

**MINUTES OF REGULAR SESSION OF COUNCIL
WEDNESDAY, SEPTEMBER 13, 2017**

~~~~~

Regular session of Borough Council convened at 7:30 pm. Present were Councilors Chris Gretz, Melissa Morgan, Chris Ponchak, Tim Sloss, Janice Matyasovsky, and Larry Sikorski; Mayor Jane Weigand; Solicitor Matt Racunas; and Engineer Don Glenn.

**PUBLIC COMMENTS.**

**Christine Peterson, 2725 B Street**, provided an update on the Community Yard Sale. There are 69 houses registered, on 27 streets. She advertised the event in various outlets, and has a Facebook page for it. Mr. Sloss offered to help Mrs. Peterson put up the signs, and custodian Bill Wall offered to open the Municipal Building before 8:00 am so that Mrs. Peterson can set up a table outside to distribution the maps. Mrs. Peterson said that good weather is expected, so it should be a nice day for it.

**Pat Pierce, 313 Scene Ridge Road**, said she had complained about her neighbor's dogs at a prior meeting; what is council doing about it? The neighbor has four dogs, and our ordinance states that not more than two pets are allowed. Code Enforcement Officer Mike Bogdan was in attendance, and said that he has checked on that complaint several times, and the dogs were not barking and the owner is keeping the yard clean. The owner said she will get rid of two of the dogs, if Mrs. Pierce makes a formal complaint. Mr. Bogdan said he is trying to be compassionate and not ask someone to get rid of two of their dogs. Mrs. Matyasovsky asked why Mrs. Pierce has to make a formal complaint; if the ordinance states two dogs, they should have to get rid of the other two. Mr. Bogdan said that half the people in the borough have more than two pets, and he would have to go to each door to comply with the ordinance. Mr. Gretz said he agrees with Mr. Bogdan. Mr. Racunas said that if the complaint is a nuisance/noise issue, focus on that instead of the number of dogs. Mr. Bogdan said the ordinance only applies to 30 minutes or more of continuous barking; he has been there numerous times and there were no violations. Lt. Johnson was in the audience and told Mrs. Pierce to call 9-1-1, and the police will come out.

**COMMITTEE REPORTS.**

**PROPERTY.** Mr. Gretz, Chairman, reporting.

All items were covered at the Work Session.

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

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

Vehicle mileage:

|               | BEGIN | END   | MILEAGE |
|---------------|-------|-------|---------|
| Unit #130     | 66690 | 68232 | 1542    |
| Unit #131     | 17400 | 17818 | 418     |
| Unit #132     | 47196 | 48721 | 1525    |
| Total mileage |       |       | 3485    |

Vehicle Maintenance:

Unit 130

- 4 tires; replaced driver's side front wheel bearing; alignment; replaced damaged tire sidewall; repair flat

Unit 131

- None

Unit 132

- Rear brakes; oil change

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

Total calls: 15

|                     |   |
|---------------------|---|
| Fires               | 3 |
| Rescue and EMS      | 4 |
| Hazardous Condition | 5 |
| Service Call        | 1 |
| Good Intent Call    | 1 |
| False Alarm/Call    | 1 |

Mr. Sikorski said there are still several streets where the fire trucks cannot get through. We have an ordinance that lists the streets where there are yellow "no parking" lines. If you see that an area is limited, please do not park there. To pass further ordinances is costly, and whatever side is declared as "no parking" will have the people on that side upset.

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

There was nothing to report.

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

The Firemen's Fall Festival will be held Friday and Saturday from 5:00 pm to 10:00 pm. Please come out and support them.

The Community Yard Sale will be held Saturday.

Halloween will take place on October 31 from 6:00 pm – 8:00 pm. Line-up for the parade will be at 5:15 pm at Scene Ridge and River Ridge, and the parade will commence at 5:30 pm.

**HEALTH & ORDINANCE.** Mrs. Matyasovsky, Chairman, reporting.

The new Code of Ordinances books were received on August 18, 2017. Three books were included per the agreement with General Code. Mr. Sikorski and Mr. Bogdan each have a book and the third one must be left in the office at all times as a certified copy. Once adopted on October 11, 2017, the Code will be available online through a link on our Website. The updated books have been in the making for nineteen years.

