

Economy Borough Council
Regular Meeting Minutes
January 10, 2017

MEETING was called to order at 7:00 p.m. with Mr. R.J. Burns presiding and the following members of Council and officials of the Borough present: Mr. R.J. Burns, Mr. Gary Bucuren, Mr. Tom Fetkovich, Mr. Larry Googins, Mr. Frank Morrone, Mrs. Audrey Mutschler, Mrs. Pat Skonieczny, Borough Manager Randy Kunkle, Borough Secretary Margie Nelko, representing the Borough Solicitor Mr. Joshua Kail, Esq. and Borough Engineer Mr. Scott Shoup.

ABSENT: Mayor David Poling (Excused)

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

Reorganization Meeting Minutes of January 4, 2016 - The Borough Solicitor presented Council with an amendment to the Reorganization Meeting Minutes of January 4, 2016. The original motion made regarding the 2016 Appointments did not reflect the intent of Council. The amendment is on page 189, 2016 Appointments, on the second line changing “for the year 2016” to “for the years 2016 and 2017”. **After some review and discussion, the motion of Mr. Burns, seconded by Mr. Fetkovich to amend the Reorganization Meeting Minutes of January 4, 2016, as presented was unanimously carried.**

Dawna Pella (Code Enforcement): Ms. Pella was present to review and discuss the 3rd party code enforcement services that her company offers. The company provides services for seven (7) communities that she can be used as references. A benefit of using a 3rd party code enforcement company is that you do not provide them with anything but the complaints. There was some discussion regarding how the complaints are handled and the communications regarding the complaints. There was discussion regarding a contract and the need for the Borough to decide what type of service is needed (minimal or aggressive). There are two (2) ways of calculating the compensation, hourly or by a monthly retainer (amount set using past history). If the retainer is set too low then the charges would revert to hourly and if the retainer is set too high then it would roll over to the following month.

RECOGNITION OF VISITORS: Mr. Burns welcomed everyone to the meeting and requested the discussion(s) regarding Borough business be kept to 3 – 5 minutes in length.

The following visitors were present:

Ray McClellan of 196 Shaffer Road, Sewickley
Adam Benford, representing PennEnergy Resources Inc.

HEAR THE PUBLIC:

Mike Lucia (not signed in) was present to request some guidance from Council regarding which instances the flag should be lowered to half-mast. Mr. Lucia explained the recent event regarding the death of a state trooper. There was some discussion regarding the standards for lowering the flag. After some review, Council agreed that it has no issue with extending the reasons for lowering the flag to half-mast for local and state police officers.

Butch Thompson (not signed in) was present to express his opinion on Council moving forward with a 3rd party code enforcement service and his concerns regarding the possibility of the Ordinance needing updated.

Roger Kowal (not signed in) was present to request an update regarding the paving of Concord Church Road. The Borough Solicitor stated that this issue will be discussed in executive session.

JoAnn Borato (not signed in) was present to review her opinion of the Concord Church Road issue. Mrs. Borato expressed concerns regarding county documentation and documentation on social media regarding the Mayor selling his house and now residing in Florida. There was some discussion regarding the process of appointing a new Mayor and the annual Statement of Financial Interests. The Borough Solicitor requested any documentation available to support the Mayor possibly not residing within the Borough. Mrs. Borato stated she would forward the documents via email.

Adam Benford, representing PennEnergy Resources Inc., was present to extend an invitation to all local first responders and Borough Council for a First Responder Training on January 16, 2017 at 6 p.m. at the Big Knob Grange.

MINUTES of the Regular Meeting held on November 29, 2016, were presented to Council. **After some review and discussion, the motion of Mr. Morrone, seconded by Mr. Bucuren to approve the Regular Meeting Minutes of November 29, 2016, as presented was unanimously carried.**

MINUTES of the Regular Meeting held on December 20, 2016, were presented to Council. Two (2) amendments to page 310, replacing “Mr. R.J. Burns” with “Mr. Larry Googins” as presiding over the meeting and replacing “Mr. R.J. Burns” with “Mr. Larry Googins” welcoming everyone to the meeting, were presented to Council. **After some review, the motion of Mrs. Mutschler, seconded by Mr. Morrone to approve the Regular Meeting Minutes of December 20, 2016, as amended was unanimously carried with the exception of Mr. Burn who abstained due to he was not present at the meeting.**

