

**BOROUGH OF PATTERSON HEIGHTS**  
**COUNCIL MINUTES**  
**July 20, 2016**

7:00 pm Council Meeting called to order by Vice-President, Mr. Turnbull. Meeting was recorded.

**I. OPENING EXERCISES**

**1. Pledge of Allegiance was recited**

**2. Roll Call**

**Council Members**

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

**Mayor**

Phyllis Aluseo – Present

**Officers**

Secretary/Treasurer: Janet Miklos - Present

Solicitor: Nick Urick - Present

**3. Visitors:**

**Ronald Tyger** - 620 9th Avenue - Asked why he did not see a police car when he called about fireworks concern on July 3rd. He called nonemergency # twice and 911 once. Chief DeLuca informed him that two cars were dispatched; but Mr. Tyger was not personally contacted because he did not specifically ask to be, which is EMS protocol. Chief DeLuca said that normal practice is that after 11pm, the police do cite for any and all firework activity complaints. Both Chief DeLuca and Mr. Tyger recommended to Council revisit policy and decide how the firework policy should be enforced and to make sure residents are informed of the policy.

**JoAnn Murray** - 935 4th Street - Issue with neighbor leaving a mess on her property when he built a retaining wall. Neighbor who was cited by code enforcement officer, was given 45 day period to remedy by the District Justice after the 1st hearing. 2nd hearing coming up. Asked about Code Enforcement procedure and requested Council take further action if at all possible. Solicitor Urick stated that Council can only take action for code violations, which appears has already been done through its code enforcement officer. Property encroachment or trespass is a civil matter.

**Ruthanne Bentley** - 509 4th Street - **The View From The Heights** was distributed door-to-door at the end of June. Extras are available at the Free Library on 4th Street. Community Day was not covered in

that issue. Requested and received permission to print a one-sheet flyer to promote Community Day for August 7th and National Night Out for August 2nd. She will coordinate with Janet to get it printed.

**4. Police Report:** Chief DeLuca – Present

Chief reported 9 calls for service in the month of June. Report on file. Chief DeLuca personally handled the call regarding the cement truck to put in a swimming pool.

**5. Tax Collector Report:** Susan Philipp - Absent - Report for the month of June showed collections in the amount of \$5,051.70. Tax report on file.

**6. Fire Chief Report:** Chief Medlin - Absent - Mr. Turnbull reported 3 calls for service in the month. Report on file.

**7. Code Enforcement Report:** D. L. Pella – Absent – Mr. Turnbull provided overview of the Code Enforcement report for June of (6) incidents. Report on file.

**8. Communications:** Read by Mr. Turnbull

- Elected Auditor, Christina Rossi completed the cash audit of Borough accounts on June 22nd, of the months between January and mid-June 2016, finding no discrepancies.
- Jack Barsottini, Treasurer of the Vietnam Veterans of America, Chapter 862, donation of \$250 to maintain war memorial, flags and park

**9. Secretary/Treasurer: Janet Miklos** - (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.) PURTA report for 2015 was filed - it had not been filed since 2010. Debt analysis shows debt obligations are excessive - annual road loan \$65,331.38 payment for next (10) years, storm sewer loan \$2,862.55/mo for next (10) years, final truck loan payment of \$14,452.77 to be made Friday. Worked with Mr. Weisenburger on all and going forward Principal and Interest will be separated out on financial reports for greater transparency. Worked with Mrs. Levinger to finalize arrangements with vendors, etc. for Community Day. Discussed with Mrs. Pokego ideas for expanding recycling program. Examining budget and cash flow to see how it can be supplemented with grants. Working with bank and insurance company for more cost efficient options. Participating as part of the planning committee for the Beaver County Conference to be held in September.

## II. MINUTES

Motion by Mr. Landman, seconded by Mr. Weisenburger, to approve the Meeting Minutes for June 15, 2016, as prepared by Janet Miklos. Motion carried.

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

**Public Safety Committee:** Mr. Landman will coordinate with Ms. Miklos to send letter and copy of nuisance ordinance to dirt bike offenders. He commented on the amount of firework debris he cleaned up off the playground and the pavilion.

