

Economy Borough Council
Regular Meeting Minutes
May 10, 2016

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, Mayor David Poling, Borough Manager Randy Kunkle, Borough Secretary Margie Nelko, representing the Borough Solicitor, Mr. Joshua Kail, Esq. and Borough Engineer Mr. Scott Shoup.

OPENING PRAYER

PLEDGE OF ALLEGIANCE

PUBLIC HEARING FOR ZONING MAP: Stenographer minutes will be attached to the Minute Book.

TEVEBAUGH ROAD: Mr. Kevin Szakelyhidi of Bankson Engineering, representing the West View Water Authority, was present to discuss the issues regarding Tevebaugh Road. Mr. Szakelyhidi stated that a mistake was made when applying for the permit because they overlooked the Economy Borough portion of the roadway. It was believed that most of the work was in Baden Borough at the time of the application. This is the reason that Council was only presented with the finished line plans. There was some discussion regarding the line being placed in the middle of the roadway and not along the side. Mr. Szakelyhidi stated that West View Water has a contract with the contractor that states any traffic control plans and/or closures needs to be brought before the entity that owns the roadway for approval. There was a discussion regarding who owns the sub-surface in the middle of the roadway and that easement(s) for the middle of the roadway are a normal operational practice for utility companies. Mr. Szakelyhidi agreed to look into the legal aspects of easement(s) for the middle of the roadway. There was some question on whether the Borough had received a map of the pipeline route when the Borough was first approached. The Borough Manager stated that there are several smaller maps that are not as accurate as the full size copies and it appears on the smaller maps that the line is being placed along the side of the road not in the middle. Mr. Szakelyhidi agreed to provide a map showing the entire project area before the next scheduled meeting of Council. There was some discussion regarding whether the newly proposed arteries to supply residents with water, changes the original approval. Mr. Kail stated that the approval was for a water treatment plant not the lines due to the developer thought it was all located within Baden Borough. There was some discussion regarding paving the roadway in place of trenching repairs. Mr. Szakelyhidi stated that he believes West View Water would entertain the possibility of spreading out the contracted PennDot specs of 8.5 inches of asphalt to cover the entire section of the roadway in place of trench repairs down the middle. There was some discussion regarding the length of the trenching (approximately 1800 linear feet) and if the roadway would be closed. It was determined that the roadway would be closed during working hours (except for local traffic) and then re-opened for the evenings and nonworking hours. Mr. Szakelyhidi noted that Baden Borough has agreed to close their portion of Tevebaugh Road, which he thought Council should be aware of. There was some discussion regarding whether a municipality can close a road access to another municipality and if the Borough has an ordinance that prohibits completely closing a road(s). Mr. Kail was instructed to look into this issue.

FIRE REPORT: No Report

POLICE REPORT: Chief O'Brien presented Council with updates regarding the Economy Borough Police Department. Chief O'Brien reviewed the following issues:

1. **Proposed 12 Hour Work Shifts** – A report explaining and outlining the three (3) different types of 12 hour work shifts was presented to Council for review. Chief O'Brien stated that he does not and has not had an objection to 12 hour shifts but it will cause a scheduling nightmare due to the lack of staffing (which will

essentially create overtime). There was discussion regarding the contract stating time off at 8 hours and that several items would need to be changed to make a 12 hour work shift functional. Chief O'Brien stated that this was proposed approximately two and half years (2 ½ yrs.) ago with the Bargaining Unit and they were asked to give the overtime hours to part-time officers, which they refused to do. Chief O'Brien stated that currently the department does not have part-time staff should the Bargaining Unit decide to agree to this. There was some discussion regarding how court time would affect a 12 hour work shift and if there are any state laws regarding how many hours can be worked without time off. There was discussion regarding the Pitman Shift Schedule and the thoughts of doing a trial period of three to six months (3 – 6 mos.) to determine if a 12 hour shift could work. A Memorandum of Understanding (MOU) was discussed to make the necessary changes within the contract to enable a trial period without modifying or being included in the contract itself. The MOU would include a clause that would permit termination of the MOU and everything would revert back to the current guidelines. The Borough Solicitor and Chief O'Brien will meet with the Bargaining Unit to review these changes and discuss the MOU. There was some discussion regarding the time frame of starting the trial period and it was determined that it would be beneficial to begin June 1, 2016, if possible to permit a six month (6 mo.) period.

