

MINUTES OF REGULAR SESSION OF COUNCIL  
November 22, 2023

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Regular session of Borough Council convened at 6:00 pm. Present were Councilors Mike Matlos, Tim Sloss, Janice Matyasovsky, Chris Ponchak, Elizabeth Lape and Michael Zrenchak, Mayor Sikorski, Solicitor Matt Racunas, and Engineer Don Glenn. Council member David Sowa was not in attendance.

Zane from PennTex Ventures was in attendance to address any questions there were about the proposed Dollar General. Don Glenn has given his final approval on the stormwater. Allegheny County issued the EMS permit. Allegheny County reviewed and approved it. The last piece is just the sewage planning exemption mailer which is to be signed tonight and be submitted to the DEP. As far as the timeline for the turnaround on that is hopefully in a month or 2. Their plan is to start site work in lieu of that being approved so by the time that is approved they will be ready for the building permit. There is really nothing else other than approval tonight from the Planning Commission. They plan to close by the end of the year and then start early in the first quarter of 2024.

**PROPERTY:** Chris Ponchak

Mr. Ponchak stated that they are looking at different options for the Scene Ridge properties to advertise that.

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

Mr. Ponchak said that he only has the EMS report for October 2023. There was a total of 23 calls and the average response time for emergency calls was 9.4 minutes. Regarding the question last month about the long response time for a call on Glenn Avenue, Doug sent him the CAD sheet from the county. Somehow that call was dispatched to McKeesport EMS and 10 minutes into that call they realized there was a mistake on the county's side and then they dispatched SouthEast Regional.

**LEGISLATION:** David Sowa

Mr. Sowa was not present at the meeting this evening.

**PARKS & RECREATION:** Janice Matyasovsky

Mrs. Matyasovsky announced that the three winners of the Halloween Decorating contest were 100 Kolar Drive, 507 Scene Ridge Road, and 3409 Orchard Drive. She said that the borough is also having a Christmas decorating contest.

Mrs. Matyasovsky stated that Light Up Night will be on December 1, 2023 at the Borough Building. So far there are 71 kids signed up.

**HEALTH & ORDINANCE:** Chris Ponchak

Mr. Ponchak reported that the Blight Committee, Mr. Zrenchak, Mr. Sowa and he went to Jeannette and got some different ideas on how to handle blight. It was a very informative meeting and they have some things to go over with that.

**Motion to advertise** Ordinance 2023-03 creating a handicap parking place at 601 Roberts Street (on the F Street side).

**Motion: Mr. Matlos**

**Second: Mrs. Matyasovsky**

**All in favor. Motion carries.**

Mr. Ponchak mentioned the dumpster/bagster ordinance. He believes that by the next meeting they should have that finalized. Mr. Zrenchak stated that if everyone is in agreement, they have already authorized to advertise it, it is just a matter of getting through the wording.

**LIGHTS:** Michael Matlos

Mr. Matlos had nothing to report.

**FINANCE:** Elizabeth Lape

Mrs. Lape stated that they are currently reviewing the 2024 Budget. It is pretty much complete at this point with no tax increase.

**Motion to Advertise** the 2024 Budget.

**Motion: Mr. Matlos**

**Second: Mr. Ponchak**

**All in favor. Motion carries.**

**Motion to Pay:** Bills for Ratification \$ 61,342.34 and List of Bills to Pay \$11,929.92

**Motion: Mr. Matlos**

**Second: Mr. Ponchak**

**All in favor. Motion carries.**

**Bills for Ratification:**

**PAYROLL**

|            |     |               |            |
|------------|-----|---------------|------------|
| 10/27/2023 | EFT | ADP [INVOICE] | -106.14    |
| 11/03/2023 | EFT | ADP [CHECKS]  | -12,155.42 |
| 11/03/2023 | EFT | ADP           | -4,384.26  |
| 11/03/2023 | EFT | PA SCDU       | -82.52     |
| 11/15/2023 | EFT | PA SCDU       | -82.52     |
| 11/16/2023 | EFT | ADP [CHECKS]  | -13,851.13 |
| 11/16/2023 | EFT | ADP           | -5,436.32  |

**HIGHWAY FUND**

|            |      |                   |           |
|------------|------|-------------------|-----------|
| 11/08/2023 | 4589 | DUQUESNE LIGHT CO | -3,654.00 |
|------------|------|-------------------|-----------|

