MINUTES OF REGULAR SESSION OF COUNCIL

WEDNESDAY, DECEMBER 13, 2017

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

PUBLIC COMMENTS.

Deborah Piker, 600 Owens Avenue, said she is concerned about the Lou Wunderley Tot Lot at the corner of New Memory Lane and Elizabeth Street. It was padlocked and posted “No Trespassing” around late August or early September. Mrs. Piker asked for council’s consideration while preparing the 2018 budget, that they include funds for the maintenance, repair, and continued maintenance so the park can be used. Mrs. Piker had sent a letter to Mrs. Morgan, as Parks & Recreation Chairman, and Mrs. Matyasovsky, as Finance Chairman, expressing her concerns. Mrs. Morgan said that is their plan in the spring, for that park and the one at the Fire Hall. There was a piece of metal sticking up, and they didn’t want anyone to get hurt; that is why it was closed.

COMMITTEE REPORTS.

**PROPERTY.**

There was no report in absence of Mr. Gretz.

POLICE. Mr. Ponchak, Chairman, reporting.

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

Vehicle mileage:

|  |  |  |  |
| --- | --- | --- | --- |
|  | BEGIN | END | MILEAGE |
| Unit #130 | 71361 | 72946 | 1585 |
| Unit #131 | 19000 | 19606 | 606 |
| Unit #132 | 51020 | 51898 | 878 |
| Total mileage | | | 3069 |

Vehicle Maintenance:

Unit 130

* Fixed headlight

Unit 131

* None

Unit 132

* Lettered Tahoe

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

Total calls: 10

Fires 3

Rescue and EMS 1

Hazardous Condition 3

Service Call 1

Good Intent Call 1

Special Incident 1

LEGISLATION. Mr. Ponchak, Chairman, reporting.

There was nothing to report.

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

Santa will be riding on the Fire Truck on Saturday, December 16, beginning at 5:00 pm, passing candy out to the kids.

Christmas Light-Up Night went very well. Mrs. Morgan wanted to thank everyone that helped; there were too many to name.

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

Mrs. Matyasovsky made a motion to accept the animal control agreement and the optional stray feline service from Gaydos-Behanna Kennel; both will run through 12/31/19. The motion was seconded by Mr. Ponchak and passed unanimously.

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

A couple of lights were turned in.

FINANCE. Mrs. Matyasovsky, Chairman, reporting.

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

|  |  |
| --- | --- |
| A-Plus Quality Window Tint – one-way mirror film [police door] | $ 185.00 |
| ABCO Fire Protection – annual fire extinguisher updates | 549.89 |
| American Legal Services – police insurance [December] | $ 43.44 |
| Building Inspection Underwriters (BIU) – building inspection [October] | 55.00 |
| Comcast – phones/Internet | 284.13 |
| Comcast – police Internet | 123.81 |
| First Commonwealth Bank – loan payment [PW truck] | 1,301.99 |
| First Commonwealth Bank – loan payment [2015 street paving] | 3,686.14 |
| Fleming Landscaping – Christmas tree [Municipal Building] | 120.00 |
| Liberty Tire Recycling – clean-up [off River Ridge to trail] | 180.18 |
| MCI – long distance | 29.52 |
| Murin & Murn – clean channel [Glenn Avenue] | 1,040.00 |
| Murin & Murn – storm inlet and line / concrete end wall [Glenn Avenue] | 9,800.00 |
| Murin & Murn – install stone rip rap [Glenn Avenue] | 15,600.00 |
| PA American Water – consumption data | 15.00 |
| PA American Water – EMS | 16.11 |
| PA American Water – garage | 149.72 |
| PA American Water – Municipal Building | 33.04 |
| Quill – office supplies / toner for police office copier | 146.40 |
| Ricoh – copier maintenance | 38.22 |
| Singer Paint & Glass – install police door / electric strike | 2,735.00 |
| Sprint – mobile laptop | 40.24 |
| UPMC Health Plan – health insurance [December] | 2,485.26 |
| Verizon – garage | 57.11 |
| WestComm Wireless – police radios | 55.00 |
|  |  |
| **TOTAL RATIFIED BILLS** | **$38,770.20** |