2. Animal Control – Mr. Googins, Chairman of the Public Safety Committee, asked Chief O'Brien for his comments on a draft proposal from Animal Control Services. Chief O'Brien reviewed the price vs. the services that are proposed and stated that he has no issue with the price that is being proposed. The service is more than the Borough paid with Triangle Pet but less than the Beaver County Humane Society and it also offers more service than the prior two companies. Animal Control Services offers twenty-four hours (24 hrs.) per day, seven (7) days a week for emergency calls and agrees to issue non-traffic citations for violations of state dog laws and Ordinances and will attend all hearings.

PUBLIC WORKS (PW) REPORT: Rich Dunn, PW Foreman, presented Council with an update report that is on file in the Borough Office for review. The PW Department has worked on repairs to the trucks/equipment, mowed the parks, Economy Way, Borough complex and replaced catch basins along Pinehurst Drive and Oakhaven Drive.

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
Mr. Kevin Szakelyhidi of West View Water Authority

HEAR THE PUBLIC: None.

MINUTES of the Regular Meeting held on April 12, 2016, were presented to Council. **After some review, the motion of Mrs. Mutschler, seconded by Mr. Bucuren to approve the Council Minutes of April 12, 2016, was unanimously carried with the exception of Mrs. Skonieczny who abstained due to she was not present at the meeting.**

FINANCE COMMITTEE: Mr. Bucuren, Chairperson of the Finance Committee, presented Council with an update regarding the following items:

1. Treasurer's Report for the month of April 2016, was presented to Council. After some review, this report was ordered received and filed.

2. Budget Report for the month of April 2016, was presented to Council. There was some discussion regarding a trans-positional error with the payroll journal entry line items. The Borough Secretary provided the correct dollar amounts for the two (2) line items that were in question. After some review, this amended report was ordered received and filed. The Borough Secretary was asked to forward a revised copy to Council for their files.

3. Bills Payable entered for the period of April 13, 2016 through May 10, 2016, in the amount of \$87,206.61 from the General Fund and in the amount of \$1,143.45 from the Highway Aid (Liquid Fuels) Fund were presented to Council for review. **After some review and discussion, the motion of Mr. Bucuren, seconded by Mr. Morrone to approve the list of Bills Payable was unanimously carried.**

