MINUTES OF REGULAR SESSION OF COUNCIL

MAY 28, 2025

~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

Regular session of Borough Council convened at 6:00 pm with the Pledge of Allegiance. Present were Councilors Michael Matlos, Elizabeth Lape, Tim Sloss, Michael Zrenchak, David Sowa, Janice Matyasovsky, Chris Ponchak, Solicitor Matt Racunas, Mayor Larry Sikorski and Borough Engineer Lou Corrales.

**PUBLIC COMMENT:**

**BILL DANLEY 303 OWENS AVENUE:** Mr. Danley from YUM Events, known for its gourmet popcorn and concessions, is interested in organizing a beer and wine festival at our lot located at 2910 Liberty Way. He is seeking the borough's assistance to make this event a reality. Mr. Danley expressed concerns about generating revenue to support the event and emphasized the importance of having the appropriate insurance in place. Additionally, he hopes to collaborate with our Liberty Roadside Market to enhance the festival's impact on the community. Mr. Racunas raised valid concerns about the insurance and the serving of alcohol, suggesting that a more structured approach and a detailed plan are necessary for the event's success. Mr. Zrenchak agreed that this is a promising starting point and proposed forming a committee to facilitate the planning process moving forward.

**GLORIA DUVALL 3334 ORCHARD STREET:** Ms. Duvall expressed concerns about a trailer located at the last house on the right on her street, which faces Scene Ridge Road and Orchard Drive. She believes it could pose a hazard when vehicles pull into the road, as drivers would need to move into the opposite lane. Mr. Bogdan responded that the black truck and white camper are permitted to park in that area, as it is not designated as a no-parking zone. Mr. Zrenchak requested that Mr. Bogdan reach out to the owner and ask if they could reposition the trailer slightly for improved visibility.

**JEREMY HABJANETZ 3204 ORCHARD STREET:** Mr. Habjanetz mentioned that many drivers ignore the same stop sign that Ms. Duvall referenced. He noted that there are numerous children in that area. In response, Mr. Zrenchak requested that Chief Marsico keep an eye on the location. Chief Marsico confirmed that officers would be assigned to observe the stop sign and address the concerns.

**BLIGHT COMMITTEE**: Amanda Rausch

Mrs. Rausch announced that a new member, Paul Gasparovic, has joined the Blight Committee. The U.S. Steel Training Center will be welding the little free library boxes. The Blight Committee also took part in Clean Up Day in Liberty Borough, distributing the 2025 Activities Calendar and tips on Keeping Liberty Beautiful to residents. Mrs. Rausch mentioned that they contacted State Representative Dan Goughenour, inviting him to attend a regular Council meeting to introduce himself and answer any questions. The Blight Committee plans to review the Borough Ordinance codes and present updates to Council for review, starting with the regulations on Residential Waste.

**PROPERTY:** Chris Ponchak

No Report.

**POLICE, FIRE and EMS:** Michael Zrenchak

Mr. Ponchak read the Fire Department Report for April 2025 submitted by Fire Chief Corey Derr:

Alarm system activation – no fire, unintentional 1

Building fire 3

Brush or brush-and-grass mixture fire 1

Cover assignment, standby, move up 1

Dispatched and cancelled en route 6

Medical Assist, assist EMS crew 2

Motor vehicle accident – with no injuries 3

Public Service Assistant, other 1

Total Incidents 18

Mr. Ponchak read the EMS Report for April 2025. There were 18 EMS calls.

Chief Ralph Marsico read the Police Report for April 2025.

911 Hang Up 1

Abandoned Vehicle 2

Accident – Non reportable 1

Animal Complaint 2

Assault Reports 1

Assist Other Agency 18

Burglar Alarm – Residence 2

Child Welfare Report 1

Citizen Complaint 2

Civil Dispute 1

Domestic Disturbance 3

EMS Calls 3

Found Property 1

Fraud 3

Harassment By Communication 1

Hazardous Conditions 1

Identity Theft 1

Juvenile Disturbance 1

Mental Health 1

Misc Disturbance 1

Open Door 1

PFA Service 2

Retail Theft 1

Road Hazard 1

Shots Fired Report 1

Suspicious Vehicle 1

Traffic Post 1

Traffic Stops 7

Unauthorized Use of a Motor Vehicle 1

Utility Complaint 1

Welfare Check 2

Total Incidents 66

**LEGISLATION:** Janice Matyasovsky

No Report.

**PARKS & RECREATION:** David Sowa

Mr. Sowa reported that residents filled one and a half dumpsters during Clean Up Day. He also reminded everyone about the upcoming fall clean-up, which will include an electronics dumpster. The Borough plans to order additional signs and distribute them in advance. Additionally, Mr. Sowa noted that for Memorial Day, a few speakers shared their thoughts, there were roughly 48 people in attendance, and a pleasant luncheon was provided for around 25 attendees.

