

**MINUTES OF REGULAR SESSION OF COUNCIL  
WEDNESDAY, DECEMBER 12, 2018**

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Regular session of Borough Council convened at 7:35 pm. Present were Councilors Janice Matyasovsky, Tim Sloss, Mike Zrenchak, Jane Weigand, Mike Matlos, Chris Ponchak, and Melissa Morgan; Mayor Larry Sikorski; Solicitor Matt Racunas; and Engineer Don Glenn.

Mrs. Morgan said there were issues with speeding that were discussed at last month's meeting. The Police Chief is here, if anyone has any questions or concerns. There were none.

**PUBLIC COMMENTS.**

None.

**COMMITTEE REPORTS.**

**PROPERTY.** Mrs. Weigand, Chairman, reporting.

There was nothing to report; all was discussed at the caucus.

**POLICE.** Mr. Ponchak, Chairman, reporting.

Mr. Ponchak read Lieutenant Johnson's report on police equipment for the month of November as follows:

Vehicle mileage:

|               | BEGIN | END   | MILEAGE |
|---------------|-------|-------|---------|
| Unit #130     | 88241 | 89641 | 1400    |
| Unit #131     | 30925 | 31550 | 625     |
| Unit #132     | 57896 | 58518 | 645     |
| Total mileage |       |       | 2670    |

Vehicle Maintenance:

Unit 130

- None

Unit 131

- (4) winter tires

Unit 132

- None

Mr. Ponchak read Fire Chief Derr's report for the month of November, as follows:

Total calls: 14

|                          |   |
|--------------------------|---|
| Fires                    | 5 |
| Rescue & EMS             | 2 |
| Hazardous Condition      | 1 |
| Service Call             | 2 |
| Good Intent Call         | 1 |
| False Alarm / False Call | 3 |

SouthEast Regional EMS handled 26 calls for the month.

**LEGISLATION.** Mr. Ponchak, Chairman, reporting.

There was nothing to report.

**PARKS & RECREATION.** Mrs. Morgan, Chairman, reporting.

Mrs. Morgan thanked everyone who helped with the Christmas Event; it was fantastic.

Santa will be riding around on the Fire Truck on Saturday, December 15, starting at 5:00 pm, and treats will be distributed to the kids. If there is not enough room for the Fire Truck to fit, they will not be going down that street.

**HEALTH & ORDINANCE.** Mr. Sloss, Chairman, reporting.

We received invoices from the animal control officer. She has picked up four more cats, so the cat issue seems to be under control.

**LIGHTS.** Mr. Matlos, Chairman, reporting.

There were eight street lights out; six were repaired and two are pending.

**FINANCE.** Mrs. Matyasovsky, Chairman, reporting.

Mrs. Matyasovsky presented the Bills for Ratification, as follows:

|                                                                                                                |    |          |
|----------------------------------------------------------------------------------------------------------------|----|----------|
| Aflac – short-term disability [November]                                                                       | \$ | 60.90    |
| American Legal Services – police insurance [December]                                                          |    | 43.44    |
| Center Independent Oil (Double Car Wash) – police vehicles [October]                                           |    | 75.00    |
| Comm of PA – USTIF Capacity Fee [prorated, effective 11/8/99]                                                  |    | 790.29   |
| Comm of PA – USTIF Capacity Fee [6/21/17 – 10/29/18]                                                           |    | 88.83    |
| DeCecco, Denise – reimburse for car cleaning [broken hydraulic hose<br>on the borough truck was leaking fluid] |    | 12.00    |
| Deluxe Business Checks – deposit tickets [Sinking Fund]                                                        |    | 67.58    |
| Direct Energy – garage                                                                                         |    | 101.74   |
| Direct Energy – pump station                                                                                   |    | 169.02   |
| First Commonwealth Bank – loan payment [PW truck]                                                              |    | 1,301.99 |

