

**MINUTES OF REGULAR SESSION OF COUNCIL  
WEDNESDAY, December 11, 2019**

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Regular session of Borough Council convened at 7:38 pm. Present were Councilors Janice Matyasovsky, Tim Sloss, Mike Zrenchak, Jane Weigand, Mike Matlos, Melissa Morgan, and Chris Ponchak; Mayor Larry Sikorski; Solicitor Matt Racunas; and Engineer Don Glenn.

**PUBLIC COMMENTS.**

**Debbie Huston, 3216 Jeffrey Drive**, asked about the property at 3214 Jeffrey Drive and what was happening with it. Mr. Racunas said he does not know and does not have information since it's in the hands of the delinquent tax collector. He said that he sends them an email every month to see what the status is and does not receive any information in return. He apologized and stated that he would reach out to them and try to find out any information that he can. Ms. Huston asked if the people that are buying the home are responsible for the back taxes, Mr. Racunas said yes.

**COMMITTEE REPORTS.**

**PROPERTY.** Mrs. Weigand reporting.

There was nothing to report.

**POLICE.** Mr. Ponchak reporting.

Mr. Ponchak called for a motion to place Officer Nick Caito as Lieutenant and Officer Don Harrison as Sergeant for the police department. The motion was made by Mrs. Weigand, seconded by Mr. Matlos and passed unanimously.

Mr. Ponchak called for a motion to terminate employee 1303 effective immediately. Mr. Matlos made the motion, seconded by Mr. Sloss and passed unanimously.

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

Vehicle mileage:

|           | BEGIN | END   | MILEAGE |
|-----------|-------|-------|---------|
| Unit #130 | 1184  | 2889  | 1705    |
| Unit #131 | 41700 | 42400 | 700     |
| Unit #132 | 74932 | 75089 | 157     |

|               |      |
|---------------|------|
| Total mileage | 2562 |
|---------------|------|

Vehicle Maintenance:

- Unit 130
  - No Report
- Unit 131
  - No Report
- Unit 132
  - No Report

Mr. Ponchak stated that there was no fire report for this month.

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

There was nothing to report.

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

Mrs. Morgan made a motion to donate \$50.00 to the South Allegheny High School Boys Basketball team. The motion was seconded by Mr. Ponchak and passed unanimously.

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

Mr. Sloss said that he will be contacting Gaydos-Behanna Kennels on renewing the contracts for animal control.

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

There was nothing to report.

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

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

|                                                                |          |
|----------------------------------------------------------------|----------|
| Aflac – short-term disability [November]                       | \$ 40.60 |
| American Legal Services – police insurance [December]          | 50.68    |
| Auto Zone – speakers for Ford                                  | 34.99    |
| Center Independent Oil [Double Car Wash]–police vehicles [Oct] | 54.58    |
| CNH Capital – parts for backhoe                                | 1,813.96 |
| Comcast – internet and phones                                  | 291.29   |

|                                                                 |                    |
|-----------------------------------------------------------------|--------------------|
| Comm of PA – PennVest loan payment                              | 5,643.28           |
| Direct Energy – EMS                                             | 19.35              |
| Direct Energy – garage                                          | 39.71              |
| Direct Energy – municipal building                              | 203.78             |
| Direct Energy – pump station                                    | 46.81              |
| First Commonwealth Bank – loan payment [PW truck]               | 1,301.99           |
| First Commonwealth Bank – loan payment [2015 street paving]     | 3,686.14           |
| Keystone Municipal Collections – 20 civil complaints            | 2,411.20           |
| Liberty Boro Auto Sales – oil change/snow tires [unmarked]      | 115.11             |
| Orkin – sewers                                                  | 207.92             |
| PA American Water – consumption                                 | 67.05              |
| PA American Water – EMS                                         | 17.07              |
| PA American Water – garage                                      | 65.54              |
| PA American Water – Municipal Building                          | 74.51              |
| Partyka Plumbing – new hot water tank                           | 875.00             |
| Ricoh – copier maintenance                                      | 38.22              |
| Sprint – mobile laptop                                          | 40.24              |
| Steel Rivers COG – November dinner                              | 17.38              |
| Steel Rivers COG – December dinner [6 attending]                | 270.00             |
| Stone & Co. – inlet                                             | 100.00             |
| UPMC Health Plan – health insurance [December]                  | 2,376.54           |
| Verizon – garage                                                | 54.25              |
| WestComm Wireless – radio maintenance [12/1/19 – 1/1/20]        | 55.00              |
| Zrenchak Environmental Services – pump station inspection [Oct] | 420.00             |
| <b>TOTAL RATIFIED BILLS</b>                                     | <b>\$20,432.19</b> |

