

**MINUTES OF REGULAR SESSION OF COUNCIL
WEDNESDAY, JUNE 12, 2019**

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

Mrs. Morgan noted that Mr. Ponchak was out of state, and Mr. Glenn had to leave after the Work Session.

Mrs. Morgan said this is tough. This is Debbie's last meeting, as she is retiring as of June 30. Mrs. Morgan said council will miss her. Mrs. Morgan presented Debbie with a plaque in recognition of her seventeen years of service and dedication to Liberty Borough. Mrs. Morgan read the title of Resolution 2019-03, extending thanks and appreciation to Debra Helderlein for her seventeen years of outstanding service as Secretary/Treasurer from November 13, 2000 through December 31, 2005 and again from March 1, 2008 through June 30, 2019. Mrs. Morgan said that whoever takes over her position has big shoes to fill, as Debbie will be hard to replace. Mrs. Weigand made a motion to adopt the resolution. The motion was seconded by Mr. Sloss and passed unanimously.

**PUBLIC COMMENTS.**

**Dan Lujetic, 2607 C Street,** asked about the catch basin near his house that needs fixed; Mr. Zrenchak said it is on the list for repair. Mr. Lujetic asked about his alley getting paved. Mr. Zrenchak said they are not paving alleys now; it has created huge issues with water runoff. Mr. Lujetic asked if they can maintain the alley; water puddles there. Mr. Zrenchak said they can't use dirt. If millings are used, they have to be careful of how much, so it doesn't create water issues. Mr. Lujetic asked if they could put stones in the potholes. Mr. Zrenchak said he can go and look at it.

**Dan Mulholland, 214 Scene Ridge Road,** asked how he can combine two lots that he owns. He wants to put an addition on his house. Mr. Racunas said that is called a reverse subdivision. Mr. Mulholland would have to hire a survey company to draw up the plans, and then go through the Borough's Planning Commission. Ultimately it will get recorded with the county. Mr. Mulholland asked how long the process would be. Mr. Racunas said that for the borough's approval, it is about a 60-day process.

**Mary Wilks, 725 Elm Street,** said she lives at the end of Elm and the no-name alley. Part of the no-name alley was paved two to three years ago. Water comes down the street and sits there. The hedge roots and a pipe are exposed. Someone needs to look at it. At her own expense, she mows the grass there. Mr. Zrenchak said he will take a look at it.

**COMMITTEE REPORTS.**

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

Mrs. Weigand called for a motion to authorize the Engineer to advertise for the installation of a generator for the Fire Hall. Mrs. Matyasovsky made the motion. The motion was seconded by Mr. Sloss and passed unanimously.

**POLICE.** Mr. Sloss reporting, in absence of Mr. Ponchak.

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

Vehicle mileage:

|               | BEGIN  | END    | MILEAGE |
|---------------|--------|--------|---------|
| Unit #130     | Parked | Parked | 0       |
| Unit #131     | 36200  | 37240  | 1040    |
| Unit #132     | 65454  | 67235  | 1781    |
| Total mileage |        |        | 2821    |

Vehicle Maintenance:

Unit 130

- None

Unit 131

- None

Unit 132

- None

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

Total calls: 13

|                |   |
|----------------|---|
| MVC            | 2 |
| Stand By       | 2 |
| Search Detail  | 1 |
| Structure Fire | 4 |
| Fire Alarm     | 1 |
| False Alarm    | 1 |
| EMS Assist     | 1 |
| Vehicle Fire   | 1 |

Mrs. Morgan made a motion to ratify authorization to purchase police equipment from Jack Lafferty's Truck Parts and Service in the amount of \$19,900. This is part of the police car grant. The motion was seconded by Mrs. Weigand and passed unanimously.

**LEGISLATION.**

There was nothing to report.

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

Fun-To-Be-A-Kid Day will be held Saturday, July 27, from noon to 3:00 pm. Sign-up sheets are at the front counter in the office, 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. Matyasovsky, Chairman, reporting.

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

|                                                                    |          |
|--------------------------------------------------------------------|----------|
| A&M Tire and Auto – mount tractor tires                            | \$ 24.99 |
| Aflac – short-term disability [May]                                | 60.90    |
| American Legal Services – police insurance [June]                  | 50.68    |
| Artman Equipment – (2) tractor tires                               | 195.10   |
| Building Inspection Underwriters – building inspection [April]     | 220.00   |
| Center Independent Oil (Double Car Wash) – police vehicles [April] | 70.00    |
| Christie & Assoc – Tax Collector bond                              | 641.00   |
| Comcast – phones/Internet                                          | 288.79   |
| Comcast – police Internet                                          | 163.81   |
| Comm of PA – PennVest loan payment [interest only]                 | 432.25   |
| Direct Energy – EMS                                                | 46.94    |
| Direct Energy – garage                                             | 82.19    |
| Direct Energy – Municipal Building                                 | 278.28   |
| Direct Energy – pump station                                       | 141.19   |
| First Commonwealth Bank – loan payment [PW truck]                  | 1,301.99 |
| First Commonwealth Bank – loan payment [2015 street paving]        | 3,686.14 |
| First Commonwealth Bank – wire transfer fee [PennVest proceeds]    | 20.00    |
| Glenn Engineering – PennVest                                       | 4,900.00 |
| Glenn Engineering – PennVest                                       | 3,722.50 |
| MCI – long distance                                                | 29.30    |
| Orkin – sewers                                                     | 207.92   |
| PA American Water – shut-offs / reconnects                         | 60.00    |
| PA American Water – EMS                                            | 18.18    |
| PA American Water – garage                                         | 45.08    |
| PA American Water – Municipal Building                             | 44.36    |
| Racunas Law Group, LLC – Solicitor fees [April]                    | 2,670.00 |
| Ricoh – copier maintenance                                         | 38.22    |
| Slack Overhead Doors – repairs to EMS Building garage doors        | 375.00   |