|                                                                     |                    |
|---------------------------------------------------------------------|--------------------|
| First Commonwealth Bank – loan payment [2015 street paving]         | 3,686.14           |
| Marshall, Dennehey – legal costs through 10/31 [lawsuit]            | 102.00             |
| McKeesport, City of – prisoner detainment [October]                 | 25.00              |
| Kenny Ross Chevrolet – replace fuel filter [Chevy truck]            | 120.32             |
| PA American Water – consumption data                                | 66.04              |
| PA American Water – EMS                                             | 16.75              |
| PA American Water – garage                                          | 56.34              |
| PA American Water – Municipal Building                              | 81.34              |
| Petty Cash                                                          | 189.70             |
| Racunas Law Group, LLC – Solicitor fees [September]                 | 2,881.20           |
| Ricoh – copier maintenance                                          | 38.22              |
| SA Wrestling Boosters – program ad                                  | 50.00              |
| Sprint – mobile laptop                                              | 40.24              |
| TruGreen – lawn service [ball fields]                               | 698.78             |
| UPMC Health Plan – health insurance [December]                      | 2,733.60           |
| Ward Building & Highway Specialties – installation of guide rail    | 3,218.00           |
| WestComm Wireless – radio maintenance                               | 55.00              |
| Zrenchak Environmental Services – pump station inspection [October] | 420.00             |
| <b>TOTAL RATIFIED BILLS</b>                                         | <b>\$17,189.46</b> |

Mrs. Matyasovsky presented the list of bills, as follows:

|                                                                        |          |
|------------------------------------------------------------------------|----------|
| Aqua Filter Fresh – bottled water                                      | 22.17    |
| Barrier Protection – 2019 Monitoring Fee [alarm at Maintenance Garage] | 240.00   |
| Cargill – salt                                                         | 3,224.48 |
| Collura, Dave – wildlife control [November]                            | 140.00   |
| Comcast – phones / Internet                                            | 286.48   |
| Comcast – Internet [police office]                                     | 163.81   |
| CSX – annual Right-of-Way fee [pump station]                           | 125.00   |
| Direct Energy – EMS                                                    | 64.20    |
| Direct Energy – garage                                                 | 107.89   |
| Direct Energy – Municipal Building                                     | 322.91   |
| Direct Energy – pump station                                           | 161.68   |
| Duquesne Light – street lights                                         | 3,176.61 |
| Flynn's Tire – tires [unmarked car and Chevy truck]                    | 1,576.28 |
| Glenn Engineering – general engineering                                | 350.00   |
| Glenn Engineering – sewage                                             | 150.00   |
| Groff Tractor – handle and latch [backhoe]                             | 37.00    |
| Home Depot – misc supplies and decorations                             | 103.04   |
| MCI – long distance                                                    | 28.33    |
| Napa Auto Parts – parts [Ford truck]                                   | 359.04   |
| O'Reilly – supplies [Street Dept vehicles]                             | 78.06    |
| Office Depot – copy paper / ink / forms                                | 154.67   |
| Orkin – sewers                                                         | 207.92   |
| PA American Water – fire hydrants                                      | 1,097.18 |

|                                                                  |           |
|------------------------------------------------------------------|-----------|
| PA American Water – 3 <sup>rd</sup> quarter sewage               | 94,596.60 |
| PA One Call – notices                                            | 41.21     |
| Paul’s Auto Service – service on police vehicles                 | 117.90    |
| Peoples Gas – EMS                                                | 117.51    |
| Peoples Gas – garage                                             | 133.60    |
| Peoples Gas – Municipal Building                                 | 233.31    |
| PA State Assoc of Boroughs (PSAB) – 2019 dues                    | 506.00    |
| RA Foster & Son – janitor supplies                               | 32.85     |
| RC Walter – parts [Ford spreader]                                | 17.69     |
| Real Stats – service for 2019                                    | 630.00    |
| Ricoh – copier lease                                             | 114.95    |
| Slack Overhead Doors – service garage door and opener [EMS Bldg] | 250.00    |
| Sprint – cell phones                                             | 89.52     |
| TruGreen – lawn service [ball fields]                            | 463.37    |
| Volunteer Firemen’s Assn – semi-annual payment                   | 36,250.00 |
| Zrenchak Environmental Services – pump station inspection [Nov]  | 350.00    |

**TOTAL BILLS** **146,121.26**

Mr. Ponchak made a motion to accept the ratified bills and to pay the list of bills. The motion was seconded by Mrs. Weigand and passed, with Mr. Zrenchak abstaining on the bills from Zrenchak Environmental Services.

