

**MINUTES OF REGULAR SESSION OF COUNCIL  
WEDNESDAY, MAY 8, 2019**

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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, representing Solicitor Matt Racunas; and Adam Prince, representing Glenn Engineering.

Mrs. Morgan noted that Mrs. Matyasovsky was out due to knee surgery.

**PUBLIC COMMENTS.**

**Linda Lupinacci, 212 Nevada Street**, attended last month's meeting inquiring about the debris and weeds on Thompson Street Extension, but hasn't heard anything. Mr. Zrenchak said that Jamie gave her the information on paper alleys. Ms. Lupinacci said she asked for the ordinance where the borough accepted Thompson Street, Thompson Avenue, or Thompson Street Extension, but Jamie gave her general information on paper alleys. Ms. Lupinacci said it is the borough's responsibility to keep it maintained. Mr. Sikorski said it doesn't show as a street on the borough's Street Map, but as a Right-of-Way. Ms. Lupinacci said her water and gas lines go through it. Mr. Zrenchak said if it is a Right-of-Way, only the width of the Right-of-Way would be cleared. Ms. Lupinacci said Jane lives down there and knows that for over twenty years it was taken care of. Mrs. Weigand said it wasn't always the borough doing the work. She has a paper alley next to her house, and her husband cleans it. Mr. Zrenchak said just because a previous council did it doesn't make it right. Ms. Lupinacci said the Street Department put stones there, so the neighbors could park on it. They assumed responsibility by taking care of it all of those years. Mr. Zrenchak said only the width of the Right-of-Way would be cleaned; they can't clean private property. Ms. Lupinacci said it's been a month, and no answer. She can't see getting out of her driveway; it's dangerous. If she gets hit, she will sue us. She wants to see copies of the plan recorded for that subdivision, and when it was accepted as a street. Mrs. Morgan said they had a copy of the county printout; it shows paper alleys on all three sides of Ms. Lupinacci's property. If it is a paper alley, each neighbor would clean his own side. If it is a Right-of-Way, the borough would only clean the width of the Right-of-Way. Ms. Lupinacci said if they put stones down, they are accepting responsibility for it. Mr. Zrenchak said the Street Department employees said they did not put stones down; they have a daily log that can be checked. Ms. Lupinacci said she saw that they paved every other alley; why is this such a big deal? Short Street at Fritchie is private property and she has seen Bruce cleaning it. Mrs. Weigand said that her husband uses his riding lawn mower and cuts it. Mr. Zrenchak said he will go down and look at it. Ms. Lupinacci asked that if the borough doesn't own it, who does? Mr. Zrenchak said that if paper alleys are not developed within twenty-one years, it reverts back to the abutting homeowners. Mr. Zrenchak apologized; there are multiple projects going on and he didn't get down there.

**Cathy Beadling, 2805 A Street**, wanted to thank Mr. Zrenchak for all he's done with the streets and sewers; it is for the betterment of the borough and the betterment of our future. All of A Street is getting paved, except in front of her house. For forty-nine years, she has fought for everything she gets back there. She keeps her property nice. Why do they stop the paving where they do? Her street is falling apart. She takes walks and sees alleys that are paved better and it took forever for her street to get paved. Mr. Zrenchak said that where her alley goes back, it is sloped. If it is paved and not sloped the right way, it will flood them out. Also, where it is cracked, there is only dirt underneath, no sub-base. If it is dug out, it would be major reconstruction of the road. There would have to be some kind of drainage put in, and the road sloped the opposite way. If they just slap down pavement, it will create other problems. There are storm water issues. The MS4 program is coming. It will become more expensive, since besides sewage, they are going to want you to manage your storm water. The storm water system was probably done in the sixties. Then, a 500 year storm was rare. Now we are getting them 3, 4, 5, 6 times in one year, and the system cannot handle it. As an example, on A Street, there is a natural drainage swale. Last year was the wettest year on record; the ground was saturated, and the pipe let loose. A lot of the hillsides had fill thrown in, and on River Road we had a landslide. All of this needs to be addressed. Nothing is cheap to fix. Mrs. Beadling said she appreciates all he has done.

**Sherri Peterson, 3106 Valley Ridge Road**, asked if there is anywhere in the borough they can dump grass clippings? Mr. Zrenchak said no. We used to have places, but the DEP does not allow dumps in municipalities, with one reason being landslides. We are seeing them all over Allegheny County, which often is a result of fill not being done correctly. The garbage company will take grass clippings.

**COMMITTEE REPORTS.**

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

All items were discussed at the Work Session.

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

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

Vehicle mileage:

|               | BEGIN  | END    | MILEAGE |
|---------------|--------|--------|---------|
| Unit #130     | Parked | Parked | 0       |
| Unit #131     | 34980  | 36200  | 1220    |
| Unit #132     | 63477  | 65454  | 1977    |
| Total mileage |        |        | 3197    |

Vehicle Maintenance:

Unit 130

- None

Unit 131

- None

Unit 132

- Oil change

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

|                |    |
|----------------|----|
| Total calls:   | 15 |
| Structure Fire | 3  |
| Stand By       | 2  |
| MVC            | 3  |
| EMS Assist     | 1  |
| Search Detail  | 1  |
| Fire Alarm     | 1  |
| Smoke Invest   | 1  |
| Wires Down     | 1  |
| CO Condition   | 1  |
| Illegal Fire   | 1  |

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

There was nothing to report.

