 or more in the aggregate, list the following information: the name and address of the source; the circumstances, including a description, of each gift; and the value of the gift(s). Do not report political contributions otherwise reportable as required by law, gift(s) from friends or family members (although the term "friend" does not include a registered lobbyist or employee of a registered lobbyist), or any commercially reasonable loan made in the ordinary course of business. If you did not receive any reportable gift, then check "NONE."
- Block 12** **TRANSPORTATION, LODGING, OR HOSPITALITY EXPENSES:** List the name and address of each source and the amount of each payment/reimbursement by the source for transportation, lodging or hospitality that you received in connection with your public position if the aggregate amount of such payments/reimbursements by the source exceeds \$650 for the calendar year for which you are reporting. Do not report reimbursements made by a governmental body or by an organization/association of public officials/employees of political subdivisions that you serve in an official capacity. If you do not have any reportable expense payments/reimbursements, then check "NONE."
- Block 13** **OFFICE, DIRECTORSHIP OR EMPLOYMENT IN ANY BUSINESS ENTITY:** List both the name and address of the business entity for any office that you hold (for example, President, Vice President, Secretary, Treasurer), any directorship that you hold (through service on a governing board such as a board of directors), and any employment that you have in any capacity whatsoever as to any business entity. This block focuses solely on your status as an officer, director or employee, regardless of income. If you do not have any office, directorship or employment in any business entity to report, then check "NONE."
- Block 14** **FINANCIAL INTERESTS:** List the name and address and interest held in any business for profit of which you own more than 5% of the equity or more than 5% of the assets of economic interest in indebtedness. If you do not have any such financial interest to report, then check "NONE."
- Block 15** **TRANSFERRED BUSINESS INTERESTS:** List the name and address of any business as to which you transferred a financial interest (as defined in Item 14) to a member of your immediate family (parent, spouse, child, brother or sister), as well as the interest held, relationship to the individual, and date of transfer. If you did not transfer any such business interest, then check "NONE."

Please sign the form and enter the current date. Do not back date your signature.

WHO MUST FILE, WHERE TO FILE, AND WHEN TO FILE

WHO MUST FILE	ORIGINAL COPY	ADDITIONAL FILINGS*	WHEN TO FILE
A. STATUS BLOCK A - CANDIDATES			
Statewide State Senate State House Supreme Court Superior Court Common Pleas Court Traffic Court Municipal Court Commonwealth Court	State Ethics Commission P.O. Box 11470 Room 309 Finance Building Harrisburg, PA 17108-1470	Append to nomination petition when filed with the State Bureau of Elections 210 North Office Building Harrisburg, PA 17120-0029	ON OR BEFORE THE LAST DAY FOR FILING A PETITION TO APPEAR ON THE BALLOT FOR ELECTION
Constables / Deputy Constables	State Ethics Commission	Append to nomination petition when filed with County Board of Elections	
Countywide City Borough Township Municipality (home rule charter)	File with the Clerk/ Secretary in the Municipality in which you are a candidate		
Magisterial District Judges	File with the County in which the Magisterial District is located		
School Director	File in the School District where you are a candidate		
Announced Write-in Unannounced Write-in Winners of Nominations Unannounced Write-in Winners of Elections	For state office file with State Ethics Commission . For county or local office file with governing authority of political subdivision.	No additional copy required	Within 30 days of official certification of having been nominated or elected unless such person declines the nomination or office within that time frame.
B. STATUS BLOCK B - NOMINEE			
State Level	State Ethics Commission	File with the Official or Body vested with the power of confirmation	10 days before official or body approves or rejects the nomination.
County/Local Level	Governing authority of political subdivision		
C. STATUS BLOCK C - PUBLIC OFFICIAL			
Commonwealth Public Officials such as: Members of Boards and Commissions (including alternates/designees); Heads of executive, legislative and independent agencies, boards and commissions; and persons appointed to positions designated as offices.	State Ethics Commission P.O. Box 11470 Room 309 Finance Building Harrisburg, PA 17108-1470	File with <u>each</u> Agency, Board, Commission, Department, or Government Body in which employed or to which appointed. (make additional copies if needed)	FILE NO LATER THAN MAY 1 OF EACH YEAR A POSITION IS HELD AND OF THE YEAR AFTER LEAVING SUCH A POSITION.
State House Member State Senate Member	State Ethics Commission	File with the House Chief Clerk or Senate Secretary (whichever applies)	
Local Public Officials serving in/as: Counties; Boroughs; Townships; Home Rule Municipalities; Municipal Authorities; School Districts (Incumbent Judges and Magisterial District Judges who are not candidates do not file)	File only with the governing authority of the respective local political subdivision	Additional copy is not required to be filed (unless serving in multiple capacities, then file with <u>each</u> entity as required)	
Constables / Deputy Constables	State Ethics Commission		
D. STATUS BLOCK D - PUBLIC EMPLOYEE			
Commonwealth PUBLIC EMPLOYEE (Executive, Leg. & Independent Agencies)	File only with your Employer		
County City Borough Township Municipal (home rule) Municipal Authority School District	EMPLOYEE File only with your political subdivision	No additional copy required	
E. STATUS BLOCK E - SOLICITOR			
	File with the governing authority of <u>each</u> political subdivision for which you are Solicitor	Additional copy is not required to be filed (unless serving in multiple capacities, then file with <u>each</u> entity as required)	

* FILER IS RESPONSIBLE FOR MAKING ANY ADDITIONAL COPIES.

Township of Shaler
Code of Ethics

The public judges its government by the way public officials and employees conduct themselves in the posts to which they are elected or appointed. The people have a right to expect that every public official and employee will conduct himself or herself in a manner that will tend to preserve public confidence in, and respect for the government he or she represents. Such confidence and respect can best be promoted if every public official and employee, whether paid or unpaid, and whether elected or appointed will uniformly:

- Treat all citizens with impartiality, fairness and equality under the law.
- Avoid both actual and potential conflicts between his/her private self-interest and the public interest.

Township employees should also be reminded that they are subject to the provisions of applicable State or Federal law, including the Hatch Act when applicable, which governs the conduct of public employees. Specifically, the Township requires and expects all of its elected officials, appointees and employees to comply with the State Ethics Act in the course of his or her tenure with the Township.

In addition, Township elected officials and employees are expected to discharge their duties conscientiously and to conduct themselves in a manner, both on and off the job, which will reflect favorably upon the Township government.

1. Each official and employee shall refrain from the use of his/her official position which is motivated by the desire for private gain for himself/herself to other persons.
2. Each official and employee shall exercise care in his/her personal financial activities to avoid any appearance of acting on the basis of information obtained in the course of performing his/her Township duties.
3. An official or employee shall not use his/her Township position in any way to coerce, or give the appearance of coercing, another person to provide any financial benefit to the official, employee or to other persons.
4. An official or employee shall avoid any action that might result in giving preferential treatment to any organization or person, losing his/her independence or impartiality of action; or affecting adversely the confidence of the public or the integrity of the Township government.
5. An official or employee who witnesses another official or employee engaging in any unlawful act on the job should report the act to his/her supervisor without threat of reprisal.

6. Each official and employee shall treat confidential matters seriously, using discretion at all times, and being sensitive to and respectful of the needs of the parties involved.

Adopted this _____ day of _____, 2013

Timothy J. Rogers, Manager

**TOWN OF MCCANDLESS
MISCONDUCT, DISHONESTY AND FRAUD POLICY**

I. INTRODUCTION

The Town of McCandless (Town), like any organization, is faced with the risks that come from misconduct, dishonesty, and fraud. The impact of such conduct may include not only the actual financial loss incurred, but also damage to the reputation of the Town and its employees. The Town must be prepared to manage these risks and their potential impact in a professional manner.

The Town is committed to the deterrence and correction of misconduct, dishonesty and fraud. The discovery, reporting and documentation of such acts provides a sound foundation for the protection of innocent parties, the taking of disciplinary action against offenders up to and including dismissal where appropriate, the referral to law enforcement agencies when warranted by the facts, and the recovery of assets. The goal is to establish and maintain an environment of fairness, ethics and honesty for employees, residents, vendors, and others with whom the Town has a relationship. To maintain such an environment requires the active assistance of every employee of the Town.

II. OBJECTIVE

This statement sets forth the Town Policy with regard to deterrence and investigation of suspected misconduct, dishonesty and fraud by employees or members of appointed boards, other than authorities, and to provide specific instructions regarding appropriate action in case of suspected violations.

III. SCOPE

This Policy covers all employees and members of appointed boards, other than authorities, of the Town.

IV. DEFINITION OF MISCONDUCT, DISHONESTY AND FRAUD

For purposes of this policy, misconduct, dishonesty and fraud include, but are not limited to:

- Acts which violate the Town's Personnel Code and Personnel Policies and Procedures.
- Theft or other misappropriation of assets, including assets of the Town, its residents, vendors, or others with whom the Town has a relationship. This includes, but is not limited to:
 - ◆ Fraudulent Disbursements – Perpetrator causes the Town to disburse funds through some trick or device (e.g. submitting false invoices/time cards/sheets, expense reimbursement schemes, check tampering, etc.).
 - ◆ Skimming – Cash is stolen from the Town before it is recorded on the Town's books and records.
 - ◆ Cash Larceny – Cash is stolen from the Town after it has been recorded on the Town's books and records.
 - ◆ Misuse – Misuse of the Town's inventory or assets for personal use (e.g. Town vehicles, computers, supplies, etc.).
 - ◆ Larceny – Inventory or other assets are stolen from the Town.
- Misstatements and other irregularities in Town records, including falsification of the Town's financial statements.
- Forgery or other alteration of documents.
- Fraud, including deception with the intention of obtaining an advantage, avoiding an obligation or causing loss to another party,

TOWN OF MCCANDLESS MISCONDUCT, DISHONESTY AND FRAUD POLICY

- Corruption – Wrongfully using influence in a business transaction in order to procure some benefit for themselves or another person, contrary to duty to the Town or the rights of another, including:
 - ◆ Conflicts of Interest – An undisclosed economic or personal interest in a transaction that adversely affects the employer.
 - ◆ Bribery – The offering, giving, receiving, or soliciting of anything of value to influence an official act or a business decision.
 - ◆ Illegal Gratuities – A party who benefits from an official act or a business decision gives a gift to a person who made the decision. An illegal gratuity does not require proof of an intent to influence.
 - ◆ Economic Extortion – An employee demands that a vendor/contractor/etc. pay to influence an official act or a business decision.
 - ◆ Graft – The act of taking advantage of one's position, especially a political position, to gain money, property, etc. dishonestly.
- Any similar acts, including any activity involving questionable behavior or business dealings by members of the public, contractors, vendors, agents or Town employees, that put Town revenue, property, information and other assets at risk of waste or abuse..