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

|  |  |
| --- | --- |
| American Natural – diesel | $ 666.53 |
| American Natural – gasoline | 1,542.87 |
| Aqua Filter Fresh – bottled water | 41.53 |
| Assured Settlement – real estate tax refund | 37.50 |
| Axon Enterprise, Inc – taser cartridges | 298.32 |
| Barrier Protection – annual monitoring fee [Maintenance Garage] | 240.00 |
| Center Independent Oil (Double Car Wash) – police vehicles [October] | 23.46 |
| Collura, Dave – wildlife control [November] | 140.00 |
| Comcast – police Internet | 154.78 |
| CSX – annual fee for Right-of-Way [pump station] | 125.00 |
| Direct Energy – EMS | 68.25 |
| Direct Energy – garage | 90.31 |
| Direct Energy – Municipal Building | 290.05 |
| Direct Energy – pump station | 128.27 |
| Duquesne Light – street lights | 3,206.87 |
| Flynn’s Tire – 4 tires [marked police car] | 464.36 |
| Fred’s Made in the Shade, LLC – Tahoe markings | 550.00 |
| Gaydos-Behanna Kennel – animal control [June] | 75.00 |
| Gaydos-Behanna Kennel – animal control [August] | 100.00 |
| Gaydos-Behanna Kennel – animal control [September] | 75.00 |
| Gaydos-Behanna Kennel – animal control [October] | 145.00 |
| Gaydos-Behanna Kennel – animal control [November] | 75.00 |
| Glenn Engineering – general engineering | 365.00 |
| Glenn Engineering – Act 537 | 1,995.00 |
| Glenn Engineering – MS4s | 75.00 |
| Glenn Engineering – 2017 flooding | 850.00 |
| Glenn Engineering – PennVest | 952.50 |
| Glenn Engineering – sewage | 825.00 |
| Home Depot – misc. supplies [PW Dept] | 100.97 |
| Hubcap Heaven – spare rim [2017 Chevy Silverado] | 249.00 |
| Liberty Boro Auto Sales – replace headlight [marked police car] | 16.65 |
| McKeesport, City of – prisoner detainment [October] | 100.00 |
| Municipal Authority, City of McKeesport – 3rd quarter sewage | 129,036.60 |
| N Versailles Twp Sanitary Authority – camera truck [3310 Liberty Way] | 555.00 |
| Office Depot – heavy duty stapler / voice recorder | 92.67 |
| Orkin – sewers | 207.92 |
| PA American Water – consumption data | 64.45 |
| PA American Water – fire hydrants | 1,173.57 |
| PA One Call – notices | 1.27 |
| Paul’s Auto Service – police vehicles | 652.33 |
| PC Tire & Foamfill Specialists – Kubota tractor tire repair | 58.18 |
| Peoples Gas – EMS | 109.36 |
| Peoples Gas – Municipal Building | 278.84 |
| Peoples Gas – garage | 139.17 |
| PA State Assoc of Boroughs (PSAB) – 2018 dues | 506.00 |
| RA Foster – janitor supplies | 84.50 |
| Racunas Law Group, LLC – Solicitor fees [October] | 2,220.00 |
| RC Walter – keys for new police door | 44.75 |
| Real Stats – service for 2018 | 630.00 |
| Ricoh – copier lease | 114.95 |
| S & D Calibration – Acutrak certification / battery | 21.50 |
| Sprint – cell phones | 140.88 |
| Steel City Mower & Plow – rubber edges for both PW vehicles /  deflector for Chevy Silverado | 1,254.16 |
| Steel Rivers COG – application fee [CDBG Year 44 grants] | 300.00 |
| Steel Rivers COG – December Dinner Meeting [5 attendees@ $35] | 175.00 |
| Steel Rivers COG – dinner cost for 11/2 Board Meeting | 18.70 |
| TEC Benefits – benefits admin [December] | 30.00 |
| TEC Benefits – benefits admin [January] | 30.00 |
| TEC Benefits – deductible reimbursement [Takaht] | 15.50 |
| TEC Benefits – deductible reimbursement [Takaht] | 99.92 |
| Tomasic, Robert J – 2016 audit | 4,400.00 |
| Valley Mirror – ads [Special Meeting / Public Inspection of Budget] | 130.00 |
| Valley Mirror – ad [Planning Board Meeting] | 65.00 |
| Volunteer Firemen’s Assn – semi-annual payment | 32,000.00 |
| Witmer Public Safety Group – targets | 54.19 |
| Zrenchak Environmental Services – pump station inspection [Nov] /  installation of auto dialer | 1,367.50 |
| Zrenchak Environmental Services – reimburse for auto dialer and  cellular service contract | 1,495.50 |
|  |  |
| **TOTAL BILLS** | $191,634.63 |

