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July 21, 2022

VIA EMAIL ONLY
Robert A. Willig, Esq.
Senior Deputy Attorney General
1251 Waterfront Place
Mezzanine Level
Pittsburgh, Pennsylvania 15222

RE: Municipality of Monroeville Timber Regulations/Fees

Dear Mr. Willig:

In reply to your email message dated July 13, 2022, I offer the following:

As you are aware, on July 12, 2016, the Municipality of Monroeville adopted Ordinance No. 2653, which revised its timbering regulations to conform with the Pennsylvania ACRE legislation. The fees charged for a municipal timber harvesting permit are set forth in an annual "fee schedule ordinance" that is adopted at the end of each calendar year for the upcoming year. In early 2021, it was called to the Municipality's attention that the applicable Fee Ordinance for 2021 (Ordinance No. 2730 – attached) included on Page 9 in the Timber Harvesting section references to both Minor and Major Timber Harvesting, and included different fees for each variation, as well as references to additional "Miscellaneous Fees" for timbering.

Upon learning of this situation in early 2021, the Municipality on April 13, 2021 adopted Ordinance No. 2736 (attached), which was adopted to correct the previously adopted 2021 Fee Schedule. As you will note in Section 1 of Ordinance 2736, the entirety of the references to Timber Harvesting in Ordinance 2730 were deleted and replaced with a simple \$200.00 per parcel fee, with no provision for any additional or miscellaneous fees.

Unfortunately, when the 2022 Fee Ordinance was adopted (Ordinance No. 2754 – attached) at the end of 2021, the Municipality failed to take into account the amendment set forth in Ordinance 2736 from the prior year as it related to Timber Harvesting. To address this recurring error, the Municipality on March 18, 2022 adopted Ordinance 2758 (attached), which was adopted to amend the 2022 Fee Schedule in the same manner as Ordinance 2736 amended the 2021 Fee Schedule in 2021.

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Please be assured that these errors were inadvertent and clerical, likely caused by someone simply using the prior year fee template as a starting point for preparing the next year's fee schedule. Going forward, the Municipality pledges to correct the text of the 2023 Fee Schedule when it is adopted in December of 2022 to assure that the proper references to Timber Harvesting fees are apparent.

To confirm that the Municipality has not imposed any fees other than the \$200.00 per parcel fee, I researched the issuance of timber permits for 2021 and to date in 2022. A total of five (5) permits were issued. In 2021, four (4) permits were issued to the same property owner for four (4) different parcels. Each paid a fee of \$200.00. So far in 2022, one permit has been issued which involved two (2) parcels and the property owner was charged the \$200.00 fee for each.

Thank you for your courtesy in reaching out to me informally to resolve this situation.

Sincerely,

A large black rectangular redaction box covering the signature area of the letter.

cc: Municipal Manager
Mayor and Council
Municipal Engineer