FINANCE COMMITTEE: Mr. Bucuren, Chairperson of the Finance Committee, reviewed the Bills Payable, prior to the meeting, entered December 21, 2016 through January 10, 2017, in the amount of \$66,842.98 from the General Fund and in the amount of \$1,178.43 from the Highway Aid (Liquid Fuels) Fund were presented to Council for review. **After some review, the motion of Mrs. Mutschler, seconded by Mr. Burns to approve the List of Bills Payable was unanimously carried.**

General Fund

12/30/2016	25402	Cargill, Incorporated	Salt-PW	19,775.27
01/10/2017	25403	ADT Security Services	Monthly Security Service-Boro, PW	89.16
01/10/2017	25404	Aflac	Employee ACC Insurance	175.11
01/10/2017	25405	Allied Adjustors, Inc.	2017 Bulletin Dues-Pol	250.00
01/10/2017	25406	Amcom Office Systems, Inc.	Monthly Copier Maintenance-Pol	19.39
01/10/2017	25407	Animal Control Services	Animal Control Service Fee	550.00
01/10/2017	25408	Bauman Office Plus	Misc Office Supplies-Pol	87.80
01/10/2017	25409	Beaver County Times-Newspapers Inc.	Legal Ad-Council Meeting Date Change/Reschedule	85.85
01/10/2017	25410	Bob Sumerel Tire Co., Inc.	Tire Service-PW	711.80
01/10/2017	25411	Cintas	Misc. Medical Supplies-Pol	64.30
01/10/2017	25412	Clean Care, Inc.	Floor Mat Service-Pol	95.57
01/10/2017	25413	Columbia Gas	Monthly Gas Service	518.00
01/10/2017	25414	Comcast 0029740	Monthly Internet/Phone Service-Pol	467.20

01/10/2017	25415	Coverall North America, Inc.	Monthly Cleaning Services-Admin, Pol, PW	739.00
01/10/2017	25416	DCED Loan Acct-Commonwealth of PA	2017 1st Qtr. DCED Loan-Salt Shed	2,764.55
01/10/2017	25417	Dr. David E. Levit	Psychological Evaluation-Pol	300.00
01/10/2017	25418	Duquesne Light Company	Monthly Electric Service	1,314.53
01/10/2017	25419	Economy Metals, Inc.	Vehicle Repair Service-PW	266.00
01/10/2017	25420	FNB Commercial Credit Card	Misc. Purchases-Admin/Pol	587.98
01/10/2017	25421	Galls LLC	Uniform Expenses-Pol	127.96
01/10/2017	25422	Iron City Workplace Services	Uniform/Rug Services-PW	501.06
01/10/2017	25423	JC Ehrlich Co., Inc.	Pest Control Services-Admin, Pol	84.98
01/10/2017	25424	Kifer, Terry	2016 Boot Allowance	100.00
01/10/2017	25425	Kunkle, Randy S.	2016 Mileage Reimbursement-Mgr.	76.84
01/10/2017	25426	LCA-Lease Corporation of America	Telephone Leasing-Pol	241.28
01/10/2017	25427	Markl Supply Company, Inc.	Uniform Expenses-Pol	360.25
01/10/2017	25428	MDIA	Building Permit Inspections	1,374.12
01/10/2017	25429	MGSoft-Net, Inc.	Troubleshoot Computer System-Admin	40.00
01/10/2017	25430	Mitel Cloud Services	Telephone Services-Admin, CEO, PW	278.75
01/10/2017	25431	Napa-Station Auto Parts	Vehicle Repair Parts-PW	249.77
01/10/2017	25432	Nationwide Employee Benefits	Group Life Insurance Coverage-Admin, PW	416.14
01/10/2017	25433	Occidental Life Insurance Co of NC	Employee Paid Life Insurance	79.14
01/10/2017	25434	PGH Networks	Telephone Maintenance-Pol	99.00
01/10/2017	25435	Pitney Bowes Global Financial Svcs, LLC	2016 4th Qtr. Lease Rental-Admin	168.30
01/10/2017	25436	Reed Oil Company	Diesel Fuel-PW	2,122.10
01/10/2017	25437	Reliance Standard Life Insurance	Group Life Insurance Coverage-Pol	343.20
01/10/2017	25438	Shoup Engineering Inc.	Engineering Services	318.50
01/10/2017	25439	Shultz Ford Lincoln Inc.	Vehicle Repair Parts-PW	433.89
01/10/2017	25440	Stanley's Economy Auto Supply Inc.	Vehicle Repair Parts/Services-Pol	157.75
01/10/2017	25441	Staples Advantage	Misc. Office Supplies-Admin/CEO	167.88
01/10/2017	25442	Tomaszewski, Raymond	Mileage Reimbursement-CEO	31.05
01/10/2017	25443	Verizon S0007576-Business	Monthly Telephone Service-Admin	71.66
01/10/2017	25444	Verizon Wireless-220027085-Laptop	Monthly Telephone Service (Laptop)-Pol	501.93
01/10/2017	25445	Verizon Wireless-902786759-MainCell	Mthly Cellphone Service-Admin, PW, CEO, Fire	192.12
01/10/2017	25446	Vi-HAUS	2017 Monthly Hosting Agreement Fees-Pol	875.50
01/10/2017	25447	W. PA Teamsters Emp Welfare Fund	Monthly Health Insurance-Admin, PW, Pol	28,568.30
				<u>66,842.98</u>