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

The receipts for the month of November are as follows:

|  |  |
| --- | --- |
| GENERAL FUND |  |
| Real Estate Tax – Aquilante | 1,615.15 |
| Fire Tax – Aquilante | 285.03 |
| Delinquent Real Estate Tax – Keystone | 989.32 |
| Act 77 Tax Refund | 6,129.92 |
| Real Estate Transfer Tax | 3,331.51 |
| Earned Income Tax – Keystone | 24,502.05 |
| Local Services Tax | 781.12 |
| Zoning/Building Permits | 32.10 |
| Zoning/Occupancy Permits | 60.00 |
| Dye Test Permits | 50.00 |
| Police Fines | 223.23 |
| No Lien Letters | 15.00 |
| Reimburse Electric – Jefferson Hills Ambulance | 65.88 |
| Reimburse Vactor for Glenn Ave Catch Basins (split cost) – Port Vue | 637.50 |
| Reimburse Engineering Expense (CITF Grant) – Steel Rivers COG | 5,072.50 |
| Permit for Chickens | 5.00 |
| Reimburse for Snow Removal – County of Allegheny | 823.34 |
| Cable TV – Comcast | 14,560.91 |
| **TOTAL RECEIPTS FOR THE MONTH** | **$ 59,179.56** |
|  |  |
| **GENERAL FUND** |  |
| **REGISTER BALANCE** | **$ 26,032.97** |
|  |  |
| **GENERAL FUND SAVINGS** |  |
| Interest | 31.51 |
| **REGISTER BALANCE** | **371,824.66** |
|  |  |
| **SEWER FUND** |  |
| Customer Payments | 92,182.54 |
| Surcharge | 11,496.25 |
| **REGISTER BALANCE** | **$ 102,553.53** |
|  |  |
| **HIGHWAY AID FUND** |  |
| Interest | 2.90 |
| **REGISTER BALANCE** | **$ 33,719.52** |

Mrs. Matyasovsky provided the 2018 budget figures, as follows:

|  |  |
| --- | --- |
| General Fund: | $ 1,061,348 |
| Sewer Fund: | $ 556,562 |
| Highway Fund: | $ 83,967 |

The proposed budgets were adopted at the Special Session on 11/29/17, advertised and posted for public inspection for 10 days. Mrs. Morgan made a motion to adopt the budgets. The motion was seconded by Mr. Ponchak and passed unanimously.

Mrs. Morgan made a motionto authorize the Solicitor to prepare an ordinance setting the tax rate for 2018 at 8 mills, with 7 mills for general purposes and 1 mill for appropriations to the Fire Department. Mrs. Matyasovsky said the 2 mill increase will be about $130 per average household, which is a little over $10 month. The motion was seconded by Mr. Sloss and passed unanimously.

Mr. Ponchak made a motion to authorize the Solicitor to prepare an ordinance setting the sewage rates for 2018 at $10.10 per thousand gallons (or any part thereof), $151.20 flat rate for unmetered users, and $15 per quarter surcharge for all users. There will be no minimum charge. The motion was seconded by Mrs. Matyasovsky and passed unanimously.

Mrs. Morgan made a motion to authorize the Solicitor to prepare an ordinance setting the rate of compensation for the tax collector to a flat dollar amount of $11,400, which is the same amount budgeted for in 2017. The motion was seconded by Mr. Sloss and passed unanimously.

Mr. Ponchak made a motion to accept the Worker’s Comp renewal in the amount of   
$ 41,800 and the Municipal Liability renewal in the amount of $2,614. The motion was seconded by Mrs. Morgan and passed unanimously.

