MINUTES OF REGULAR SESSION OF COUNCIL

July 26, 2023

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Regular session of Borough Council convened at 6:10 pm. Present were Councilors Mike Matlos, Tim Sloss, Janice Matyasovsky, David Sowa, Chris Ponchak, Elizabeth Lape and Michael Zrenchak, Mayor Sikorski, Solicitor Jeff Reese, and Engineer Don Glenn.

**PUBLIC COMMENT:**

**Vicki Underwood – 407 Southern Avenue:** She said that she sees on the agenda that the bids for the E Street Storm Water and Paving were rejected. She asked if Council is going to talk about the E Street Alley timeline on how that goes now. Mr. Zrenchak stated that Don will talk about it more later in the meeting. Mrs. Underwood stated that at the Blight Committee meeting they talked about 2823 E Street and the committee recommended that there would be an issue of a formal complaint against Citi Mortgage. Mr. Zrenchak said that he would follow up with Jamie.

**Eileen Wall – Orchard Drive:** Mrs. Wall asked if there will be a moment of silence for Lavina Kerklo because she did a lot for this community. Mr. Zrenchak assured her there would be.

**Scott DeCecco – E Street:** Mr. DeCecco asked when they are doing the alley, are they going all the way down E Street to Liberty Way replacing all that pipe. Mr. Zrenchak said yes because you are going to need somewhere for the alley to go. Mr. DeCecco asked if his driveway would be dug up. Mr. Zrenchak said not necessarily – they don’t know where they are putting it yet. It could be out in the street in between the sewer line. Mr. Glenn said that it will be going out in the street. Mr. Zrenchak stated that they don’t know – if it is all tin whistle in there, it is better to leave it in place and be done with it and just move it out and go down. That is what they initially met and talked about. Mr. Zrenchak stated that whatever gets torn up will be replaced. Mr. DeCecco asked if the alley between E & F will be done at some point in time. Mr. Zrenchak explained that the alley that is being done is because there are flooding issues and they are trying to alleviate that. As they go on, they will look at the alleys and see what is what. The problem is that the solution on some of these dirt alleys might be to grade them down because they have been built up so much over the years that you can take them back down to where they were and that will eliminate a lot of the issue. That is something they have to look at. It is more than just paving the alley. It is putting the pipes in, is there somewhere to take the stormwater to. Once you pave that alley you are putting down more surface. Mr. DeCecco said that his main concern is his driveway and what was going to happen and how it was going to get fixed.

**PROPERTY:** Chris Ponchak

Mr. Ponchak stated that they are going to re-advertise the properties on Jeffrey Drive (Scene Ridge).

Mr. Zrenchak reported that the borough was able to acquire the property that the old school sat on so the borough now owns that property. Now the borough will have some say into what can be developed there or what they can turn it into. That is the last piece of really nice property in the borough. He does not want to see it turned into the hands of a developer or turn into something that’s not there. That can be a space for, as we go on, maybe a municipal complex over there in the future, some sort of park, something that can be used for community development. The main thing was that we were able to acquire it and now the process starts to what we want to do with it. A couple council members have said that at some point in time what they would like to do is have a meeting to say some suggestions on what might be able to be done with that piece of property. Mr. Glenn has more to report on the demolition during his part of the meeting.

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

Mr. Ponchak read the Fire Department report for June 2023:

Fires 2

Rescue and EMS 1

Good Intent Call 3

False Alarm and False Call 2

Total Calls 8

Mr. Ponchak read the EMS report for the month:

There was a total of 22 calls with an average response time of 9:00 minutes.

E0 6

E1 5

E2 7

E3 1

E4 2

E5 1

Mr. Ponchak read the Police Car Report for June 2023:

Unit 130 987 miles

Unit 131 inaudible

Unit 132 281 miles

There was only routine maintenance on the vehicles.

**LEGISLATION:** David Sowa

Mr. Sowa had nothing to report at this time.

**PARKS & RECREATION:** Janice Matyasovsky

Mrs. Matyasovsky stated that they showed Toy Story 4 on Friday, July 21 at the Manor ballfield. She said that it was really nice – there were probably 35 kids but they didn’t all come with parents. She thanked Lt. Mayernik because he brought Woody from the movie to the field and the kids really liked that and he also brought light sticks.

