

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

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Regular session of Borough Council convened at 7:35 pm. Present were Councilors Tim Sloss, Mike Zrenchak, Jane Weigand, Mike Matlos, Chris Ponchak, and Melissa Morgan; Mayor Larry Sikorski; Attorney Kerry Fraas, filling in for Solicitor Matt Racunas; and Engineer Don Glenn.

**PUBLIC COMMENTS.**

**Deborah Piker, 600 Owens Avenue,** wished everyone a Happy Valentine’s Day and inquired about the plan in place for the playgrounds. Mrs. Morgan said they are applying for a grant, and will go forward once they obtain it. If no grant funds are received, they will at least put mulch in and fix whatever needs to be done.

**COMMITTEE REPORTS.**

**PROPERTY.** Mrs. Weigand, Chairman, reporting.

Mrs. Weigand said that along with Mrs. Morgan and Mr. Zrenchak, she attended a meeting with the Engineer regarding grants. They also are in the initial stages of gathering information on the old school and want to determine the cost to bring it down.

**POLICE.** Mr. Ponchak, Chairman, reporting.

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

Vehicle mileage:

|               | BEGIN | END   | MILEAGE |
|---------------|-------|-------|---------|
| Unit #130     | 74125 | 75602 | 1477    |
| Unit #131     | 20100 | 21100 | 1000    |
| Unit #132     | 53135 | 53300 | 165     |
| Total mileage |       |       | 2642    |

Vehicle Maintenance:

Unit 130

- None

Unit 131

- None

Unit 132

- Repair auto body damage; replace module; look at broken seat

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

Total calls: 20

|                       |   |
|-----------------------|---|
| Fires                 | 9 |
| Rescue and EMS        | 4 |
| Hazardous Condition   | 3 |
| Service Call          | 2 |
| False Alarm/Call      | 1 |
| Special Incident Type | 1 |

Mr. Ponchak also had a copy of the EMS report for January, showing 29 incidents for the month, with an average response time of 8.6 minutes.

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

There was nothing to report.

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

The Easter Egg Hunt will take place on Saturday, March 24 at 11:00 am for children ages 10 and under.

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

We still have not received the Animal Control contracts back from Gaydos-Behanna Kennel, but she is fulfilling her duties.

**LIGHTS.** Mr. Matlos, Chairman, reporting.

Duquesne Light has been notified and is making repairs on the lights.

**FINANCE.** Mrs. Weigand reporting, in absence of Mrs. Matyasovsky.

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

|                                                                         |           |
|-------------------------------------------------------------------------|-----------|
| ACBA – Annual Banquet [5 @ \$65]                                        | \$ 325.00 |
| American Legal Services – police insurance [February]                   | 57.92     |
| American Natural – gasoline                                             | 1,807.22  |
| American Natural – diesel                                               | 788.63    |
| Am Trust North America – Municipal Liability                            | 2,614.00  |
| Am Trust North America – Worker’s Comp                                  | 5,036.00  |
| Barrier Protection – re-key front and office doors / change combination | 294.95    |
| Cargill – salt                                                          | 1,575.65  |
| Cargill – salt                                                          | 1,677.24  |
| Cargill – salt                                                          | 1,671.67  |
| Cargill – salt                                                          | 1,544.26  |
| Cargill – salt                                                          | 3,155.49  |
| Center Independent Oil (Double Car Wash) – police vehicles [Dec]        | 73.95     |

|                                                                                                |          |
|------------------------------------------------------------------------------------------------|----------|
| CNH Capital (Groff Tractor) – backhoe parts                                                    | 32.80    |
| Comcast – phones/Internet                                                                      | 296.81   |
| Commonwealth Financing Authority – grant application fee                                       | 100.00   |
| Dearborn National – life insurance [2/1/18 – 4/30/18]                                          | 232.20   |
| Direct Energy – EMS                                                                            | 77.34    |
| Direct Energy – garage                                                                         | 109.17   |
| Direct Energy – Municipal Building                                                             | 341.45   |
| Direct Energy – pump station                                                                   | 101.98   |
| Final Score Trophies – name plates for new councilors / engraved<br>plates for Mayor portraits | 49.00    |
| First Commonwealth Bank – loan payment [PW truck]                                              | 1,301.99 |
| First Commonwealth Bank – loan payment [2015 street paving]                                    | 3,686.14 |
| MCI – long distance                                                                            | 28.19    |
| Orkin – sewers                                                                                 | 207.92   |
| PA American Water – consumption data                                                           | 64.86    |
| PA American Water – shut-offs / reconnects                                                     | 540.00   |
| PA American Water – EMS                                                                        | 15.73    |
| PA American Water – garage                                                                     | 216.01   |
| PA American Water – Municipal Building                                                         | 41.41    |
| Postmaster – (3) rolls of stamps                                                               | 147.00   |
| Ricoh – copier maintenance                                                                     | 38.22    |
| Russell Standard – cold patch                                                                  | 173.36   |
| Sprint – mobile laptop                                                                         | 40.24    |
| UPMC Health Plan – health insurance [February]                                                 | 2,485.26 |
| Verizon – garage                                                                               | 54.19    |