The Town specifically prohibits these and any other illegal activities in the actions of its employees and others responsible for carrying out the organization's activities.

V. POLICY AND RESPONSIBILITIES

A. Reporting

It is the responsibility of every employee to immediately report suspected misconduct or dishonesty to their supervisor. Supervisors, when made aware of such potential acts by subordinates, must immediately report such acts to the Town Manager. Any reprisal against any employee or other reporting individual because that individual, in good faith, reported a violation is strictly forbidden.

Due to the important yet sensitive nature of the suspected violations, effective professional follow up is critical. Supervisors, while appropriately concerned about "getting to the bottom" of such issues, should not in any circumstances perform any investigative or other follow up steps on their own. All relevant matters, including suspected but unproved matters, should be referred immediately to the Town Manager.

To facilitate reporting of suspected violations, especially in those situations where the reporting individual wishes to remain anonymous, the Town has established the following procedure:

- Place your written correspondence in the Town Managers in box on his/her desk, in a sealed envelope marked "ATTENTION: TOWN MANAGER, CONFIDENTIAL".
- If the suspected violation involves the Town Manager, then the written correspondence should be hand delivered or mailed to the President of Town Council.

B. Additional Responsibilities of Supervisors

Employees with supervisory and review responsibilities at any level have additional deterrence and detection duties. If you have supervisory or review responsibility, then in addition to reporting suspected violations as is required above, you have three additional responsibilities:

TOWN OF MCCANDLESS MISCONDUCT, DISHONESTY AND FRAUD POLICY

1. You must become aware of what can go wrong in your area of responsibility.
2. You must put into place and maintain monitoring, review and control procedures which will prevent acts of wrongdoing. These procedures will become part of the formal Internal Control Procedures and/or will be addressed in the Code of Ethics.
3. You must put into place and maintain monitoring, review and control procedures which will detect acts of wrongdoing promptly should prevention efforts fail.

Authority to carry out these three additional responsibilities may be delegated to subordinates. However, accountability for their effectiveness cannot be delegated and will remain with supervisors and managers. Assistance in effectively carrying out these responsibilities is available through the Town Manager.

Town Manager Responsibilities: The Town Manager is responsible for establishing and maintaining a sound system of internal control that supports the achievement of the Council's policies, aims and objectives. The system of internal control is based on an on-going process designed to identify the principal risks, to evaluate the nature and extent of those risks, and to manage them effectively. Managing fraud risk will be seen in the context of the management of this wider range of risks. The Council will regularly review its policies, legislation and related guidance to ensure that appropriate measures for combating fraud are maintained.

C. Responsibility and Authority for Follow Up and Investigation

Under Article VI of the Town Charter, Town Council has the power, by resolution, to conduct or to authorize the conducting of any investigation by the entire body or any committee of Council or by any other employee or agent of the Town, with respect to the performance of the duties of any member of Council or any employee or agent of the Town, or with respect to any other proper subject matter in aid of its legislative functions. As a practical matter, Town Council authorizes the Town Manager to have the primary responsibility for all investigations involving Town employees, with the exception of investigations of the Town Manager. The Town Manager may request the assistance of any appropriate parties (ie. Town Attorney, Chief of Police, Finance Director, Independent Auditor, etc.) in any investigation. Nothing in this section is intended to conflict with the power vested in the Town Council by the Home Rule Charter.

Properly designated members of the investigative team, with the approval of the President of Town Council, will have:

- Free and unrestricted access to all Town records and premises.
- The authority to examine, copy and/or remove all or any portion of the contents of files, desks, cabinets, and other storage facilities (whether in electronic or other form) without the prior knowledge or consent of any individual who might use or have custody of any such items or facilities when it is within the scope of investigative or related follow up procedures.

All investigations of alleged wrongdoing will be conducted in accordance with applicable laws and Town procedures. All investigations shall also be subject to any laws and regulations regarding privacy.

**TOWN OF MCCANDLESS
MISCONDUCT, DISHONESTY AND FRAUD POLICY**

D. Reporting if Town Manager is Suspected of Misconduct or Dishonesty

If the subject of the allegation is the Town Manager, then the misconduct or dishonesty should be reported directly to the President of Town Council. The President of Town Council should then be inserted in place of Town Manager in Sections V and VI of this Policy.

VI. REPORTED INCIDENT FOLLOW UP PROCEDURE

Care must be taken in the follow up of suspected misconduct and dishonesty to avoid acting on incorrect or unsupported accusations, to avoid alerting suspected individuals that follow up and investigation is underway, and to avoid making statements which could adversely affect the Town, an employee, or other parties.

Accordingly, the general procedures for follow up and investigation of reported incidents are as follows:

1. Employees and others must immediately report all factual details as indicated under above Policy.
2. The Town Manager has the responsibility for follow up and, if appropriate, investigation of all reported incidents.
3. All records related to the reported incident will be retained wherever they reside.
4. Do not communicate with the suspected individuals about the matter under investigation.
5. The Town Manager will notify Town Council of any investigation.
6. The Town Manager may obtain the advice of the Town Attorney or other designated legal advisor at any time throughout the course of an investigation or other follow up activity on any matter related to the report, investigation steps, proposed disciplinary action or any anticipated litigation.
7. Neither the existence nor the results of investigations or other follow up activity will be disclosed or discussed with anyone other than those persons who have a legitimate need to know in order to perform their duties and responsibilities effectively.
8. All inquiries from an attorney or any other contacts from outside of the Town, including those from law enforcement agencies or from the employee under investigation, should be referred to the Town Manager.

Investigative or other follow up activity will be carried out without regard to the suspected individual's position or level, or relationship with the Town.

Any or all of the following actions will be taken if misconduct, dishonesty or fraud is proven to have occurred:

1. Disciplinary action against the violator.
2. Assessment and improvement of relevant controls.
3. Communication and training to reinforce the Town's code of conduct and expectations of its employees.
4. Reimbursement of funds or assets improperly misappropriated.

VII. WHISTLE-BLOWER PROTECTION

The Town has in place avenues for reporting suspicions of misconduct, dishonesty and fraud. Employees can report such suspicions anonymously by following the procedure in Section V.A. In addition, documents and correspondence relating to the reporting of misconduct, dishonesty and fraud are

**TOWN OF MCCANDLESS
MISCONDUCT, DISHONESTY AND FRAUD POLICY**

considered closed records and are not open to the public. All matters will be dealt with in confidence and in strict accordance with the terms of this policy.

VIII. QUESTIONS OR CLARIFICATIONS RELATED TO THIS POLICY

All questions or other clarifications of this policy and its related responsibilities should be addressed to the Town Manager, who shall be responsible for the administration, revision, interpretation, and application of this policy.

All matters involving misconduct, dishonesty, or fraud shall be reported to the Town Council for final disposition. In appropriate circumstances, Town Council may pursue civil or criminal action.

External Reporting: The Town Council will report to the external auditors of the Town all information relating to investigations.

Training: New employees are trained at the time of hiring about the Town's Code of Conduct and Fraud Policy. This training explicitly covers expectations of all employees regarding:

1. Their duty to communicate certain matters.
2. A list of the types of matters, including actual or suspected fraud, to be communicated, along with specific examples, and
3. Information on how to communicate those matters.

**TOWN OF MCCANDLESS
MISCONDUCT, DISHONESTY AND FRAUD AGREEMENT**

I have received a copy of the Town of McCandless policy regarding misconduct, dishonesty and fraud. I recognize and understand that I have a duty not only to refrain from participating in such acts, but also to report suspicion of such acts to the appropriate party.

I have read the aforementioned document and agree to follow all policies and procedures that are set forth therein. I further agree to abide by the standards set forth in the document for the duration of my employment with the Town.

I am aware that violations of this policy may subject me to disciplinary action, up to and including discharge from employment.

For the Town of McCandless:

Employee Name (Printed)

Name (Printed)

Title (Printed)

Employee Signature Date

Signature Date



ROSS TOWNSHIP

Ross Township
Municipal Building
1000 Ross Municipal Drive
Pittsburgh, PA 15237-2725
Phone: (412) 931-7055
Fax: (412) 931-7062
www.ross.pa.us

OFFICERS

PRESIDENT
Jeremy Shaffer

VICE PRESIDENT
David J. Mikec, Sr.

TAX COLLECTOR
Gerald R. O'Brien
Phone: (412) 931-8362

PROPERTY TAX COLLECTED BY
Jordan Tax Service
Phone: (724) 731-2331

SOLICITOR
Bonnie Brimmeier, Esq.

MANAGER
Douglas Sample

TOWNSHIP ENGINEER
The Gateway Engineers, Inc.
Richard D. Minsterman, P.E.

COMMISSIONERS

Daniel L. DeMarco, Esq.
Stephen L. Korbel, Esq.
Rick Avon
Lana A. Mazur
Grace E. Stanko
David J. Mikec, Sr.
Pat Mullin
Jeremy Shaffer
Jack Betkowski

TO: Board of Commissioners
FROM: Douglas Sample, Manager
DATE: June 2, 2016
RE: Traffic Board Recommendations

At its March and May meetings the Traffic Board unanimously recommended the following:

- "Permit Parking Only" on the Northern Side of Winter Avenue between Perry Highway and Perrysville Road. The southern side will remain no parking.
- "No Parking" on both sides of Richmond Circle from the Ross Elementary Gate to Twin Oaks.
- "No Parking" on the East side of Oak Street, from the intersection of Grant Avenue and 30 feet back onto Oak
- Amending Ordinance 2237 of May 2007 to amend the "No Parking" on the Northern Side of Grant Avenue. "No Parking from Trion Road to 30 feet back on the Northern side of Grant Avenue. Parking would be permitted from 30 feet and back on the Northern Side of Grant Avenue."
- Installing a Stop Sign on Peony Avenue traveling west at Timberlane Drive
- Installing a Stop Sign on Timberlane Drive easterly direction at the intersection with Peony Avenue.