Mrs. Matyasovsky announced that they are having Fun to Be a Kid Day on August 13, 2023. We will have the Kona Ice truck, a barrel train, bounce houses, refreshments, and prizes will be raffled off but you do have to sign up at the borough building.

**HEALTH & ORDINANCE**: Chris Ponchak

Mr. Ponchak had nothing to report at this time.

**LIGHTS:** Michael Matlos

Mr. Matlos stated that he has one issue with a light on Memory Lane.

Duquesne Light has been notified.

**FINANCE:** Elizabeth Lape

**Motion to ratify** the approval of the application for windows in the amount of $18,278 for the Liberty Borough Fire Department through the Community Trust.

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

**All in favor. Motion carries.**

**Motion to Pay:** Bills for Ratification $103,187.47 and List of Bills to Pay $6,871.97

**Motion: Mr. Matlos Second: Mr. Sloss**

**All in favor. Motion carries.**

**Bills for Ratification:**

|  |  |  |  |
| --- | --- | --- | --- |
| 07/24/2023 | ACH | TRAIL SPRAYER & SERVICE | -5,599.00 |
| 06/29/2023 | EFT | ADP [CHECKS] | -12,643.41 |
| 06/29/2023 | EFT | ADP | -4,402.96 |
| 07/14/2023 | EFT | PA SCDU | -82.52 |
| 07/13/2023 | EFT | ADP [CHECKS] | -13,358.74 |
| 07/13/2023 | EFT | ADP | -4,859.17 |
| 07/21/2023 | EFT | ADP [INVOICE] | -92.67 |
| 07/07/2023 | EFT | ADP [INVOICE] | -85.94 |
| 07/12/2023 | 4585 | DUQUESNE LIGHT CO | -3,491.78 |
| 06/29/2023 | 12477 | AMERICAN WATER | -79.14 |
| 07/12/2023 | 12478 | DUQUESNE LIGHT CO | -178.05 |
| 07/12/2023 | 12479 | GLENN ENGINEERING & ASSOC | -210.00 |
| 07/12/2023 | 12480 | PA MUNICIPAL SERVICE CO | -987.70 |
| 07/12/2023 | 12481 | PA ONE-CALL SYSTEM INC | -12.87 |
| 06/29/2023 | 23399 | JEFFERSON HILLS LAWN & EQUIP | -102.79 |
| 06/29/2023 | 23400 | MIDDLETOWN TRACTOR SALES | -91.41 |
| 06/29/2023 | 23401 | Nuttal Public Safety Equipment, LLC | -779.00 |
| 06/29/2023 | 23402 | O'REILLY AUTO PARTS | -85.24 |
| 06/29/2023 | 23403 | PA MUNICIPAL RETIREMENT SYSTEM | -5,323.24 |
| 06/29/2023 | 23404 | RC WALTER & SONS INC | -67.34 |
| 06/29/2023 | 23405 | HTM DESIGNS | -135.50 |
| 07/06/2023 | 23407 | AFLAC | -223.36 |
| 07/06/2023 | 23408 | ALLEGHENY COUNTY TREASURER | -3,025.00 |
| 07/06/2023 | 23409 | Department of Real Estate | -181.75 |
| 07/10/2023 | 23410 | 1st Equipment Finance | -18,496.79 |
| 07/12/2023 | 23411 | AMERICAN NATURAL SUPPLY LLC | -2,580.94 |
| 07/12/2023 | 23412 | AQUA FILTER FRESH INC | -14.05 |
| 07/12/2023 | 23413 | Athletic Field Pros | -2,868.42 |
| 07/12/2023 | 23414 | DUQUESNE LIGHT CO | -666.73 |
| 07/12/2023 | 23415 | FIRST COMMONWEALTH BANK (CREDIT CARD) | -351.21 |
| 07/12/2023 | 23416 | GLENN ENGINEERING & ASSOC | -2,165.00 |
| 07/12/2023 | 23417 | Mark C. Turnley | -5,450.00 |
| 07/12/2023 | 23418 | MON VALLEY INDEPENDENT | -830.00 |
| 07/12/2023 | 23419 | MR JOHN | -399.00 |
| 07/12/2023 | 23420 | ONE DIGITAL | -100.00 |
| 07/12/2023 | 23421 | PA AMERICAN WATER | -1,197.70 |
| 07/12/2023 | 23422 | PEOPLES NATURAL GAS | -50.56 |
| 07/12/2023 | 23423 | Pest b Gone | -300.00 |
| 07/12/2023 | 23424 | PSAB U/C PLAN | -849.44 |
| 07/12/2023 | 23425 | Public Safety Training Associates | -80.00 |
| 07/12/2023 | 23426 | RC WALTER & SONS INC | -58.49 |
| 07/12/2023 | 23427 | Safsecur LLC | -839.90 |
| 07/12/2023 | 23428 | T-MOBILE | -175.81 |
| 07/12/2023 | 23429 | AMTRUST NORTH AMERICA | -3,886.00 |
| 07/12/2023 | 23430 | CHRISTIE AND ASSOCIATES | -420.00 |
| 07/12/2023 | 23431 | UNITED STATES TREASURY | -9.00 |
| 07/12/2023 | 23432 | Allegheny County Dept of Court Records | -102.25 |
| 07/12/2023 | 23433 | UPMC HEALTH PLAN | -5,197.60 |
|  |  |  | -103,187.47 |

