MINUTES OF REGULAR SESSION OF COUNCIL

June 28, 2023

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Regular session of Borough Council convened at 6:00 pm. Present were Councilors Mike Matlos, Tim Sloss, Janice Matyasovsky, David Sowa, Chris Ponchak, Elizabeth Lape and Michael Zrenchak, Mayor Sikorski, Solicitor Matt Racunas and Engineer Don Glenn

**PUBLIC COMMENT:**

No one signed up to speak.

**PROPERTY:** Chris Ponchak

Mr. Ponchak had nothing to report.

**Motion to advertise** for sale the Scene Ridge Properties.

**Motion: Mrs. Matyasovsky Second: Mr. Sowa**

**All in favor. Motion carries.**

**POLICE, FIRE and EMS:** Michael Zrenchak

Fire Chief Derr had nothing to report.

Mr. Zrenchak stated that the police department will patrol the borough park at 901 Haslage Street on an hourly basis during the 4-12 shift. There have been incidents with kids over there and they have asked them to increase their patrols there.

Mr. Ponchak read the Fire Department report for April 2023

There was a total of 13 incidents:

Fires 7

Rescue & EMS 2

Hazardous Condition (No fire) 1

Good Intent Call 2

False Alarm & False Call 1

Mr. Ponchak read the Fire Department report for May 2023

There was a total of 17 calls:

Fires 4

Rescue & EMS 2

Hazardous Condition (No fire) 3

Service Call 2

Good Intent Call 3

False Alarm & False Call 3

Mr. Ponchak read the EMS report for May 2023

There was a total of 37 calls:

E0 7

E1 7

E2 11

Stabile Basic Care 3  
 E4 8

Stand by 1

Average response time was 8.2 minutes

**LEGISLATION:** David Sowa

Mr. Sowa reported on The Whole Home Repair Program – they changed how they are doing it– it needs to be done online. If anyone needs help with that, they can come down to the borough building and talk to Jill or Jamie and they can try to help you get that done. The deadline for the application is June 30th.

**PARKS & RECREATION:** Janice Matyasovsky

Mrs. Matyasovsky stated that they will be showing Toy Story 4 on Friday, July 21 at the Manor ballfield at dusk which is around 8:44 pm.