I've attached the March and May minutes from the TAB meeting in which these changes were discussed and also the corresponding schematics outlining these changes.

Ross Township Traffic Advisory Board Meeting
1000 Ross Municipal Drive
Pittsburgh, PA 15237
March 8, 2016
7:00 p.m.

MEMBERS PRESENT: John McDonagh, Kathleen Buck, Dana Bell,
Lisa Herbert and Edward W. Monroe

ABSENT: Douglas Sample

ENGINEER: Mike Haberman

TOWNSHIP MANAGER: Douglas Sample

POLICE LIASON: Lt. Joe Ley

Pledge of Allegiance

PUBLIC COMMENT ON AGENDA ITEMS:

None

APPROVAL OF MINUTES:

Motion made by Mr. Monroe to amend the February 9, 2016 minutes. He asked the public comments made by Chief Bellen be edited to reflect the following:

“Chief Bellen mentioned that since his early days out of the Police Academy traffic concerns accounts for a majority of issues for police. He thanked the Board for the time spent in this regard and expressed his gratitude for their work.

A motion was made by Mr. Monroe and seconded by Ms. Herbert to approve the minutes.

Motion passes – 5 to 0

OLD BUSINESS:

Lt. Ley updated the Board on the Cold Springs at Babcock intersection. Mr. Cardone has been contacted by Dominic Rickert of



the Code Enforcement Department. Mr. Cardone has been instructed to move the parking curbs “immediate parallel to Babcock Blvd. back so as to provide the required visibility for traffic from Cold Spring Drive.” Ms. Bell and Ms. Herbert advised the Board that the parking curbs in Mr. Cardone’s parking lot have been moved. Mr. Monroe asked about the three feet right-of-way regulations and how that applied to this situation. Mr. Haberman advised him that Mr. Cardone’s parking curbs are in the county’s right-of-way.

Ly.Ley updated the Board on the Parking/No Parking on Winter Ave. He suggested that the north side between Perry Avenue and Perry High be designated a permit parking only area.

NEW BUSINESS:

1. Request to investigate installing stop signs at the Township Building.

Lt. Ley advised the Board that the Safety Committee met and suggested a stop sign be installed at the police entrance to the building.

2. Request for “No Parking” signs on Richmond circle from Ross Elementary School to Twin Oaks.

Lt. Ley said that the petition to limit parking on Arbor Drive has been withdrawn. However there will be “No Parking” signed installed from the entrance to Twin Oaks on both sides of the street.

Motion made by Ms. Bell and seconded by Ms. Buck to designate both sides of Twin Oaks as “No Parking”.

3. Request to address the parking issue on Oak Street at Grant.

Lt. Ley recommended that there be no parking on the east side of Oak Street. Concerns were raised by residents that parking on the east side of the street limits the visibility at the intersection of Grant and Oak Street. The east side of the intersection of Grant Oak Street has



a stop sign. Since ordinances forbids the parking within 30 feet of a stop sign, the Board need only address the parking concerns on the west side of Oak Street.

Mr. Monroe asked about the foliage at or near the intersection and if that should also be addressed as well. Motion made by Mr. Monroe and seconded by Ms. Herbert to designate the east side of Oak Street as a no parking area.

4. Derwent Drive Parking Issue

Lt. Ley advised the Board the Derwent Drive issue does not require any action. Mr. Kevin Cohn shared his concerns with the stop signs on McIntyre Road. There are no warning signs to motorists regarding the stop sign at McIntyre and Derwent drives. Lt. Ley told the Board that signs warning motorist about upcoming stop signs will be installed.

CITIZENS' COMMENTS:

Mr. John Bavaro thanked the Board for their assistance with his concerns with the lack of visibility at the intersection of Cold Spring Drive and Babcock Blvd.

Motion to adjourn made by Ms. Bell and seconded by Ms. Monroe.

Motion passes unanimously



MEETING ADJOURNED AT 7:35 P.M.

Manager/Secretary

Chairman

Minutes recorded by Kathleen Buck, Vice Chair

Ross Township Traffic Advisory Board Meeting
1000 Ross Municipal Drive
Pittsburgh, PA 15237
10 May, 2016
7:00 p.m.

MEMBERS PRESENT: John McDonagh, Lisa Herbert, and Edward W. Monroe

ABSENT: Kathleen Buck and Dana Bell

ENGINEER: Absent

TOWNSHIP MANAGER: Douglas Sample

POLICE LIASON: Chief Joseph Ley

Pledge of Allegiance

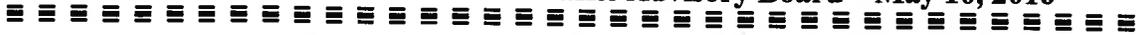
APPROVAL OF MINUTES:

A motion was made by Mr. Monroe and seconded by Ms. Herbert to approve the April 12th minutes.

Motion passes – 3 to 0.

OLD BUSINESS:

1. Houston Road Speed Issue – Chief Ley reviewed the Traffic Study for Houston Road/Park Place (see attached). Chief Ley stated there is not a speeding issue, but the Police will continue to monitor the issue. Chief Ley also advised that the commercial traffic is for local deliveries only.
2. Traffic Study on Peony Avenue and Timberlane Drive – Chief Ley stated the traffic study recommends the installation of 2 stops signs. The first at Peony Avenue approaching



Timberlane and the second from Timberlane approaching Peony.

A motion was made by Ms. Herbert and seconded by Mr. Monroe to recommend the installation of the stop signs.

Motion passes – 3 to 0

NEW BUSINESS:

1. Request to investigate parking issue on Grant Avenue

William and Carol Griffith, 110 Grant Avenue – stated there is a parking issue on Grant Avenue and that only one side of Grant Avenue needs to be No Parking.

Chief Ley stated the Police conducted a study and the study recommends amending the current Ordinance 2237 which prohibits parking on both sides of Grant Avenue. The recommendation would be to restrict parking on the Southerly side and to only restrict parking on the first 30 feet on the Northerly side of Grant.

A motion was made by Mr. Monroe and seconded by Ms. Herbert to recommend amending Ordinance 2237 and adopt the revised parking restrictions on Grant Avenue.

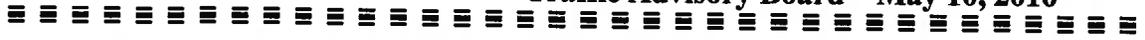
Motion passes – 3 to 0

PUBLIC COMMENTS:

White Oak Heights School bus stop at intersection of Byron and Ridgewood. Chief Ley stated the Traffic Division is studying the area and that the Traffic Board will review at the August meeting.

ADJOURNMENT:

Traffic Advisory Board – May 10, 2016



Motion to adjourn made by Ms. Herbert and seconded by Mr. Monroe. Motion passes unanimously. Meeting was adjourned at 7:35 P.M.

Manager/Secretary

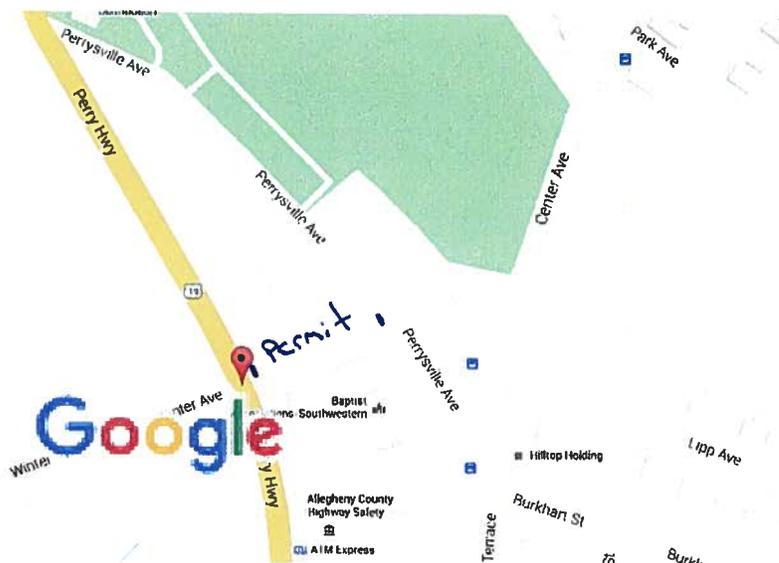
Chairman

Minutes recorded by Douglas Sample,
Township Manager



Winter Ave

Permit Parking on
Northern Side of Winter
Avenue



Map data ©2016 Google 100 ft

Winter Ave

Pittsburgh, PA 15229



Google Maps Grant Ave



Map data ©2016 Google 20 ft

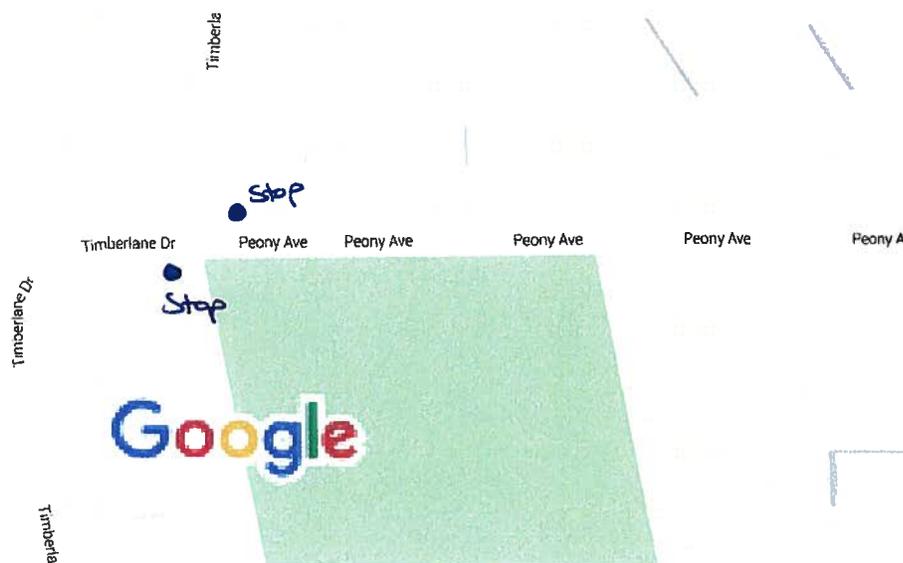
Grant Ave
Pittsburgh, PA 15237

Google Maps



Timberlane Dr

Stops Signs on
Timberlane Drive and
Peony Avenue



Map data ©2016 Google 50 ft 

Timberlane Dr
Pittsburgh, PA 15229



Flaherty & O'Hara
PROFESSIONAL CORPORATION

Paul A. Namey, Esquire
Direct Dial: 412-535-8203
E-mail: paul@flaherty-ohara.com

Pittsburgh Office:
610 Smithfield Street 412-456-2001
Suite 300 FAX: 412-456-2019
Pittsburgh, PA 15222 www.flaherty-ohara.com
Toll Free: 1-866-4BEVLAW
File No. 36038.00001