**SEWER FUND**

|                     |       |                                                          |                   |
|---------------------|-------|----------------------------------------------------------|-------------------|
| 11/08/2023          | 12503 | DUQUESNE LIGHT CO                                        | -130.07           |
| 11/08/2023          | 12504 | GLENN ENGINEERING & ASSOC                                | -3,960.00         |
| 11/08/2023          | 12505 | PA MUNICIPAL SERVICE CO                                  | -1,018.56         |
| 11/08/2023          | 12506 | PA ONE-CALL SYSTEM INC                                   | -2.38             |
| <b>GENERAL FUND</b> |       |                                                          |                   |
| 10/26/2023          | 23611 | NORTH EASTERN UNIFORMS & EQUIP., INC.                    | -121.50           |
| 10/26/2023          | 23612 | PA STATE ASSOC OF BOROUGHES                              | -506.00           |
| 10/26/2023          | 23613 | AQUA FILTER FRESH INC                                    | -42.05            |
| 10/26/2023          | 23614 | DEARBORN LIFE INSURANCE CO.                              | -75.60            |
| 10/31/2023          | 23615 | JO-LYNN PIZZARIA                                         | -150.00           |
| 10/31/2023          | 23616 | LIBERTY SUNOCO                                           | -75.00            |
| 11/06/2023          | 23617 | Auroralyn Kimokeo-Mitomi                                 | -50.00            |
| 11/06/2023          | 23618 | AFLAC                                                    | -223.36           |
| 11/08/2023          | 23619 | CENTER INDEPENDENT ENERGY                                | -4.67             |
| 11/08/2023          | 23620 | DUQUESNE LIGHT CO                                        | -472.48           |
| 11/08/2023          | 23621 | ELIZABETH ELECTRIC SUPPLY CO                             | -30.20            |
| 11/08/2023          | 23622 | FIRST COMMONWEALTH BANK (CREDIT<br>CARD)                 | -287.77           |
| 11/08/2023          | 23623 | GLENN ENGINEERING & ASSOC                                | -1,735.00         |
| 11/08/2023          | 23624 | JORDAN TAX SERVICE INC                                   | -412.00           |
| 11/08/2023          | 23625 | MON VALLEY INDEPENDENT                                   | -1,445.80         |
| 11/08/2023          | 23626 | PA AMERICAN WATER                                        | -1,197.70         |
| 11/08/2023          | 23627 | PEOPLES NATURAL GAS                                      | -125.95           |
| 11/08/2023          | 23628 | Pest b Gone                                              | -300.00           |
| 11/08/2023          | 23629 | RC WALTER & SONS INC                                     | -25.18            |
| 11/08/2023          | 23630 | Safsecur LLC                                             | -800.06           |
| 11/08/2023          | 23631 | SHERWIN WILLIAMS CO                                      | -88.07            |
| 11/08/2023          | 23632 | SLACK OVERHEAD DOORS                                     | -350.00           |
| 11/08/2023          | 23633 | Swede Construction Corp                                  | 0.00              |
| 11/08/2023          | 23634 | T-MOBILE                                                 | -175.83           |
| 11/08/2023          | 23635 | TRUGREEN CHEMLAWN                                        | -560.39           |
| 11/08/2023          | 23636 | NOGA Services                                            | -5,897.67         |
| 11/09/2023          | 23637 | MICHAEL LYNCH                                            | -291.27           |
| 11/13/2023          | 23638 | CARL'S SIGNS                                             | -264.00           |
| 11/14/2023          | 23639 | TEAMSTERS LOCAL UNION #205<br>KEYSTONE COLLECTIONS GROUP | -185.00           |
| 11/14/2023          | 23640 | (GARNISH)                                                | -170.19           |
| 11/14/2023          | 23641 | PA MUNICIPAL RETIREMENT SYSTEM                           | -416.28           |
|                     |       |                                                          | <u>-61,342.34</u> |

## List of Bills to Pay:

### AMERICAN NATURAL SUPPLY LLC

|            |                |          |
|------------|----------------|----------|
| 11/10/2023 | INV-1098049-AN | 1,933.96 |
| 11/10/2023 | INV-1098048-AN | 1,299.54 |

Total AMERICAN NATURAL SUPPLY LLC

3,233.50

### AMERICAN WATER

|            |            |       |
|------------|------------|-------|
| 11/01/2023 | 4000270552 | 79.72 |
|------------|------------|-------|

Total AMERICAN WATER

79.72

### BARRIER PROTECTION SYSTEMS INC

|            |        |          |
|------------|--------|----------|
| 11/01/2023 | 245772 | 1,380.00 |
|------------|--------|----------|

Total BARRIER PROTECTION SYSTEMS INC

1,380.00

### CHRISTIE AND ASSOCIATES

|            |      |        |
|------------|------|--------|
| 11/14/2023 | 4506 | 213.00 |
|------------|------|--------|