General Fund

04/14/2016	24706	Comcast 0029955	Monthly Internet Service-Admin, CEO, PW	103.63
04/14/2016	24707	ICMA Membership Renewals	2016 Membership Renewal-Mgr.	488.20
04/14/2016	24708	PSAB-Team	2016 TEAM Membership Renewal	300.00
04/22/2016	24709	Terry Smith	2016 Spring/Summer Newsletter Consultant Svc	4,900.00
04/27/2016	24710	LCA-Lease Corporation of America	Telephone Adv. Lease Payment-Pol	125.00
04/29/2016	24711	U.S. Postmaster	2016 Spring/Summer Newsletter Bulk Postage	1,514.54
05/10/2016	24712	ADT Security Services	Monthly Security Service-Boro, PW	84.36
05/10/2016	24713	Aflac	Employee ACC Insurance	175.11
05/10/2016	24714	Air-Vac Inc.	Equipment/Vehicle Repair Parts-PW	4,392.00
05/10/2016	24715	Ambridge Do It Best Home Center	Misc Operating Supplies-Custodial/Admin	24.44
05/10/2016	24716	Amcom Office Systems, Inc.	Monthly Copier Maintenance-Pol	154.16
05/10/2016	24717	Bauman Office Plus	Misc. Office Supplies-Admin	77.88
05/10/2016	24718	Beaver County Central Printing	2016 Revised Mun Bills-RE	25.00
05/10/2016	24719	Beaver County Dept.-Waste Management	Recycling-Brush (30 cy)	225.00
05/10/2016	24720	Beaver Cty Times-Newspapers Inc.	Legal Ads-2015 Audit/Zng Hearing/Zng Map	951.75
05/10/2016	24721	Brkich Design Group	2016 Spring/Summer Newsletter Designing	682.50
05/10/2016	24722	Butler Gas Products Co, Inc.	Monthly Cylinder Rental-PW	193.60
05/10/2016	24723	Clean Care, Inc.	Floor Mat Service-Pol	88.43
05/10/2016	24724	Columbia Gas	Monthly Gas Service	913.90
05/10/2016	24725	Comcast 0029740	Monthly Internet Service-Pol	180.75
05/10/2016	24726	Comcast 0029955	Monthly Internet Service-Admin, CEO, PW	105.75
05/10/2016	24727	Coverall North America, Inc.	Monthly Cleaning Services-Admin, Pol, PW	739.00
05/10/2016	24728	Culverts, Inc.	Steel Basin & Bike Grates-PW	4,830.00
05/10/2016	24729	DCED UCC Fees	2016 1st Qtr. UCC Fees	36.00
05/10/2016	24730	Duquesne Light Company	Monthly Electric Service	1,444.82
05/10/2016	24731	Economy Electric Supply Co.	Ballast, Wire Connectors-Veterans Memorial	84.45
05/10/2016	24732	Fastenal Company	Misc. Operating Supplies-PW	26.25
05/10/2016	24733	FNB Commercial Credit Card	Misc. Purchases(Uniform,2016 IAPE Membership)	364.96
05/10/2016	24734	Galls Inc.	Uniform Expenses-Pol	31.72
05/10/2016	24735	Herzog Truck Service, Inc.	Vehicle State Inspections-PW	180.00
05/10/2016	24736	Incom Supply of Pittsburgh	Misc. Operating Supplies-PW	415.19
05/10/2016	24737	Iron City Workplace Services	Uniform Services-PW	497.02
05/10/2016	24738	JC Ehrlich Co., Inc.	Pest Control Services-Admin, Pol	125.98
05/10/2016	24739	Joseph A. Askar Law Offices	2016 Solicitor Services & Retainer	7,743.75
05/10/2016	24740	Lacal Equipment Inc.	Equipment Repair Parts-PW	153.09

