



COUNCIL MEETING MINUTES
January 6, 2014 @7:00 PM
159 MONROE STREET

CALL TO ORDER: Mayor Jim Butler called the Reorganization Meeting of the Prospect Borough Council to order @7:00PM with a salute to the flag and than a moment of silence in the honor of Mr. James Harmon, President of the Council. The Council members who were present: Dave Stellfox, Bill Marciniak, Pete Bryan, Glen Gitzen, Bob Boice and Mayor Jim Butler. GTN Solicitors; Romel Nicholas and KLH Engineer; Jim Willard were present.

REORGANIZATION: New councilman Bill Marciniak, Sam Wagner, Bob Boice and Glen Gitzen were sworn in by Mayor Butler. There was a round of applause from all present.

The floor was opened to nominations for President of Council. Mr. Bryan nominated Mr. Marciniak. Motion carried.

The floor than was opened to nominations for Vice President of Council. Mr. Boice nominated Dave Stellfox. Motion carried

There was a round of applause from all present.

Mr. Marciniak told all council, residents and the people we hire that he needs all their help, advice and encouragement. He is aware that he will make mistakes but will try his very best as this is as new to the Borough as it is to him.

Open Nominations for:

Solicitor – Mr. Stellfox nominated GTN Law; motion carried.

Consulting Engineer – Mr. Boice nominated KLH Engineering; motion carried.

Auditor - Mr. Boice nominated John Farinelli; motion carried.

Primary Bank Repository – Mr. Gitzen nominated continue using First National Bank; motion carried.

Newspaper of General Circulation – Mr. Boice nominated continue using the Butler Eagle; motion carried.

Sewage Account Collector – Mr. Marciniak made motion to nominate Judith Raisley; Mr. Gitzen 2nd. Motion carried.

APPROVAL OF MINUTES: There were a couple changes made to the December 2nd Regular Council Meeting Minutes. Motion made by Mr. Boice to approve; Mr. Bryan 2nd. Motion carried.

Mayor Butler asked to add the article from the paper regarding the loss of Mr. James Harmon to the Meeting Minutes.

REPLACEMENT FOR COUNCILMAN (2Yr. Remaining Term) - Mr. Stellfox nominated Ed Robinson; Mr. Boice nominated Mike McCall and Mr. Wagner nominated Mary Harmon. Mr. Stellfox and Mayor Butler said we need to honor the citizens' wishes as they did vote for Mr. Robinson. They believe it would be the wrong thing to do if we did not put him on council and also what he has done for the sewage system. Mr. Marciniak stated that Ms. Harmon attended all meetings and with her knowledge she should know the job better than anyone else. It was asked if this could be a closed ballot vote but Mr. Nicholas said it had to be public but council was free to do whatever they wanted to do. Mr. Boice said he thought Mr. Robinson was not interested in the open position and that is why he got a hold of Mr. McCall. Nick Vaccarello, resident, spoke that Mr. Robinson did not even get one half of the resident's votes. Mr. Robinson was nominated first; Mr. Stellfox and Mr. Wagner voted yes; Mr. Gitzen, Mr. Boice, Mr. Bryan and Mr. Marciniak voted no. Mr. McCall was nominated on next. Mr. Gitzen and Mr. Boice voted yes; Mr. Stellfox, Mr. Bryan, Mr. Wagner and Mr. Marciniak voted no. Ms. Harmon was nominated and voted on last. Mr. Gitzen, Mr. Boice, Mr. Stellfox, Mr. Bryan, Mr. Wagner and Mr. Marciniak voted yes. Ms. Harmon was elected as the new councilwoman and was sworn in by Mayor Butler. She was the first woman on the board in eight years.

Mr. Marciniak submitted to the council a committee list and asked each one to select three committees to serve.

VISITORS: Nick Vaccarello, Alan Vagasky plus more residents of the Prospect Borough (see attached sign-in sheet).

Mr. Vaccarello mentioned if there was a permit requested for the grading in Robinson Mobile Home Court. Mr. Marciniak said he would have an answer by next month's meeting.

Mr. Marciniak asked if any other visitors had anything to say. No further response.