|                                                         |            |
|---------------------------------------------------------|------------|
| Sprint – mobile laptop                                  | 40.24      |
| State Pipe Services – PennVest Trenchless Technology    | 205,261.40 |
| State Pipe Services – PennVest Trenchless Technology    | 124,506.00 |
| Stone & Co – risers / grates [catch basins]             | 675.99     |
| TEC Benefits – benefits admin [June]                    | 30.00      |
| TEC Benefits – deductible reimbursement [Helderlein]    | 59.90      |
| TruGreen – lawn service [ball fields]                   | 477.27     |
| UPMC Health Plan – health insurance [June]              | 2,733.60   |
| Verizon – garage                                        | 53.01      |
| WestComm Wireless – radio maintenance [6/1/19 – 7/1/19] | 55.00      |
| Witmer Public Safety Group – tactical rifled slugs      | 128.60     |

**TOTAL RATIFIED BILLS** **\$353,835.82**

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

|                                                                       |             |
|-----------------------------------------------------------------------|-------------|
| American Natural – gasoline and diesel                                | \$ 3,194.35 |
| AmTrust – Worker’s Comp installment                                   | 3,802.00    |
| Aqua Filter Fresh – bottled water                                     | 35.62       |
| Auto Plus – filter / material                                         | 7.54        |
| Center Independent Oil (Double Car Wash) – police vehicles [May]      | 80.00       |
| Collura, Dave – wildlife control [May]                                | 175.00      |
| Comcast – phones/Internet                                             | 288.79      |
| Comcast – police Internet                                             | 163.81      |
| Conney Safety – supplies for Public Works                             | 108.59      |
| Duquesne Light – street lights                                        | 3,159.94    |
| Duquesne Light – EMS                                                  | 22.74       |
| Duquesne Light – garage                                               | 45.98       |
| Duquesne Light – Municipal Building                                   | 105.64      |
| Duquesne Light – pump station                                         | 80.12       |
| Elizabeth Electric – cable ties for military banners                  | 74.85       |
| Glenn Engineering – general engineering                               | 2,861.25    |
| Glenn Engineering – 2019 bituminous street paving                     | 9,061.00    |
| Home Depot – Roberts Street catch basin / Municipal Building flowers  | 325.70      |
| Jefferson Hills Lawn Equipment – parts                                | 168.43      |
| Marshall, Dennehey – [final] legal costs through May 15 [lawsuit]     | 68.00       |
| McKee Asphalt Paving – 2019 bituminous street paving [partial]        | 90,610.00   |
| Mon Valley Independent – ad                                           | 145.80      |
| Mr. John – 1 @ Latrobe Park [5/27/19 – 6/23/19]                       | 120.00      |
| Mr. John – 2 @ Manor Park [5/27/19 – 6/23/19]                         | 240.00      |
| O’Reilly’s – parts for PW vehicles                                    | 32.06       |
| Office Depot – office and tax collector supplies                      | 64.61       |
| PA American Water – consumption data                                  | 67.05       |
| PA American Water – fire hydrants                                     | 1,097.18    |
| PA American Water – 1st quarter sewage                                | 90,253.80   |
| PA Municipal Retirement System – Police Pension [2 <sup>nd</sup> qtr] | 1,040.00    |

|                                                                              |           |
|------------------------------------------------------------------------------|-----------|
| PA Municipal Retirement System – Non-Uniformed Pension [2 <sup>nd</sup> qtr] | 2,340.00  |
| Peoples Gas – EMS                                                            | 23.36     |
| Peoples Gas – garage                                                         | 27.35     |
| Peoples Gas – Municipal Building                                             | 32.87     |
| Ricoh – copier lease                                                         | 114.95    |
| Sprint – cell phones                                                         | 69.00     |
| Steel Rivers COG – 5/2/19 Board Meeting [dinner cost]                        | 16.58     |
| Steel Rivers COG – street sweeper [5/23/19]                                  | 722.50    |
| Stone & Co – catch basins                                                    | 1,505.85  |
| Volunteer Firemen’s Assn – semi-annual payment                               | 36,250.00 |
| Witmer Public Safety Group – ammunition                                      | 559.38    |

**TOTAL BILLS** **\$249,161.69**

Mr. Matlos 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.

