

**MINUTES OF REGULAR SESSION OF COUNCIL
WEDNESDAY, JANUARY 15, 2020**

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Regular session of Borough Council convened at 7:33 pm. Present were Councilors Janice Matyasovsky, Tim Sloss, Mike Matlos, Mrs. McClelland, Mr. Gretz, Mrs. Lape, and Mr. Zrenchak; Mayor Larry Sikorski; Solicitor Matt Racunas; and Engineer Adam Prince.

**PUBLIC COMMENTS.**

**Eileen Wall, 3403 Orchard Drive**, wanted to know if there was anything that Council could do about the Family Dollar Store building. Mrs. Wall wonder if there was a way to get a hold of the owner and send him a registered letter explaining to him that if the roof is not fixed or if the building is not sold that you can impose a fine on him. Mr. Zrenchak told Mrs. Wall that would be something that falls under Ordinance with Mike Bogdan. Mike Bogdan explained to Council and Mrs. Wall that her complaint needs to be addressed by the building inspector for the maintenance of the building. Mr. Bogdan also informed them that we have reached out several times to the owner when we had complaints about the dumpster and was trying to clean up the parking lot. The owner of the building lives in New York and does not return our phone calls or acknowledge our attempts to get a hold of him. Mr. Zrenchak assured Mrs. Wall that we would reach out to the building inspector to try and handle all of the complaints about the building.

**COMMITTEE REPORTS.**

**PROPERTY.** Mr. Zrenchak reporting.

Mr. Zrenchak reported that Council received some correspondence about the house on Jeffrey Drive (3214). He said that Council has instructed Mr. Racunas to go ahead and reach out to the closing company that is handling it and give them a 30 day date to close this and get it off the books. If they don't comply, then Council will address it from there.

**POLICE, FIRE, AND EMS.** Mr. Sloss, Chairman and Chris Gretz, Chairman, reporting.

Mr. Sloss said he had nothing to report on Police.

Mr. Gretz read the fire report as follows:

|                                   |                                             |
|-----------------------------------|---------------------------------------------|
| 2 – Building Fires                | 2 - Rescue and & Emergency Medical Services |
| 1 – Hazardous Condition (No fire) | 1 – Service Call                            |

1 – False Alarm & False Call

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

Vehicle mileage:

|               | BEGIN | END   | MILEAGE |
|---------------|-------|-------|---------|
| Unit #130     | 2889  | 4452  | 1563    |
| Unit #131     | 42400 | 43400 | 1000    |
| Unit #132     | 75089 | 75395 | 306     |
| Total mileage |       |       | 2869    |

Vehicle Maintenance:

Unit 130

- No Report

Unit 131

- No Report

Unit 132

- No Report

**LEGISLATION.** Mr. Gretz, Chairman, reporting.

There was nothing to report.

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

There was nothing to report.

**HEALTH & ORDINANCE.** Mrs. Lape, Chairman, reporting.

There was nothing to report.

**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 [December]                           | \$ 40.60           |
| American Legal Services – police insurance [January]               | 50.68              |
| Comcast – internet and phones                                      | 291.29             |
| Comcast – police internet                                          | 163.81             |
| Comm of PA – PennVest loan payment                                 | 5,643.28           |
| Direct Energy – EMS                                                | 31.71              |
| Direct Energy – garage                                             | 46.80              |
| Direct Energy – municipal building                                 | 231.77             |
| Direct Energy – pump station                                       | 109.84             |
| Final Score Trophies – (Morgan, Ponchak, Weigand) plaques          | 138.50             |
| 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                               | 150.00             |
| Gaydos - Behanna Kennel – animal control (4 <sup>th</sup> quarter) | 225.00             |
| LBAA – 2019 contribution                                           | 500.00             |
| MCI – long distance                                                | 31.30              |
| North Eastern Uniforms – Lieutenant badge                          | 115.10             |
| PA American Water – consumption                                    | 66.81              |
| PA American Water – EMS                                            | 15.68              |
| PA American Water – garage                                         | 60.90              |
| PA American Water – Municipal Building                             | 56.30              |
| Ricoh – copier maintenance                                         | 68.95              |
| SA Boys Basketball Boosters - donation                             | 50.00              |
| Sam's Club - Christmas event                                       | 99.85              |
| Sprint – mobile laptop                                             | 40.24              |
| TEC Benefits – benefits admin (January)                            | 40.00              |
| TEC Benefits – deductible reimbursement (Helderlein)               | 28.91              |
| UPMC Health Plan – health insurance [January]                      | 5,138.12           |
| Verizon – garage                                                   | 54.25              |
| Walmart – Christmas event                                          | 109.44             |
| WestComm Wireless – radio maintenance [12/1/19 – 1/1/20]           | 55.00              |
| <b>TOTAL RATIFIED BILLS</b>                                        | <b>\$18,642.26</b> |