**HEALTH & ORDINANCE**: Chris Ponchak

Mr. Ponchak had nothing to report

**LIGHTS:** Michael Matlos

Mr. Matlos had nothing to report

**FINANCE:** Elizabeth Lape

**Motion to Pay:** Bills for Ratification $281,284.01 and List of Bills to Pay $4,845.40.

**Motion: Mr. Matlos Second: Mr. Sowa**

**All in favor. Motion carries.**

**Mr. Zrenchak abstained from voting on the payment to Zrenchak Environmental Services.**

**Bills for Ratification:**

|  |  |  |  |
| --- | --- | --- | --- |
| 05/26/2023 | EFT | ADP [INVOICE] | -96.78 |
| 05/31/2023 | EFT | PA SCDU | -82.52 |
| 06/01/2023 | EFT | ADP [CHECKS] | -13,798.45 |
| 06/01/2023 | EFT | ADP | -4,935.19 |
| 06/09/2023 | EFT | ADP [INVOICE] | -83.96 |
| 06/14/2023 | EFT | PA SCDU | -82.52 |
| 06/15/2023 | EFT | ADP [CHECKS] | -15,205.37 |
| 06/15/2023 | EFT | ADP | -5,396.22 |
| 06/23/2023 | EFT | ADP [INVOICE] | -101.05 |
| 06/14/2023 | 4584 | DUQUESNE LIGHT CO | -3,515.27 |
| 06/14/2023 | 12472 | DUQUESNE LIGHT CO | -148.75 |
| 06/14/2023 | 12473 | PA AMERICAN WATER | -174,911.48 |
| 06/14/2023 | 12474 | PA MUNICIPAL SERVICE CO | -1,035.15 |
| 06/14/2023 | 12475 | PA ONE-CALL SYSTEM INC | -26.91 |
| 06/14/2023 | 12476 | ZRENCHAK ENVIRONMENTAL SERVICES INC | -980.00 |
| 05/25/2023 | 23337 | AMERICAN NATURAL SUPPLY LLC | -2,366.60 |
| 05/25/2023 | 23338 | Expert Outdoor Power | -60.99 |
| 05/25/2023 | 23339 | H B SOUTH PRINTERS | -160.00 |
| 05/25/2023 | 23340 | Pennsylvania Defense Consultants, LLC | -58.10 |
| 05/25/2023 | 23341 | CARA SLOSS | -18.73 |
| 05/30/2023 | 23342 | David Sowa | -186.00 |
| 05/30/2023 | 23343 | Jamie R. Leber | -96.30 |
| 06/05/2023 | 23344 | AFLAC | -223.36 |
| 06/13/2023 | 23345 | TEAMSTERS LOCAL UNION #205 | -188.00 |
| 06/13/2023 | 23346 | BRUCE TAKAHT | -56.67 |
| 06/14/2023 | 23347 | AMERICAN LEGAL SERVICES | -50.68 |
| 06/14/2023 | 23348 | AQUA FILTER FRESH INC | -57.80 |
| 06/14/2023 | 23349 | BUILDING INSPECTION UNDERWRITERS OF PA | -55.00 |
| 06/14/2023 | 23350 | C & D TOWING & RECOVERY | -175.00 |
| 06/14/2023 | 23351 | CENTER INDEPENDENT ENERGY | -65.47 |
| 06/14/2023 | 23352 | COMCAST | -443.02 |
| 06/14/2023 | 23353 | DERKAS AUTO SERVICE | -582.07 |
| 06/14/2023 | 23354 | Dollar Bank | -3.00 |
| 06/14/2023 | 23355 | DUQUESNE LIGHT CO | -521.86 |
| 06/14/2023 | 23356 | ELIZABETH ELECTRIC SUPPLY CO | -78.00 |
| 06/14/2023 | 23357 | Expert Outdoor Power | -279.99 |
| 06/14/2023 | 23358 | FIRST COMMONWEALTH BANK (CREDIT CARD) | -811.73 |
| 06/14/2023 | 23359 | GLENN ENGINEERING & ASSOC | -2,425.00 |
| 06/14/2023 | 23360 | HOME DEPOT | -49.47 |
| 06/14/2023 | 23361 | HTM DESIGNS | -180.00 |
| 06/14/2023 | 23362 | JEFFERSON HILLS LAWN & EQUIP | -44.99 |
| 06/14/2023 | 23363 | MCI | -30.44 |
| 06/14/2023 | 23364 | MR JOHN | -266.00 |
| 06/14/2023 | 23365 | O'REILLY AUTO PARTS | -18.48 |
| 06/14/2023 | 23366 | ONE DIGITAL | -100.00 |
| 06/14/2023 | 23367 | ORKIN EXTERMINATING | -207.92 |
| 06/14/2023 | 23368 | PA AMERICAN WATER | -1,197.70 |
| 06/14/2023 | 23369 | PARTYKA, JIM | -185.00 |
| 06/14/2023 | 23370 | PEOPLES NATURAL GAS | -121.17 |
| 06/14/2023 | 23371 | Pest b Gone | -300.00 |
| 06/14/2023 | 23372 | PETTY CASH | -74.39 |
| 06/14/2023 | 23373 | QUILL | -51.77 |
| 06/14/2023 | 23374 | RACUNAS LAW GROUP LLC | -1,707.00 |
| 06/14/2023 | 23375 | RC WALTER & SONS INC | -39.76 |
| 06/14/2023 | 23376 | Safsecur LLC | -810.60 |
| 06/14/2023 | 23377 | SHRED-IT USA | -375.94 |
| 06/14/2023 | 23378 | SLACK OVERHEAD DOORS | -450.00 |
| 06/14/2023 | 23379 | T-MOBILE | -175.79 |
| 06/14/2023 | 23380 | Vegely Welding, Inc | -75.00 |
| 06/14/2023 | 23381 | VOLUNTEER FIREMEN'S ASSOC OF LIBERTY | -36,250.00 |
| 06/21/2023 | 23382 | POSTMASTER | 0.00 |
| 06/21/2023 | 23383 | POSTMASTER | -126.00 |
| 06/21/2023 | 23384 | AMTRUST NORTH AMERICA | -3,886.00 |
| 06/21/2023 | 23385 | UPMC HEALTH PLAN | -5,197.60 |
|  |  |  | -281,284.01 |