LIBRARY: See attached Report. January 15 Story Time begins again. Mr. Marciniak was given a flyer to add to the Prospector for the times and dates for Story time.

PUBLIC SERVICES: Mr. Gitzen distributed Sidewalk Master Plan and wants all council to look over the plan and get all changes back to him Wednesday, January 8, 2014, so we can have the ordinance ready by February's Meeting.

EMS: Nothing to Report. The Fire Department will be open if the power does go out tonight. Kurt Dalton looking into new emergency procedures for the New Year.

PLANNING COMMISSION: Mr. Vagasky had nothing to report

PARKS: Mr. Boice said nothing to report, it is too cold!

STREETS AND STORM WATER: Mr. Robert Hixson (Higgy) advised us that our pick up broke down this morning, gas line froze, and all is OK now.

Mayor Butler discussed why the differences between the right of way funds to use in the Highway Aid policy and Procedure Book between County and Municipality.

MAINTENANCE & FACILITY: Per Mr. Bryan Nothing to Report.

PERSONNEL: Mr. Marciniak would have information to discuss in an executive session, later on.

MAYOR: Mayor Butler said he went to the swearing in of the Row Officers; the Sheriff, Clerk of Courts and County Controller.

POLICE: See attached Report. Mayor Butler went over the Report. Mayor Butler also asked Chuck Tatton to ask Donald Lutz if he wanted to work any additional hours this month since Matt Wagner was still off from his surgery.

Mr. Bryan stated his concern for speed control on Route 528.

SEWAGE: Mayor Butler discussed last month's meeting with the County Commissioner and Mr. Carrier with local Municipalities; the other two Commissioners were not interested. The Borough is still pursuing the Regional Sewer Authority. He said we need to meet with local businesses to create a group of champions for this project to get our message out.

Mr. Stellfox met with Dustin Drew, Mr. Marciniak, Mr. Wagner, Mr. Robinson, Mr. Willard and Mr. Hixson (Higgy) and discussed our accomplishments we did and the new trust we have developed with the park. Mr. Willard said it was a positive meeting. In the past there has been a discrepancy between the billing meter and the our park meter; this opens the door to open discussions with DCNR.

Mr. Willard wanted to express his congratulations to Mr. Marciniak on Presidency with the Borough.

Mr. Willard discussed the Penn Vest Report (See Attached). Mr. Willard requested Mr. Marciniak be authorized to sign off on the Penn Vest disbursements. Mr. Stellfox motioned to authorize Mr. Marciniak's signature for Penn Vest projects; Mr. Bryan 2nd. Motion carried.

Mr. Willard needs Penn Vest Request#3 for \$30,014.61 authorized. Mr. Wagner made motion to pay \$30,914.61; Mr. Gitzen 2nd. Motion carried.

Mr. Willard said that KLH are requesting \$125,000 max. for the CDBG Funding. The Borough definitely needs a camera, equipment for dye testing and rehabilitation of the sewer manholes. Mr. Gitzen made motion to request the CDBG Funding for \$125,000 max.; Mr. Stellfox 2nd. Motion carried.

Mr. Willard said he will get with Ms. Marzullo over the Chapter 94 Report. This report is not due till March 1st but he feels that between Ms. Marzullo and himself this will be done by February 1, 2014.

Mr. Stellfox brought up the proposal from Mr. Pitchford, Pitchford Diversified Inc., for quality controlled services. Mr. Pitchford said he would operate in the boroughs best interest. He would charge us for 100 hours at his hourly rate to make sure KLH Engineering were doing everything correctly. Per Mayor Butler it would be like a third party to KLH Engineers. Per Mr. Marciniak we are not in the financial position right now to add another person. Ms. Harmon says she does not want this turned into a terrible mess and have the same problems we had in the past. Mr. Willard says they have a Performance and Maintenance Bond. Mr. Pitchford said once the job is complete it may take 5-7 years to get all the bugs out. Per Mr. Vaccarello the council paid for things in the past that they did not need to. Mayor Butler asked when we should have begun this process of him overseeing, he stated 3 months ago but this would not delay the project. Mr. Pitchford said he did not care if we hired him or not, it was our choice. Mr. Boice asked Mr. Willard if this would be a benefit to have Mr. Pitchford take this on. Mr. Willard stated it would add another set of eyes, of course. Mayor Butler said he did not want to go down this road as before but he feels that we have to go with KLH and move forward. There were other comments but was decided to table it for now and readdress for next meeting. Mr. Vaccarello commented that he has complete confidence in KLH Engineering to the Wilson Road projects.

