

**MINUTES OF REGULAR SESSION OF COUNCIL
WEDNESDAY, NOVEMBER 14, 2018**

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Regular session of Borough Council convened at 7:40 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.

**PUBLIC COMMENTS.**

**Jon Grunsky, 300 Nevada Street,** said he lives next to Short Street Extension, and he filed a complaint in October, and again yesterday, for the high weeds to be removed. It would only be about a forty minute job with the backhoe. Mr. Grunsky asked about the difference between an alley and a paper street. Mr. Zrenchak said that a paper street, which only exists on paper, may or may not show up on a map. It may be a part of your neighbor's yard, woods at the end of a paved street, or a right-of-way for utilities. They are not accepted by the municipality as a street; they are only proposed. If a road is not used by the public for 21 years, the municipality is prohibited from accepting it, and the property automatically reverts back to the abutting property owners. Mr. Grunsky said he's lived there since 1984, and they have taken care of it before. The weeds are over his head, so he can't get back there to cut it. Mr. Matlos said they will take care of it.

**Joe Ostroff, 2702 Washington Blvd.,** said there is a lack of speed enforcement in the borough. On Washington Blvd. every day, people are driving 50-60 mph; the same is happening on Liberty Way. Something needs to be done; it is unsafe. Mrs. Morgan said they had just discussed it the other day. She had asked one of the officers sitting on the main road to go up on Washington Blvd. and sit at Elizabeth Street; they have to go around to different places. Mayor Sikorski said that every month, someone complains about it; they are all justified. But people know when the car is sitting here with its lights on. Scene Ridge is a raceway. He suggested at one point in time that when the one is sitting at the Municipal Building, have the other car go out and rotate. There were 71 citations last month; it doesn't seem to be helping. Mr. Ponchak said they brought this up last month and spoke with the Chief about it, when the areas of concern were brought to their attention. Citations are way up from where they had been, but the police can't be everywhere. Mrs. Weigand said they are flying coming out of the Manor. Mr. Ostroff said he has been passed by in the morning, while he is going 35 mph. Mr. Sloss asked if there is a particular time when it seems worse. Mr. Ostroff said it is especially bad when the school buses are out, between 6:30 am and 8:30 am. Mrs. Morgan said that when she spoke to the officer that was sitting here in the morning, she asked that he go up on the Boulevard in the afternoon.

**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 October as follows:

Vehicle mileage:

|               | BEGIN | END   | MILEAGE |
|---------------|-------|-------|---------|
| Unit #130     | 86410 | 88241 | 1831    |
| Unit #131     | 29900 | 30925 | 1025    |
| Unit #132     | 57545 | 57896 | 351     |
| Total mileage |       |       | 3207    |

Vehicle Maintenance:

Unit 130

- Rotated tires; oil change; repaired flat tire; replaced bulbs

Unit 131

- Oil change; wiper blades; rotated tires

Unit 132

- None

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

Total calls: 14

|                          |   |
|--------------------------|---|
| Fires                    | 5 |
| Rescue & EMS             | 1 |
| Hazardous Condition      | 3 |
| Service Call             | 3 |
| False Alarm / False Call | 1 |
| Special Incident Type    | 1 |

SouthEast Regional EMS handled 25 calls for the month.

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

There was nothing to report.

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

Light-Up Night will be held on Friday, December 7 at 6:30 pm. Santa will arrive on the fire truck and light the tree. Three Girl Scout Troops will lead the way over to the Fire Hall with Christmas carols, where the event will continue.

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

Dave Collura's two-year contract for Wildlife Control expires on 12/31/18. His new rate will be \$175 per month, up from \$140 per month. Mr. Ponchak made a motion to accept a new two-year contract at a monthly rate of \$175. The motion was seconded by Mrs. Weigand and passed unanimously.

**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 [October]                     | \$ 60.90  |
| American Legal Services – police insurance [November]       | 43.44     |
| Am Trust North America – Worker's Comp installment          | 4,099.00  |
| Carriage Inn – COG meeting dinner                           | 520.00    |
| Christie and Associates – liability insurance               | 59,716.00 |
| Comcast – phones / Internet                                 | 296.48    |
| Comcast – Internet [police office]                          | 163.81    |
| Dearborn National – life insurance [11/1/18 – 1/31/19]      | 238.09    |
| Deluxe Business Checks – checks [Sinking Fund]              | 15.00     |
| Deluxe Business Checks – checks [Sinking Fund]              | 145.12    |
| Direct Energy – EMS                                         | 76.51     |
| Direct Energy – garage                                      | 105.40    |
| Direct Energy – Municipal Building                          | 422.22    |
| Direct Energy – pump station                                | 192.62    |
| First Commonwealth Bank – loan payment [PW truck]           | 1,301.99  |
| First Commonwealth Bank – loan payment [2015 street paving] | 3,686.14  |
| Law Enforcement Systems – case management file envelopes    | 60.00     |
| Lawson Excavating – emergency slide repair                  | 51,520.00 |
| MCI – long distance                                         | 30.76     |
| McKeesport, City of – prisoner detainment [September]       | 50.00     |
| McRo – install overfill drop tubes [underground tanks]      | 2,255.90  |
| Office Depot – office and police supplies                   | 81.64     |
| Orkin – sewers                                              | 207.92    |
| PA American Water – consumption data                        | 66.10     |
| PA American Water – shut-offs / reconnects                  | 600.00    |
| PA American Water – EMS                                     | 15.38     |
| PA American Water – fire hydrants                           | 1,097.18  |
| PA American Water – garage                                  | 62.02     |
| PA American Water – Municipal Building                      | 38.74     |
| PA One Call – notices                                       | 39.29     |
| Petty Cash – Halloween prizes                               | 61.00     |
| Postmaster – (4) rolls of stamps                            | 200.00    |