May 31, 2016

Via FedEx

Mr. Douglas Sample
Township Manager
Ross Township
1000 Ross Municipal Drive
Pittsburgh, PA 15237

Re: Request by Thai Red Curry, LLC for Approval of Inter-Municipal Transfer of Restaurant Liquor License

Dear Mr. Sample:

I am writing on behalf of my client, Thai Red Curry, LLC ("TRC"). TRC trades as Red Orchid Thai Cuisine, a well-reviewed and respected, family-owned Thai restaurant located at 5439 Babcock Boulevard, Suite 104-105, Ross Township, Pittsburgh, Allegheny County, PA 15237. TRC has been serving delicious, authentic Thai food since 2012, including dishes made with homemade curries straight from the family's prized recipes.

In order to offer its customers and the community an even greater dining experience, TRC has decided to serve alcohol as an accompaniment to its food. In order to do that, TRC must procure a restaurant liquor license, and no Ross Township licenses are available for purchase at this time. As a result, TRC has entered into an agreement to purchase a license from outside of Ross Township and plans to move the license into Ross Township, with the approval of the township, pursuant to the inter-municipal transfer provisions of the Liquor Code (47 P.S. 461).

TRC hereby requests that, pursuant to 47 P.S. 461, Ross Township schedule a hearing, as required by the Liquor Code, on the issuance of a resolution approving the transfer by TRC of a restaurant liquor license from outside the township to within the township.

Pursuant to the Liquor Code, the purpose of the hearing is to allow TRC to describe its proposed business and to allow the residents of Ross Township and members of the Board of Commissioners to voice their opinions on the proposed inter-municipal transfer by TRC. Pursuant to 47 P.S. 461 Ross Township must approve or deny the requested transfer, by way of a resolution or ordinance, within 45 days of this request.

Mr. Douglas Sample

May 31, 2016

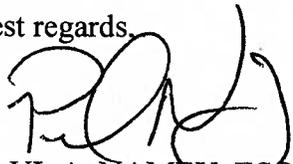
Page 2

For your convenience and reference, I have enclosed a form resolution which other municipalities have used in responding to requests for inter-municipal transfers. The Pennsylvania Liquor Control Board requires that a resolution approving an inter-municipal transfer include the name of the applicant (here, Thai Red Curry, LLC), the address to which the license is being transferred (5439 Babcock Boulevard, Suite 104-105, Ross Township, Pittsburgh, Allegheny County, PA 15237), the liquor license number (R-18340), the name and address of the license seller (JJN Kids Corporation, 1608 Route 8, Shaler Township, Glenshaw, Allegheny County, PA 15116) and it must state that a public hearing was held.

Effective July 1, 2006, the Liquor Code (47 P.S. §102) was amended to require that notice of a public hearing must be published once each week for two successive weeks in a newspaper of general circulation in the municipality. Further, such notices must state the time and place of the hearing and the matter to be considered at the hearing. Amended Section 102 also provides that the first publication shall not be more than 30 days and the second publication shall not be less than seven (7) days from the date of the hearing.

At the time of the hearing, we will present information on the operations of TRC's restaurant, and how this restaurant liquor license acquisition makes business sense for this great, local establishment while enhancing the dining experience for its customers. Please advise me when such a hearing is scheduled. In the event that you have any questions or need additional information, please feel free to call me at the contact information given above.

Best regards,



PAUL A. NAMEY, ESQ.

Pan:jed

ORDINANCE NO. 2367
TOWNSHIP OF ROSS
ALLEGHENY COUNTY, PENNSYLVANIA

AN ORDINANCE OF ROSS TOWNSHIP, ALLEGHENY COUNTY, PENNSYLVANIA, VACATING VARYING WIDTH EASEMENTS ON PARCELS 517-C-244 AND 612-R-82 COMPRISING THE NORTHWAY MALL.

WHEREAS, the Board of Commissioners of Ross Township desires to vacate varying width easements located on parcels 517-C-244 and 612-R-82 comprising the Northway Mall site;

NOW, THEREFORE, be it ordained and enacted by the Board of Commissioners of Ross Township as follows:

SECTION ONE:

The 40' wide easement for ingress, egress, regress and parking driveway and slope easements as recorded in Deed Book Volume 3887, Page 713 and the 25' Right of Way for Public Street Purposes as recorded in Deed Book Volume 3926, Page 706 as is described in the metes and bounds description and indicated on the drawing, attached hereto, made a part hereof and marked as Exhibit A, is hereby vacated.

SECION TWO:

Any ordinance or part thereof in conflict herewith, is hereby repealed to the extent of said conflict.

ORDAINED AND ENCATED into law by the Board of Commissioners of the Township of Ross this 6th day of JUNE, 2016.

ATTEST:

TOWNSHIP OF ROSS:

 Douglas Sample
 Township Manager

BY: _____
 Jeremy Shaffer. President
 Board of Commissioners

EXHIBIT A
LEGAL DESCRIPTIONS

Deed Book Volume 3887 Page 713

“easement partly for slope purposes, and partly for driveway and parking area purposes”:

FIRST: The School District does hereby grant and convey to Horne’s and Northway as easement partly for slope purposes, and partly for driveway and parking area purposes for a period of twenty-five years from the date hereof, all of that certain lot or piece or ground situate in the Township of Ross, Allegheny County, Pennsylvania, more particularly bounded and described as follows, to-wit:

BEGINNING at a point at the northeasterly corner of lands of the School District as described in Deed from Jean E. Dudek, dated May 25, 1955 and recorded in Deed Book Vol. 3409, page 147; thence along the northerly line of lands of the School District, which is also the southerly line of lands of Northway, South 53° 49' 40" West, a distance of 155 feet to a point; thence through lands of the School District, North 72° East, a distance of 55 feet, more or less, to a point of curve; thence continuing through same by an arc of a circle curving to the right, having a radius of 80 feet, a distance of 121 feet, more or less, to a point; thence through the same, South 22° 15' East, a distance of 479 feet, more or less, to a point on the easterly line of lands or the School District which is the westerly line of lands of Northway, thence along said dividing line, North 20° 23' 20" West, a distance of 601.25 feet to a point, being the northeasterly corner of lands of the School District, the point and place of beginning.

“perpetual right of way or easement, 40 feet wide”:

FIFTH: Horne’s and Northway do hereby grant and convey to the School District a perpetual right of way or easement, 40 feet wide, along the northerly boundary line of the property of the School District from Browns Lane in a general easterly direction to a point opposite the north east corner of that certain two-car garage, presently existing on the property of the School District for ingress, egress, and regress to and from said garage or any improvement or reconstruction of same to Browns Lane along the said property line of Northway, said distance from Browns Lane to said garage being 275 feet, more or less.

“construct chain link fence”:

SEVENTH: Horne’s and Northway shall provide all the labor and materials to erect and construct a chain link fence, four feet high, not more than twelve inches, nor less than six inches inside the northerly property line of the School District, extending from Browns Lane in an easterly direction along said boundary line to the said two-car garage as presently existing on the premises.

ALL that certain tract or piece of land situate in the Township of Ross, County of Allegheny and Commonwealth of Pennsylvania, 25 feet in width, 12½ feet thereof lying on either side of the following described center line;

BEGINNING at a point on the center line of Northway Mall, 25.00 feet wide, a distance of 47.00 feet from the center line of McKnight Road, said point also being the following three (3) courses and distances from the Northerly corner of land now or formerly of D. Mac Inc., along the Westerly side of McKnight Road North 20° 19' 26" West, a distance of 170.75 feet to a point; thence continuing along McKnight Road South 69° 40' 34" West, a distance of 7.00 feet to a point; thence continuing along McKnight Road North 20° 19' 26" West, a distance of 24.25 feet to the point of beginning; thence by the center line of Northway Mall, 25.00 feet wide, South 69° 40' 34" West, a distance of 22.59 feet to a horizontal point of curvature; thence by an arc of a circle curving to the left having a radius of 70.00 feet, an arc distance of 73.30 feet to a horizontal point of tangency; thence South 9° 40' 34" West, a distance of 129.56 feet to a horizontal point of curvature; thence by an arc of a circle curving to the right having a radius of 60.00 feet, an arc distance of 32.01 feet to a horizontal point of tangency; thence South 40° 14' 30" West, a distance of 73.89 feet to a horizontal point of curvature; thence by an arc of a circle curving to the left having a radius of 60.00 feet, an arc distance of 56.27 feet; thence South 13° 29' 46" East, a distance of 147.06 feet to a horizontal point of curvature; thence by an arc of a circle curving to the right having a radius of 60.00 feet, an arc distance of 87.03 feet to a horizontal point or tangency; thence South 69° 36' 40" West, a distance of 126.33 feet to a horizontal point of curvature; thence by an arc of a circle curving to the right, having a radius of 65.00 feet, an arc distance of 108.46 feet to a horizontal point of tangency; thence North 14° 47' 57" West, a distance of 285.41 feet to a horizontal point of curvature; thence by an arc of a circle curving to the left, having a radius of 75.00 feet, an arc distance of 144.63 feet to a horizontal point of tangency; thence South 54° 42' 30" West, a distance of 386.90 feet to a point in the center line of Browns Lane; thence along the center line of Browns Lane South 33° 12' 00" East, a distance of 20.01 feet to a point on the dividing line of land of the grantor herein and land now or formerly of North Hills Joint Schools.