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

Mrs. Morgan thanked everyone who helped or attended the Easter Egg Hunt. It was another successful event.

Fun-To-Be-A-Kid Day will be held Saturday, July 27. Sign-up sheets should be in the borough office by Friday, to register the kids and volunteers.

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

There was nothing to report.

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

There was nothing to report.

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

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

|                                                  |    |       |
|--------------------------------------------------|----|-------|
| Aflac – short-term disability [April]            | \$ | 60.90 |
| American Legal Services – police insurance [May] |    | 50.68 |

|                                                                      |           |
|----------------------------------------------------------------------|-----------|
| Blue Ridge Supply – red landscaping stones [Municipal Building]      | 180.00    |
| Comcast – phones/Internet                                            | 288.79    |
| Comm of PA – PennVest loan payment [interest only]                   | 432.26    |
| Comm of PA – PIB loan annual payment                                 | 23,686.31 |
| Dearborn National – life insurance [5/1/19 – 7/31/19]                | 238.09    |
| First Commonwealth Bank – loan payment [PW truck]                    | 1,301.99  |
| First Commonwealth Bank – loan payment [2015 street paving]          | 3,686.14  |
| MCI – long distance                                                  | 28.03     |
| McKeesport, City of – prisoner detainment [March]                    | 25.00     |
| Mr. John – 1 @ Latrobe Park [4/1/19 – 4/28/19]                       | 190.00    |
| Mr. John – 2 @ Manor Park [4/1/19 – 4/28/19]                         | 380.00    |
| Orkin – sewers                                                       | 207.92    |
| Party City – supplies for Easter Event                               | 101.41    |
| PA American Water – shut-offs / reconnects                           | 300.00    |
| PA American Water – EMS                                              | 18.18     |
| PA American Water – garage                                           | 51.92     |
| PA American Water – Municipal Building                               | 41.60     |
| Postmaster – stamps for the office                                   | 179.00    |
| Postmaster – 12 rolls of stamps [Tax Collector]                      | 660.00    |
| Racunas Law Group, LLC – Solicitor fees [March]                      | 2,134.70  |
| Reflections – final photo for Mayor’s portrait                       | 101.55    |
| Ricoh – copier maintenance                                           | 38.22     |
| Sam’s Club – refreshments for Easter Event                           | 75.74     |
| Sikorski, S Larry – reimburse for Mayor’s portrait [mat and framing] | 34.24     |
| Sprint – mobile laptop                                               | 40.24     |
| UPMC Health Plan – health insurance [May]                            | 2,733.60  |
| Verizon – garage                                                     | 52.94     |
| Walmart – items for the Easter Event                                 | 206.13    |
| Weigand, Jane – mileage reimbursement [spring conference]            | 54.52     |
| WestComm Wireless – radio maintenance [5/1/19 – 6/1/19]              | 55.00     |

**TOTAL RATIFIED BILLS** **\$37,635.10**

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

|                                                                    |             |
|--------------------------------------------------------------------|-------------|
| AmTrust – Worker’s Comp installment                                | \$ 3,802.00 |
| Aqua Filter Fresh – bottled water                                  | 69.94       |
| Center Independent Oil (Double Car Wash) – police vehicles [March] | 25.00       |
| Collura, Dave – wildlife control [April]                           | 175.00      |
| Duquesne Light – street lights                                     | 3,159.31    |
| Elizabeth Electric – bulbs for Municipal Building                  | 82.44       |
| Flynn’s Tire – tires for unmarked and Tahoe                        | 949.96      |
| Glenn Engineering – general engineering                            | 628.75      |
| HB South Printing – envelopes for Tax Collector                    | 156.00      |
| Home Depot – misc supplies / wood/bolts for Senior Citizen’s Grove | 152.51      |
| Jefferson Hills Lawn Equipment – parts                             | 13.99       |

|                                                                  |          |
|------------------------------------------------------------------|----------|
| Liberty Boro Auto Sales – oil change [unmarked]                  | 55.11    |
| Mr. John – 1 @ Latrobe Park [4/29/19 – 5/26/19]                  | 120.00   |
| Mr. John – 2 @ Manor Park [4/29/19 – 5/26/19]                    | 240.00   |
| PA American Water – consumption data                             | 67.24    |
| PA American Water – fire hydrants                                | 1,097.18 |
| PA Municipal Service Co – 1 <sup>st</sup> quarter sewage billing | 923.44   |
| Paul’s Auto Sales & Service – police vehicles                    | 161.15   |
| Peoples Gas – EMS                                                | 64.56    |
| Peoples Gas – garage                                             | 63.01    |
| Peoples Gas – Municipal Building                                 | 116.22   |
| Petty Cash                                                       | 195.62   |
| Ratvasky, Larry – 2019 Borough Tax database upload               | 200.00   |
| RC Walter – misc supplies / police shells                        | 188.02   |
| Ricoh – copier lease                                             | 114.95   |
| RR Donnelley – traffic citations                                 | 19.90    |
| Sprint – cell phones                                             | 69.00    |

