

**TOWN OF McCANDLESS  
MINUTES – FINANCE and PERSONNEL COMMITTEE MEETING  
OCTOBER 10, 2016**

The meeting was called to order at 7:47 p.m. by Committee Chairwoman Powers, with the following in attendance: Council Members Zachary, Aufman, Mertz, Walkauskas, LeDonne and McKim. Others present: Town Attorney Ries, Town Manager Cordek, Zoning Officer Betty, Marie Haller, Administrative Assistant and citizens as per the sign-in sheet.

**VACANT PROPERTY APPLICATION  
MICHAEL and RHONDA BIELAWSKI  
VACANT PROPERTY (946-K-201)**

The Committee reviewed the application of Michael and Rhonda Bielawski to acquire vacant lots 946-K-201, adjacent to their property on Foxgrove Lane, under the Allegheny County Vacant Property Recovery Program as adopted by the Town.

Town Manager Cordek explained this program provides property owners with an opportunity to expand their property by submitting an application to participate in the Allegheny County Vacant Property Program. Regulations stipulate the vacant property must adjoin the applicant's property and upon approval it will be added back onto the tax roll which serves as a benefit to the community.

**INTERVIEWS  
PERSONNEL BOARD**

The Committee conducted interviews of three candidates for the Town's Personnel Board. Additional interviews will be held on October 17.

**NOTIFICATION – RESOLUTION  
GENERAL MUNICIPAL PENSION SYSTEM AID**

The Committee was notified that a resolution is required to be adopted to authorize the allocation of General Municipal Pension System Aid. The Town has received its 2016 allocation of General Municipal Pension System Aid that was calculated and paid pursuant to the Municipal Pension Plan Funding Standard and Recovery Act (Act 205 of 1984). Town Manager Cordek explained this resolution allocates funds to the Town's most significant obligation, the Police Pension Fund. He explained, if additional monies are received, funds would then be allocated to the Non-uniformed Pension Fund.

NOTIFICATION – RESOLUTION  
TOWN MEETING DATES (2017)

The Committee reviewed a resolution setting dates of various meetings of Town Council and Town boards, commissions and authorities for the 2017 calendar year.

The Committee discussed meeting agendas, minutes and the posting of supportive documentation on website in advance of all meetings. Councilmember Zachary suggested posting a brief summary immediately following meetings for those who are unable or choose to attend meetings which would enable them to oversee all business being conducted.

Town Attorney Ries will provide the Town with specific guidelines pertaining to the type and content of meeting information that may be posted on the website. Town Manager Cordek affirmed confidential and personal information would be redacted.

NOTIFICATION – RESOLUTION  
SIGNATORIES – DEFINED BENEFIT PENSION PLANS

The Committee was notified that a resolution should be scheduled to amend Resolution No. 4 of 2003 and repeal Resolution No. 25 of 2012, by naming signatories authorized to sign documents relative to the Town of McCandless Defined Benefit Pension Plans. It was noted this is a perfunctory resolution to update current authorized signatories.

NOTIFICATION – TERMS EXPIRING

The Committee was notified of terms expiring December 31, 2016 on Town Boards and Commissions. Committee Chairwoman Powers advised committee chairperson to contact the person serving to discuss their willingness to be reappointed and continue serving on the respective committee, board or authority.

The Committee further discussed whether term limits on appointment should be instituted. It was determined the Committee Chairs will contact individuals with expiring terms to determine their interest to continue serving in their current position. All positions will be posted on the website, applications will be accepted and interviews will be scheduled accordingly.

NOTIFICATION – RESOLUTION  
RECOGNIZING ROBERT J. FALL

The Committee was notified of a resolution recognizing Robert J. Fall for more than fourteen years of service as a member of the Town of McCandless Personnel Board.

NOTIFICATION – RESOLUTION  
RECOGNIZING JOHN W. MURTAGH

The Committee was notified of plans to recognize John W. Murtagh for nearly ten years of service as a member of the Northland Public Library Authority Board.

PUBLIC COMMENT

Rita Martin, 10585 Grubbs Road, stated it is very helpful to see draft resolutions in advance of meetings and expressed support in posting committee, board and authority positions to enlist new candidates.

Respectfully submitted,

A handwritten signature in black ink that reads "Marie A. Haller". The signature is written in a cursive style with a large initial "M".

Marie A. Haller, Administrative Assistant  
Manager's Office

TMC/mah