

PROSPECT BOROUGH COUNCIL MINUTES
NOVEMBER 5, 2012 @7:00PM
159 MONROE STREET

The regular meeting of the Prospect Borough Council was called to order by President James Harmon with a Salute to the Flag. The following Council Members were present: Jim Harmon, Dave Stellfox, Bill Marciniak, Bob Boice, Ed Robinson, Pete Bryan, Glen Gitzen and Mayor Butler,

Approval of Minutes: Motion was made by Bill Marciniak and seconded by Ed Robinson to approve the minutes from the October 1st meeting with the correction of KLH and all present voted yes.

Visitors: Scott and Beth Brasseur of 408 Main St were present to request no right turn signs for trucks because they have hit their garage 5 or 6 times when making the turn. Officer Matt Wagner is checking into it and Council will also check into it.

Bob Koch was present to state that the application for the billboard was denied on October 10, 2012 because it is not according to code and he needs a meeting with the Planning Commission to approve it. It exceeds the square footage allowed and may need an Ordinance changed. The Borough has met with Tom Taylor on the billboard but we need a variance. Motion was made by Ed Robinson and seconded by Dave Stellfox on conditional use for the billboard as per what is in the Code Book.

Nick Vaccarello was present and stated that proper survey pins maybe in by Thursday and he will be putting up a fence along his property and we have until December to complete the job. Jim Willard proposed core drilling for the new pump station site. The proposed site for new Wilson Rd Pump Station is on the north side of Wilson Lane; Nick Vaccarello stated that he owns Wilson Lane.

Library: The report was presented to Council. Also there were complaints on street parking when they have story time 11 to 12 on Fridays. The Hoffman's have a hard time backing out of their driveway, for permission to park when you have story time please notify Officer Wagner. Also Dave Stellfox will handle and make the changes.

Planning Commission: Nothing to Report

Parks: Nothing to report.

Maintenance of Facility: Pete Bryan has 5 Bids to go over for the garage roof replacement. Also, there will an inventory for all items belonging to the Borough. This will include all Meeting room, Office equipment; a list will be made for Council. Include photos of everything including vehicles.

Personnel: Motion was made by Pete Bryan and seconded by Bob Boice to hire a part time Treasurer (20Hrs) a week for the General and Sewage funds and have an ad placed in the Butler Eagle to have them apply, all present voted yes. Motion was made by Bill Marciniak and seconded by Dave to accept RA accounting and all voted yes except for Bob Boice who voted no. Motion was made by Ed Robinson and seconded by Dave Stellfox to split the cost of RA 50/50 between General and Sewage and all voted yes except Bob Boice who voted no. The RA Accounting will be \$5100.00.

Mayor: The Mayor presented an invoice he needs reimbursed for Halloween products.

Police: The Police Report presented by Mayor Butler. Also the Police Policy and Procedure Manuel will be reviewed by the Borough Attorney.

Streets & Storm Water: Salt was ordered for the winter time.

Sewage: There were no overflows when hurricane Sandy hit, we received an e-mail from Dan Bickel on information he sent to Jim Williard and also received a lift station rainfall list. On McGowan pump station, McGowan will be contacted by the Borough Solicitor. Ed Robinson would like to rent a generator for 5 days unless ours works and let it be hooked up for 5 days to see how it works. All present voted yes except for Bob Boice and Glen Gitzen who voted no.

Communications: Letter from Butler County Emergency Services on Marcellus Shale Gas Well info, Letter from Romel Nicholas on possible joint Municipal Authority.

Old Business: Motion was made by Ed Robinson and seconded by Bill Marciniak to advertise the November 14th meeting. Ordinance #2012-2 will have the Attorneys fees. Information will be provided to Mrs. Robinson and her attorney on the information they need on the right-a-way. Motion was made by Dave Stellfox and seconded by Ed Robinson to correct the number to 2012-3 and all present voted yes.