Memorandum

To: **Ross Township Commissioners**
CC: Doug Sample and Daniel Berty
From: June 3, 2016
RE: General Fund Vendor Payments for June 6, 2016

The Finance Department is asking for approval for payment for the following checks.

1. Checks are being issued from the FNB Payroll Account in the amount of **\$159,880.55**. These payments are for the payroll of May 20, 2016:

Employee Checks: # 2358 to # 2365
Direct Deposit Transfers: # 36618 to # 36726

2. Checks are being issued from the FNB Payroll Account, for payroll related deductions, in the amount of **\$94,084.46**. These payments are for the payroll of May 20, 2016:

Vendor Checks: # 2366 to # 2373 for \$14,877.59
Wire Transfers: # 708 to # 712 for \$79,206.87

3. Checks are being issued from the FNB Payroll Account in the amount of **\$169,071.88**. These payments are for the payroll of June 3, 2016:

Employee Checks: #2374 to # 2391
Direct Deposit Transfers: # 36727 to # 36846

4. Checks are being issued from the FNB Payroll Account, for payroll related deductions, in the amount of **\$92,391.15**. These payments are for the payroll of June 3, 2016:

Vendor Checks: # 2392 to # 2395 for \$9,320.72
Wire Transfers: # 713 to # 717 for \$83,070.43

5. Checks are being issued from the FNB Checking Accounts, in payment for outstanding invoices, to our vendors in the amount of **\$449,279.30**.

Vendor Checks (General): # 3286 to # 3393 for \$237,991.99
Vendor Checks (Sewer): # 3080 to # 3086 for \$56,655.57
Vendor Checks (Cap. Camp.): # 4078 to # 4084 for \$138,427.69
Vendor Check (Escrow): # 5010 for \$16,035.05
PrePay Checks (General): # 3283 to # 3285 for \$169.00

To: ROSS TOWNSHIP COMMISSIONERS

From: Dan Berty, Director of Finance

Date: June 2, 2016

Subject: JUNE 2016 CHECK RUN

Attached is the Check Run detail listing to be approved at the June 6, 2016 meeting. The following is a brief description of the top four vendors payments listed in the General, Sewer, Escrow and Capital Improvement Fund preliminary check register. These vendor payments comprise 51.72% of the total check register.

<u>NAME / DESCRIPTION</u>	<u>FUND</u>	<u>AMOUNT</u>
SWEDE CONSTRUCTION CORP ECP FISHING DOCK	CAPITAL	\$ 91,290.25
GATEWAY ENGINEERS AND SURVEYORS ENGINEERING	4 FUNDS	\$ 65,967.44
CODE.SYS CODE CONSULTING THIRD PARTY FEES	GENERAL	\$ 46,306.21
FIRST NATIONAL BANK PREVIOUS YEAR'S VEHICLE LEASE PAYMENT	GENERAL	\$ 28,818.54

Listed below are total monthly payments for June 2016 to the Township Engineer, the Township Attorney, and any other Vendor with a reimburseable expense during the period , less the reimbursements by developers, grants, or bond proceeds:

Gateway Engineers and Surveyors	\$ 65,967.44
Less: Expense Reimbursements	\$ (16,035.05)
Total Costs	<u>\$ 49,932.39</u>
Brimmeier & Associate, Township Attorney	\$ -
Less: Expense Reimbursements	\$ -
Total Costs	<u>\$ -</u>

Please feel free to contact me with any questions. Sincerely,



Dan Berty, Director of Finance



TOWNSHIP OF ROSS

General Fund

**Vendor Payments to be Approved
for payment on June 6, 2016.**

**Checks 3286 to 3393
In the amount of \$237,991.99**

FY 2016

Ross Township
 CHECK REGISTER FOR 6/3/2016 TO 6/3/2016 & CHECK NUMBERS 0 TO 2147483647
 CASH ACCT 01-100-010400

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>		<u>CHECK AMT</u>
CHECK RUN: 197				
3286	06/03/2016	2321 21ST CENTURY SIGNS		275.00
		01-410-740001 VEHICLE PURCHASES NEW	275.00	
3287	06/03/2016	1 A & A CONCRETE PRODUCTS INC		1,596.00
		01-436-250001 CULVERTS	836.00	
		01-436-250001 CULVERTS	456.00	
		01-436-250001 CULVERTS	304.00	
3288	06/03/2016	103492 ALL-CLEAN BUILDING SERVICES		1,083.00
		01-409-370000 REPAIR/MAINTENANCE SERVICES	1,043.00	
		01-410-451001 MAINTENANCE CONTRACTS/VEHICLE	40.00	
3289	06/03/2016	120271 ALLIED COMMUNICATIONS		557.00
		01-437-251000 VEHICLE PARTS	557.00	
3290	06/03/2016	1730 APPROVED TOILET RENT		3,173.00
		01-454-440000 SANITATION SERVICES	1,566.50	
		01-454-440000 SANITATION SERVICES	1,606.50	
3291	06/03/2016	119345 ARAMARK REFRESHMENT SERVICES		34.76
		01-401-210000 OFFICE SUPPLIES	34.76	
3292	06/03/2016	119340 AUTOMATED ENTRACE SYST. INC		756.00
		01-409-370000 REPAIR/MAINTENANCE SERVICES	756.00	
3293	06/03/2016	100150 BARN		919.00
		01-454-371000 LANDSCAPING	812.00	
		01-431-250000 REPAIR & MAINTENANCE SUPPLIES	76.00	
		01-436-250000 REPAIR & MAINTENANCE SUPPLIES	31.00	
3294	06/03/2016	2085 BATTERIES PLUS		23.04
		01-410-451002 INFORMATION SYSTEM MAINTENANC	23.04	
3295	06/03/2016	119427 BATTERY GIANT PITTSBURGH		202.90
		01-437-251000 VEHICLE PARTS	87.95	
		01-410-251000 VEHICLE PARTS	114.95	
3296	06/03/2016	2116 B.E.A.R. OF PENNSYLV		3,965.05
		01-454-250000 REPAIR & MAINTENANCE SUPPLIES	808.50	
		01-454-250000 REPAIR & MAINTENANCE SUPPLIES	296.45	
		01-454-250000 REPAIR & MAINTENANCE SUPPLIES	485.10	
		01-454-371000 LANDSCAPING	2,375.00	
3297	06/03/2016	103487 BETZLER, DEBORAH ANN		350.00
		01-400-145000 SECRETARIAL SERVICE	350.00	
3298	06/03/2016	100198 BURKS LAWN AND SAW INC		664.84
		01-437-251000 VEHICLE PARTS	84.49	
		01-437-251000 VEHICLE PARTS	127.84	
		01-437-251000 VEHICLE PARTS	128.44	
		01-437-251000 VEHICLE PARTS	324.07	
3299	06/03/2016	3336 CASH		643.15

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		01-410-210000 OFFICE SUPPLIES	28.97	
		01-410-337000 MILEAGE/PARKING	382.50	
		01-410-420000 DUES/SUBSCRIPTIONS/MEMBERSHIP	55.00	
		01-430-460000 MEETINGS AND CONFERENCES	19.17	
		01-430-460000 MEETINGS AND CONFERENCES	14.50	
		01-451-210100 PROGRAM SUPPLIES	92.86	
		01-451-240000 COMPLEMENTARY SUPPLIES	50.15	
3300	06/03/2016	100311 CATHERINE A. CONLEY, ESQUIRE		2,837.84
		01-414-314001 LEGAL SERVICES	2,837.84	
3301	06/03/2016	62 CERTIFIED LABORATORI		509.10
		01-437-232000 VEHICLE FUEL/DIESEL	264.30	
		01-437-250000 REPAIR & MAINTENANCE SUPPLIES	244.80	
3302	06/03/2016	120298 CHRIST LUTHERAN CHURCH		200.00
		01-401-145000 SUSTAINABILITY/INTERN	200.00	
3303	06/03/2016	102587 CODE.SYS CODE CONSULTING		46,306.21
		01-413-310001 THIRD PARTY FEES (80%)	46,306.21	
3304	06/03/2016	2685 COMCAST		300.98
		01-410-530002 CONTRIBUTION/FIRE POLICE UTIL	105.95	
		01-407-451000 MAINTENANCE CONTRACTS	105.95	
		01-407-325000 INTERNET SERVICES	84.85	
		01-430-451000 MAINTENANCE CONTRACTS	4.23	
3305	06/03/2016	103563 COMCAST TELEPHONES		506.80
		01-409-321000 TELEPHONE	506.80	
3306	06/03/2016	1816 COMDOC INC		126.95
		01-453-342000 PRINTING	126.95	
3307	06/03/2016	1919 COMDOC INC.		1,186.20
		01-453-384000 EQUIPMENT RENTAL	20.54	
		01-430-451000 MAINTENANCE CONTRACTS	6.55	
		01-401-145000 SUSTAINABILITY/INTERN	31.50	
		01-401-451000 MAINTENANCE CONTRACTS	771.49	
		01-410-451000 MAINTENANCE CONTRACTS	135.06	
		01-413-451000 MAINTENANCE CONTRACTS	207.06	
		01-451-247005 KIDS FISHING TOURNAMENT	14.00	
3308	06/03/2016	1931 CONSOLIDATED COMMUNICATIONS		151.60
		01-410-321000 TELEPHONE	64.32	
		01-410-530002 CONTRIBUTION/FIRE POLICE UTIL	35.08	
		01-430-321000 TELEPHONE	34.84	
		01-454-321000 TELEPHONE	17.36	
3309	06/03/2016	137 CULVERTS INCORPORATE		735.00
		01-436-264000 CASTINGS	315.00	
		01-436-265000 PIPE	420.00	
3310	06/03/2016	119050 CUSTOM PRODUCTS CORP		2,852.65
		01-433-250001 POST/RAILS/HARDWARE/MISC	2,852.65	