The receipts for the month of November are as follows:

**GENERAL FUND**

|                                               |           |
|-----------------------------------------------|-----------|
| Real Estate Tax – Aquilante                   | 2,088.24  |
| Fire Tax – Aquilante                          | 298.32    |
| Delinquent Real Estate Tax – Keystone         | 1,913.30  |
| Act 77 Tax Refund                             | 7,692.17  |
| Real Estate Transfer Tax                      | 208.25    |
| Earned Income Tax – Keystone                  | 27,839.73 |
| Local Services Tax                            | 950.45    |
| Zoning/Building Permits                       | 130.00    |
| Zoning/Occupancy Permits                      | 90.00     |
| Dye Test Permits                              | 50.00     |
| Police Fines                                  | 414.94    |
| No Lien Letters                               | 40.00     |
| Reimburse for Snow Removal – Allegheny County | 848.04    |
| Cable TV – Comcast                            | 13,412.24 |

**TOTAL RECEIPTS FOR THE MONTH** **\$ 55,975.68**

**GENERAL FUND**

**REGISTER BALANCE** **\$ 15,416.20**

**GENERAL FUND SAVINGS**

Interest 151.07

**REGISTER BALANCE** **525,304.79**

**SEWER FUND**

Customer Payments 74,414.80

**REGISTER BALANCE** **\$ 80,206.54**

**HIGHWAY AID FUND**

Interest 10.21

**REGISTER BALANCE** **\$ 33,919.38**

**SINKING FUND [2018 NOTE]**

Surcharge 12,004.78

**REGISTER BALANCE** **\$ 60,861.95**

Mrs. Matyasovsky presented the 2019 proposed budgets, as follows:

- a. General Fund: \$ 1,081,750
- b. Sewer Fund: \$ 540,000
- c. Highway Fund: \$ 85,090
- d. Sinking Fund: \$ 1,169,311

Mrs. Weigand made a motion to adopt the 2019 proposed budgets, and to advertise and post for public inspection for 10 days. The motion was seconded by Mr. Ponchak and passed unanimously. Mrs. Matyasovsky said the proposed General Fund budget does not include a tax increase. The millage will remain at 8 mills, with 7 mills for general purposes and 1 mill for appropriations to the Fire Department.

Mrs. Matyasovsky presented Resolution No. 2018-12, appointing Robert J. Tomasic, CPA to make an independent examination of the accounting records for the fiscal year 2018, and to perform other duties and exercise such other powers as conferred by statute. Mr. Ponchak made a motion to adopt the resolution. The motion was seconded by Mr. Zrenchak and passed unanimously.

**PERSONNEL.** Mrs. Matyasovsky, Chairman, reporting.

There was nothing to report.

**STREETS & SEWERS.** Mr. Zrenchak, Chairman, reporting.

They are moving along quite efficiently with the sewer system repairs. They are doing pipe bursting, general excavation for repairs, and raising manholes. The next items they will be moving onto are the spot repairs and the manhole-to-manhole linings. It is a slow process, but it needs to be done. Three Applications and Certificates for Payment from State Pipe were received, as follows:

| <i>Type</i>                   | <i>Amount Requested</i> |
|-------------------------------|-------------------------|
| #1 Conventional Excavation    | \$ 69,750               |
| #3 Pipe Bursting              | \$ 39,420               |
| #4 Alt Manhole Rehabilitation | \$ 1,800                |

Mr. Ponchak made a motion to approve the payments, pending approval from the inspector. The motion was seconded by Mrs. Matyasovsky and passed unanimously.