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

|                                                                   |           |
|-------------------------------------------------------------------|-----------|
| Allegheny League of Municipalities – annual dues 2020             | \$ 420.00 |
| Aqua Filter Fresh – bottled water                                 | 57.97     |
| Center Independent Energy [Double Car Wash] police vehicles [Nov] | 30.00     |
| Cher-Ban Tire Service – snow tires for police Tahoe               | 886.36    |
| Dave Collura – wildlife control                                   | 175.00    |
| CSX Transportation – annual fee 2020                              | 650.00    |
| Duquesne Light – street lights                                    | 3,179.08  |
| Duquesne Light – EMS                                              | 37.53     |
| Duquesne Light – garage                                           | 51.40     |
| Duquesne Light – Municipal Building                               | 79.76     |
| Elizabeth Electric Supply Co – supplies for garage                | 88.80     |
| Glenn Engineering – general engineering                           | 1,369.10  |
| Glenn Engineering – Act 537                                       | 80.00     |
| Glenn Engineering – sewage                                        | 1,170.00  |
| Home Depot – maintenance supplies                                 | 112.43    |
| Lico Inc. – janitor supplies for garage                           | 62.20     |

|                                                             |           |
|-------------------------------------------------------------|-----------|
| MCI – long distance                                         | 31.15     |
| Mon Valley Independent – legal ads                          | 344.00    |
| Napa Auto Parts – parts for spreader [Ford]                 | 270.79    |
| O’Reilly Auto Parts – parts/supplies for Colorado           | 140.30    |
| Office Depot – office/police supplies                       | 243.74    |
| PA American Water – bulk sewer                              | 89,685.96 |
| PA American Water – fire hydrants                           | 1,097.18  |
| PA One Call – notices                                       | 13.26     |
| Peoples Gas – EMS                                           | 121.73    |
| Peoples Gas – garage                                        | 131.29    |
| Peoples Gas – Municipal Building                            | 210.97    |
| PSAB – dues 2020                                            | 506.00    |
| R A Foster & Son Co – janitor supplies                      | 106.00    |
| Racunas Law Group, LLC – Solicitor fees [October]           | 2,841.00  |
| RC Walter & Sons Inc – maintenance supplies                 | 35.75     |
| Ricoh USA, Inc. – copier lease                              | 114.95    |
| S & D Calibration Serivces – Accutrak Certification/battery | 26.00     |
| Sprint – cell phones                                        | 69.64     |
| TEC Benefits – deductible reimbursement [Matlos]            | 994.35    |
| Thomas Couch – Santa for Light Up Night                     | 100.00    |
| Volunteer Firemen’s Assoc – semi-annual payment             | 36,250.00 |

**\$141,783.69**

**TOTAL BILLS**

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

The receipts for the month of November 2019 are as follows:

**GENERAL FUND**

|                                       |           |
|---------------------------------------|-----------|
| Real Estate Tax – Aquilante           | 1,247.40  |
| Fire Tax – Aquilante                  | 178.20    |
| Delinquent Real Estate Tax – Keystone | 765.60    |
| Act 77 Tax Refund                     | 7,397.38  |
| Real Estate Transfer Tax              | 578.20    |
| Earned Income Tax – Keystone          | 25,951.96 |
| Local Services Tax                    | 1,442.45  |
| Zoning/Building Permits               | 0.00      |
| Zoning/Occupancy Permits              | 60.00     |
| Street Opening Permits                | 0.00      |
| Dye Test Permits                      | 100.00    |
| Police Fines                          | 1,308.64  |

|                                             |           |
|---------------------------------------------|-----------|
| No Lien Letters                             | 40.00     |
| Employee Contribution – Health Insurance    | 20.00     |
| COBRA – TEC Benefits                        | 0.00      |
| Police Report                               | 0.00      |
| Snow removal – County of Allegheny          | 879.34    |
| Refund – County of Allegheny [sheriff sale] | 2,226.38  |
| Political Signs – Dave Cochran              | 10.00     |
| Comcast – cable television                  | 13,188.03 |
| GTRP grant – Allegheny County [tot lot]     | 25,000.00 |
| Solicitor’s Permits                         | 260.00    |

**TOTAL RECEIPTS FOR THE MONTH** **\$ 80,653.58**

**GENERAL FUND**  
**REGISTER BALANCE** **\$ 54,993.47**

**GENERAL FUND SAVINGS**  
Interest 102.80  
**REGISTER BALANCE** **\$ 625,434.54**

**SEWER FUND**  
Customer Payments 62,645.02  
**REGISTER BALANCE** **\$ 89,480.59**

**HIGHWAY AID FUND**  
Interest 8.60  
**REGISTER BALANCE** **\$ 50,295.54**

**SINKING FUND [2018 NOTE]**  
Surcharge 9,663.47  
Pennvest Loan Proceeds 0.00  
**REGISTER BALANCE** **\$ 110,839.03**

Mrs. Matyasovsky called for a motion to accept the Workers Comp renewal in the amount of \$ 47, 758.00, effective January 1, 2020. Mrs. Weigand made the motion, seconded by Mr. Matlos and passed unanimously.