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

|                                                                   |           |
|-------------------------------------------------------------------|-----------|
| ABCO Fire Protection – annual service on fire extinguishers       | \$ 689.27 |
| American Natural – gasoline                                       | 3,197.26  |
| Aqua Filter Fresh – bottled water                                 | 37.07     |
| Auto Plus – parts [2011 Ford]                                     | 22.06     |
| Cargill – salt                                                    | 3,684.35  |
| Center Independent Energy [Double Car Wash] police vehicles [Dec] | 35.21     |
| Dave Collura – wildlife control [December]                        | 175.00    |
| Comcast – phones/Internet                                         | 292.19    |

|                                                                                            |          |
|--------------------------------------------------------------------------------------------|----------|
| Comcast – police Internet                                                                  | 163.81   |
| Derkas Auto Body – repair tire [police car]                                                | 39.90    |
| Direct Energy – EMS                                                                        | 32.69    |
| Direct Energy – garage                                                                     | 44.01    |
| Direct Energy – Municipal Building                                                         | 230.31   |
| Direct Energy – pump station                                                               | 145.32   |
| Dravosburg Truck & Auto – transmission fluid/pan [2011 Ford truck]                         | 377.57   |
| Duquesne Light – street lights                                                             | 3,189.80 |
| Duquesne Light – EMS                                                                       | 40.73    |
| Duquesne Light – garage                                                                    | 51.72    |
| Duquesne Light – Municipal Building                                                        | 87.74    |
| Duquesne Light – pump station                                                              | 176.88   |
| Final Score Trophies – name plate [Lape]                                                   | 13.50    |
| First Commonwealth Bank (charge) – USTIF Capacity Fee [December]                           | 41.25    |
| Glenn Engineering – general engineering                                                    | 1,176.25 |
| Glenn Engineering – sewage                                                                 | 1,222.50 |
| H B South - #10 window envelopes [1000]                                                    | 119.00   |
| Home Depot – new lock/keys [file storage room]                                             | 39.49    |
| McRo Tank Division – storage tank inspection                                               | 605.50   |
| Mon Valley Independent – legal ads [Reorganization/Budget Inspection/<br>Sewage Ordinance] | 276.00   |
| Napa Auto Parts – misc. parts                                                              | 41.95    |
| O'Reilly Auto Parts – supplies for police cars                                             | 36.35    |
| Orkin – sewers                                                                             | 207.92   |
| PA American Water – fire hydrants                                                          | 1,097.18 |
| PA One Call – notices                                                                      | 2.04     |
| PA Municipal Retirement – annual fee for Police Pension                                    | 20.00    |
| PA Municipal Retirement – annual fee for Non-Uniformed Pension                             | 60.00    |
| Peoples Gas – EMS                                                                          | 155.87   |
| Peoples Gas – garage                                                                       | 177.29   |
| Peoples Gas – Municipal Building                                                           | 295.68   |
| Racunas Law Group, LLC – Solicitor fees [November]                                         | 2,301.00 |
| RC Walter & Sons Inc – supplies / decorations                                              | 45.91    |
| Sprint – cell phones                                                                       | 69.64    |
| Steel City Mower and Plow – 2 rubber cutting edges                                         | 1,015.00 |
| TEC Benefits – benefits admin [February]                                                   | 30.00    |
| USA BlueBook – Sensaphone and annual subscription [pump station]                           | 1,824.90 |
| Zrenchak Environmental Services – pump station inspection [Nov]                            | 315.00   |
| Zrenchak Environmental Services – pump station inspection [Dec]                            | 315.00   |
| Matlos, Michael – 2020 clothing allowance                                                  | 450.00   |
| Takaht, Bruce – 2020 clothing allowance                                                    | 450.00   |
| Adams, Christopher – 2020 uniform allowance                                                | 500.00   |
| Harrison, Donald – 2020 uniform allowance                                                  | 500.00   |
| Johnson, Raymond – 2020 uniform allowance                                                  | 500.00   |
| Leitzell, Jodi – 2020 uniform allowance                                                    | 425.00   |
| Pfoertner, Jason – 2020 uniform allowance                                                  | 425.00   |
| Riley, Luke – 2020 uniform allowance                                                       | 500.00   |

**TOTAL BILLS****\$27,967.11**

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 Mr. Sloss and passed with Mr. Matlos saying yes but abstaining from the clothing allowance bill for himself and Mr. Zrenchak saying yes but abstaining from the bills for Zrenchak Environmental Services.

