

# Prospect Borough



159 Monroe Street  
Prospect, PA 16052  
Regular Council Meeting  
REORGANIZATION/AGENDA MEETING  
January 3, 2022

## 1. CALL TO ORDER

Jim Butler to swear in the newly elected members: Brian Taylor, Nick Vaccarello, Sam Wagner, Todd Wilson, and Brandon Grossman.

## 2. A SALUTE TO THE FLAG

## 3. PRAYER by Pastor Ben Oesterling

## 4. ROLL CALL

Bill Katz	<u>X</u>	Sam Wagner	<u>X</u>	Eric Hilliard	<u>X</u>	Nick Vaccarello	<u>X</u>
Todd Wilson	<u>X</u>	Brandon Grossman	<u>    </u>	Brian Taylor	<u>X</u>	Sam Gibson	<u>X</u>
Andy Menchyk	<u>X</u>	Jim Butler	<u>X</u>	George Simcic	<u>X</u>	Heather Nyberg	<u>X</u>

### Nomination for President: BILL KATZ

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: BRIAN TAYLOR Opposed: NONE*

### Nomination for Vice President: BRIAN TAYLOR

*1<sup>st</sup> Motion: BILL KATZ 2<sup>nd</sup> Motion: ERIC HILLIARD Opposed: NONE*

### 2022-01 Appoint Vacancy Board: GEORGE SIMCIC

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: BRIAN TAYLOR Opposed: NONE*

### 2022-02 Appoint Auditor: BONUS ACCOUNTING

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: SAM WAGNER Opposed: NONE*

### 2022-03 Appoint Open Records Officer: HEATHER NYBERG

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: BRIAN TAYLOR Opposed: NONE*

### 2022-04 Appoint Secretary: HEATHER NYBERG

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: SAM WAGNER Opposed: NONE*

### 2022-05 Appoint Treasurer: CATHY BAKER

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: BRIAN TAYLOR Opposed: NONE*

### 2022-06 Appoint Solicitor: ANDREW MENCHYK (STEPANIAN & MENCHYK, LLP LAW OFFICE)

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: SAM WAGNER Opposed: NONE*

**2022-07 Appoint Designate Depository: FIRST NATIONAL BANK**

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: BRIAN TAYLOR Opposed: NONE*

**2022-08 Appoint Official Newspaper: BUTLER EAGLE**

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: BRIAN TAYLOR Opposed: NONE*

**2022-09 Appoint Pension Plan: PMRS**

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: TODD WILSON Opposed: NONE*

**2022-10 Appoint Zoning Enforcement Officer: RICHARDSON INSPECTION SERVICES, LLC**

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: BRIAN TAYLOR Opposed: NONE*

**2022-11 Appoint Sewage Enforcement Officer: DOUG DUNCAN**

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: SAM WAGNER Opposed: NONE*

**2022-12 Appoint Zoning Hearing Board Member: GEORGE SIMCIC**

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: BRIAN TAYLOR Opposed: NONE*

**2022-13 Appoint Proposed Amended Fee Schedule: PROSPECT BOROUGH FEE SCHEDULE**

*1<sup>st</sup> Motion: BRIAN TAYLOR 2<sup>nd</sup> Motion: ERIC HILLIARD Opposed: NONE*

**2022-14 Appoint Engineer: KLH**

*1<sup>st</sup> Motion: ERIC HILLIARD 2<sup>nd</sup> Motion: SAM WAGNER Opposed: NONE*

**2022-15 Appoint UCC Board: GLEN GITZEN**

*1<sup>st</sup> Motion: SAM WAGNER 2<sup>nd</sup> Motion: BRIAN TAYLOR Opposed: NONE*

**5. MOTION FOR APPROVAL OF 12/6/2021 MINUTES:**

*Motion To Approve: ERIC HILLIARD , 2nd By: BRIAN TAYLOR , Opposed: NONE*

**6. TREASURER’S REPORT:**

	<b>CHECKING TOTAL</b>	<b>SAVINGS TOTAL</b>	<b>GRAND TOTAL</b>
General Fund	15,563.06	89,122.92	104,685.98
Sewer Fund	30,961.76	84,623.31	115,585.07
Infrastructure Fund	58,027.88	0.00	58,027.88
Capital Fund	0.00	103,705.34	103,705.34
Highway Fund	9,957.97	48,087.11	58,045.08
ACT 13	0.00	67,472.13	67,472.13
Savings/Dental	0.00	4,940.16	4,940.16
		<b>TOTAL</b>	<b>512,461.64</b>

*Motion To Approve: ERIC HILLIARD , 2nd By: TODD WILSON, Opposed: NONE*

**VISITORS TO BE HEARD:** Each visitor has three minutes unless Council overrides.

**7. LIBRARY/RECREATION-Todd Wilson, Chair; Sam Wagner, Vice Chair; Nick Vaccarello**

*OLD BUSINESS:*

*NEW BUSINESS:*

- Letter thanking for the donation of \$3,500.00.
- Director’s Report for October and November 2021
- Book Sale May 13,14,15
- Bridget is leaving the Library.