Highway Aid Fund

01/10/2017	125	Duquesne Light Company	Mthly Electric Service-Celestial Dr., Satellite Dr.	1,178.43
				<u>1,178.43</u>

ORDINANCE COMMITTEE: Mrs. Mutschler, Chairperson of the Ordinance Committee, reported that the Bee Keeping Ordinance, the Mobile Home Park Amendment Ordinance and the Solar Panel Ordinance all require advertising twice before adoption. Therefore, these Ordinances are being held until the Public Hearings scheduled for January 24, 2016.

PARKS and RECREATION COMMITTEE: No Report.

PROPERTY and BUILDING COMMITTEE: No Report.

PUBLIC SAFETY COMMITTEE: Mr. Googins, Chairperson of the Public Safety Committee, stated that the only item to discuss is an employment agreement for the police secretary which will be discussed in executive session with no vote.

PUBLIC WORKS (PW) COMMITTEE: No Report.

MAYOR'S REPORT: No Report.

SOLICITOR'S REPORT: The Borough Solicitor presented Council with updates regarding the following issue(s).

1. Skonieczny Lawsuit – No update at this time.
2. Beaver County Emergency Services Unit (ESU)/Anti-Drug Task Force Agreement – There have been some issues regarding the legal language in the ESU Agreement. A meeting has been scheduled for January 11, 2017 for Borough and Township Solicitors with the County.
3. Personnel Matters – Updates regarding a fact finding for Concord Church Road and a future retirement (with a possible vote) will be presented to Council in executive session.

ENGINEER'S REPORT – The Borough Engineer presented Council with an update regarding the traffic signal installation at the location of Conway Wallrose Road and Dunlap Hill. The Borough Engineer stated that that contractor is drilling for the foundations of the poles. Mr. Burns asked if there is a finish date. The Borough Engineer stated that there is not a final date but perhaps March or April of 2017.

OLD BUSINESS:

1. 2017 Tax Ordinance No. 459 – An Ordinance fixing the tax rate of 13.5 Mills for the fiscal year 2017 was presented to Council for review. There was some discussion regarding the Mayor signing the Ordinance. **After some review and discussion, the motion of Mr. Burns, seconded by Mr. Googins to adopt Ordinance No. 459 fixing the tax rate of 13.5 Mills for the fiscal year 2017 was unanimously carried.**
2. Borough Building Window Replacements – A quote, in the amount of \$2,346.00, was received from Thermo Twin to replace the remaining windows in the Borough Building, excluding the glass door in the Council Chambers, was presented to Council for review. The Borough Manager stated that the work completed by Thermo Twin on the other Borough Building windows went very well. The Borough Manager recommended using Thermo Twin to replace the remaining windows by paying a deposit of \$575.00 and signing the agreement. **After some review and discussion, the motion of Mr. Morrone, seconded by Mr. Googins to retain Thermo Twin to replace the remaining windows in the Borough Building was unanimously carried.**
3. Vehicle Damage (2010 Crown Victoria) – The Borough Manager presented Council with an update regarding this matter, which is still on hold.
4. Vehicle Damage (2014 Ford Explorer) – The repairs to the 2014 Ford Explorer is on the schedule with R & S Auto Body & Custom Cars to be completed and the Borough office has received the check for the repairs less the deductible.