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

**GENERAL FUND**

|                                             |           |
|---------------------------------------------|-----------|
| Real Estate Tax – Aquilante                 | 3105.41   |
| Fire Tax – Aquilante                        | 443.63    |
| Delinquent Real Estate Tax – Keystone       | 313.80    |
| Act 77 Tax Refund                           | 7,108.89  |
| Real Estate Transfer Tax                    | 2,454.41  |
| Earned Income Tax – Keystone                | 33,196.86 |
| Local Services Tax                          | 0.00      |
| Zoning/Building Permits                     | 99.75     |
| Zoning/Occupancy Permits                    | 120.00    |
| Street Opening Permits                      | 0.00      |
| Dye Test Permits                            | 200.00    |
| Police Fines                                | 627.60    |
| No Lien Letters                             | 120.00    |
| Employee Contribution – Health Insurance    | 20.00     |
| COBRA – TEC Benefits                        | 312.50    |
| Police Report                               | 0.00      |
| Snow removal – County of Allegheny          | 6,115.96  |
| Refund – County of Allegheny [sheriff sale] | 2,226.38  |

**TOTAL RECEIPTS FOR THE MONTH****\$ 54,238.81****GENERAL FUND****REGISTER BALANCE****\$ 33,740.41****GENERAL FUND SAVINGS**

Interest

103.96

**REGISTER BALANCE****\$ 605,760.26**

**SEWER FUND**

|                         |                     |
|-------------------------|---------------------|
| Customer Payments       | 37,460.24           |
| <b>REGISTER BALANCE</b> | <b>\$ 46,095.72</b> |

**HIGHWAY AID FUND**

|                         |                     |
|-------------------------|---------------------|
| Interest                | 8.30                |
| <b>REGISTER BALANCE</b> | <b>\$ 47,124.76</b> |

**SINKING FUND [2018 NOTE]**

|                         |                      |
|-------------------------|----------------------|
| Surcharge               | 4,190.76             |
| Pennvest Loan Proceeds  | 0.00                 |
| <b>REGISTER BALANCE</b> | <b>\$ 111,576.07</b> |

Mrs. Matyasovsky called for a motion to adopt the First Commonwealth Bank Public Body Resolution 2020-02 for changes of signatures on the bank accounts. The motion was made by Mr. Matlos, seconded by Mr. Gretz and passed unanimously.

**PERSONNEL.** Mrs. McClelland, Chairman, reporting.

Mrs. McClelland called for a motion to accept the verbal resignation from Melissa Morgan on 12/26/2019 as Assistant Secretary. Mr. Matlos made the motion, seconded by Mrs. Matyasovsky and passed unanimously.

**Melissa Morgan, 3331 Oakland Dr.,** asked Council how the police found out what Mrs. Morgan was asking for in her contract before it was presented back to Mr. Racunas and herself. Mr. Zrenchak asked Mr. Racunas to answer. Mr. Racunas asked Mrs. Morgan to repeat the question. Mrs. Morgan explained to Mr. Racunas that the police knew what she was asking for in her contract before it was presented back to Mr. Racunas and herself. Mr. Racunas said he had no idea how that would happen. Mrs. Morgan said that she didn't expect Mr. Racunas to know the answer to that question. Mr. Zrenchak explained that there are a lot of things in the Borough that get out beforehand. He told Mrs. Morgan that she was on Council with them and she should already be aware that there are a lot of items that Council wants to discuss in private and those items get out before they even had a chance to discuss them. Mr. Zrenchak said he doesn't know who the person is that would discuss private matters outside chambers, but he realizes that it happens. Mrs. Morgan said that is what she wants to know, who the person is.

Mrs. McClelland called for a motion to advertise to fill the position of Borough Secretary/Treasurer. The motion was made by Mrs. Matyasovsky, seconded by Mr. Matlos and passed unanimously.