**LIGHTS.** Mr. Sikorski, Chairman, reporting.

The Lieutenant has sent several outages in numerous times, including two in a row going down the hill to Glenn Avenue.

**FINANCE.** Mrs. Matyasovsky reporting.

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

|                                                                   |                     |
|-------------------------------------------------------------------|---------------------|
| American Legal Services – police insurance [September]            | \$ 43.44            |
| Am Trust North America – Worker's Comp insurance                  | 3,916.60            |
| Center Independent Oil (Double Car Wash) – police vehicles [July] | 34.37               |
| Comcast – Internet/telephones                                     | 283.76              |
| First Commonwealth Bank – loan payment [PW truck]                 | 1,301.99            |
| First Commonwealth Bank – loan payment [2015 street paving]       | 3,686.14            |
| Gaydos-Behanna Kennel – animal control [July]                     | 900.00              |
| Liberty Boro Auto Sales – oil change/replace rear brakes [Tahoe]  | 187.49              |
| MCI – long distance                                               | 28.86               |
| McKeesport, City of – prisoner detainment [July]                  | 50.00               |
| Mr. John – 1 @ Latrobe Park [8/18/17 – 9/14/17]                   | 118.00              |
| Mr. John – 2 @ Manor Park [8/18/17 – 9/14/17]                     | 236.00              |
| Orkin – sewers                                                    | 207.92              |
| PA American Water – EMS                                           | 16.11               |
| PA American Water – garage                                        | 105.18              |
| PA American Water – Municipal Building                            | 31.98               |
| Petty Cash                                                        | 121.65              |
| Racunas Law Group, LLC – Solicitor fees [July]                    | 2,310.00            |
| Ricoh – copier maintenance                                        | 38.22               |
| S & D Calibration – Acutrak certification                         | 26.00               |
| SA Football Boosters – ad                                         | 50.00               |
| Schell Electric – replace all emergency lights and exit signs     | 1,212.00            |
| Sprint – mobile laptop                                            | 40.24               |
| UPMC Health Plan – health insurance [September]                   | 2,261.39            |
| Verizon – garage                                                  | 51.69               |
| WestComm Wireless – police radios                                 | 55.00               |
| <b>TOTAL RATIFIED BILLS</b>                                       | <b>\$ 17,314.03</b> |

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

|                                                                              |            |
|------------------------------------------------------------------------------|------------|
| Aqua Filter Fresh – bottled water                                            | \$ 9.63    |
| Collura, Dave – wildlife control [August]                                    | 140.00     |
| Comcast – phones/Internet                                                    | 283.76     |
| Comcast – Internet [police office]                                           | 123.81     |
| Direct Energy – EMS                                                          | 62.97      |
| Direct Energy – garage                                                       | 89.60      |
| Direct Energy – Municipal Building                                           | 399.99     |
| Direct Energy – pump station                                                 | 113.54     |
| Duquesne Light – street lights                                               | 3,177.36   |
| EJ USA, Inc – lids for sanitary sewers [Marcella / Owens]                    | 672.94     |
| EMC Insurance – deductible [claim # 1313666]                                 | 2,500.00   |
| General Code – remaining balance [Code of Ordinances]                        | 1,133.70   |
| Glenn Engineering – engineering                                              | 1,090.00   |
| Glenn Engineering – Act 537                                                  | 305.00     |
| Glenn Engineering – MS4s                                                     | 1,680.00   |
| Glenn Engineering – PennVest                                                 | 545.00     |
| Glenn Engineering – sewage                                                   | 1,100.00   |
| Johnny's Glass Service – repair broken window                                | 154.30     |
| Liberty Boro Auto Sales – inspection/emission/brake pads [Colorado]          | 173.03     |
| Lico – trash can liners                                                      | 70.40      |