05/10/2016	24741	Larson Design Group, Inc.	SEO Engineering Services	321.38
05/10/2016	24742	M & M Uniforms, Inc.	Uniform Expenses-Pol	795.70
05/10/2016	24743	Markl Supply Company, Inc.	Uniform Expenses-Pol	222.20
05/10/2016	24744	Marsilio Court Reporting Service	Stenographer Services-Zoning Hearings (2)	658.14
05/10/2016	24745	MDIA	Building Permit Inspections	3,682.00
05/10/2016	24746	MGSoft-Net, Inc.	Computer Services-Guest WIFI/Admin	410.00
05/10/2016	24747	Mobile Radio Service, Inc.	2016 Radio Service Contract-Pol	171.00
05/10/2016	24748	Murphy Tractor-Powerplan	Equipment Repair Parts-PW	369.10
05/10/2016	24749	Napa-Station Auto Parts	Equipment/Vehicle Repair Parts-PW	41.68
05/10/2016	24750	National Fire Safety Co.	Annual Fire Extinguisher Inspections-Admin/Pol/PW	867.00
05/10/2016	24751	Nationwide Employee Benefits	Group Life Insurance Coverage-Admin, PW	458.62
05/10/2016	24752	Nick Crivelli Chevrolet	Vehicle Repair Service-Pol	72.00
05/10/2016	24753	Occidental Life Insurance Co of NC	Group Life Insurance Coverage-Pol	79.14
05/10/2016	24754	PA State Association of Boroughs	2016 Mgmt. Caucus Membership-Admin	50.00
05/10/2016	24755	PA Unemployment Compensation Fund	Reimbursable Benefit Charges	1,520.51
05/10/2016	24756	PGH Networks	Telephone Maintenance-Pol	79.99
05/10/2016	24757	Professional Graphic Communications Inc.	Business Cards-CEO	46.18
05/10/2016	24758	Reed Oil Company	Diesel Fuel-PW	791.31
05/10/2016	24759	Reliance Standard Life Insurance	Group Life Insurance Coverage-Pol	343.20
05/10/2016	24760	Russell Standard Corp.	Cold Patch-PW	979.00
05/10/2016	24761	S & D Calibration Services, Inc.	Acutrak, Enrad & Vascar Certifications-Pol	198.00
05/10/2016	24762	Sewickley Construction Products Inc.	Perforated Coil Pipe	46.00
05/10/2016	24763	Sharp n Fix	Stihl Weed Whacker-PW	254.96
05/10/2016	24764	Shoup Engineering Inc.	Engineering Services	465.50
05/10/2016	24765	Soil Screeners Inc.	Screened Top Soil-PW	442.50
05/10/2016	24766	SSC Tool & Supply, Inc.	Equipment Repair Parts-PW	122.95
05/10/2016	24767	Stanley's Economy Auto Supply	Vehicle Repair Parts/Services-Pol	445.25
05/10/2016	24768	Staples Advantage	Misc. Office Supplies-Admin	44.28
05/10/2016	24769	SWIF-State Worker's Insurance Fund	Wrkrs Comp Ins Payment-Fire	1,455.00
05/10/2016	24770	T & L Ferguson, Inc.	Masonry Sand-Catch Basin Rprs-PW	128.00
05/10/2016	24771	Teamsters Local Union 250	Union Dues-PW	557.00
05/10/2016	24772	Tomaszewski, Raymond	Mileage Reimbursement-CEO	31.32
05/10/2016	24773	Trans Associates Engineering Cons., Inc.	2016 Traffic Signal Srvcs-ConwayWallroseRd/Dunlap Hill	1,800.00
05/10/2016	24774	TransAxle LLC	Equipment Repair Parts-PW	571.14
05/10/2016	24775	Triangle Gasoline Company, Inc.	Hydraulic Oil/Grease (Shop)-PW	440.70
05/10/2016	24776	Verizon 0207-Pol	Voided	0.00
05/10/2016	24777	Verizon 7877-Pol	Voided	0.00
05/10/2016	24778	Verizon 838283708-Admin (4779)	Monthly Telephone Service (Long Dist.)-Admin	58.95
05/10/2016	24779	Verizon S0007576-Business	Monthly Telephone Service-Admin	74.46
05/10/2016	24780	Verizon Wireless-220027085-Laptop	Monthly Telephone Service (Laptop)-Pol	502.59
05/10/2016	24781	Verizon Wireless-902786759-MainCell	Mthly Cellphone Service-Admin, PW, CEO, Fire	193.05
05/10/2016	24782	Vi-HAUS	2016 Monthly Hosting Agreement Fees-Pol	850.00
05/10/2016	24783	W. PA Teamsters Emp Welfare Fund	Monthly Health Insurance-Admin, PW, Pol	26,084.10
05/10/2016	24784	Walsh Equipment	Equipment Repair Parts/Signs-PW	1,307.57
05/10/2016	24785	West Central Equipment, LLC	Equipment Repair Parts-PW	128.63
05/10/2016	24786	Wex Bank-Sunoco	Monthly Gasoline Usage-Pol	1,735.39

05/10/2016	24787	Wine Concrete Products, Inc.	Catch Basin Risers-PW	1,602.00
05/10/2016	24788	Witmer Public Safety Group	Ammunition-Pol	<u>3,330.89</u>
				87,206.61

Highway Aid Fund

05/102/2016	117	Duquesne Light Company	Mthly Electric Service-Celestial Dr., Satellite Dr.	<u>1,143.45</u>
				1,143.45

PARKS and RECREATION COMMITTEE: Mrs. Skonieczny, Chairperson of the Parks and Recreation Committee, presented Council with an email that she had received from the Recreation Board.