**List of Bills to Pay:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **AMERICAN LEGAL SERVICES** |  |  |  |  |
|  |  |  | 07/17/2023 | 118-27603 | 36.20 |
|  | Total AMERICAN LEGAL SERVICES |  |  |  | 36.20 |
|  | **ANDREWS & PRICE** |  |  |  |  |
|  |  |  | 06/30/2023 | 5211 | 1,053.00 |
|  |  |  | 06/30/2023 | 5210 | 175.00 |
|  | Total ANDREWS & PRICE |  |  |  | 1,228.00 |
|  | **CENTER INDEPENDENT ENERGY** |  |  |  |  |
|  |  |  | 06/30/2023 | 063023 | 80.91 |
|  | Total CENTER INDEPENDENT ENERGY |  |  |  | 80.91 |
|  | **CNH - PRODUCTIVITY PLUS ACCOUNT-CNH** |  |  |  |  |
|  |  |  | 07/24/2023 | PS0493186-1 | 76.97 |
|  | Total CNH - PRODUCTIVITY PLUS ACCOUNT-CNH |  |  |  | 76.97 |
|  | **COMCAST** |  |  |  |  |
|  |  |  | 07/03/2023 | 8993209080009060 | 444.25 |
|  | Total COMCAST |  |  |  | 444.25 |
|  | **COMMONWEALTH OF PA** |  |  |  |  |
|  |  |  | 07/14/2023 | 1309944 | 65.00 |
|  | Total COMMONWEALTH OF PA |  |  |  | 65.00 |
|  | **CORELOGIC, INC** |  |  |  |  |
|  |  |  | 07/17/2023 | 556-G-113 | 56.21 |
|  | Total CORELOGIC, INC |  |  |  | 56.21 |
|  | **DEARBORN LIFE INSURANCE CO.** |  |  |  |  |
|  |  |  | 07/19/2023 | FHMT1022PA - 10 | 99.60 |
|  | Total DEARBORN LIFE INSURANCE CO. |  |  |  | 99.60 |
|  | **DERKAS AUTO SERVICE** |  |  |  |  |
|  |  |  | 07/21/2023 | 23644 | 121.20 |
|  | Total DERKAS AUTO SERVICE |  |  |  | 121.20 |
|  | **ECONO SIGNS LLC** |  |  |  |  |
|  |  |  | 07/14/2023 | 10-983850 | 403.20 |
|  | Total ECONO SIGNS LLC |  |  |  | 403.20 |
|  | **FLYNN'S TIRE** |  |  |  |  |
|  |  |  | 07/19/2023 | 1316425 | 588.56 |
|  | Total FLYNN'S TIRE |  |  |  | 588.56 |
|  | **HTM DESIGNS** |  |  |  |  |
|  |  |  | 07/06/2023 | 762023 | 30.00 |
|  | Total HTM DESIGNS |  |  |  | 30.00 |
|  | **JEFFERSON HILLS LAWN & EQUIP** |  |  |  |  |
|  |  |  | 07/14/2023 | 40648 | 165.63 |
|  | Total JEFFERSON HILLS LAWN & EQUIP |  |  |  | 165.63 |
|  | **MCI** |  |  |  |  |
|  |  |  | 07/16/2023 | 08648909459 | 30.48 |
|  | Total MCI |  |  |  | 30.48 |
|  | **NATIONAL HYDRAULICS, INC** |  |  |  |  |
|  |  |  | 07/20/2023 | Cyinder | 707.00 |
|  | Total NATIONAL HYDRAULICS, INC |  |  |  | 707.00 |
|  | **O'REILLY AUTO PARTS** |  |  |  |  |
|  |  |  | 07/19/2023 | 5108-300695 | 59.77 |
|  | Total O'REILLY AUTO PARTS |  |  |  | 59.77 |
|  | **ORKIN EXTERMINATING** |  |  |  |  |
|  |  |  | 07/13/2023 | 242332516 | 207.92 |
|  | Total ORKIN EXTERMINATING |  |  |  | 207.92 |
|  | **PA AMERICAN WATER** |  |  |  |  |
|  |  |  | 07/19/2023 | 1024-210030156299 | 21.84 |
|  |  |  | 07/19/2023 | 1024-210034877260 | 133.73 |
|  |  |  | 07/19/2023 | 1024-210033713752 | 289.00 |
|  | Total PA AMERICAN WATER |  |  |  | 444.57 |
|  | **PEOPLES NATURAL GAS** |  |  |  |  |
|  |  |  | 06/30/2023 | 2000006476150 | 22.09 |
|  | Total PEOPLES NATURAL GAS |  |  |  | 22.09 |
|  | **RACUNAS LAW GROUP LLC** |  |  |  |  |
|  |  |  | 06/01/2023 | 1714 | 1,743.00 |
|  | Total RACUNAS LAW GROUP LLC |  |  |  | 1,743.00 |
|  | **RICOH USA** |  |  |  |  |
|  |  |  | 07/14/2023 | 107452593 | 149.42 |
|  | Total RICOH USA |  |  |  | 149.42 |
|  | **VERIZON GARAGE** |  |  |  |  |
|  |  |  | 07/09/2023 | 450-731-927-0001-53 | 56.99 |
|  | Total VERIZON GARAGE |  |  |  | 56.99 |
|  | **WESTCOM WIRELESS INC** |  |  |  |  |
|  |  |  | 07/14/2023 | 1190 | 55.00 |
|  | Total WESTCOM WIRELESS INC |  |  |  | 55.00 |
| **TOTAL** | |  |  |  | **6,871.97** |