**List of Bills to Pay:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **AMERICAN LEGAL SERVICES** |  |  |  |  |  |  |
|  |  |  | Bill | 06/20/2023 | 118-27449 |  | 50.68 |
|  | Total AMERICAN LEGAL SERVICES |  |  |  |  |  | 50.68 |
|  | **CNH - PRODUCTIVITY PLUS ACCOUNT-CNH** |  |  |  |  |  |  |
|  |  |  | Bill | 06/16/2023 | PS0485928-1 |  | 133.50 |
|  | Total CNH - PRODUCTIVITY PLUS ACCOUNT-CNH |  |  |  |  |  | 133.50 |
|  | **MCI** |  |  |  |  |  |  |
|  |  |  | Bill | 06/16/2023 | 08648909459 |  | 30.44 |
|  | Total MCI |  |  |  |  |  | 30.44 |
|  | **ONE DIGITAL** |  |  |  |  |  |  |
|  |  |  | Bill | 06/23/2023 | 46940/4696 |  | 153.94 |
|  | Total ONE DIGITAL |  |  |  |  |  | 153.94 |
|  | **PA AMERICAN WATER** |  |  |  |  |  |  |
|  |  |  | Bill | 06/16/2023 | 1024-210030156299 |  | 27.16 |
|  |  |  | Bill | 06/16/2023 | 1024-210034877260 |  | 128.54 |
|  |  |  | Bill | 06/16/2023 | 1024-210033713752 |  | 334.40 |
|  | Total PA AMERICAN WATER |  |  |  |  |  | 490.10 |
|  | **RICOH USA** |  |  |  |  |  |  |
|  |  |  | Bill | 06/15/2023 | 107368742 |  | 149.42 |
|  | Total RICOH USA |  |  |  |  |  | 149.42 |
|  | **SHERWIN WILLIAMS CO** |  |  |  |  |  |  |
|  |  |  | Credit | 06/09/2023 | Check #23210 |  | -81.68 |
|  |  |  | Bill | 06/14/2023 | 8104-5 |  | 1,037.60 |
|  |  |  | Bill | 06/16/2023 | 3138-2 |  | 84.50 |
|  |  |  | Bill | 06/19/2023 | 1731-5 |  | 16.97 |
|  | Total SHERWIN WILLIAMS CO |  |  |  |  |  | 1,057.39 |
|  | **STEEL CITY MOWER AND PLOW** |  |  |  |  |  |  |
|  |  |  | Bill | 06/21/2023 | 68829 |  | 46.94 |
|  |  |  | Bill | 06/21/2023 | 68828 |  | 42.25 |
|  | Total STEEL CITY MOWER AND PLOW |  |  |  |  |  | 89.19 |
|  | **TRUGREEN CHEMLAWN** |  |  |  |  |  |  |
|  |  |  | Bill | 06/14/2023 | 177700515 |  | 840.57 |
|  |  |  | Bill | 06/14/2023 | 177700349 |  | 560.39 |
|  | Total TRUGREEN CHEMLAWN |  |  |  |  |  | 1,400.96 |
|  | **VERIZON GARAGE** |  |  |  |  |  |  |
|  |  |  | Bill | 06/09/2023 | 450-731-927-0001-53 |  | 56.80 |
|  | Total VERIZON GARAGE |  |  |  |  |  | 56.80 |
|  | **WESTCOM WIRELESS INC** |  |  |  |  |  |  |
|  |  |  | Bill | 06/14/2023 | 1190 |  | 55.00 |
|  | Total WESTCOM WIRELESS INC |  |  |  |  |  | 55.00 |
|  | **Witmer Public Safety Group** |  |  |  |  |  |  |
|  |  |  | Bill | 06/13/2023 | INV273560 |  | 1,177.98 |
|  | Total Witmer Public Safety Group |  |  |  |  |  | 1,177.98 |
| **TOTAL** | |  |  |  |  |  | **4,845.40** |

**PERSONNEL:** Tim Sloss

Mr. Sloss had nothing to report

**STREETS AND SEWERS:** Tim Sloss

**Motion to advertise** Ordinance 2023-02 rescinding Ordinance #510 which created a handicap parking space in front of 3110 Valley Ridge Road.

**Motion: Mr. Matlos Second: Mr. Ponchak**

**All in favor. Motion carries.**

Mr. Zrenchak stated that Mr. Matlos has the inlets painted for One Calls. They are all of the inlets that are scheduled to be repaired with the grant. There have been questions about the paint and he wanted to let people know that is what is happening.

**MAYOR’S REPORT:** Larry Sikorski, Mayor

Mayor Sikorski stated that Lt. Mayernik was not working tonight so he did not receive a report to read.