**Just on the agenda so not forgotten about:** Liberty Roadside Market June 28, 2025, Movie Night, July 19, 2025; Liberty Roadside Market July 26, 2025; National Night Out August 5, 2025; Saints Joachim and Anne Parish Community Festival August 7th, 8th and 9th 2025; Fun to be A kid Day, August 16, 2025; Liberty Roadside Market August 23, 2025; Fall Clean Up Day September 20, 2025; Liberty Roadside Market September 27, 2025; Halloween, October 31, 2025; Light Up Night December 6, 2025.

**HEALTH & ORDINANCE**: Chris Ponchak

No Report.

**LIGHTS:** Michael Matlos

No Report.

**FINANCE:** Elizabeth Lape

**Motion to Pay:**  Bills for Ratification in the amount of **$ 173,988.14** and List of Bills to Pay **$ 10,383.32.**

**Motion: Mr. Matlos Second: Mr. Sloss**

**All in favor. Motion carries.**

Mr. Ponchak abstains from reimbursement for the decal on the Liberty Borough Public Works truck.

**Bills for Ratification:**

**Payroll**

04/25/2025 EFT ADP[INVOICE] - 111.48

05/02/2025 EFT ADP[CHECKS] - 16,548.70

05/02/2025 EFT ADP[TAXES] - 5,545.14

05/09/2025 EFT ADP[INVOICE] - 92.61

05/13/2025 EFT ADP[CHECKS] - 16,373.37

05/13/2025 EFT ADP[TAXES] - 5,468.09

05/23/2025 EFT ADP[INVOICE] - 111.48

05/27/2025 EFT ADP[CHECKS] - 15,570.94

05/27/2025 EFT ADP[TAXES] - 5,307.28

**TOTAL - 65,129.09**

**Sewer Fund**

05/13/2025 12593 PA AMERICAN WATER - 1,348.74

05/13/2025 12594 GLENN ENGINEEERING & ASSOC - 2,210.00

05/13/2025 12595 PA MUNICIPAL SERVICE CO - 1,057.67

**TOTAL - 4,616.41**

**Highway Fund**

05/13/2025 4615 DUQUESNE LIGHT COMPANY - 3,771.00

**TOTAL - 3,771.00**

**General Fund**

04/23/2025 24556 ECONO SIGNS - 149.81

04/23/2025 24557 POSTMASTER - 876.00

05/08/2025 24558 THIR HEATING & COOLING - 19,980.00

05/09/2025 24559 DIVISION OF REAL ESTATE - 80.00

05/13/2025 24560 CITY OF MCKEESPORT - 50.00

05/13/2025 24561 GLENN ENGINEERING & ASSOC - 9,343.30

05/13/2025 24562 AMERICAN LEGAL SERVICES - 94.12

05/13/2025 24563 DUQUESNE LIGHT CO - 690.90

05/13/2025 24564 TRAVELERS REMITTANCE CENTER - 60.00

05/13/2025 24565 BUILDING INSPECTION UNDERWRITERS - 65.00

05/13/2025 24566 HOME DEPOT - 14,805.89

05/13/2025 24567 LEAF - 196.96

05/13/2025 24568 JUST-KLEAN INC - 510.00

05/13/2025 24569 WOEHLER LANDSCAPE SUPPLY - 3,622.50

05/13/2025 24570 PRECISION - 125.14

05/13/2025 24571 NUTTALL PUBLIC SAFETY - 111.98

05/13/2025 24572 STONE & CO - 50.00

05/13/2025 24573 SAFSECURE LLC - 948.75

05/13/2025 24574 CHRISTIE & ASSOC - 750.00

05/13/2025 24575 RC WALTER & SONS - 50.17

05/13/2025 24576 AQUA FILTER FRESH - 44.00

05/13/2025 24577 PEOPLES NATURAL GAS - 364.68

05/13/2025 24578 H B SOUTH PRINTERS - 185.00

05/13/2025 24579 FIRST COMMONWEALTH BANK (CREDIT CARD) - 2,003.55

05/13/2025 24580 O’REILLY AUTO PARTS - 69.01

05/13/2025 24581 SLACK OVERHEAD DOORS - 550.00

05/13/2025 24582 QUILL - 89.29

05/13/2025 24583 ECONO SIGNS - 180.98

05/13/2025 24584 PEST B GONE - 300.00

05/13/2025 24585 ORKIN EXTERMINATING - 538.77

05/13/2025 24586 PA-ONE CALL SYSTEM - 14.22

05/13/2025 24587 ONE DIGITAL - 100.00

05/13/2025 24588 FAYETTE PARTS SERVICE - 92.88

05/13/2025 24589 RACUNAS LAW GROUP - 2,094.00

05/13/2025 24590 SATTERLEE RESOURCES - 1,716.94

05/13/2025 24591 FINAL SCORE TROPHIES - 85.00

05/13/2025 24592 MCRO TANK DIVISION - 38,200.00

05/13/2025 24593 MON VALLEY INDEPENDENT - 660.00

05/13/2025 24594 AFLAC - 125.84

05/13/2025 24595 PA MUNICPAL RETIREMENT SYSTEM - 132.96

05/13/2025 24596 TEAMSTERS LOCAL UNION #205 - 364.00

**TOTAL - 100,471.64**

**List of Bills to Pay:**

**Sewer Fund**

05/27/2025 12597 AMERICAN WATER - 30.00

**TOTAL - 30.00**

**Highway Fund**

**TOTAL - 0.00**

**General Fund**

05/14/2025 24597 STAN’S TRANSMISSIONS - 3,800.00

05/21/2025 24598 STAN’S TRANSMISSIONS - 385.00