New Business: Motion was made by Ed Robinson and seconded by Pete Bryan to advertise the 2013 Sewage Budget and all voted yes. Motion was made by Bill Marciniak and seconded by Dave Stellfox to bring the sewage billing to the Borough Office and all voted yes except Bob Boice who voted no. Motion was made by Bill Marciniak and seconded by Dave Stellfox to advertise the 2013 General Budget and all present voted yes. Motion was made by Ed Robinson and seconded by Pete Bryan to mail the survey letter and the Prospector news letter to all residents and all present voted yes.

Correspondence: Letter from SR Law on Robinson right-of way, Letter from Specialty Insurance on receiving a Manuel, Letter from Butler County Tax Collection Commission, Information from RA Services on Municipal Accounting.

Pay Bills: Motion was made by Bill Marciniak and seconded by Pete Bryan to pay the bills from the General Fund and to include one from Keystone Health Systems and all present voted yes. Motion was made by Ed Robinson and seconded by Bill Marciniak to pay the bills from the Sewage Fund and all present voted yes.

No further business at hand motion was made to adjourn.

Marion Cannon,
Borough Secretary

The next Council Meeting will be December 3, 2012

GENERAL FUND

BILLS PAID IN OCTOBER 2012

PAYROLL

Robert Hixson	\$629.69
Marion Cannon	\$695.69
Robert Hixson	\$1,031.06
Matthew Wagner	\$401.74
Marion Cannon	\$655.86
Robert Hixson	\$659.69

PAYROLL TAXES

E-Tides State PR Tax	\$236.39
Federal Tax Payment(EFTPS)	\$1,667.06
HAB-EIT	\$247.96
UC Tax	\$220.46

INSURANCE

Keystone Health Plan	\$950.95
Erie Insurance	\$639.00

LEGAL & ADVERTISING

MISCELLANEOUS

Bronder Tech	\$118.63
Awards & More (Plaque)	\$100.00
KLH Engineers	\$1,051.21
Trader Horn	\$34.86
Professional Code Services	\$825.00
James Butler (paper & envel)	\$55.98
Postmaster	\$35.00
PSAB (6 Code Books)	\$90.00
Bronder Technical Ser	\$80.43
Petty Cash	\$41.10
BCBA Dinner	\$128.00
Staley Communication	\$830.50

UTILITIES AND TELEPHONE

West Penn Power	\$114.36
Armstrong (Police Phone)	\$55.45
Peoples Natural Gas	\$12.23
Waste Mgmt	\$60.77
West Penn Power	\$686.69
Armstrong (Office)	\$140.30
Staples	\$55.79
Walmart	\$22.17
Walmart	\$87.18

VEHICLES

First National Bank B Hoe	\$365.07
United Refining	\$476.09
Tractor Supply	\$76.97

TOTAL BILLS PAID

\$13,579.33

MONTH END GENERAL ACCOUNT BALANCE

SEWAGE FUND

BILLS PAID IN OCTOBER 2012

PAYROLL

Robert Hixson	\$436.05
Judy Raisley	\$287.43
William Osborne	\$824.08
Robert Hixson	\$436.07
William Osborne	\$768.84
Robert Hixson	\$465.20

PROFESSIONAL & LEGAL FEES

KLH Engineers	\$562.21
Gaitens, Tucceri	\$3,664.00

SUPPLIES

UTILITIES & TELEPHONE

Century Link (telephone)	\$36.27
West Penn Power	\$198.45
Prospect Borough Sewage	\$50.00
Robert Hixson (Cell Phone)	\$50.00
West Penn Power	\$514.47

OTHER

WPWPCA (Training)	\$60.00
Butler Eagle	\$36.00
PRWA (Training)	\$70.00

LOAN PAYMENTS

PennVest	\$1,697.85
First National Bank	\$6,033.60

EQUIPMENT REPAIR

St John Electric	\$2,863.80
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EQUIPMENT SUPPLIES

Ohio Semitronics	\$309.70
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TOTAL BILLS PAID

\$19,364.02

MONTH END SEWAGE ACCOUNT BALANCE