Total CHRISTIE AND ASSOCIATES

213.00

### COMCAST

|            |                  |        |
|------------|------------------|--------|
| 11/03/2023 | 8993209080009060 | 448.71 |
|------------|------------------|--------|

Total COMCAST

448.71

### LIBERTY BORO AUTO SALES

|            |    |       |
|------------|----|-------|
| 11/08/2023 | 53 | 80.70 |
|------------|----|-------|

Total LIBERTY BORO AUTO SALES

80.70

### O'REILLY AUTO PARTS

|            |             |       |
|------------|-------------|-------|
| 11/08/2023 | 5108-310580 | 38.94 |
|------------|-------------|-------|

Total O'REILLY AUTO PARTS

38.94

### ONE DIGITAL

|            |                    |        |
|------------|--------------------|--------|
| 11/14/2023 | 10205-000124 VER.1 | 100.00 |
|------------|--------------------|--------|

Total ONE DIGITAL

100.00

### ORKIN EXTERMINATING

|            |           |        |
|------------|-----------|--------|
| 10/31/2023 | 246377754 | 207.92 |
|------------|-----------|--------|

Total ORKIN EXTERMINATING

207.92

### QUILL

|            |          |       |
|------------|----------|-------|
| 10/09/2023 | 35025303 | 69.99 |
|------------|----------|-------|

Total QUILL

69.99

### RACUNAS LAW GROUP LLC

|            |      |          |
|------------|------|----------|
| 10/01/2023 | 1786 | 2,229.00 |
|------------|------|----------|

Total RACUNAS LAW GROUP LLC

2,229.00

### RC WALTER & SONS INC

|            |        |       |
|------------|--------|-------|
| 11/14/2023 | 775373 | 34.16 |
| 11/15/2023 | 775540 | 36.53 |

Total RC WALTER & SONS INC

70.69

### UPMC HEALTH PLAN

11/10/2023

020207 300

3,777.75

Total UPMC HEALTH PLAN

3,777.75

TOTAL

11,929.92

**PERSONNEL:** Tim Sloss

**Motion to accept** John Mayernik’s resignation from the Liberty Borough Police Department effective November 25, 2023.

**Motion: Mr. Matlos**

**Second: Mrs. Lape**

**Roll Call Vote:**

**Mrs. Lape**

**Yes**

**Mr. Sloss**

**Yes**

**Mr. Matlos**

**Yes**

**Mr. Ponchak**

**Yes**

**Mr. Sowa**

**Absent**

**Mrs. Matyasovsky**

**Yes**

**Mr. Zrenchak**

**Yes**

Mr. Sloss stated that there are 3 guys ready to step into that position.

**Motion to accept** Louis Antanucci’s resignation as Board President of the Liberty Borough Planning Commission effective November 9, 2023.

**Motion: Mr. Matlos**

**Second: Mrs. Lape**

**All in favor. Motion carries.**

Mr. Zrenchak thanked Mr. Antanucci for all his years of service. Mr. Antanucci said it was worth the time to get the borough where it should be. This last project he hopes is beneficial to everyone.

**STREETS AND SEWERS:** Tim Sloss

Mr. Sloss had nothing to report.

Mr. Zrenchak reported that the bids for the pump station were opened. There was one bidder, they are from Erie. They do come recommended for installation of that kind of station. Mr. Glenn is reviewing everything and they will have a motion to award that bid and get the installation done on the pump station for next month.

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

Mayor Sikorski stated that the only item he had, Mr. Sloss already took care of which was the resignation of Lt. John Mayernik. Council accepted his resignation and he is going to Glassport Police Department.

**SOLICITOR’S REPORT:** Matt Racunas

Solicitor Racunas had no action items this evening.



**Motion to Approve** Land Development for the Dollar General per Engineers Approval  
**Motion: Mr. Matlos**                      **Second: Mr. Sloss**  
**All in favor. Motion carries.**

**CORRESPONDENCE:**

**Motion to accept** the typed minutes from the October 25, 2023 meeting.  
**Motion: Mr. Matlos**                      **Second: Mrs. Lape**  
**All in favor. Motion carries.**

Next meeting dates/times: Work Session, Wednesday December 13, 2023 at 6:00 pm  
– Regular Session, Wednesday, December 27, 2023 at 6:00 pm.

**Motion** to adjourn.  
**Motion: Mr. Matlos**                      **Second: Mrs. Lape**  
**All in favor. Motion carries.**

Meeting adjourned at 6:12 PM

Respectfully submitted by:

Jill Pack  
Borough Secretary