**MAYOR SIKORSKI'S REPORT.**

Mr. Sikorski highlighted the following police activity from the November report:

|                             |    |     |
|-----------------------------|----|-----|
| Total Call Activity         |    | 104 |
| Calls for Service           | 18 |     |
| Domestic Complaints         | 3  |     |
| Suspicious Persons/Vehicles | 2  |     |
| Alarms                      | 1  |     |
| Assaults                    | 2  |     |
| Traffic Violations          | 10 |     |
| Traffic Citations Issued    |    | 10  |

The fines collected for the month were \$414.94.

**SOLICITOR RACUNAS'S REPORT.**

There was nothing to report.

**ENGINEER GLENN'S REPORT.**

All items were discussed at the Work Session.

Mr. Glenn called for a motion to advertise for the Street Paving Project through a CITF grant, and the Tot Lot through a GTRP grant. Mr. Zrenchak made a motion to authorize advertisement of both projects. The motion was seconded by Mr. Matlos and passed unanimously.

There was no New Business, Old Business, or Correspondence.

Mrs. Morgan said they will continue with the second Wednesdays for the 2019 meetings; Work Sessions at 6:00 pm and Regular Sessions at 7:30 pm.

Mr. Matlos made a motion to accept the typed minutes from the Regular Session on November 14, 2018. The motion was seconded by Mr. Sloss and passed unanimously.

The next meeting date is Wednesday, January 9, 2019; Work Session at 6:00 pm and Regular Session at 7:30 pm.

Mrs. Morgan said they are not going to adjourn tonight. Mr. Matlos made a motion to continue this meeting on Thursday, December 27, 2018 at 6:00 pm. The motion was seconded by Mr. Ponchak and passed unanimously.

The above borough business concluded at 7:50 pm.

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The continuation of the December 12, 2018 meeting started at 6:05 pm on Thursday, December 27, 2018. Present were Councilors Janice Matyasovsky, Tim Sloss, Mike Zrenchak, Jane Weigand, Mike Matlos, Chris Ponchak, and Melissa Morgan; and Mayor Larry Sikorski.

Mrs. Matyasovsky presented the 2019 budgets, as follows:

- a. General Fund: \$ 1,081,750
- b. Sewer Fund: \$ 540,000
- c. Highway Fund: \$ 85,090
- d. Sinking Fund: \$ 1,169,311

Mrs. Matyasovsky made a motion to adopt the 2019 budgets. The motion was seconded by Mrs. Morgan and passed unanimously.

Mr. Matlos made a motion to accept the Worker's Comp renewal in the amount of \$ 38,695 and the Municipal Liability renewal in the amount of \$2,686. The motion was seconded by Mr. Sloss and passed unanimously.

Mrs. Matyasovsky made a motion to advertise an ordinance setting the tax rate for 2019 at 8 mills, with 7 mills for general purposes and 1 mill for appropriations to the Fire Department. The motion was seconded by Mrs. Weigand and passed unanimously.

Mrs. Matyasovsky made a motion to advertise an ordinance setting the sewage rates for 2019 at \$11.50 per thousand gallons (or any part thereof), \$151.20 flat rate for unmetered users, and \$15 per quarter surcharge for all users. The motion was seconded by Mr. Zrenchak and passed unanimously.

Mr. Sloss said council had discussed purchasing GPS devices for the police vehicles, as a safety measure. Mr. Ponchak and Mr. Zrenchak said if they purchase the devices, the Public Works vehicles should be included. Mrs. Morgan asked how many devices that would be; Mr. Sloss said six – three for the police vehicles and three for the Public Works vehicles. Mr. Sloss had received an estimate of \$50 per device, and an \$18 per month fee for each device. If they are purchased before the end of the year, there would be a \$50 gift card given for each device, which basically gets them at no cost. Mr. Sloss made a motion to purchase and install the GPS devices for all six vehicles. After some discussion, council decided they need to research and further discuss the issue before installing the devices, so there was not a second to the motion.

A motion to adjourn was made by Mrs. Matyasovsky, seconded by Mrs. Weigand. All were in favor and the meeting adjourned at 6:20 pm.

Respectfully submitted,

Debra L. Helderlein  
Borough Secretary