

BOROUGH OF PATTERSON HEIGHTS
COUNCIL MINUTES
June 15, 2016

7:00 pm Council Meeting called to order by President, Mr. Starn and meeting was being recorded. Mr. Starn introduced the new interim Secretary/Treasurer, Janet Miklos.

I. OPENING EXERCISES

1. Pledge of Allegiance was recited

2. Roll Call

Council Members

President: Bill Starn - Present
Vice President: Jim Turnbull - Absent
Tim Weisenburger - Present
Frances Levinger - Present
Bryan Landman - Present
Connie Klein - Present
Sue Pokego - Absent

Mayor

Phyllis Aluseo – Present

Officers

Secretary/Treasurer: Janet Miklos - Present

Solicitor: Nick Urick - Present

3. Police Report: Chief DeLuca – Present

Chief reported 3 calls for the month. Report on file. Chief DeLuca cautioned residents to be aware of vehicle break-ins. Extra patrols will occur between 4pm - 12pm.

4. Tax Collector Report: Susan Philipp - Present - Ms. Philipp read her report for the month of May. Collections reported in the amount of \$22,098.97. Tax report on file.

5. Fire Chief Report: Chief Medlin - Absent - Mr. Starn reported 8 calls for the month. Report on file.

6. Visitors:

Jackie Dish - 415 8th Avenue - Asked if anything could be done about the nuisance and/or noise of dirt bikes on the street and vacant properties near her house. Police Chief DeLuca stated to call whenever witness dirt bike on street. Also expressed concern about the ramp built on vacant property and the noise.

Xander Wilkinson - 504 4th Avenue - Reported the block party went well even though it ended early because of weather. Said the neighborhood yard sale had 20 participants with 25 maps to each location for visitors to follow. Thanked Council for placing the Road Blocks at 4th Street and Fifth Avenue and Fifth Street and Fifth Avenue. Mayor Aluseo complimented him on his efforts and everyone applauded.

Christina Rossi - 625 4th Street - Read a letter from Elected Auditor, Jake Barsottini, dated June 14, 2016, pertaining to 2015 Audit Report and its submittal to DCED. Letter on file as part of minutes.

Ruthanne Bentley - 509 4th Street - **The View From The Heights** next edition will be put out in next 10 days. Asked for copies of the approved minutes to be sent to her. Also announced that the Free Library, not yet dedicated, in Sue Pokego's yard, will be staffed by Sue, Ruthanne and Anne Bender, voluntarily and stock rotated regularly. Praised Xander for organized Block Party and complimented Bryan on floors.

7. Code Enforcement Report: D. L. Pella – Absent – Mr. Starn read Code Enforcement report for May of (9) incidents. Report on file.

8. Communications: Read by Ms. Miklos

- Carnegie Free Library of Beaver Falls newsletter
- Marathon Pipe Line "We Are Here to Help" video
- Comcast newsletter
- PennState Extension newsletter
- Request from Mark C. Turnley, CPA for info regarding funds remitted to the City of Beaver Falls for sewer charges

9. Secretary/Treasurer: Janet Miklos - Thanked everyone for making her feel welcomed. Financials were provided to Council, Mayor, Tax Collector and Solicitor on YTD Budget vs. Actual, YTD Profit & Loss, Balance Sheet and Cash Flow current as of today's date. Additional checks and balances will be incorporated, e.g. Finance Committee Chair will now review and sign off on all (7) bank reconciliations monthly. Has met with bank, auditors, tax collector and talked to insurance carrier. Meetings pending with code enforcement and zoning. Review, clean up and organizing of existing systems before changes will be made. Most importantly, computer system now being backed up.

Mr. Starn reported that Renee Cameron returned keys and phone to him at his house, June 18th.

II. MINUTES

Motion by Mr. Landman, seconded by Mr. Weisenburger, to approve the Meeting Minutes for May 18, 2016, as prepared by Sue Phillips. Motion carried.

Motion by Mr. Landman, seconded by Mr. Weisenburger, to pay Sue Phillips \$100 for preparing the Minutes. Motion carried.

III. STANDING COMMITTEES, NEW BUSINESS, OLD BUSINESS, OFFICERS REPORTS

Public Safety Committee: Mr. Landman asked everyone to be more cautious now that kids were out of school and asked Police Chief DeLuca about the electric scooters being ridden on streets going through stop signs. Discussion about warning the kids that they are difficult for drivers to see.