OLD BUSINESS: Ordinance 2014-04 to increase Robert Hixson's pension contribution from \$250 to \$625 per quarter. Mr. Boice made motion to increase to \$625, Mr. Bryan 2nd. Motion carried.

\$7,500 Right of Way paid from Highway Aid Fund needs to be reimbursed from the General Fund. Let's table now for reimbursing.

NEW BUSINESS: Butler County Borough Association needs a councilman from the Borough to attend their meeting's once a month, the first one this Thursday night. Mr. Marciniak said he was planning on going anyway and Mr. Gitzen volunteered to go along.

Mr. Marciniak brought up that we received a bill for \$100 from the Butler COG for the Prospect Sewer Authority. We do not have a Sewer Authority, therefore we will not pay.

Per Mayor Butler we need to go over the 2014 goals for GTN. We need to make a list and prioritize them and see exactly what we want accomplished. We will table until next month's meeting.

Mr. Marciniak read off the 2014 Committees and Councilman Selected:

Sewage	Mr. Wagner Chairman Ms. Harmon
Personnel	Mr. Marciniak Chairman Mr. Bryan
Insurance & Financial Advisement	Ms. Harmon Chairperson Mayor Butler Mr. Boice
Parks & Recreation	Mr. Bryan Chairman Mr. Boice
Building & Grounds & Maintenance & Facility	Mr. Bryan Chairman Mr. Wagner
Sidewalks & Public Services	Mr. Gitzen Chairman Mr. Stellfox
Storm Water Management & Streets	Mr. Boice Chairman Mr. Gitzen
Emergency Management	Mr. Stellfox Chairman Mr. Wagner
Library	Mr. Bryan
Planning Commission	Mr. Marciniak
Fire Department	Mr. Stellfox Mr. Marciniak

Mr. Stellfox made motion to appoint Bob Koch as our 2014 Zoning Officer; Mr. Bryan 2nd. Motion carried. There are some complaints that need to go to Mr. Koch and these need to be addressed. One of the complaints is Gusselman versus Lutz; illegal dumping. We need to keep on top of this as the DEP requires the "Clean Fill Act". Mr. Koch will be told that in the future we need a written report given to council on a monthly basis.

Streets Committee to be aware of the flooding on Bearcreek Road. Mr. Boice already looked at this and we need to contact Franklin Township to borrow their ditch digger. Per Mr. Boice there is also a catch basin there that is higher than the road.

Per Mr. Gitzen, KDKA had a story on sewage rates and he thinks this would be good to put in the Prospector. He will get this information to Mr. Marciniak. Please pass along any information that you think would be beneficial for the Prospect Residents to Mr. Marciniak.

Per Mr. Marciniak we are still short for the Block Grant Survey returns. We are close, though. Discrepancy in total number of homes plus other issues. He will get with Judith Raisley, Tax Collector, to review these lists.

PAY BILLS: General Fund Bills was Ok'd to be paid as the monies came in. Motion made by Mr. Boice to pay; Mr. Stellfox 2nd. Motion carried.

Sewage Fund Bills was Ok'd to be paid. Motion made by Mr. Wagner to pay; Mr. Bryan 2nd. Motion carried.

Mr. Gitzen stated that this was a Great Meeting!

Executive Session: 9:12PM. Mr. Gitzen made motion to go into executive session for Personnel matters; Mr. Stellfox 2nd. Motion carried.

Resumed: 10:05PM.

Motion made by Mr. Gitzen to accept the recommendations of the Personnel Committee as discussed in the executive session; Mr. Bryan 2nd. Motion carried.

Mr. Stellfox made motion to approve pay raises starting the next payroll check; Mr. Boice 2nd. Motion carried.

Add to minutes, Quick Round Table.

ADJOURN: 10:14PM. No further business at hand, motion made by Mr. Wagner to adjourn; Mr. Gitzen 2nd. Motion carried.