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3311	06/03/2016	2241 DELL COMPUTER CORPOR		
		01-410-451002 INFORMATION SYSTEM MAINTENANC	1,500.00	1,500.00
3312	06/03/2016	3260 DISCOUNT TIRE CENTER		50.00
		01-410-251001 TIRES	50.00	
3313	06/03/2016	120304 DITZENBERGER, GINA		485.00
		01-367-367301 SUMMER RECREATION PROGRAM	375.00	
		01-367-367302 SUMMER RECREATION FIELD TRIPS	110.00	
3314	06/03/2016	21 DUQUESNE LIGHT COMPA		2,938.73
		01-454-361000 ELECTRICITY	55.93	
		01-430-361000 ELECTRICITY	310.20	
		01-410-530002 CONTRIBUTION/FIRE POLICE UTIL	45.77	
		01-409-361000 ELECTRICITY	2,229.73	
		01-433-450003 TRAFFIC SIGNAL OPERATION	90.14	
		01-454-361000 ELECTRICITY	91.35	
		01-454-361000 ELECTRICITY	28.56	
		01-454-361000 ELECTRICITY	48.31	
		01-433-450003 TRAFFIC SIGNAL OPERATION	38.74	
3315	06/03/2016	103493 EJ USA, INC		4,572.00
		01-436-264000 CASTINGS	4,572.00	
3316	06/03/2016	3193 ELF ENTERTAINMENT		3,500.00
		01-451-247002 COMMUNITY DAY	3,500.00	
3317	06/03/2016	120305 EUROPEAN MOTORCYCLES		25,639.00
		01-410-740001 VEHICLE PURCHASES NEW	25,639.00	
3318	06/03/2016	119452 FALCO, ADAM		651.34
		01-437-250000 REPAIR & MAINTENANCE SUPPLIES	59.00	
		01-437-251000 VEHICLE PARTS	275.80	
		01-437-250000 REPAIR & MAINTENANCE SUPPLIES	316.54	
3319	06/03/2016	120306 FARINE, THERESA		142.50
		01-369-369500 RENTAL-EVERGREEN COMM. PK	142.50	
3320	06/03/2016	1341 FIRE FIGHTER SALES A		128.90
		01-410-451000 MAINTENANCE CONTRACTS	128.90	
3321	06/03/2016	118993 FIRST NATIONAL BANK		28,818.54
		01-410-740000 VEHICLE PURCHASES	28,818.54	
3322	06/03/2016	153 F.T. FENCING INC		1,855.00
		01-433-250001 POST/RAILS/HARDWARE/MISC	1,855.00	
3323	06/03/2016	2496 GATEWAY ENGINEERS		8,189.30
		01-408-310000 PROFESSIONAL SERVICES	499.60	
		01-408-310000 PROFESSIONAL SERVICES	318.00	
		01-408-310200 ENGINEERING - TRAFFIC	753.75	
		01-408-310100 ENG- STORM WATER MAINTENANCE	1,836.75	
		01-408-310000 PROFESSIONAL SERVICES	2,053.20	
		01-408-310100 ENG- STORM WATER MAINTENANCE	595.00	

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		01-408-31000 PROFESSIONAL SERVICES	2,133.00	
3324	06/03/2016	120275 GDF SUEZ ENERGY RESOURCES NA		4,749.14
		01-434-361000 ELECTRICITY	34.76	
		01-434-361000 ELECTRICITY	584.38	
		01-434-361000 ELECTRICITY	3,857.94	
		01-433-450003 TRAFFIC SIGNAL OPERATION	12.75	
		01-434-361000 ELECTRICITY	24.77	
		01-434-361000 ELECTRICITY	81.01	
		01-434-361000 ELECTRICITY	31.12	
		01-434-361000 ELECTRICITY	122.41	
3325	06/03/2016	103 GENERAL PRODUCTS & S		184.35
		01-437-250000 REPAIR & MAINTENANCE SUPPLIES	184.35	
3326	06/03/2016	103126 GILLINGHAM, MADDY		42.00
		01-368-368210 TOT SPORTS CAMP	42.00	
3327	06/03/2016	472 GOLDEN EQUIPMENT COM		188.79
		01-437-251000 VEHICLE PARTS	188.79	
3328	06/03/2016	119022 GREEN GUARD		26.98
		01-430-236000 HOUSEHOLD SUPPLIES	26.98	
3329	06/03/2016	2201 GUTTMAN OIL COMPANY		22,064.27
		01-437-231000 VEHICLE FUEL/GASOLINE	7,519.60	
		01-437-232000 VEHICLE FUEL/DIESEL	3,753.00	
		01-410-231000 VEHICLE FUEL/GASOLINE	15.08	
		01-410-231000 VEHICLE FUEL/GASOLINE	15.22	
		01-410-231000 VEHICLE FUEL/GASOLINE	11.62	
		01-437-231000 VEHICLE FUEL/GASOLINE	5,191.20	
		01-437-232000 VEHICLE FUEL/DIESEL	5,558.55	
3330	06/03/2016	210 HAPPY		260.00
		01-410-317000 CIVIL SERVICE/MEDICAL	260.00	
3331	06/03/2016	120302 HESS, BRIAN		52.00
		01-368-368210 TOT SPORTS CAMP	52.00	
3332	06/03/2016	101842 H & L ELECTRIC		175.00
		01-454-310000 PROFESSIONAL SERVICES	175.00	
3333	06/03/2016	118581 HOVIS AUTO		346.11
		01-437-251000 VEHICLE PARTS	112.05	
		01-437-251000 VEHICLE PARTS	67.50	
		01-437-251000 VEHICLE PARTS	67.50	
		01-437-251000 VEHICLE PARTS	15.08	
		01-410-251000 VEHICLE PARTS	7.10	
		01-410-251000 VEHICLE PARTS	35.50	
		01-410-251000 VEHICLE PARTS	41.38	
3334	06/03/2016	79 HUNTERS TRUCK SALES		72.90
		01-437-251000 VEHICLE PARTS	72.90	
3335	06/03/2016	101456 IN COMMUNITY MAGAZINES		6,563.50

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		01-453-341001 NEWSLETTER/ADVERTISING	6,563.50	
3336	06/03/2016	118509 INDEPENDENT TOOL COMPANY		429.00
		01-430-260000 SMALL TOOLS	429.00	
3337	06/03/2016	91 JORDAN TAX SERVICE I		15,136.50
		01-403-316000 COMMISSION/JORDAN TAX	15,136.50	
3338	06/03/2016	120299 KAUFMAN, JEFF		210.00
		01-367-367301 SUMMER RECREATION PROGRAM	160.00	
		01-367-367302 SUMMER RECREATION FIELD TRIPS	50.00	
3339	06/03/2016	98 KEYSTONE SPRING SERV		2,093.92
		01-437-374000 REPAIR/MAINTENANCE/EQUIPMENT	2,093.92	
3340	06/03/2016	120307 KUZORA, JANET		165.00
		01-369-369500 RENTAL-EVERGREEN COMM. PK	165.00	
3341	06/03/2016	121 LAUREL GARDENS TIRE		399.22
		01-437-251000 VEHICLE PARTS	109.90	
		01-437-251001 TIRES	289.32	
3342	06/03/2016	102404 LEFCAKIS CONSULTING		400.00
		01-407-454000 GENERAL HARDWARE	400.00	
3343	06/03/2016	164 LEONARDS SAW SHOP		71.50
		01-437-251000 VEHICLE PARTS	71.50	
3344	06/03/2016	101504 LEVIT, DR. DAVID E.		600.00
		01-410-310000 PROFESSIONAL SERVICES	600.00	
3345	06/03/2016	101890 LEXISNEXIS RISK&INFORMATION		96.45
		01-410-420000 DUES/SUBSCRIPTIONS/MEMBERSHIP	96.45	
3346	06/03/2016	2555 LINDY PAVING INC		1,009.59
		01-431-252000 ASPHALT	497.36	
		01-431-252000 ASPHALT	227.63	
		01-431-252000 ASPHALT	284.60	
3347	06/03/2016	118877 MARTIAL WAY, LLC		437.50
		01-451-146000 INSTRUCTORS	437.50	
3348	06/03/2016	2372 MASTERMANS		251.97
		01-430-236001 SAFETY EQUIPMENT/FIRST AID	251.97	
3349	06/03/2016	439 MURSLACK WELDING CO.		120.00
		01-437-374000 REPAIR/MAINTENANCE/EQUIPMENT	120.00	
3350	06/03/2016	3061 NEXTEL COMMUNICATION		198.49
		01-410-321002 CELLULAR PHONE	72.73	
		01-411-321002 CELLULAR PHONE	21.37	
		01-415-321002 CELLULAR PHONE	66.40	
		01-430-321002 CELLULAR PHONE	37.99	
3351	06/03/2016	120058 NORTH BOROS VETERINARY HOSPITAL		4.42
		01-410-319000 K-9 CORPS	4.42	

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3352	06/03/2016	48 NORTH HILLS AUTO SUPPLY INC		206.00
		01-437-251000 VEHICLE PARTS	12.67	
		01-437-251000 VEHICLE PARTS	6.34	
		01-437-251000 VEHICLE PARTS	65.00	
		01-437-251000 VEHICLE PARTS	6.36	
		01-437-251000 VEHICLE PARTS	8.91	
		01-437-251000 VEHICLE PARTS	21.99	
		01-437-251000 VEHICLE PARTS	10.08	
		01-410-251000 VEHICLE PARTS	64.02	
		01-410-251000 VEHICLE PARTS	10.63	
3353	06/03/2016	120308 NORTH HILLS BOYS LACROSSE CLUB		275.00
		01-369-369500 RENTAL-EVERGREEN COMM. PK	275.00	
3354	06/03/2016	100219 NORTH HILLS LOCK & SAFE		99.95
		01-409-370000 REPAIR/MAINTENANCE SERVICES	99.95	
3355	06/03/2016	118939 NWGS COMPANIES		435.00
		01-400-156101 HEALTHCARE HRA ACCT	25.00	
		01-401-156101 HEALTHCARE HRA ACCT	10.00	
		01-402-156101 HEALTHCARE HRA ACCT	15.00	
		01-410-156101 HEALTHCARE HRA	215.00	
		01-413-156101 HEALTHCARE HRA	5.00	
		01-414-156101 HEALTHCARE HRA	5.00	
		01-430-156101 HEALTHCARE HRA	130.00	
		01-451-156101 HEALTHCARE HRA	5.00	
		01-487-160000 RETIRED EMPLOYEES	25.00	
3356	06/03/2016	101940 OIL SERVICE, INC		597.03
		01-437-234000 OIL	597.03	
3357	06/03/2016	118260 OTIS ELEVATOR CO		171.30
		01-409-375000 REPAIR/MAINTENANCE ELEVATOR	171.30	
3358	06/03/2016	120061 PA DEPT OF HUMAN SERVICES		56.00
		01-453-240000 OPERATING SUPPLIES	56.00	
3359	06/03/2016	281 PA ONE CALL SYSTEMS		327.67
		01-430-450006 PA ONE CALL SYSTEM	327.67	
3360	06/03/2016	119341 PARTSMASTER		82.94
		01-430-260000 SMALL TOOLS	82.94	
3361	06/03/2016	102643 PEOPLES NATURAL GAS		333.65
		01-410-530002 CONTRIBUTION/FIRE POLICE UTIL	31.57	
		01-430-362000 GAS/HEATING	302.08	
3362	06/03/2016	120300 PGH NORTH REGIONAL CHAMBER, INC.		750.00
		01-400-420000 DUES/SUBSCRIPTIONS/MEMBERSHIP	750.00	
3363	06/03/2016	2834 PITNEY BOWES		172.05
		01-402-384000 LEASE-MACHINERY&EQUIP.	172.05	
3364	06/03/2016	298 POINT SPRING & DRIVE		532.76