Mayor Sikorski discussed the crosswalks they had installed. He asked if when someone is standing beside a crosswalk, you do not know if the are going up the sidewalk or down they sidewalk or if they are going to cross the street unless there is some indication. If you are coming down the street and they are standing by a crosswalk, are you required to stop. Mr. Matlos said that if they are in the crosswalk you have to stop. Solicitor Racunas said you have to yield to pedestrians only when in the crosswalk. Mayor Sikorski stated he was asked that question and wanted to get clarification.

**SOLICITOR’S REPORT:** Matt Racunas

Solicitor Racunas had nothing to report for the meeting but requested a brief Executive Session to discuss a personnel and litigation issue.

**ENGINEER’S REPORT:** Don Glenn

Mr. Glenn had a few brief items to discuss.

He stated that on July 3, 2023 they were opening the bids for the E Street Storm Sewer and Paving project. That will extend the storm sewer all the way down to Liberty Way. He will give a report to Council once the bids a tabulated.

The next item is an invoice from COG regarding the demolition of the Old School. He reported that the invoice is in the amount of $187,380 to raise the school and the COG who ordered that project at $187,710. The invoice is less than the contract price so he does not have a problem with it. Before the invoice is paid, they need proof of inspection by the plumbing division of Allegheny County that the sewer was capped. Mr. Glenn does not have that document and he does not know if COG has it so he does not recommend paying the bill until that document is received. Also, he did not receive a maintenance bond – the specs call for a 100% maintenance bond for a period of 1 year and he did not get a copy of that. Until we receive those 2 items, that bill cannot be paid. Mr. Glenn and Mr. Matlos walked it prior to the meeting. He is going to send a letter to COG in the morning that we are not satisfied with the top layer – there are an abundance of rocks that will damage the blades of the mower when they try to cut that grass. The specs called for 2-4 inches of topsoil on top and it is not visible. He will copy Council on the letter to COG. Concerning the other invoice for $24,767.52, it is his recommendation that the borough not pay that. He listed his reasons in his report. He asked that they keep in mind that the contract was between COG and the contractor – the Borough is not involved in that contract. That change order should be approved by COG because we had nothing to do with that. Mr. Glenn sent a copy of this report to Matt Racunas and he thinks he will have to be involved with the decision concerning that matter. He approves of the $187,380 – COG will pay that then there will be a deficit of $36,130 which is the Borough’s local share. He is not telling Council to pay that. He suggested that they get the cancelled check from COG once they pay that, he will send that into the state, the state will reimburse us $40,000 and then we can pay the $36,130 which is the local share.

The final item Mr. Glenn had is the notification that there was damage to the soap dispenser in the Ladies’ Room at the Manor restroom. It has to be examined before they can make any decision. If it was broken intentionally, it is not the contractor’s fault. If it was broken due to wear, it is the contractor’s fault so it needs to be examined before we make any repairs. Mr. Glenn stated that Mr. Matlos went to look at it today but could not get in the bathroom – they dropped off the wrong keys.

Mr. Zrenchak asked if, in order to get the $45,000 grant we got from the state, do we have to pay that first and then they will reimburse us. Mr. Glenn explained that he suggested to use the money that the COG pays – the $187,380 – and he shows the state that it was paid, he thinks that is all we need. If they kick it back then we will have to pay it and then get reimbursed. Mr. Zrenchak stated that in the meeting they had with COG they were told that the total funding we had was $196,000 and change and whatever happened to bring it in at that amount because that is all the money there is – there is no extra to be had.

**OLD BUSINESS:**

Council is asking for Letters of Interest for the Zoning Board (1 Seat).

**NEW BUSINESS:**

Mrs. Matyasovsky stated that Tammy Firda gave her a notice of the Lupinacci Golf Outing if anyone is interested. It will be in the borough office.

**CORRESPONDENCE:**

**Motion to accept** the typed minutes from the May 24, 2023 meeting.

**Motion: Mr. Matlos Second: Mrs. Matyasovsky**

**All in favor. Motion carries.**

Next meeting dates/times: Work Session, Wednesday July 12, 2023 at 6:00 pm – Regular Session, Wednesday, July 26, 2023 at 6:00 pm.

**Motion** to adjourn.

**Motion: Mr. Matlos Second: Mrs. Lape**

**All in favor. Motion carries.**

Meeting adjourned at 6:15 PM.

Respectfully submitted by:

Jill Pack

Borough Secretary