| Marshall, Dennehey – legal costs through 7/31 [lawsuit]                      | 204.00     |
| Municipal Authority, City of McKeesport – 2nd quarter sewage                 | 120,372.00 |
| PA American Water – consumption data                                         | 64.45      |
| PA American Water – fire hydrants                                            | 1,173.57   |
| PA Municipal Retirement System – Police Pension [3 <sup>rd</sup> qtr]        | 1,040.00   |
| PA Municipal Retirement System – Non-Uniformed Pension [3 <sup>rd</sup> qtr] | 2,340.00   |
| PA One Call – notices                                                        | 13.97      |
| Paul's Auto Service – 9/5 statement [police vehicles]                        | 1,119.27   |
| Peoples Gas – EMS                                                            | 21.14      |
| Peoples Gas – garage                                                         | 20.42      |
| Peoples Gas – Municipal Building                                             | 21.87      |
| Ricoh – copier lease                                                         | 114.95     |
| RR Donnelley – traffic citations                                             | 17.50      |
| Russell Standard – cold patch                                                | 177.76     |
| Sam's Club – annual membership fee                                           | 45.00      |
| Sherwin-Williams – paint for street markings                                 | 164.14     |
| Sherwin-Williams – paint for street markings                                 | 684.90     |
| Sprint – cell phones                                                         | 126.41     |
| Steel City Mower and Plow – weedwacker parts                                 | 78.49      |
| TEC Benefits – benefits admin [October]                                      | 30.00      |
| Thir Heating and Cooling – A/C service call                                  | 588.00     |
| Valley Mirror – ad [ordinance for codification]                              | 85.00      |
| WC Weil – pump for pump station                                              | 768.75     |
| Zrenchak Environmental Services – pump station inspection [August]           | 455.00     |

**TOTAL BILLS** **\$143,551.62**

Mr. Ponchak made a motion to accept the ratified bills and the list of bills. The motion was seconded by Mrs. Morgan and passed unanimously.

The receipts for the month of August are as follows:

**GENERAL FUND**

|                                       |           |
|---------------------------------------|-----------|
| Real Estate Tax – Aquilante           | 13,782.70 |
| Fire Tax – Aquilante                  | 2,432.24  |
| Delinquent Real Estate Tax – Keystone | 2,798.94  |
| Act 77 Tax Refund                     | 6,476.77  |
| Real Estate Transfer Tax              | 1,960.19  |
| Earned Income Tax – Keystone          | 21,820.21 |
| Local Services Tax                    | 1,761.77  |
| Mechanical Devices                    | 500.00    |
| Zoning/Building Permits               | 195.00    |
| Zoning/Occupancy Permits              | 30.00     |
| Street Opening Permits                | 155.00    |
| Dye Test Permits                      | 50.00     |
| Police Fines                          | 292.63    |
| No Lien Letters                       | 45.00     |
| Reimburse Electric – ETA EMS          | 95.23     |
| Annual Dividend – EMC Insurance       | 573.91    |
| Police Reports                        | 15.00     |
| Cable TV – Comcast                    | 14,660.81 |

**TOTAL RECEIPTS FOR THE MONTH** **\$ 67,645.40**

**GENERAL FUND**

**REGISTER BALANCE** **\$ 76,491.86**

**GENERAL FUND SAVINGS**

Interest 36.59

**REGISTER BALANCE** **430,797.00**

**SEWER FUND**

|                                                           |                      |
|-----------------------------------------------------------|----------------------|
| Customer Payments                                         | 122,772.54           |
| Surcharge                                                 | 14,603.39            |
| Refund Overpayment – Verizon [final bill at pump station] | 29.99                |
| Refund Service Charge - bank error                        | 50.00                |
| <b>REGISTER BALANCE</b>                                   | <b>\$ 126,100.02</b> |

**HIGHWAY AID FUND**

|                         |                     |
|-------------------------|---------------------|
| Interest                | .76                 |
| <b>REGISTER BALANCE</b> | <b>\$ 43,306.17</b> |

Mr. Ponchak made a motion to accept the 2018 Minimum Municipal Obligation (MMO) for each pension plan. The motion was seconded by Mr. Gretz and passed unanimously.

Mrs. Morgan made a motion to accept the 2018 Option Year on the garbage contract with Waste Management. The current rate is \$11.50/month (\$34.50/quarter) and the 2018 rate will be \$11.85/month (\$35.55/quarter). The motion was seconded by Mr. Ponchak and passed unanimously.