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	01-437-251000	VEHICLE PARTS	455.76	
	01-437-251000	VEHICLE PARTS	58.18	
	01-437-251000	VEHICLE PARTS	18.82	
3365	06/03/2016	3499 POWER UP EQUIPMENT		700.00
	01-454-370000	REPAIR/MAINTENANCE/BUILDING	700.00	
3366	06/03/2016	101464 PRPS		1,516.00
	01-368-368120	AMUSEMENT TICKETS	400.00	
	01-368-368120	AMUSEMENT TICKETS	1,116.00	
3367	06/03/2016	951 PYROTECNICO		1,000.00
	01-451-247007	4TH JULY PARADE - FIREWORKS	1,000.00	
3368	06/03/2016	120206 RAY HUDIC CUSTOM WELDING		489.00
	01-454-310000	PROFESSIONAL SERVICES	489.00	
3369	06/03/2016	3014 RE NOREEN A		575.00
	01-400-145000	SECRETARIAL SERVICE	325.00	
	01-414-145001	SECRETARIAL SERVICE/ZHB	250.00	
3370	06/03/2016	3173 ROSS MAINTENANCE		1,662.80
	01-409-236000	HOUSEHOLD SUPPLIES	453.70	
	01-430-236000	HOUSEHOLD SUPPLIES	144.75	
	01-430-236001	SAFETY EQUIPMENT/FIRST AID	204.00	
	01-454-250015	HOUSEHOLD SUPPLIES	860.35	
3371	06/03/2016	186 SAFETY KLEEN CORPORA		138.24
	01-437-250000	REPAIR & MAINTENANCE SUPPLIES	138.24	
3372	06/03/2016	3245 SHULTS FORD		1,857.00
	01-437-251000	VEHICLE PARTS	6.30	
	01-437-374000	REPAIR/MAINTENANCE/EQUIPMENT	120.00	
	01-437-251000	VEHICLE PARTS	644.54	
	01-437-251000	VEHICLE PARTS	-225.00	
	01-437-374000	REPAIR/MAINTENANCE/EQUIPMENT	394.39	
	01-410-251000	VEHICLE PARTS	90.00	
	01-410-251000	VEHICLE PARTS	45.99	
	01-410-251000	VEHICLE PARTS	780.78	
3373	06/03/2016	3361 SITTIG CORTESE & WRATCHER		8,508.91
	01-414-314001	LEGAL SERVICES	687.50	
	01-414-314001	LEGAL SERVICES	6,171.41	
	01-414-314001	LEGAL SERVICES	1,650.00	
3374	06/03/2016	3187 STALEY COMMUNICATION		894.80
	01-410-450002	RADIO EQUIPMENT MAINTENANCE	894.80	
3375	06/03/2016	103544 STAPLES ADVANTAGE		387.52
	01-401-210000	OFFICE SUPPLIES	52.33	
	01-401-210000	OFFICE SUPPLIES	44.84	
	01-410-210000	OFFICE SUPPLIES	7.04	
	01-410-210000	OFFICE SUPPLIES	283.31	
3376	06/03/2016	120309 TASER TRAINING ACADEMY		870.00

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		01-410-261000 AMMUNITION	435.00	
		01-410-261000 AMMUNITION	435.00	
3377	06/03/2016	3316 TELEPLEX INC		48.30
		01-430-321003 ANSWERING SERVICE CALLS	48.30	
3378	06/03/2016	119499 THOMAS H. AYOOB III&ASSOCIATES		2,730.00
		01-410-317100 CIVIL SERVICE/GENERAL	2,730.00	
3379	06/03/2016	844 TIFCO INDUSTRIES		106.77
		01-430-250000 REPAIR & MAINTENANCE SUPPLIES	106.77	
3380	06/03/2016	119462 T & M HARDWARE & RENTAL, INC.		405.11
		01-409-250000 REPAIR & MAINTENANCE SUPPLIES	16.19	
		01-454-250010 WEED CONTROL	8.99	
		01-430-370000 REPAIR/MAINTENANCE SERVICES	17.97	
		01-454-250000 REPAIR & MAINTENANCE SUPPLIES	39.49	
		01-433-250000 REPAIR/MAINTENANCE SUPPLIES	277.48	
		01-454-250000 REPAIR & MAINTENANCE SUPPLIES	44.99	
3381	06/03/2016	3318 TRAPUZZANOS UNIFORM		371.46
		01-410-200000 NEW UNIFORMS/POLICE	337.46	
		01-410-238004 UNIFORM REPLACEMENT/POLICE	34.00	
3382	06/03/2016	318 TRI STATE HOSE & SUP		66.75
		01-437-251000 VEHICLE PARTS	66.75	
3383	06/03/2016	325 UNIFIRST		431.75
		01-430-238000 UNIFORM RENTAL	122.75	
		01-430-450000 CONTRACTED SERVICES	27.30	
		01-409-450000 CONTRACTED SERVICES	27.30	
		01-430-238000 UNIFORM RENTAL	131.65	
		01-430-238000 UNIFORM RENTAL	122.75	
3384	06/03/2016	2080 UNITED LABORATORIES		125.00
		01-437-250000 REPAIR & MAINTENANCE SUPPLIES	308.58	
		01-437-250000 REPAIR & MAINTENANCE SUPPLIES	286.42	
		01-437-250000 REPAIR & MAINTENANCE SUPPLIES	-470.00	
3385	06/03/2016	1760 U.S. MUNICIPAL SUPPL		411.07
		01-433-266000 SIGN MATERIALS	411.07	
3386	06/03/2016	331 VECTOR SECURITY		147.90
		01-409-450000 CONTRACTED SERVICES	32.95	
		01-410-530002 CONTRIBUTION/FIRE POLICE UTIL	50.23	
		01-430-451000 MAINTENANCE CONTRACTS	64.72	
3387	06/03/2016	89 VERIZON		321.88
		01-410-321000 TELEPHONE	72.81	
		01-410-323000 VOICE GRADE TRANSMISSION SERV	249.07	
3388	06/03/2016	3162 VERIZON WIRELESS		591.67
		01-400-321000 TELEPHONE/INTERNET SVCS	240.06	
		01-401-321002 TELEPHONE/INTERNET	40.01	
		01-402-321002 TELEPHONE/INTERNET	40.01	

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	01-410-321003	CELLULAR PHONE-SCHOOL GUARDS	31.53	
	01-413-321002	CELLULAR PHONE	40.01	
	01-430-321002	CELLULAR PHONE	160.04	
	01-451-321002	CELLULAR PHONE	40.01	
3389	06/03/2016	120310 VMA		280.00
	01-410-461000	TRAINING	280.00	
3390	06/03/2016	413 WALSH EQUIPMENT INC.		426.96
	01-437-251000	VEHICLE PARTS	426.96	
3391	06/03/2016	99907 WASTE MANAGEMENT		1,258.67
	01-430-250000	REPAIR & MAINTENANCE SUPPLIES	155.00	
	01-430-250000	REPAIR & MAINTENANCE SUPPLIES	1,103.67	
3392	06/03/2016	343 WEST VIEW WATER AUTH		1,152.92
	01-454-366000	WATER	8.45	
	01-410-530002	CONTRIBUTION/FIRE POLICE UTIL	32.76	
	01-430-366000	WATER	1,111.71	
3393	06/03/2016	103289 WITMER PUBLIC SAFETY GRP, INC		1,702.18
	01-410-740001	VEHICLE PURCHASES NEW	33.33	
	01-410-740001	VEHICLE PURCHASES NEW	68.87	
	01-410-261000	AMMUNITION	1,599.98	
	CHECK RUN: 197	NUMBER OF CHECKS:	108	<u>237,991.99</u>
		NUMBER OF EPAYMENTS:	0	<u>0.00</u>
				<u>237,991.99</u>
		TOTAL NUMBER OF CHECKS:	108	237,991.99
		TOTAL NUMBER OF EPAYMENTS:	0	0.00
				<u><u>237,991.99</u></u>

TOWNSHIP OF ROSS

General Fund

Vendor Payments to be Ratified

**Checks 3283 to 3285
In the amount of \$169.00**

FY 2016

Ross Township

CHECK REGISTER FOR 5/18/2016 TO 5/25/2016 & CHECK NUMBERS 0 TO 2147483647
CASH ACCT 01-100-010400

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/NAME</u>		<u>CHECK AMT</u>
3283	05/18/2016	120061 PA DEPT OF HUMAN SERVICES		40.00
	01-453-240000	OPERATING SUPPLIES	40.00	
3284	05/24/2016	119415 COMMONWEALTH OF PA		65.00
	01-437-250000	REPAIR & MAINTENANCE SUPPLIES	65.00	
3285	05/25/2016	120061 PA DEPT OF HUMAN SERVICES		64.00
	01-453-240000	OPERATING SUPPLIES	64.00	
			TOTAL NUMBER OF CHECKS:	3
			TOTAL NUMBER OF EPAYMENTS:	0
				<u>169.00</u>
				<u>169.00</u>