**8. INSURANCE/FINANCE-Brian Taylor, Chair; Bill Katz, Vice Chair; Jim Butler; Brandon Grossman**

*OLD BUSINESS:* None

*NEW BUSINESS:*

- Bonus Accounting for the cost of AUP (Agreed Upon Procedures) for year 2020 and 2021 would be \$4,500.00.

*Motion To Approve:* ERIC HILLIARD , *2nd By:* SAM WAGNER , *Opposed:* NONE

- Appoint new Tax Collector- Abbie Flinger

*Motion To Approve:* ERIC HILLIARD , *2nd By:* TODD WILSON , *Opposed:* NONE

- We received \$4,025.10 from Shadrack’s Christmas Wonderland for November 2021 Amusement tax- Franklin Township received \$1,006.28

**9. PUBLIC SAFETY- Brandon Grossman, Chair; Sam Wagner, Vice Chair; Jim Butler**

*OLD BUSINESS:* None

*NEW BUSINESS:* None

**10. PLANNING COMMISSION -Alan Vagasky, Chair; George Simcic, Brian Taylor, Teddy Davis, Gus Guenther**

*OLD BUSINESS:* None

*NEW BUSINESS:* None

**11. STORM WATER MANAGEMENT/STREETS-Brian Taylor, Chair; Bill Katz, Vice Chair; Eric Hilliard**

*OLD BUSINESS:* None

*NEW BUSINESS:*

- DCS DeAngelo Lawn Specialties 2022 Commercial Service Agreement for Spraying—One Year (2022) \$1,195.00—Three Years (2022) \$1,125.00, (2023) \$1,125.00, (2024) \$1,125.00  
~~1 Year Contract~~      **3 Year Contract- APPROVED**

*Motion To Approve:* ERIC HILLIARD , *2nd By:* BRIAN TAYLOR , *Opposed:* None

## **12. BUILDING & GROUNDS/MAINTENCE & FACILITY-**

Brian Taylor, Chair; Brandon Grossman, Vice Chair; Bill Katz, Eric Hilliard

*OLD BUSINESS:* None

*NEW BUSINESS:*

- BIDS for Pole Building- GARDENPARK STRUCTURES was awarded the bid.

*Motion To Approve:* ERIC HILLIARD , *2nd By:* BRIAN TAYLOR , *Opposed:* NICK VACCARELLO

## **13. PERSONNEL-Bill Katz, Chair; Brian Taylor; Vice Chair; Eric Hilliard, Jim Butler (Police Dept Only)**

*OLD BUSINESS:* None

*NEW BUSINESS:* None

## **14. MAYOR/POLICE DEPARTMENT**

*OLD BUSINESS:* None

*NEW BUSINESS:*

- Chief Terry Hilton and Mayor Jim Butler to have interview with a part time officer.
- Chief Terry Hilton to meet with a gentleman regarding the cameras for the police office.

## **15. SEWAGE-Brian Taylor, Chair; Bill Katz, Vice Chair; Brandon Grossman**

*OLD BUSINESS:* None

*NEW BUSINESS:* None

## **16. SAM GIBSON, KLH**

*OLD BUSINESS:* None

*NEW BUSINESS:*

- Letter of Transmittal- Sanitary Sewer Lining Project (Closeout Documents)
- KLH approved Michael Butler Lot Line Revision at 174 Bear Creek Road

## **17. ANDY MENCHYK, SOLICITOR**

*OLD BUSINESS:* None

*NEW BUSINESS:*

- Set Sewage Meeting date: WEDNESDAY, JANUARY 12, 2022, 9AM

## **18. EMERGENCY MANAGEMENT- Jim Butler, Chair; Eric Hilliard, Vice Chair**

*NEW BUSINESS:* None

**19. MISCELLANEOUS-**

*OLD BUSINESS:* None

*NEW BUSINESS:* None

**Executive Session:** Time Leaving: 7:36pm      Time Returned: 7:44pm

**\*\*DISCUSS SEWAGE PAYMENT AGREEMENTS**

**BILLS TO BE PAID:**

*Motion To Approve:* ERIC HILLIARD, 2<sup>ND</sup> By: TODD WILSON , *Opposed:* NONE

*Motion To Adjourn:* ERIC HILLIARD , 2<sup>ND</sup> By: BRIAN TAYLOR , *Opposed:* NONE