**TOTAL RATIFIED BILLS** **\$31,003.25**

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

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

|                                                    |    |          |
|----------------------------------------------------|----|----------|
| American Natural - diesel                          | \$ | 1,110.40 |
| Am Trust North America – Worker’s Comp installment |    | 4,099.00 |
| Aqua Filter Fresh – bottled water                  |    | 41.77    |
| Cargill – salt                                     |    | 3,151.55 |
| Cargill – salt                                     |    | 3,272.20 |
| Cargill – salt                                     |    | 3,363.56 |
| Christie & Assoc – bond for Office Assistant       |    | 378.00   |
| Collura, Dave – wildlife control [January]         |    | 140.00   |
| Comcast – phones/Internet                          |    | 296.81   |
| Comcast – Internet [police office]                 |    | 163.81   |
| Direct Energy – EMS                                |    | 90.91    |
| Direct Energy – garage                             |    | 125.88   |
| Direct Energy – Municipal Building                 |    | 350.28   |

|                                                                     |                    |
|---------------------------------------------------------------------|--------------------|
| Direct Energy – pump station                                        | 234.31             |
| Duquesne Light – street lights                                      | 3,228.77           |
| Gaydos-Behanna Kennel – animal control [December]                   | 75.00              |
| General Code – eCode 360 annual maintenance                         | 995.00             |
| Glenn Engineering – general engineering                             | 2,230.00           |
| Glenn Engineering – Act 537                                         | 200.00             |
| Glenn Engineering – sewage                                          | 1,405.00           |
| NAPA Auto Parts – parts for Ford truck                              | 101.19             |
| O’Reilly Auto Parts – parts for Ford truck                          | 53.45              |
| Office Depot – paper trimmer                                        | 30.05              |
| PA American Water – fire hydrants                                   | 1,177.11           |
| PA Municipal Service Co – 4th quarter sewage billing                | 903.52             |
| PA One Call – notice                                                | 8.75               |
| Paul’s Auto Service – police vehicles                               | 2,703.93           |
| Peoples Gas – EMS                                                   | 179.88             |
| Peoples Gas – Municipal Building                                    | 376.97             |
| Peoples Gas – garage                                                | 254.78             |
| Push-N-Pull – parts for Ford truck                                  | 37.74              |
| RA Foster – janitor supplies                                        | 101.90             |
| Racunas Law Group, LLC – Solicitor fees [December]                  | 2,481.00           |
| RC Walter – misc items for Street Dept                              | 12.56              |
| Ricoh – copier lease                                                | 114.95             |
| S & D Calibration – Acutrak certification                           | 26.00              |
| Sprint – cell phones                                                | 247.30             |
| State Pipe Services – TV truck / vactor [Liberty Way storm sewer]   | 3,960.00           |
| Steel Rivers COG – dinner [1/4/18 meeting]                          | 15.55              |
| Steel Rivers COG – (2) dinners [2/1/18 meeting]                     | 34.68              |
| TEC Benefits – benefits admin [March]                               | 30.00              |
| WestComm Wireless – police radios                                   | 55.00              |
| Zrenchak Environmental Services – pump station inspection [January] | 406.39             |
| <b>TOTAL BILLS</b>                                                  | <b>\$38,264.95</b> |

Mr. Ponchak made a motion to accept the list of bills. The motion was seconded by Mrs. Morgan and passed, with Mr. Zrenchak abstaining on the bill for Zrenchak Environmental Services in the amount of \$406.39.