**PERSONNEL:** Tim Sloss

**Motion to table the acceptance of** Nicholas Caito’s resignation from the Liberty Borough Police Department.

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

**All in favor. Motion carries.**

**Motion to accept** Cliff LaFever’s resignation from the Liberty Borough Police Department effective July 17, 2023.

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

**All in favor. Motion carries**

**Motion to ratify** advertising for the Chief of Police Position.

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

**All in favor. Motion carries.**

**Motion to ratify** the approval of paying the OIC’s stipend for the 6 months worked.

**Motion: Mr. Matlos Second: Mr. Sloss**

**All in favor. Motion carries.**

**STREETS AND SEWERS:** Tim Sloss

**Motion to adopt** 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.**

**Motion to advertise** Ordinance 2023-03 creating a handicap parking space in front of 303 Owens Avenue.

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

**All in favor. Motion carries.**

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

Mayor Sikorski read the Police Department Report for June 2023:

Assist Other Agencies 15

Domestic Disturbances 4

Traffic Stops 30

Welfare Check 3

Disorderly Conduct 3

Total Offenses Cleared by Arrest 3

Total arrests 3

Non-Traffic Citations 3

Traffic Citations Files 11

**SOLICITOR’S REPORT:** Jeff Reese

Solicitor Reese reported that there was an Executive meeting before this meeting to discuss personnel issues.