**Building and Grounds Committee:** Mr. Turnbull reported the following:

Equipment Update:

- 1) Backhoe - not serviced since 2007, accelerator and brakes 2000 hr service done by Cleveland Brothers
- 2) Leaf Machine - remote torn off and control panel duct taped. Mr. Landman contacted Walsh Equipment and Cleveland Brothers to see if it could be fixed. Needs evaluated before a quote given by either. Discussion about farming out collection to another municipality and/or pursuing grant from DEP to expand recycling.
- 3) Ford F550 Pick Up - no service records so when truck taken in for inspection, new brakes, filters, etc.
- 4) Cameras - remote access to be restored. Josh Platts of Intertech to coordinate with Ms. Miklos.
- 5) VFD entrance light will be replaced soon by Bushy Electric.
- 6) Borough Equipment Inventory provided by Mr. Turnbull on file in the office

Playground: Discussion about all the items that need to be completed before Community Day in two weeks. Motion by Mr. Landman, seconded by Ms. Klein to purchase supplies to include gravel, 4x4 spikes, fabric, etc. for \$4,600 plus the cost to hire two temporary laborers at the cost of \$9/hr for an estimated cost of \$720 additional, for a total of \$5,320. It was suggested that the curb painting could wait until funds permit.

**Streets and Sewers Committee:** Mr. Landman said at least (4) catch basins need rebuilt. Lengthy discussion on trees needing trimmed in the ROW mostly in alleyways and about a letter of notification before leaf collection in the fall.

**Recreation Committee:** Ms. Klein reported that arrangements for Community Days are finalized. Rain date is August 14th. Bike patrol officer will be there upon the request of Mayor Aluseo. He will be handing out coupons for Hanks.

**Recycling and Refuse Committee** – Ms. Pokego reported that Ms. Miklos is coordinating efforts and will report on them next month.

**Budget and Finance Committee** - Mr. Weisenburger expressed concern regarding the 2015 Audit filed with the State (DCED). A Motion was made by Mr. Landman, seconded by Ms. Pokego, to engage the Turnleys CPA firm to do a review of the 2015 Financials, at a cost of \$1200. After a lengthy discussion about the Borough's financial condition and the legal remedies and/or potential consequences

of formally appealing the audit conducted by an Elected Auditor, Council voted in favor of the Motion. Mr. Weisenburger will contact the Turnleys directly.

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

**NEW BUSINESS**

Liquid Fuels Resolution - for the Borough to file electronically with PennDOT for Liquid fuels. Motion by Mr. Landman, seconded by Ms. Klein to execute and provide information for electronic filing of Liquid Fuels reports to PennDOT and identified those individuals authorized to do so by name and title as Ms. Miklos, Secretary and Mr. Starn, President of Council.

PNC Credit Card Resolution - as an additional layer of security, PNC requested a Resolution by Council and through Motion by Mr. Landman, seconded by Mr. Weisenburger to permit Ms. Miklos to indebt the Borough through use of a PNC Credit Card in her name.

Mr. Landman proposed the Road Bond requirements under Ordinance 263 pertaining to weight restrictions be reviewed, which specifically came to light when the cement truck delivering to residence on 8th Street for a swimming pool became an issue. The street is shared with Patterson Twp. Discussion about what constitutes a local delivery. Mr. Landman questioned whether the Ordinance should be abolished or rewritten. Amending an Ordinance to include exemptions and/or better defining what is a Local Delivery, is the same procedure with the same costs as adopting a new one per the Solicitor.

**OLD BUSINESS**

- Codification - Mr. Turnbull stated he read an article about it in Borough News and that it would be a good idea to pursue.
- Streets and Sewers - 4th St. Outfall discussed briefly and Mr. Turnbull and Mr. Landman stated that the Borough's responsibility for remediation has been completed.

**OFFICER REPORTS**

- Mayor Aluseo - Nothing
- Zoning Board/Code - Nothing (MDIA)
- COG - Nothing (Starn)
- Emergency Management Coordinator – Nothing (Landman)
- Solicitor - matters to be discussed in Executive Session (Urick)

**ANNOUNCEMENTS** - None

IV. FISCAL AND CONTRACTUAL

Motion by Mr. Weisenburger, seconded by Ms. Klein, to approve the Monthly Bills for July 2016. Motion carried.

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

Entered into Executive Session at: 9:16 p.m. Meeting resumed at 10:13 p.m.

**Mr. Weisenburger moved and Ms. Pokego seconded that the Solicitor's office (Nick Urick) make adjustments to employee agreements for Bryan Landman and Janet Miklos.** Motion carried with Mr. Landman abstaining.

**ADJOURNMENT**

The meeting was adjourned upon a motion by Mr. Landman, seconded by Mr. Turnbull. **PASSED UNANIMOUSLY** at 10:15 p.m.

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Submitted by Janet Miklos, Sec/Treas

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Jim Turnbull, Vice-President

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Date

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Date