**TOTAL BILLS** **\$12,910.30**

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

The receipts for the month of April are as follows:

**GENERAL FUND**

|                                          |           |
|------------------------------------------|-----------|
| Real Estate Tax – Aquilante              | 2,009.70  |
| Fire Tax – Aquilante                     | 287.10    |
| Delinquent Real Estate Tax – Keystone    | 556.60    |
| Act 77 Tax Refund                        | 6,250.20  |
| Real Estate Transfer Tax                 | 743.34    |
| Earned Income Tax – Keystone             | 13,472.39 |
| Local Services Tax                       | 262.99    |
| Zoning/Building Permits                  | 130.00    |
| Zoning/Occupancy Permits                 | 240.00    |
| Solicitor’s Permits                      | 160.00    |
| Dye Test Permits                         | 200.00    |
| Police Fines                             | 583.57    |
| No Lien Letters                          | 95.00     |
| Employee Contribution – Health Insurance | 20.00     |
| Right-to-Know Copies                     | 5.00      |
| Political Signs Permit                   | 20.00     |

**TOTAL RECEIPTS FOR THE MONTH** **\$ 25,035.89**

**GENERAL FUND**

**REGISTER BALANCE** **\$ 10,447.10**

**GENERAL FUND SAVINGS**

Interest 117.17

**REGISTER BALANCE** **373,291.83**

**SEWER FUND**

Customer Payments 6,450.71

Small Water and Sewer Grant – Comm of PA (CFA) 100,000.00

**REGISTER BALANCE** **120,635.67**

**HIGHWAY AID FUND**

Interest 21.31

**REGISTER BALANCE** **\$ 72,408.38**

**SINKING FUND [2018 NOTE]**

Surcharge 877.66

**REGISTER BALANCE** **\$ 86,791.84**

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

Our Secretary Debbie Helderlein has turned in her resignation (for retirement) from her full-time position, effective 6/30/19. Mr. Zrenchak made a motion to accept the resignation, with prejudice. The motion was seconded by Mrs. Weigand, with regrets, and passed unanimously. Mrs. Morgan said Debbie will be missed.

Mr. Ponchak made a motion to retain Debbie Helderlein on a part-time basis at her current hourly rate, for training purposes. The motion was seconded by Mr. Zrenchak and passed unanimously.

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

Mr. Zrenchak said they plan on using the street sweeper through Steel Rivers COG possibly twice a year, and an agreement must be signed. Mr. Ponchak made a motion to accept the agreement. The motion was seconded by Mr. Matlos and passed unanimously.

The PennVest Project will be wrapping up. We are waiting for the PennDOT permitting for Washington Blvd. We were able to fix a lot of the deficiencies. Let us know if there is any work restoration, to make sure it gets done.

Grass cutting season is here. Grass cannot be left on the road, as it will wash into the inlets and they will become clogged.

We received a \$100,000 CITF Grant for paving, and the project was recently started.

**MAYOR SIKORSKI'S REPORT.**

We had thirteen animal complaints this month. After a discussion last month, they decided that the Police Officer will make the decision whether an animal could be detrimental to people. The officers were using their duty guns, which shells are very aggressive. Mr. Sikorski suggested that they remove that ammunition, and replace it with a #6 shot, and there would be no chance of ricochet. The next issue is what to do with the dead animal. During working hours our Street Crew could collect it and dispose of it. Mr. Sikorski said he is looking into getting a container for other times, so any people or dogs would not be exposed to a contaminated animal. This container could also be used to transport the animal if it is taken to Pittsburgh to be tested.

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

|                              |    |     |
|------------------------------|----|-----|
| Total Call Activity          |    | 161 |
| Calls for Service            | 19 |     |
| Animal Complaints            | 13 |     |
| Traffic Incidents            | 52 |     |
| Traffic Citations Issued     |    | 25  |
| Non-Traffic Citations Issued |    | 0   |
| Assist Other Departments     |    | 11  |
| Assist By Other Departments  |    | 7   |
| Removed by Owner             |    | 7   |

**SOLICITOR RACUNAS'S REPORT.**

Mr. Fraas said his report was confidential, and was discussed in Executive Session.

**ENGINEER GLENN'S REPORT.**

Mr. Prince said all items were discussed at the Work Session.

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

Mr. Matlos made a motion to accept the typed minutes from the Regular Session on April 10, 2019. The motion was seconded by Mrs. Weigand and passed unanimously.

The next meeting date is Wednesday, June 12, 2019; Work Session at 6:00 pm and Regular Session at 7:30 pm.

A motion to adjourn was made by Mr. Ponchak, seconded by Mr. Sloss. All were in favor and the meeting adjourned at 8:15 pm.

Respectfully submitted,

Debra L. Helderlein  
Borough Secretary