The receipts for the month of January are as follows:

**GENERAL FUND**

|                                       |          |
|---------------------------------------|----------|
| Real Estate Tax – Aquilante           | 67.32    |
| Fire Tax – Aquilante                  | 11.88    |
| Delinquent Real Estate Tax – Keystone | 1,064.94 |
| Act 77 Tax Refund                     | 5,502.00 |
| Real Estate Transfer Tax              | 1,146.60 |

|                                                           |                     |
|-----------------------------------------------------------|---------------------|
| Earned Income Tax – Keystone                              | 16,227.05           |
| Local Services Tax                                        | 319.82              |
| Mechanical Devices – Vending Machines                     | 1,000.00            |
| Zoning/Occupancy Permits                                  | 90.00               |
| Dye Test Permits                                          | 150.00              |
| Police Fines                                              | 323.54              |
| No Lien Letters                                           | 60.00               |
| Reimburse Asbestos Survey (Demolition) – Steel Rivers COG | <u>630.00</u>       |
| <b>TOTAL RECEIPTS FOR THE MONTH</b>                       | <b>\$ 26,593.15</b> |

**GENERAL FUND**

**REGISTER BALANCE** **\$ 5,891.60**

**GENERAL FUND SAVINGS**

Interest 27.11

**REGISTER BALANCE** **292,468.24**

**SEWER FUND**

Customer Payments 15,108.67

Surcharge 1,148.81

**REGISTER BALANCE** **\$ 11,175.48**

**HIGHWAY AID FUND**

Interest 2.02

**REGISTER BALANCE** **\$ 9,712.43**

**PERSONNEL.** Mrs. Morgan reporting, in absence of Mrs. Matyasovsky.

Mrs. Morgan said council received a resignation letter from Officer Byers, effective immediately. Mr. Ponchak made a motion to accept the resignation. The motion was seconded by Mrs. Weigand and passed unanimously.

A resolution was presented for a change of officers/signatures with First Commonwealth Bank. Mr. Zrenchak made a motion to adopt the resolution. The motion was seconded by Mr. Sloss and passed unanimously.

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

Mr. Zrenchak met with Mr. Glenn. They had a list of streets for paving prepared by the Street Department, and are applying for a CITF grant in the amount of \$100,000 to cover the cost.

They had talked about getting some flow meters at the pump station, and Mr. Zrenchak will look into the pricing. Teldyne Iso is in the process of upgrading to a new style of meter, so we may be able to get a really good price on some of the equipment there. The pump station is now sixteen years old and is starting to rust. Mr. Zrenchak will look into prices to paint and clean it up.

### **MAYOR SIKORSKI'S REPORT.**

We receive standard, hand-written complaints that are sometimes very vague and have to be researched. Officer Johnson took care of one he had. Another one was from a resident of Port Vue, accusing one of our officers, but there was no justification on it; it was not a formal complaint.

Last month the Mayor reported that he would get traffic slowed down. He had at least fifty residents that complained to him about Liberty Way. Officers are doing a good job of making their presence available, and some of the people that have been cited are spreading the word. There were two traffic citations last month, and 27 this month. Obviously, they are slowing it down.

### **SOLICITOR RACUNAS'S REPORT.** Mr. Fraas reporting in absence of Mr. Racunas.

Mr. Fraas presented Resolution 2018-04, establishing fees for the filing of applications, permits, and licenses. This is the initial fees resolution, since fees are no longer contained in the code book, which was updated and adopted in October. Mr. Matlos made a motion to adopt the resolution. The motion was seconded by Mr. Sloss and passed unanimously.

### **ENGINEER GLENN'S REPORT.**

All items were covered at the Work Session. Mr. Glenn would like to meet within the next two weeks with the committee, concerning the recreation grant, and to keep the process moving; it is due in April.

There was no Old Business, New Business, or Correspondence.

Mrs. Weigand made a motion to accept the typed minutes from Reorganization on January 2, 2018 and the Regular Session on January 10, 2018. The motion was seconded by Mr. Ponchak and passed unanimously.

The next meeting date is Wednesday, March 14, 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. Weigand, seconded by Mrs. Morgan. All were in favor and the meeting adjourned at 7:50 pm.

Respectfully submitted,

Debra L. Helderlein  
Borough Secretary