**ENGINEER’S REPORT:** Don Glenn

Mr. Glenn reported that the county has announced it is that time of year to submit CD 50 preapplications beginning August 7th through September 15th. He asked council to please consider applications that they would like to submit and he will be happy to coordinate efforts towards applying for them.

Mr. Glenn stated that he was happy to announce that there will be a second round of LSA Grants from September 1st through November 30th . No matching funds are required. The following categories are being entertained – demolition, infrastructure, purchase of vehicles and equipment, and engineering is also covered. He suggested that council may want to do another alley or storm sewer. He asked council to put their heads together to put some preapplications in. The more they put in the more chance there are to get some. Mr. Zrenchak stated that they applied for four last year and three of them were funded – the alley, Liberty Way Slide and the storm sewer. This is the kind of thing to think about if you are going to do something with developing the property, replacing or updating the borough garage – those types of applications. They will just have to think about what they want to do with that. Mr. Glenn said to not wait until the last minute and get it done early and get the pre-aps in. He will be happy to file them – just get him the projects.

Mr. Glenn was happy to announce that Liberty Borough got a CD 49 grant in the amount of $60,744 to correct the Glenn Avenue Deficiencies. There is a serious slope problem near River Road which needs to be fixed and it will be corrected under this grant.

**Motion to amend the agenda** to include the motion to authorize Glenn Engineering to proceed with plans and specifications for the CD 49 (Glenn Avenue Deficiencies).

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

**All in favor. Motion carries.**

**Motion to authorize** Glenn Engineering to proceed with plans and specifications for the CD49 (Glenn Avenue Deficiencies).

**Motion: Mr. Matlos Second. Mr. Sloss**

**All in favor. Motion carries.**

Mr. Glenn reported that proposals were opened on July 3rd relative to the E Street Alley. Dun Rite submitted a proposal in the amount of $318,923 and El Grande $492,059. Mr. Glenn strongly advises that this project be readvertised due to the fact that the bid prices are outrageous. For example, the contractor bid $11,600 to install an inlet that normally costs half that much. They are not looking for work so they bid high. If they got the job, they made a lot of money. It is his recommendation that the bids be rejected and the next time, they will break the contract into two contracts – sewers and paving. He didn’t want to do that – he wanted one contractor – but what happens is that when you put them together, the contractor will add maybe another 30% to the storm sewers. So this time, we will separate them and Mr. Glenn’s advice to council is to wait until the contractors are out of work and advertise this project in winter. If council wants to proceed with this project, he will do it immediately but if you want the best, lowest price, wait until contractors are out of work. Mr. Zrenchak stated that he would like to get it back out but they have a little bit of time to discuss it at the next workshop meeting and then they can authorize it at the end of August. Mr. Sloss asked if stipulating when you want it done would make a difference in the price. Mr. Zrenchak stated that it does not make a difference in the price. Mr. Zrenchak stated he does not want to sit on it for too long just in case they get busy. Again, he thinks they need just a little more time to talk about it at the workshop meeting and, if need be, they can authorize it at the end of August to move forward.

Mr. Glenn responded to several communications from different engineering firms – Mackin Engineering, Keystone Surveying. They have been asking questions about putting a Dollar General store in Liberty Borough at 3107-3111 Liberty Way. He has answered that correspondence regarding zoning and sewers. He has not heard anything else.