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

Mr. Zrenchak stated that the auto dialer for the pump station needed to be installed. He said that it has to be done because the old one is outdated and eventually will need to be replaced. Also, Mr. Zrenchak explained that Liberty Borough had three change orders for Penn Vest that was signed. He said that this will close out Penn Vest project for the sewer system fund. Mr. Gretz asked Mr. Zrenchak to explain to the public what the auto dialer was for. Mr. Zrenchak explained that the dialer was an alarm for the pump station. He said the dialer alerts us if there is a problem down at the pump station to keep sewage from going into the river. It also alerts us if we have a malfunction at pump station.

Mr. Zrenchak called for a motion to install the dialer in the pump station. The motion was made by Mr. Matlos, seconded by Mrs. Matyasovsky and passed unanimously.

**MAYOR SIKORSKI'S REPORT.**

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

|                             |   |    |
|-----------------------------|---|----|
| Total Call Activity         |   | 81 |
| Domestic Complaints         | 3 |    |
| Juvenile Complaints         | 1 |    |
| Suspicious Person/Vehicles  | 4 |    |
| Alarms                      | 6 |    |
| Animal Complaints           | 2 |    |
| Disturbances                | 2 |    |
| Local Ordinance Complaint   | 3 |    |
| Assaults                    | 2 |    |
| Weapons                     | 1 |    |
| Narcotics                   | 0 |    |
| Harassment Complaint        | 2 |    |
| Criminal Mischief Complaint | 0 |    |
| Theft Report                | 2 |    |
| Traffic Accidents           | 0 |    |
| Driving Under the Influence | 0 |    |
| Traffic Stops               | 7 |    |
| Traffic Citations           | 2 |    |
| Non-Traffic Citations       | 2 |    |
| Assist Fire                 |   | 2  |
| Assist Other Departments    |   | 9  |

Assist By Other Department  
Assist EMS

7  
12

The fines for the month were \$627.60

### **SOLICITOR RACUNAS'S REPORT.**

Mr. Racunas called for a motion to adopt Ordinance 2020-01 setting the sewage rates for 2020 at \$11.50 per thousand gallons (or any part thereof), \$151.20 flat rate for unmetered users, and \$15.00 per quarter surcharge for all users. The motion was made by Mr. Matlos, seconded by Mrs. McClelland and passed unanimously.

Mr. Racunas called for a motion to adopt Resolution 2020-01 establishing the tax rate for the year 2020. Millage remains at 8 mills, with 7 mills for general purposes, and 1 mill for appropriations to the Volunteer Fire Company. The motion was made by Mrs. McClelland, seconded by Mr. Matlos and passed unanimously.

### **ENGINEER GLENN'S REPORT.** – Mr. Prince, Engineer, reporting.

There was nothing to report.

### **OLD BUSINESS.**

Mr. Zrenchak informed public that we have several board openings due to various reasons and are going to advertise for letters of interest. He said we have two openings for the planning board and two openings for the zoning board. Mr. Zrenchak said that if anyone was interested to please submit a letter to the borough office to be considered.

### **NEW BUSINESS.**

Mr. Zrenchak informed public that we have vacancy for the Chairman of the Vacancy Board. He said if anyone was interested to put in a letter of interest to be considered.

Mr. Zrenchak called for a motion to advertise for the planning, zoning, and vacancy board positions. The motion was made by Mrs. Matyasovsky, seconded by Mrs. McClelland and passed unanimously.

### **CORRESPONDENCE.**

None.



Mr. Zrenchak called for a motion to accept typed minutes from the Regular Session on December 11, 2019 and the continuation on December 26, 2019. The motion was made by Mr. Matlos, seconded by Mrs. Matyasovsky. Mrs. Matyasovsky, yes; Mr. Sloss, yes; Mr. Matlos, yes; Mr. Zrenchak, yes; Mrs. McClelland, no, she explained she was voting no because she was not in attendance of those meetings; Mr. Gretz, no and Mrs. Lape, no. It was a 4-3 vote, motion carried.

The next meeting date and time will be on Wednesday, February 12, 2020. The workshop session will be at 6:00 pm. The regular session is at 7:30 pm.

Mr. Zrenchak called for a motion to adjourn. The motion was made by Mrs. McClelland, seconded by Mr. Matlos and passed unanimously.

The above borough business concluded at 7:46 pm.

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Respectfully submitted,

Jamie Leber
Office Assistant