TOWNSHIP OF ROSS

Sewer Account

**Vendor Payments to be Approved
for payment on June 6, 2016.**

**Checks 3080 to 3086
In the amount of \$56,655.57**

FY 2016

Ross Township

CHECK REGISTER FOR 6/6/2016 TO 6/6/2016 & CHECK NUMBERS 0 TO 2147483647
CASH ACCT 08-100-010400

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/NAME</u>		<u>CHECK AMT</u>
CHECK RUN: 196				
3080	06/06/2016	101461 ABSOLUTE EQUIPMENT		45.00
	08-429-250000	REPAIR & MAINTENANCE SUPPLIES	45.00	
3081	06/06/2016	2496 GATEWAY ENGINEERS		26,507.15
	08-430-310000	PROFESSIONAL SERVICES	5,237.95	
	08-430-310000	PROFESSIONAL SERVICES	1,105.75	
	08-430-450000	CONTRACTED SERVICES-CCTV	2,667.20	
	08-430-310000	PROFESSIONAL SERVICES	8,799.75	
	08-429-310002	PROFESSIONAL SERVICES/GIS	907.00	
	08-430-451100	SHALER-PINE CREEK	7,789.50	
3082	06/06/2016	30 GIRTYS RUN JOINT SE		3,558.75
	08-429-364001	GIRTYS RUN SEWER AUTHORITY	3,558.75	
3083	06/06/2016	113 HASTINGS COMPANY		38.98
	08-429-250000	REPAIR & MAINTENANCE SUPPLIES	38.98	
3084	06/06/2016	1359 STATE PIPE SERVICES		22,880.70
	08-430-370000	DEFICIENCY CORRECTIONS	22,880.70	
3085	06/06/2016	2907 USA BLUE BOOK		1,649.95
	08-429-250000	REPAIR & MAINTENANCE SUPPLIES	1,649.95	
3086	06/06/2016	343 WEST VIEW WATER AUTH		1,975.04
	08-402-450000	CONTRACTED SERVICES-BILLING	1,975.04	
CHECK RUN: 196			NUMBER OF CHECKS:	7
			NUMBER OF EPAYMENTS:	0
				<u>56,655.57</u>
			TOTAL NUMBER OF CHECKS:	7
			TOTAL NUMBER OF EPAYMENTS:	0
				<u><u>56,655.57</u></u>

TOWNSHIP OF ROSS

Capital Improvement

**Vendor Payments to be Approved
for payment on June 6, 2016.**

**Checks 4078 to 4084
In the amount of \$138,427.69**

FY 2016

Ross Township

CHECK REGISTER FOR 6/6/2016 TO 6/6/2016 & CHECK NUMBERS 0 TO 2147483647
CASH ACCT 19-100-000000

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>		<u>CHECK AMT</u>
CHECK RUN: 195				
4078	06/06/2016	100150 BARN		1,193.12
		19-454-370000 PARKS IMPROVEMENT PROJECTS	1,294.28	
		19-454-370000 PARKS IMPROVEMENT PROJECTS	-157.87	
		19-454-370000 PARKS IMPROVEMENT PROJECTS	56.71	
4079	06/06/2016	2241 DELL COMPUTER CORPOR		3,088.38
		19-410-500002 HARDWARE REPLACEMENT	1,544.19	
		19-410-500002 HARDWARE REPLACEMENT	1,544.19	
4080	06/06/2016	2496 GATEWAY ENGINEERS		15,235.94
		19-408-350000 ENGINEER	789.00	
		19-408-350002 ENGINEER - P.W. FACILITY	1,610.20	
		19-408-350002 ENGINEER - P.W. FACILITY	9,806.75	
		19-454-370000 PARKS IMPROVEMENT PROJECTS	1,876.24	
		19-454-370000 PARKS IMPROVEMENT PROJECTS	1,153.75	
4081	06/06/2016	120050 MASSARO		15,672.00
		19-414-352004 PROJECT MANAGER-P.W. FACILITY	15,672.00	
4082	06/06/2016	103570 PSX		550.00
		19-410-500003 CAMERA SYSTEM UPGRADES	550.00	
4083	06/06/2016	120303 SWEDE CONSTRUCTION CORP		91,290.25
		19-454-370000 PARKS IMPROVEMENT PROJECTS	91,290.25	
4084	06/06/2016	413 WALSH EQUIPMENT INC.		11,398.00
		19-430-500001 OTHER VEHICLES	11,398.00	
	CHECK RUN: 195		NUMBER OF CHECKS:	7
			NUMBER OF EPAYMENTS:	0
				138,427.69
				0.00
				138,427.69
			TOTAL NUMBER OF CHECKS:	7
			TOTAL NUMBER OF EPAYMENTS:	0
				138,427.69

TOWNSHIP OF ROSS

Escrow Payments

**Vendor Payments to be Approved
for payment on June 6, 2016.**

Check 5010

In the Amount of \$16,035.05

FY 2016

Ross Township

CHECK REGISTER FOR 6/6/2016 TO 6/6/2016 & CHECK NUMBERS 0 TO 2147483647
CASH ACCT 05-100-010003

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>		<u>CHECK AMT</u>
CHECK RUN: 194				
5010	06/06/2016	2496 GATEWAY ENGINEERS		16,035.05
		05-250-250124 LIMERICK LAND PARTNERS LP	3,492.45	
		05-250-250133 LRC NORTHWAY MALL ACQUISITIONS	4,784.80	
		05-250-250223 ESCROW ACCT - COWAN III (P-151)	520.00	
		05-250-250204 ESCROW ACCT - WG TOMKO (G-62)	246.00	
		05-250-250217 ESCROW ACCT-COSMO APARTMENTS SP14-2	2,895.30	
		05-250-250211 ESCROW ACCT - LRC-VERIZON (P-137)	1,928.50	
		05-250-250215 ESCROW ACCT-RIDGE AT HIGHLANDS P139	1,391.25	
		05-250-250202 ESCROW ACCT- LRC DEVELOPMENT(P-142)	46.50	
		05-250-250202 ESCROW ACCT- LRC DEVELOPMENT(P-142)	42.50	
		05-250-250202 ESCROW ACCT- LRC DEVELOPMENT(P-142)	272.75	
		05-250-250202 ESCROW ACCT- LRC DEVELOPMENT(P-142)	415.00	
	CHECK RUN: 194	NUMBER OF CHECKS:	1	<u>16,035.05</u>
		NUMBER OF EPAYMENTS:	0	<u>0.00</u>
				<u>16,035.05</u>
		TOTAL NUMBER OF CHECKS:	1	16,035.05
		TOTAL NUMBER OF EPAYMENTS:	0	0.00
				<u><u>16,035.05</u></u>

TOWNSHIP OF ROSS

Payroll Fund

**Payroll & Payroll Liabilities to be
Ratified for the period of May 2,
2016 through May 29, 2016**

**Checks 2358 through 2395
Direct Deposits 36618 to 36846,
And Wire Transfers 708 to 717
in the amount of \$515,428.04**

TOWNSHIP OF ROSS

Procurement Cards

For the Month of

April 2016

In the Amount of \$7,788.09

FNB CREDIT CARD ACTIVITY BY DEPARTMENT

Admin	ADOBE	4/11/2016	01-407-455000	15.89 ds
9371 #1	Penn Stater Conf Center	4/24/2016	01-402-460000	400.38 db
				416.27
9389 #2	Rico Restaurant	4/1/2016	01-401-460000	70.80 ds
	PPAP	4/4/2016	01-401-460000	9.00 ds
	EZ Pass	4/11/2016	01-410-337000	35.00 ds
	Kuhns	4/11/2016	01-401-460000	38.36 ds
	Dipietros Restaurant	4/11/2016	01-400-460000	114.96 ds
	Fedex	4/22/2016	01-401-325000	35.50 ds
	Dipietros Restaurant	4/22/2016	01-401-460000	64.80 ds
				368.42
7144 #3				0.00
Public Works				
7151	Stor a Way	4/3/2016	01-430-450000	108.00 mf
	Duhams	4/5/2016	01-451-247005	239.51 mf
	Harbor Freight	4/11/2016	01-430-250000	59.92 mf
	Bon Tool	4/14/2016	01-431-250000	34.50 mf
	Harbor Freight	4/15/2016	01-430-250000	14.98 mf
	Bon Tool	4/15/2016	01-430-250000	92.70 mf
	Bon Tool	4/15/2016	01-430-250000	-34.50 mf
	LB Water Service	4/27/2016	01-454-250000	280.75 mf
				795.86
Recreation				
9405 #1	Sams Club	4/18/2016	01-451-240000	21.47 ep
	Sams Club	4/22/2016	01-451-240000	215.20 ep
	Sams Club	4/22/2016	01-400-460000	101.96 ep
				338.63
9413 #2	Kuhns	4/13/2016	01-451-240000	42.79 ep
	Lowe's	4/19/2016	01-401-145000	529.00 ep
	Trader Joes	4/22/2016	01-451-210100	15.45 ep
	Giant Eagle	4/22/2016	01-451-210100	22.26 ep
				609.50
Police				
7169	EB 6th Annual Mid Atl	4/5/2016	01-410-461000	230.00 jl
	Credit Voucher	4/11/2016	01-410-461000	-230.00 jl
	Intuitive	4/12/2016	01-410-200011	1500.00 jl
	Intuitive	4/18/2016	01-410-200011	1500.00 jl
	Weedsb Taxi	4/18/2016	01-410-461000	28.98 jl
	RIO Bar and Grill	4/19/2016	01-410-461000	40.69 jl
	EB Command Presence	4/20/2016	01-410-461000	238 jl
	Four Queens Hotel	4/22/2016	01-410-461000	152.62 jl
	Pgh Airport Parking	4/22/2016	01-410-461000	32 jl
	John E Reid and Assoc	4/21/2016	01-410-461000	580.00 jl
	RIO Suites	4/21/2016	01-410-461000	344.96 jl
	Weedsb Taxi	4/21/2016	01-410-461000	38.45 jl
	Sammy Hagar	4/22/2016	01-410-461000	37.41 jl