05/27/2025 24599 PA AMERICAN WATER - 123.12

05/27/2025 24600 AMERICAN LEGAL SERVICES - 94.12

05/27/2025 24601 W.B. MASON - 36.50

05/27/2025 24602 ORKIN EXTERMINATING - 207.92

05/27/2025 24603 CHRISTOPHER PONCHAK - 90.43

05/27/2025 24604 RUSSELL STANDARD CORP - 328.90

05/27/2025 24605 MCI - 32.24

05/27/2025 24607 COMCAST - 356.36

05/27/2025 24608 AQUA FILTER FRESH INC - 44.00

05/27/2025 24609 AMTRUST NORTH AMERICA - 4,314.00

05/27/2025 24610 WESTCOMM WIRELESS - 55.00

05/27/2025 24611 O’REILLY AUTO PARTS - 23.96

05/27/2025 24612 LARRY RATVASKY - 400.00

05/27/2025 24613 VERIZON GARAGE - 61.77

**TOTAL - 10,353.32**

**PERSONNEL:** Tim Sloss

**Motion to promote** Officer Matthew McDanel to Lieutenant effective May 28, 2025.

**Motion: Mr. Matlos Second: Mr. Ponchak**

**All in favor. Motion carries.**

**Motion to adopt** Resolution 2025-02 authorizing Rachael Waltonbaugh to execute documents for the Borough of Liberty.

**Motion: Mr. Matlos Second: Mrs. Lape**

**All in favor. Motion carries.**

**STREETS AND SEWERS:** Tim Sloss

No Report.

**MAYOR’S REPORT:** Larry Sikorski, Mayor

Police Report submitted by Chief Marsico

**SOLICITOR’S REPORT:** Mr. Racunas

**Motion to condemn and demolition** 2720 Washington Boulevard Lot and Block 557-L-148 and 201 Latrobe Street Lot and Block 465-G-191.

**Motion: Mr. Matlos Second: Mr. Sowa**

**All in favor. Motion carries.**

**ENGINEER’S REPORT:** Lou Corrales

**Motion to award** El Grande Industries in the amount of $195,140.10 for the Liberty Way Paving.

**Motion: Mr. Matlos Second: Mr. Ponchak**

**All in favor. Motion carries.**

**Motion to accept** the bid for Matta Fence in the amount of $9,610.00.

**Motion: Mr. Matlos Second: Mr. Ponchak**

**All in favor. Motion carries.**

2024 LSA Municipal Building Renovations

The current application was submitted this would be for the rest of the Borough building and EMS building renovations. The grant amount for the project is $368,550.00.

2024 GEDTF – 179 Community Building Improvements

The Borough was awarded $50,000. Glenn Engineering has prepared a scope of work, and we will advertise as soon as we receive the county approvals.

CD 49 Glenn Ave Embankment

This project is currently underway, and the embankment is complete, and the contractor will be paving Glenn Avenue along with Liberty Way.

A: GTRP Park Grant

This grant is geared toward parks, recreation, or trails. Glenn Engineering has finalized the grant application process for Lou Wunderly Park. This project requires a 15% match.

B: Small Water and Sewer

The current application has been submitted by the April 30th, 2025 deadline. This project shall replace the concrete storm vault at Elizabeth Street and replace 603 lineal feet of 48’’ storm sewer pipe and manhole. The project cannot exceed $500,000. Therefore, the budget has been prepared as follows:

* Construction $424,700
* Engineering $42,470
* Administration $8,494
* Contingency $21,235

**OLD BUSINESS:**

No Report.

**NEW BUSINESS:**

Mr. Zrenchak informed everyone that he, Jamie Leber, and Rachael Waltonbaugh attended a Grant Writing Class. They discovered that updating our Comprehensive Business Plan is essential for positioning ourselves to secure grants.

**CORRESPONDENCE:**

**Motion to accept** the typed minutes from the April 23, 2025, regular meeting.

**Motion: Mr. Matlos Second: Mr. Sowa**

**All in favor. Motion carries.**

Next meeting dates/times: Workshop Session Meeting – Wednesday, June 11, 2025 at 6:00 pm, and the Regular Session Meeting -- Wednesday, June 25, 2025, at 6:00 pm.

**Motion to adjourn**.

**Motion: Mr. Matlos Second: Mr. Sloss**

**All in favor. Motion carries.**

**Meeting adjourned at 6:33 p.m.**

Respectfully submitted by:

Rachael Waltonbaugh

Secretary/Treasurer