Mrs. Weigand made a motion to pay a bill in the amount of \$297.53 for the repair of a fence that was damaged by the plow truck. The motion was seconded by Mr. Matlos and passed unanimously.

The receipts for the month of May are as follows:

**GENERAL FUND**

|                                          |                  |
|------------------------------------------|------------------|
| Real Estate Tax – Aquilante              | 107,546.85       |
| Fire Tax – Aquilante                     | 15,363.82        |
| Delinquent Real Estate Tax – Keystone    | 1,085.12         |
| Act 77 Tax Refund                        | 7,909.04         |
| Real Estate Transfer Tax                 | 1,535.66         |
| Earned Income Tax – Keystone             | 26,789.36        |
| Local Services Tax                       | 1,107.31         |
| Zoning/Building Permits                  | 200.50           |
| Zoning/Occupancy Permits                 | 540.00           |
| Solicitor’s Permits                      | 0.00             |
| Dye Test Permits                         | 350.00           |
| Police Fines                             | 333.73           |
| No Lien Letters                          | 125.00           |
| Employee Contribution – Health Insurance | 20.00            |
| Right-of-Way – Duquesne Light            | 105.00           |
| Political Signs Permits                  | 20.00            |
| Cable TV – Comcast                       | <u>13,170.01</u> |

**TOTAL RECEIPTS FOR THE MONTH** **\$ 176,201.40**

**GENERAL FUND**

**REGISTER BALANCE** **\$ 131,011.42**

**GENERAL FUND SAVINGS**

Interest 110.96

**REGISTER BALANCE** **373,402.79**

**SEWER FUND**

Customer Payments 96,896.83

**REGISTER BALANCE** **210,571.21**

**HIGHWAY AID FUND**

Interest 21.01

**REGISTER BALANCE** **\$ 69,270.08**

**SINKING FUND [2018 NOTE]**

Surcharge 11,081.91

PennVest Loan Proceeds 338,389.90

**REGISTER BALANCE** **\$ 97,421.50**

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

There was nothing to report.

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

The permit from PennDOT was received for State Pipe to do the sewage repairs on Washington Blvd, so that project will be wrapping up. Let us know if there is any work restoration needed, so we can let the contractor know.

The CITF Grant was received for paving, and the project was finished today.

The water company is paving where the water line replacements were done.

Mr. Zrenchak presented the following April invoices for the PennVest Project:

| <i>From</i>         | <i>For</i>            | <i>Amount</i> | <i>Month</i> |
|---------------------|-----------------------|---------------|--------------|
| State Pipe Services | Trenchless Technology | 85,661.50     | April        |
| Glenn Engineering   | Trenchless Technology | 6,638.77      | April        |

Mr. Matlos made a motion to pay the invoices. The motion was seconded by Mr. Zrenchak and passed unanimously.

Mr. Zrenchak said the salt estimates were due at SHACOG before this meeting, and the amount submitted was 500 tons, which is the amount estimated in 2017 and 2018. Mr. Matlos made a motion to ratify the action taken in submitting an estimate of 500 tons. The motion was seconded by Mrs. Weigand and passed unanimously.

**MAYOR SIKORSKI'S REPORT.**

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

|                              |    |     |
|------------------------------|----|-----|
| Total Call Activity          |    | 156 |
| Calls for Service            | 30 |     |
| Domestic Complaints          | 5  |     |
| Juvenile Complaints          | 2  |     |
| Suspicious Persons/etc       | 3  |     |
| Alarms                       | 4  |     |
| Traffic Stops                | 38 |     |
| Traffic Citations Issued     |    | 12  |
| Non-Traffic Citations Issued |    | 0   |
| Assist Other Departments     |    | 10  |
| Assist By Other Departments  |    | 8   |

The fines for the month were \$333.73.

**SOLICITOR RACUNAS'S REPORT.**

There was nothing to report.

**ENGINEER GLENN'S REPORT.**

Mrs. Morgan said Mr. Zrenchak covered Mr. Glenn's items in his report.

Mr. Zrenchak called for a motion to authorize Mr. Glenn to apply for a CFA grant for streetscape, for new sidewalks and rehabilitation on Liberty Way. The motion was made by Mrs. Morgan, seconded by Mr. Matlos and passed unanimously.

Mrs. Morgan said that a \$25,000 grant was received for the playground behind the Fire Hall. Sports & Recreation started the project yesterday. They are moving the Tot Lot down to the Fire Hall Park, so they will all be together.

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

Mr. Matlos made a motion to accept the typed minutes from the Regular Session on May 8, 2019. The motion was seconded by Mrs. Matyasovsky and passed unanimously.

The next meeting date is Wednesday, July 10, 2019; Work Session at 6:00 pm and Regular Session at 7:30 pm.

Mrs. Morgan asked everyone to stay for pizza and cake for Debbie. A motion to adjourn was made by Mrs. Morgan, seconded by Mrs. Weigand. All were in favor and the meeting adjourned at 7:55 pm.

Respectfully submitted,

Debra L. Helderlein  
Borough Secretary