The final item Mr. Glenn has is, Steel Rivers COG wants to draw down some money that they have coming from Allegheny County to pay the contractor for the demolition of the school. They have really been bothering him about putting an invoice in. He took their invoice that they submitted and he deducted 10%. The 10% amounts to $18,732. He is sure that the contractor will come back to take out the stones and put in the topsoil that he didn’t do and give us a maintenance bond. Mr. Glenn needs council’s approval to let COG pay the contractor the invoice in the amount of $168,642 – the original amount was $187,383. Mr. Zrenchak asked Mr. Glenn if he saw the email from Grace from COG that was sent today. It stated that the contractor reached out to them – they want to draw down and COG is recommending holding back $24,767.52. The GEDTF share is $151,250, they will be able to draw down out of that but the other question is that the local share is the remaining balance of the demolition which is $36,130 which would need to be made to Steel Rivers COG. We have that money that is coming from Representative Pisciottano”s office. What they need to understand is we pay this first and then we request that to be reimbursed. Mr. Glenn said he recommends that we do not pay a dime until we get the maintenance bond, until the rocks are removed, and the topsoil is put down. Mr. Zrenchak said that is fine – he just wanted to make sure that he saw this latest letter because they have an additional invoice for the air monitoring, and such. Mr. Glenn said that he sent a report to council that they do not pay a dime of that either. Mr. Zrenchak wanted to make sure before they did anything – they just won’t take any action on those invoices until the items are complete. Mr. Glenn reiterated that the contract is between COG and the contractor – the borough never authorized them to do any extra work, never authorized any extra payment and if there was any extra work done or payment that was through them (COG). We had nothing to do with that. We didn’t authorize it so we shouldn’t have to pay for it. Mr. Zrenchak was just trying to get clarification because she sent that to see what we need to do whenever we do go to pay it, what we have to do to access the DCED money. Mr. Glenn explained that the county owes COG $151,250 and she is trying to draw that down. Mr. Zrenchak said that the next thing is we are going to have to get that money – the $46,000 that we got from Pisciottano’s office- he just needs to know how that works with DCED so he can let Jill know how to proceed when we go to pay with it. We pay the local share and then send that cancelled check to DCED and get reimbursed – Mr. Glenn confirmed that is the procedure.

Vicki Underwood asked if she could make a comment about something addressed earlier in the meeting. She said that if we readvertise that (E Street alley) and nothing is getting cheaper. Mr. Glenn said that he guarantees we will get cheaper prices. Mr. Zrenchak said that we may get better prices on labor but the materials – that’s why he wanted to discuss it a little bit more in detail. He said he understands both sides of it. Ms. Underwood said that she finally got her driveway power washed and sealed – she gets a lot of dust over there. Mr. Sloss asked what the original estimate for the alley was. Mr. Zrenchak said about $118,000 but that was back during Covid – once Covid happened it ruined everything. Mr. Zrenchak said he does not want to keep readvertising because that costs us money so we would like to get the best price possible and get it done and taken care of. They can discuss it further at the workshop meeting in August and then if they decide the best thing to do is get it back out. Mr. Glenn said that he has been doing this for 50 years and he will give them good advice about that. Ms. Underwood said that she was not questioning his advice, it has just been a long time and she is not happy with the dust. Mr. Glenn said that they will not lose the grant money that this council received. He explained that if the proposal goes over the amount of the grant, they have to take it out of your tax dollars to pay for it and they are trying to avoid that. Ms. Underwood thanked him for the clarity.

Mr. Glenn reported that the contractor is going to start the inlet project in the middle of August.

**Motion to amend the agenda** to include a motion to reject the bids for the E Street Storm Water and Paving Project.

Motion: Mr. Matlos Second: Mrs. Lape

All in favor. Motion carries.

**Motion to reject** the bids for the E Street Storm Water and Paving Project.

Motion: Mr. Matlos Second: Mr. Sowa

All in favor. Motion carries.

**OLD BUSINESS:**

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

**NEW BUSINESS:**

Mr. Zrenchak asked for a moment of silence for Lavina Kerklo. She was a long time pillar of the community and she served on council and the school board. She always tried to put the borough’s best interest forward. She provided many years of service to the borough.

**CORRESPONDENCE:**

**Motion to accept** the typed minutes from the June 28, 2023 meeting.

**Motion: Mr. Matlos Second: Mr. Sloss**

**All in favor. Motion carries**

Next meeting dates/times: Work Session, Wednesday August 9, 2023 at 6:00 pm – Regular Session, Wednesday, August 23, 2023 at 6:00 pm.

**Motion** to adjourn.

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

**All in favor. Motion carries.**

Meeting adjourned at 6:39 pm

Respectfully submitted by:

Jill Pack

Borough Secretary