|                                                                     |          |
|---------------------------------------------------------------------|----------|
| Ricoh – copier maintenance                                          | 38.22    |
| S & D Calibration – new stopwatch / Accutrak certification          | 84.84    |
| Snyder’s of Berlin – chips for Halloween                            | 90.00    |
| Sprint – mobile laptop                                              | 40.24    |
| Tomasic, Robert – 2017 audit                                        | 4,400.00 |
| UPMC Health Plan – health insurance [November]                      | 2,485.26 |
| Verizon – garage                                                    | 56.43    |
| Volunteer Fireman’s Association – reimburse for Fall Festival stage | 600.00   |
| WestComm Wireless – radio maintenance                               | 55.00    |
| Zrenchak Environmental Services – pump station inspection [Sept]    | 1,050.00 |

**TOTAL RATIFIED BILLS**

**\$136,368.64**

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

|                                                                       |           |
|-----------------------------------------------------------------------|-----------|
| ABCO Fire Protection – recharge fire extinguisher                     | \$ 134.56 |
| American Natural – diesel and gasoline                                | 1,914.17  |
| Aqua Filter Fresh – bottled water                                     | 10.17     |
| Collura, Dave – wildlife control [October]                            | 140.00    |
| Comcast – phones / Internet                                           | 296.48    |
| Comcast – Internet [police office]                                    | 173.81    |
| DEP – storage tanks registration / permitting                         | 1,991.66  |
| Direct Energy – EMS                                                   | 54.21     |
| Direct Energy – Municipal Building                                    | 307.08    |
| Duquesne Light – street lights                                        | 3,176.71  |
| Glenn Engineering – general engineering                               | 1,875.00  |
| Glenn Engineering – Act 537                                           | 490.00    |
| Glenn Engineering – sewage                                            | 250.00    |
| Home Depot – misc supplies [Maintenance Garage]                       | 40.80     |
| Jefferson Hills Lawn Equipment – chainsaw parts                       | 35.82     |
| Jordan Tax Service – 2018 Tax Billing Service                         | 386.00    |
| Liberty Boro Auto Sales – oil change [Tahoe]                          | 54.98     |
| Matyasovsky, Janice – reimburse for COG meeting dinner                | 58.86     |
| Mon Valley Independent – ad [Storm Water Ordinance]                   | 100.00    |
| Mr. John – 1 @ Latrobe Park [10/12/18 – 10/31/18]                     | 84.28     |
| Mr. John – 2 @ Manor Park [10/12/18 – 10/31/18]                       | 168.56    |
| Office Depot – toner for police printer / tablets                     | 102.52    |
| PA American Water – fire hydrants                                     | 1,097.18  |
| PA Municipal Service Co – 3 <sup>rd</sup> quarter sewage billing      | 918.32    |
| PA One Call – notices                                                 | 22.61     |
| Paul’s Auto Service – replace headlamp bulb [marked car]              | 43.30     |
| Paul’s Auto Service – oil change/lube; winter wiper blades [unmarked] | 79.85     |
| Paul’s Auto Service – oil change [marked car]                         | 49.95     |
| Peoples Gas – EMS                                                     | 42.61     |
| Peoples Gas – garage                                                  | 46.43     |

|                                                     |          |
|-----------------------------------------------------|----------|
| Peoples Gas – Municipal Building                    | 94.40    |
| RA Foster & Son - janitor supplies                  | 99.85    |
| Racunas Law Group, LLC – Solicitor fees [October]   | 2,544.00 |
| RC Walter – weed killer [ball fields]               | 21.59    |
| Ricoh – copier lease                                | 114.95   |
| S & D Calibration – Acutrak certification           | 13.00    |
| Sherwin-Williams – paint/supplies for curb markings | 395.40   |
| Sprint – cell phones                                | 89.52    |
| TEC Benefits – benefits admin [December]            | 30.00    |
| Turner Dairy Farms – drinks for Halloween           | 81.00    |

**TOTAL BILLS** **\$17,629.63**

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

The receipts for the month of October are as follows:

**GENERAL FUND**

|                                         |           |
|-----------------------------------------|-----------|
| Real Estate Tax – Aquilante             | 5,024.48  |
| Fire Tax – Aquilante                    | 717.78    |
| Delinquent Real Estate Tax – Keystone   | 5,020.95  |
| Act 77 Tax Refund                       | 7,411.99  |
| Real Estate Transfer Tax                | 2,013.41  |
| Earned Income Tax – Keystone            | 12,368.40 |
| Local Services Tax                      | 342.77    |
| Zoning/Building Permits                 | 15.30     |
| Zoning/Occupancy Permits                | 90.00     |
| Street Opening Permits                  | 280.00    |
| Dye Test Permits                        | 150.00    |
| Police Fines                            | 508.82    |
| PURTA (Utility Tax Refund) – Comm of PA | 809.91    |
| No Lien Letters                         | 100.00    |
| Vacuum Rebate                           | 15.00     |
| Right-To-Know – document copies         | 17.25     |

**TOTAL RECEIPTS FOR THE MONTH** **\$ 34,886.06**

**GENERAL FUND**

**REGISTER BALANCE** **\$ 17,913.16**

**GENERAL FUND SAVINGS**

|                         |                   |
|-------------------------|-------------------|
| Interest                | 183.48            |
| <b>REGISTER BALANCE</b> | <b>525,153.72</b> |

**SEWER FUND**

|                         |                     |
|-------------------------|---------------------|
| Customer Payments       | 6,524.22            |
| Surcharge               | 550.63              |
| <b>REGISTER BALANCE</b> | <b>\$ 13,676.49</b> |

**HIGHWAY AID FUND**

|                         |                     |
|-------------------------|---------------------|
| Interest                | 11.36               |
| <b>REGISTER BALANCE</b> | <b>\$ 37,085.88</b> |

**SINKING FUND [2018 NOTE]**

|                                                 |                     |
|-------------------------------------------------|---------------------|
| Transfer Year-to-Date Surcharge from Sewer Fund | 52,707.07           |
| <b>REGISTER BALANCE</b>                         | <b>\$ 52,546.95</b> |

The 2019 Budget is being worked on. Once the proposed budget is adopted, it has to be posted for a 10-day period; then final adoption can take place. It will be done by December 31.

Mrs. Morgan said she wanted everyone to know that 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.

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

A letter of resignation was received from Officer Craig Gibson, effective immediately. Mrs. Weigand made a motion to accept the resignation. The motion was seconded by Mr. Matlos and passed unanimously.

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

Mr. Zrenchak said he is working on the Sewer Fund portion of the budget. The pump station is 23 years old. We received a grant for \$100,000 towards the sewer deficiency repairs, and they will reach out to Senator Brewster to see if they could shift the funds towards the pump station.

State Pipe will begin working on the sewer deficiency repairs on Monday, November 12. If they are working in your area, State Pipe will put a placard on your door with the start date. They will be holding weekly progress meetings with State Pipe, to make sure

everything is going smoothly. If anyone encounters any problems, please let him or the Street Department know.

There was a gentleman at the last meeting saying that people are dumping garbage on River Road. Mr. Matlos said that was taken care of. Mr. Zrenchak said he will keep an eye on it.

People are blowing their leaves and grass onto the streets, directly into the catch basins. That cannot be done. The debris will clog the catch basins and people will get flooded.

Mrs. Morgan said they installed the guard rail today, where the barriers were put up after the slide. Thanks to Mr. Matlos for taking care of it.

**MAYOR SIKORSKI'S REPORT.**

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

|                             |    |     |
|-----------------------------|----|-----|
| Total Call Activity         |    | 151 |
| Calls for Service           | 19 |     |
| Domestic Complaints         | 2  |     |
| Suspicious Persons/Vehicles | 5  |     |
| Alarms                      | 2  |     |
| Assaults                    | 4  |     |
| Traffic Violations          | 41 |     |
| Traffic Citations Issued    |    | 32  |

**SOLICITOR RACUNAS'S REPORT.**

There was nothing to report.

**ENGINEER GLENN'S REPORT.**

Mr. Glenn said he will not take any action on the PA Small Water and Sewer Grant until they see if they can get a modification on the contract.

The Storm Water Management Ordinance was advertised and is ready for adoption. The only item outstanding is the penalty clause, which Mr. Glenn will send to the Solicitor for his review and recommendations to council. The ordinance must be adopted by December 1, or the borough is subject to not receiving future grants.

Mr. Zrenchak made a motion to adopt the ordinance. The motion was seconded by Mrs. Matyasovsky and passed unanimously.

There was no New Business or Old Business.

**CORRESPONDENCE.**

Mrs. Matyasovsky asked if everyone received the letter from Duquesne Light, explaining some of the issues they had in Liberty Borough, and what steps have been or will be taken to correct them.

Mrs. Weigand made a motion to accept the typed minutes from the Regular Session on October 10, 2018. The motion was seconded by Mr. Ponchak and passed unanimously.

The next meeting date is Wednesday, December 12, 2018, with the Work Session at 6:00 pm and the Regular Session at 7:30 pm.

A motion to adjourn was made by Mrs. Morgan, seconded by Mr. Ponchak. All were in favor and the meeting adjourned at 8:00 pm.

Respectfully submitted,

Debra L. Helderlein  
Borough Secretary