PROPERTY and BUILDING COMMITTEE: Mr. Morrone, Chairperson of the Property and Building Committee, presented Council with an overview of the replacement window bids received for the Borough building. Mr. Morrone recommended accepting the lowest bid received from Thermo Twin in the amount of \$3,770.00 for six (6) replacement windows. There was some discussion regarding the trim color which was believed to have been quoted as white. **After some review and discussion, the motion of Mr. Morrone, seconded by Mr. Googins to approve the bid received from Thermo Twin in an amount not to exceed \$4,000.00, which would include the trim color being changed to brown, was unanimously carried.**

Mrs. Mutschler inquired if the new phone systems were installed and running. The Borough Manager stated that the Police Department system has been installed and is being used, the Borough office system has been put on hold until a part that is on backorder comes in.

PUBLIC SAFETY COMMITTEE: Mr. Googins, Chairperson of the Public Safety Committee, presented Council with an update regarding the contract negotiations for the Economy Borough Police Department.

ORDINANCE COMMITTEE: Mrs. Mutschler, Chairperson of the Ordinance Committee, presented Council with information regarding the Planning Commission reviewing issues concerning grading regarding large amounts of dirt. Mrs. Mutschler inquired if the Borough was able to adopt an ordinance to force residents to use the trash service. Mr. Burns stated that this is a code issue and it has been addressed. There was discussion regarding why residents who use private dumpsters should pay for a service they are not using.

PUBLIC WORKS (PW) COMMITTEE: No Report.

MAYOR'S REPORT: No Report. The Mayor stated that he had a contractual issue for executive session that will not require a vote.

SOLICITOR'S REPORT: The Borough Solicitor reviewed two (2) invoices received from Rhodes & Owen LLC, dated January 6, 2015 and February 5, 2015. These invoices resulted from our actuary contacting Rhodes & Owen LLC to acquire information regarding a DROP Plan for one of our employees. There was discussion regarding who's responsibility it is to pay this bill, due to the extensive response that was unexpected by both the actuary and the Borough Office. The Borough Solicitor recommended paying the invoices due to work was conducted for the Borough and it could cost more down the road if it is not paid. There was some discussion regarding a more disciplined approach to help eliminate this type of issue in the future. Mr. Googins motioned to pay the invoices received from Rhodes & Owen LLC. The motion was withdrawn by Mr. Googins due to not receiving a second to the motion. **After some review and further discussion, the motion of Mr. Fetkovich, seconded by Mr. Morrone to authorize payment of the Rhodes & Owen LLC invoices was unanimously carried with the exception of Mrs. Skonieczny who opposed the motion.**

ENGINEER’S REPORT – The Borough Engineer presented Council with updates regarding the following issue(s).

1. **Resolution No. 452** – A Resolution of the Borough of Economy authorizing and directing the Borough Manager to submit and sign an application for Traffic Signal Approval to the Pennsylvania Department of Transportation on behalf of the Borough of Economy was presented to Council for review. **After some review and discussion, the motion of Mrs. Skonieczny, seconded by Mr. Fetkovich to approve Resolution No. 452 for adoption was unanimously carried.**
2. **Dunlap Hill Traffic Light** – The Borough Engineer presented Council with an update regarding the proposed traffic light signal. There was some discussion regarding the need for easements from property owners. The Borough Manager will contact the owners and report back to Council.
3. **2016 Road Improvement Project** – A Bid Tabulation Form was presented to Council by the Borough Engineer listing the following bid results:

Economy Borough 2016 Road Improvement Project					
<u>Base Bid</u> : Pinehurst Drive, Oakhaven Drive, Shaffer Road (Woodlawn Road to Route 989)					
<u>Alternate Bid 1</u> : Rolling Hills Road (Freedom Road to pavement change)					
<u>Alternate Bid 2</u> : Lawnview Drive (Rolling Hills Road to Borough border)					
<u>Alternate Bid 3</u> : Ridge Avenue (Conway Wallrose Road to Evans City Road)					
Bidder	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bid Order
Youngblood Paving	\$431,715.10	\$33,494.00	\$23,791.00	\$32,527.00	02
El Grande Industries	\$441,498.50	\$35,367.50	\$25,145.00	\$33,628.25	03
Shields Asphalt Paving	\$363,000.00	\$32,939.80	\$23,398.30	\$32,278.700	01

Economy Borough 2016 Road Improvement Project					
<u>Alternate Bid 4</u> : Main Borough Building Parking Lot and Kenny Campbell Drive (portion)					
<u>Alternate Bid 5</u> : Public Works Parking Lot					
<u>Alternate Bid 6</u> : Various Line Striping-Mary Reed Road, Parkhill Road and Ridgewood Drive					
<u>Alternate Bid 7</u> : Various Line Striping-Economy Way					
Bidder	Alternate 4	Alternate 5	Alternate 6	Alternate 7	Bid Order
Youngblood Paving	\$ 42,333.00	\$20,655.00	\$ 1,340.00	\$ 6,850.00	02
El Grande Industries	\$ 44,281.25	\$21,037.50	\$ 1,500.00	\$ 7,100.00	03
Shields Asphalt Paving	\$ 41,931.40	\$18,091.10	\$ 1,550.00	\$ 7,500.00	01

Bidder	Total Bid	Bid Order
Shields Asphalt Paving	\$520,689.30	01
Youngblood Paving	\$592,705.10	02
El Grande Industries	\$609,558.00	03

The Borough Engineer reviewed the three (3) bids received for the 2016 Road Improvement Project with Shields Asphalt Paving being the low bidder and recommends approving the same. **After some review and discussion, the motion of Mr. Burns, seconded by Mr. Fetkovich to award the Base Bid and all of the Alternate Bids for the 2016 Road Improvement Project to Shields Asphalt Paving in the amount of \$520,689.30 was unanimously carried.**

OLD BUSINESS:

1. Solar Panel Ordinance – The Borough Manager stated that a public hearing has been scheduled and advertised for May 24, 2016.
2. Borough Website – Mrs. Mutschler inquired about the status of the new Borough website. The Borough Secretary informed Council that the new site is up and running, however there are some items on the site that are still outdated. This is due to there is a problem with the office server settings that is preventing the office from being able to log into the new site which means that the simple updates cannot be made at this time. The Borough Secretary stated that once she is able to login, the corrections will be made and future updates will be done in a timely manner.

NEW BUSINESS: None

EXECUTIVE SESSION: Mr. Burns requested Council go into Executive Session regarding a contractual matter at 8:45 p.m., as per the motion of Mr. Morrone, seconded by Mr. Googins.

There being no further business, the motion of Mr. Fetkovich, seconded by Mr. Morrone to return to the regular session and adjourn the meeting at 8:55 p.m. was unanimously carried.

Margie L. Nelko
Borough Secretary

Randy Kunkle
Borough Manager

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

1. Approval of the updated Zoning Map (as per stenographer minutes).
2. Approve Minutes of April 12, 2016.
3. Approval of Bills Payable for May 2016.
4. Approval of Thermo Twin Window Replacement Bid.
5. Authorize payment of the Rhodes & Owen LLC invoices.
6. Adoption of Resolution No. 452.
7. Award the 2016 Road Improvement Project to Shields Asphalt Paving.