Mrs. Matyasovsky presented the 2020 proposed budgets, as follows:

- a. General Fund: \$ 1,082,790
- b. Sewer Fund: \$ 540,000
- c. Highway Fund: \$ 83,550
- d. Sinking Fund: \$ 71,000

Mr. Matlos made a motion to adopt the 2020 proposed budgets, and to advertise and post for public inspection for 10 days. The motion was seconded by Mr. Sloss and passed unanimously. Mrs. Matyasovsky said the proposed General Fund budget does not include a tax increase.

Mrs. Matyasovsky presented Resolution No. 2019-06, appointing Robert J. Tomasic, CPA to make an independent examination of the accounting records for the fiscal year 2019, 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. Matlos and passed unanimously.

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

Mrs. Matyasovsky stated that three (3) council members were leaving Chris Ponchak, Melissa Morgan and Jane Weigand. She presented them with plaques and thanked them for their years of hard work.

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

Mr. Zrenchak stated that the auto dialer for the pump station needs updated, we have no choice but to do it. He said that he is looking into doing so.

**MAYOR SIKORSKI'S REPORT.**

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

|                             |   |    |
|-----------------------------|---|----|
| Total Call Activity         |   | 70 |
| Domestic Complaints         | 2 |    |
| Suspicious Person/Vehicles  | 2 |    |
| Disturbances                | 1 |    |
| Local Ordinance Complaint   | 3 |    |
| Assaults                    | 3 |    |
| Weapons                     | 1 |    |
| Narcotics                   | 1 |    |
| Harassment Complaint        | 1 |    |
| Criminal Mischief Complaint | 1 |    |
| Theft Report                | 1 |    |

|                             |   |    |
|-----------------------------|---|----|
| Traffic Accidents           | 1 |    |
| Driving Under the Influence | 1 |    |
| Traffic Stops               | 9 |    |
| Traffic Citations           | 1 |    |
| Non-Traffic Citations       | 1 |    |
| Assist Fire                 |   | 2  |
| Assist Other Departments    |   | 7  |
| Assist By Other Department  |   | 4  |
| Assist EMS                  |   | 10 |

The fines for the month were \$1,308.64

**SOLICITOR RACUNAS'S REPORT.**

Mr. Racunas called for a motion to adopt Ordinance 2019-06, for handicap parking. The motion was made by Mr. Ponchak, seconded by Mrs. Weigand and passed unanimously.

**ENGINEER GLENN'S REPORT.**

Mr. Glenn wished everyone a Merry Christmas.

Mr. Glenn was notified by the Allegheny County Department of Development that they do not recognize our legal newspaper to advertise in for the generator project for the fire department, he stated that the bids were rejected. At this time Mr. Glenn asked for council to make a motion to reject the bids and re-advertise for the generator project for the fire department. The motion was made by Mr. Ponchak, seconded by Mr. Matlos and passed unanimously.

Mr. Glenn stated that we are requesting a DCED grant to renew the pump station along River Road in the amount of \$419,550.00 from the Commonwealth Financing Authority and designating Donald M. Glenn and Melissa Morgan as the officials to execute all documents between the Borough of Liberty and Commonwealth Financing Authority. Mr. Glenn asked for council to make a motion to ratify the Resolution that was passed on November 13, 2019 for this grant. The motion was made by Mr. Matlos, seconded by Mrs. Weigand and passed unanimously.

Mr. Ponchak called for a motion to accept typed minutes from the Regular Session on November 13, 2019. The motion was made by Mrs. Weigand, seconded by Mr. Sloss, and passed unanimously.

The next meeting dates and times will be set at reorganization on Monday, January 6, 2020 at 6:15pm.

No adjournment was made; Mr. Ponchak stated that this meeting will continue on Thursday, December 26, 2019 at 4pm.

The above borough business concluded at 7:53pm.



Respectfully submitted,

Missy Morgan  
Assistant Secretary