**PERSONNEL.**

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

STREETS & SEWERS.

There was nothing to report in absence of Mr. Gretz.

MAYOR WEIGAND’S REPORT.

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

|  |  |  |  |
| --- | --- | --- | --- |
| Total Call Activity |  |  | 105 |
|  |  |  |  |
| Domestic Complaints |  | 3 |  |
| Crimes Against Persons |  | 4 |  |
| Property Crimes |  | 10 |  |
| Traffic Related Incidents |  | 16 |  |
|  |  |  |  |
| Summary of Arrests | 18 |  |  |
|  |  |  |  |
| Traffic Citations Issued |  |  | 7 |
| Non-Traffic Citations Issued |  |  | 1 |
|  |  |  |  |
| Assist Other Departments |  |  | 9 |
| Assist By Other Departments |  |  | 5 |

Mrs. Weigand wanted to thank Fire Chief Corey Derr and Officer Jodi Leitzell for their assistance in a case involving a Senior Citizen. There also was a rash of car break-ins and stealing of Christmas lights and decorations, which Lt. Johnson took care of.

Mrs. Weigand said this will be her last meeting as Mayor. She performed 19 marriage ceremonies in four years. She will help the next Mayor out; Mr. Sikorski said he is ok with that. Mrs. Weigand’s sister Amy was in the audience. She has been very active with the Fire Department over many years. She is moving to Atlanta, leaving on Saturday, and will be greatly missed. Mrs. Weigand thanked Amy for being with her through all the years she served on council and as Mayor.

SOLICITOR RACUNAS’S REPORT.

Mr. Racunas presented Resolution 2017-13, reappointing Robert Tomasic as auditor for the 2017 records. Mrs. Matyasovsky made a motion to adopt the resolution. The motion was seconded by Mrs. Morgan and passed unanimously.

Mr. Racunas presented Resolution 2017-14, prohibiting Category 4 Casinos in the borough. Mr. Racunas is recommending that all of his municipalities adopt this resolution; if not done so by 12/31/17, they cannot be prohibited. Council can always rescind the resolution at a later time if they change their mind. Mr. Ponchak made a motion to adopt the resolution. The motion was seconded by Mrs. Morgan and passed unanimously.

Mr. Racunas presented a concurring resolution, which is required for the $100,000 grant application that Mr. Glenn will be filing on behalf of the borough with RAAC for a CITF grant. Mr. Ponchak made a motion to adopt the resolution. The motion was seconded by Mrs. Matyasovsky and passed unanimously.

Mr. Ponchak made a motion to authorize the Solicitor to prepare an ordinance for handicap parking at 2808 F Street. A copy of the “permanent disability” ID card is on file. The motion was seconded by Mrs. Morgan and passed unanimously.

ENGINEER GLENN’S REPORT.

Mr. Glenn wished everyone a Merry Christmas. Mr. Racunas wished everyone a Happy New Year. Mr. Glenn called for a motion authorizing him to send out RFPs to repair the storm sewer that is collapsed at 3310 Liberty Way. Mr. Sloss made the motion. The motion was seconded by Mrs. Morgan and passed unanimously.

There was no Old Business or Correspondence.

NEW BUSINESS

Mrs. Matyasovsky made a motion to approve the McGauley Subdivision, which was approved by the Planning Board on 11/9/17. The motion was seconded by Mr. Sloss and passed unanimously.

Mrs. Matyasovsky made a motion to accept the typed minutes from the Regular Session on November 8, 2017 and the Special Session on November 29, 2017. The motion was seconded by Mr. Ponchak and passed unanimously.

Reorganization will take place on Tuesday, January 2, 2018 at 7:15 pm. Mr. Ponchak made a motion to keep the Regular Sessions the same: 7:30 pm on the second Wednesdays. The motion was seconded by Mrs. Morgan and passed unanimously. The next Regular Session will be held on January 10, 2018.

A motion to adjourn was made by Mrs. Morgan and seconded by Mrs. Matyasovsky. All were in favor and the meeting adjourned at 7:50 pm.

Respectfully submitted,

Debra L. Helderlein

Borough Secretary