5. Fee Resolution – This matter is still on hold due to input from the Planning Commission has not yet been received.
6. Vehicle Insurance Deductibles – Mrs. Mutschler stated that after reading the policy presented to Council, that nowhere in the policy does it state we cannot change our deductible. The Borough Manager stated he would ask the insurance company to provide the section of the policy that states the Borough cannot change its deductible. There was some discussion regarding the average number of deer hit by Borough owned vehicles a year.
7. Non-organized Employee Resolution - This matter is still on hold and will be distributed to Council for review.
8. Borough of Economy Map Brochure – Mrs. Mutschler asked where we stand with a map brochure for the Borough and that a contract from Municipal Publishers was received. The Borough Manager stated that he had sent out a request to the department heads and other people who would be able to offer informational input but does not recall receiving any input. The Borough Manager stated that this matter can be put back on the list. There was some discussion regarding the cost of the publication and the ad revenue.
9. 2015 Borough Audit (Maher Duesel) – Mrs. Mutschler stated that there were a lot of recommendations made by the Borough Auditor and that Council needs to read them and move on them.
10. Code Enforcement Officer’s (CEO) Inspection Report - Mrs. Skonieczny expressed concerns regarding the Code Enforcement Officer’s report. The Borough Manager stated that the CEO has been instructed to let the residents and/or contractors choose the company they want to use by distributing both BIU and MDIA application packets.

NEW BUSINESS:

1. Public Work Position – This matter will be postponed until after discussion in executive session.
2. Shaffer Plan of Lots – This subdivision proposes to redraw the parcel boundary line between two (2) adjacent vacant lots on Conway Wallrose Road owned by Mr. & Mrs. Lloyd Shaffer. The proposed subdivision will remove 1.260 acres from Lot No. 2. In doing so, Lot No. 1 will become a 5.101 acre lot and Lot No. 2 will become a 4.368 acre lot. The Borough Manager stated that the Borough Planning Commission has reviewed the subdivision and recommended approval. **After some review and discussion, the motion of Mrs. Mutschler, seconded by Mr. Bucuren to approve the Shaffer Plan of Lots Subdivision was unanimously carried.**

OTHER BUSINESS: None

EXECUTIVE SESSION: Mr. Burns requested Council go into Executive Session regarding personnel matters with a possible vote, at 7:57 p.m., as per the motion of Mr. Burns, seconded by Mr. Morrone.

On the motion of Mr. Googins, seconded by Mr. Burns to reconvene at 9:05 p.m. was unanimously carried.

Upon re-entering the public meeting, the following item was reviewed.

Public Works Department Position – After some review and discussion the motion of Mr. Burns, seconded by Mr. Morrone to authorize advertising for a position on the Public Works Department unanimously carried.

There being no further business, the motion of Mr. Burns, seconded by Mr. Morrone to adjourn the meeting at 9:14 p.m. was unanimously carried.

Margie L. Nelko
Borough Secretary

Randy Kunkle
Borough Manager

Motion(s) made and/or Council consensus decision(s):

1. Approve the amendment to the Reorganization Meeting Minutes of January 4, 2016.
2. Approve the Minutes of November 29, 2016.
3. Approve the Minutes of December 20, 2016.
4. Approval of Bills Payable for January 2017.
5. Adoption of 2017 Tax Ordinance No. 459.
6. Approval to retain Thermo Twin.
7. Approval of Shaffer Plan of Lots.
8. Approval to advertise a position on the Public Works Department.