Mr. Sloss made a motion to pay additional Tax Collector expenses in the amount of \$275 to Larry Ratvasky for transfer of files to the new computer and the 2017 database upload. The motion was seconded by Mr. Ponchak and passed unanimously.

The EMS will be holding a flu shot clinic on Saturday, October 21 at the Municipal Building. The merger with Elizabeth Township EMS and Jefferson Hills EMS has been approved. The Director will come out to explain.

**PERSONNEL.**

There was nothing to report in absence of Mrs. McClelland.

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

All items were covered at the Work Session.

**MAYOR WEIGAND’S REPORT.**

Mrs. Weigand highlighted the following police activity from the August report:

|                           |     |
|---------------------------|-----|
| Total Call Activity       | 160 |
| Calls for Service         | 30  |
| Traffic Related Incidents | 29  |
| Summary of Arrests        | 18  |

|                              |    |
|------------------------------|----|
| Traffic Citations Issued     | 12 |
| Non-Traffic Citations Issued | 4  |
| Assist Other Departments     | 13 |
| Assist By Other Departments  | 9  |

Mrs. Weigand asked that everyone come out and support the Firemen at the Festival this weekend, and thanked everyone that helps out.

Mr. Sikorski said there was a break-in at the Drug Store and the individual also broke a window at the Municipal Building, but was caught before getting in. Mr. Sikorski had to attend the hearing, and said we will probably not be reimbursed for the cost of getting the window repaired.

**SOLICITOR RACUNAS'S REPORT.**

Mr. Racunas said that Liberty residents Robert and Linda Jerome, 3700 Liberty Way, desire to tap-in to the sewage system, and have to go through Lincoln's line because of the location. Lincoln has provided an agreement between Robert and Linda Jerome, Lincoln Borough, and Liberty Borough, for the tap-in. Mr. Gretz made a motion to accept the agreement. The motion was seconded by Mrs. Matyasovsky, and passed unanimously.

Mr. Racunas presented a Concurring Resolution for a CDBG application for the B Street Storm Sewer Repairs, in the amount of \$37,700. Mrs. Matyasovsky made a motion to adopt the resolution. The motion was seconded by Mr. Sloss and passed unanimously.

**ENGINEER GLENN'S REPORT.**

Mr. Glenn called for a motion to accept the proposal from Urban Construction, the lowest responsible bidder, in the amount of \$9,800 to replace the storm line and headwall at 1027 Glenn Avenue. Mr. Gretz made a motion to accept the proposal. The motion was seconded by Mr. Ponchak and passed unanimously.

Mr. Glenn called for a motion to accept the proposal from McKee Asphalt, the lowest responsible bidder, in the amount of \$5,310 to perform the paving restoration on Glenn Avenue. The paving will be put on hold until the embankment restoration is completed. Mr. Gretz made a motion to accept the proposal. The motion was seconded by Mr. Ponchak and passed unanimously.

Mr. Glenn called for a motion to reject the proposal from Lawson Excavating, the only bidder, in the amount of \$21,690 for the embankment restoration on Glenn Avenue. Mr. Gretz made a motion to reject the proposal. The motion was seconded by Mrs. Matyasovsky and passed unanimously.

Mr. Glenn called for a motion to seek new RFPs for the embankment restoration on Glenn Avenue. Mr. Ponchak made a motion to seek new RFPs. The motion was seconded by Mr. Sloss and passed unanimously.

Mr. Glenn called for a motion to accept PennDOT's Agility Work Plan, under the Agility Program. This will provide for an exchange of services in which PennDOT will tar and chip Liberty Way next spring. Mr. Sloss made a motion to accept the Plan. The motion was seconded by Mrs. Matyasovsky and passed unanimously.

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

Mrs. Matyasovsky made a motion to accept the typed minutes from the Regular Session on August 9, 2017. The motion was seconded by Mrs. Morgan and passed unanimously.

Mr. Sikorski announced the next meeting date and times: Wednesday, October 11, 2017, with the Work Session at 6:00 pm, and the Regular Session at 7:30 pm.

A motion to adjourn was made by Mrs. Matyasovsky and seconded by Mrs. Morgan. All were in favor and the meeting adjourned at 7:55 pm.

Respectfully submitted,

Debra L. Helderlein  
Borough Secretary