Building and Grounds Committee: Mr. Landman reported in Mr. Turnbull's absence the following:

3 Playground Post Lights –the three playground lights and the VFD entrance light will be replaced soon by Bushy Electric.

Garage Door Opener –Doors by Ike has replaced the Garage Door Opener.

Elevator - the exhaust fan was replaced. A quote was received from ThyssenKrupp to replace the hydraulic jacks in the amount of \$4,284; however, it is not an emergency and the elevator is not unsafe. Discussion followed resulting in Mr. Starn requesting Solicitor Urick to review the terms of the existing maintenance agreement.

Office & Conference Room - Office carpet and filing cabinet removed and filthy floor cleaned. Conference room floors redone and look spectacular.

Locks Changed - the office and garage locks were changed.

Brush Pick Up - Mr. Landman reported some issues and Ruthanne Bentley offered to run article in the newsletter as a reminder of yard waste collection guidelines.

Playground - Discussion removing mulch and covering with pea gravel, replacing RR ties, and landscaping fabric for between \$4,500 and \$5,000 total if Mr. Landman uses the Borough backhoe to clean out surface dirt. Specs and quotes for each item on file. Additional discussion about having a Playground Clean Up Day with volunteers from the community to help. Stressed the need to complete work before Community Day on August 7th.

Streets and Sewers Committee: Mr. Starn discussed the progress of the remedial work for the 4th Street Outfall. Discussion about DEP requirements for MS4 Storm Water Management requirements for catch basins and possibly borrowing the use of the City of Beaver Falls' vac truck for cleaning and maintenance of catch basins. Stated that quotes will be needed for crack sealing and will contact Widmer Engineering to handle.

Recreation Committee: Ms. Klein reported that arrangements for Community Days must be finalized for things like ice cream. Discussion about having additional band for next year.

Recycling and Refuse Committee – Ms. Pokego absent - No Report

Budget and Finance Committee - Mr. Weisenburger had nothing to report

Rental Prop and Maintenance Inspection Committee - Mrs. Levinger had nothing to report

NEW BUSINESS - Mr. Starn moved to prepare a resolution submit the form completed to enable electronic filing for liquid fuels.

OLD BUSINESS -

- Liquid Fuels Resolution - Solicitor Urick will have prepared for July meeting.
- Codification - Mr. Starn looking into grant sources.
- Streets and Sewers - 4th St. Outfall discussed under Mr. Starn's Streets and Sewers Committee meeting report
- Auditors Report - covered under letter read by Christina Rossi and that a 2016 interim audit will be conducted

OFFICER REPORTS

- Mayor Aluseo - discussed idea for creation of Activities Committee to plan and coordinate events such as Easter Egg Hunt, wine social, Speaker Series lectures or classes, etc. to build on success of previous activities. Discussion ensued about replacing trees and shrubs.
- Zoning Board/Code - Nothing (MDIA)
- COG (Starn)
GIS presentation and grant info shared. Governor's Center for Local Gov't Services & DCED meeting 6.23.16 in Potter Twp. Mr. Starn, Mayor Aluseo, and Janet Miklos to attend.

Janet Miklos to attend manager/secretary meeting in Monaca 6.16.16
- Emergency Management Coordinator – Nothing (Landman)
- Solicitor - 2 natters to be discussed in Executive Session (Urick)

ANNOUNCEMENTS - None

IV. FISCAL AND CONTRACTUAL

Motion by Mr. Weisenburger, seconded by Mr. Landman, to approve the Monthly Bills for June 2016. Motion carried.

EXECUTIVE SESSION - To discuss Personnel matters. No votes or actions will be taken.

Entered into Executive Session at: 8:20 p.m. Meeting resumed at 9:19 p.m.

Mr. Weisenburger moved and Mr. Landman seconded that the Solicitor's office (Nick Urick) file an appeal to the Reese UC Claim. Motion carried.

ADJOURNMENT

The meeting was adjourned upon a motion by Mr. Weisenburger, seconded by Mrs. Levinger. **PASSED UNANIMOUSLY** at 9:20 p.m.

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Submitted by Janet Miklos, Sec/Treas

Bill Starn, President

Date

Date