

BOROUGH OF PATTERSON HEIGHTS
COUNCIL MINUTES
September 20, 2017

The meeting was called to order by President Bill Starn at 7:00 pm.

The meeting opened with the Pledge of Allegiance.

Other Council members present: Vice-President Jim Turnbull, Connie Klein, Fran Levinger, and Tim Weisenburger.

Also present were Mayor Phyllis Aluseo, Solicitor Frank Paganie, Police Chief John DeLuca, Assistant Fire Chief David Lee, Tax Collector Sue Philipp, and Secretary/Treasurer Jack Doyle.

It was announced that the meeting was being recorded by one of the visitors.

MINUTES: Jim Turnbull moved that the minutes from August be approved as presented. Fran Levinger seconded the motion, and it was approved by voice vote.

Tax Collector Sue Philipp presented a letter of resignation, citing an effective date of resignation of September 30, 2017. Tim Weisenburger moved that Council accept Ms. Philipp's resignation, and Jim Turnbull seconded the motion, which carried by voice vote. Tim Weisenburger moved that Council name Nadine Galbreath to fill the vacancy, and fulfill the balance of the tax collector's term, October 1, 2017, through December 31, 2017. Connie Klein seconded the motion, and Council approved Resolution 17-9-1, accepting the resignation, and naming the new Tax Collector.

OATH OF OFFICE: Mayor Aluseo administered the Oath of Office to Nadine Galbreath, and to Sandy O'Shea, who will serve as an Appointed Borough Auditor.

POLICE REPORT: Chief DeLuca presented the police report for August, and reported that the parking detail has been working each morning between 8am and 10am. He also noted that Halloween activities (Trick-or-Treating) will be on October 31, between 6 and 8 in the evening.

FIRE REPORT: Assistant Chief Lee reported seven calls in August, none of which occurred in Patterson Heights. He also reported a training session with other departments in the vicinity. Santa Claus will be visiting the Borough on either December 16 or 17, depending on coordination with the Auxiliary.

VISITORS: Pam Barsottini, of 624 4th Street, asked about the surveillance cameras in the playground area, and Bill Starn answered her questions. It was emphasized that a feature allowing for remote viewing was not set up originally, there is only one monitor, and the username and password were recently changed. Xander Wilkinson, of 504 4th Avenue, asked if Council members would consider writing college letters of recommendation for him. Kristina Mine, of 802 7th Street signed the visitor sheet, but did not have anything to add during the comment period.

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SOLICITOR'S REPORT: Please see the attached report, submitted by Mr. Paganie, plus the notes below regarding the report.

Item (1) Please see report.

Item (2) Through its listing on Municibid, the Borough received a bid of \$25,600 for the Caterpillar backhoe. Jim Turnbull moved that we accept the bid, and Fran Levinger seconded. In discussing the sale, however, it was decided that the Borough would best be served by keeping the backhoe. A roll call vote followed. Fran Levinger voted no to the sale. Jim Turnbull, no. Time Weisenburger, no. Connie Klein, no. Bill Starn, no. The motion failed, we will keep the backhoe, and the high bidder will be notified.

Item (3) Discussed and resolved previously.

Item (4) Please see report.

Item (5) Please see report.

A second Solicitor's Report was submitted, which contained information on matters discussed in Executive Session on August 16.

CODE ENFORCEMENT: Bill Starn presented the report for Dawna Pella. Properties listed are being monitored as noted in the report.

COMMUNICATIONS: No communications not already discussed.

TAX COLLECTOR: Sue Philipp reported deposits of real estate taxes in the amount of \$2,882.98 in the month of August. She reminded the Council that she would be continue depositing tax receipts throughout the month of September, and continue working with Nadine, her replacement, during that time. President Bill Starn thanked Sue for her years of service.

SECRETARY/TREASURER: Notable receipts since the August meeting included \$1,709 in Amusement Tax from the Beaver Valley Golf Club, \$931 in Real Estate Transfer Tax, \$627 in Per Capita Tax, \$884 in Delinquent Real Estate Tax, and \$269 in District Court Fines.

PUBLIC SAFETY COMMITTEE: No report.

BUILDINGS AND GROUNDS: Jim Turnbull will schedule concrete repair in front of the Borough Building after coordinating with the Fire Department.

STREETS AND SEWERS: Bill Starn reported that a concrete truck cleaned his truck with water, emptying the concrete waste into one of our sewers. He also asked about street opening requests from the Water Authority, as they had not been repaired properly.

RECREATION: Nothing new to report.

RECYCLING AND REFUSE: Nothing new to report.

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BUDGET AND FINANCE: The Finance Committee will finalize the Borough Audit, and begin the Budget for 2018. Council members are requested to submit any new spending requests.

RENTAL PROPERTY: Nothing new to report.

NEW BUSINESS: It was brought to the attention of the Council that a Borough resident has offered to assist with writing grant proposals. Two immediate needs discussed were a brush attachment for the backhoe, and repair/replacement of the leaf machine. This person has said she would be willing to attend the next council meeting to discuss her offer.

Jim Turnbull requested copies of Borough zoning ordinances for his review.

OLD BUSINESS: Research on resurrecting/recreating a website is continuing, and it appears doubtful that the Borough will be able to retain the current domain name.

Other items on the agenda were discussed earlier.

OFFICER REPORTS:

Mayor - Nothing to report.

COG - Nothing to report

Emergency Management Coordinator - Nothing to report.

ANNOUNCEMENTS: The Secretary/Treasurer announced that he would be out of town from September 29 to October 6.

FISCAL AND CONTRACTUAL: Tim Weisenburger moved that \$1,000 be transferred from the Earned Income account to the General Account. Connie Klein seconded, and the motion carried. Tim Weisenburger moved that the bills be paid as presented. Fran Levinger seconded, and the motion was approved.

EXECUTIVE SESSION: Bill Starn requested an executive session, which ran from 8:23pm until 8:50pm.

ADJOURNMENT: Tim Weisenburger moved that the meeting be adjourned, Fran Levinger seconded, and that motion to adjourn carried.

The next meeting will be held October 18, 2017.

BOROUGH OF PATTERSON HEIGHTS – REGULAR MEETING September 20, 2017

SOLICITOR'S REPORT ON GENERAL MATTERS

(1) **BRUSH/BURNING ORDINANCE(S)**

At the prior meetings, discussion was had regarding the Borough's obligation with regard to hauling away borough residents' brush and other associated tasks, such as the burning of that brush, inspection of bags of brush, etc.

I could not locate any Borough Ordinance obligating it to provide the hauling away of brush services.

Jack is checking for any such Resolutions.

Attached are the Burning Ordinances of the Borough for Council's quick reference.

If there are no further updates or concerns, this item will be removed from next month's report.

(2) **CATERPILLAR BACKHOE SALE**

The advertisement ran in the Beaver County Times on Friday, September 1, 2017.

The online auction bids began on Tuesday, September 5, 2017, at 9:00 a.m., and were accepted through Monday, September 18, 2017, at 4:00 p.m., when bids were closed.

This matter will be discussed further at the meeting.

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(3) TAX COLLECTOR VACANCY

A Resolution has been prepared to fill the upcoming vacancy in the office of the Borough's tax collector.

Jack has been working with the bonding company to ensure no lapse in coverage.

Council's consideration of the prepared Resolution is requested.

(4) HOME-BASED BUSINESSES WITHIN THE BOROUGH

Prior discussion regarding borough residents having home-based businesses had been had.

As part of that discussion, potential limitations on signage was mentioned.

I have conducted my initial research regarding this matter.

The original Zoning Ordinance, No. 161, has been amended by Ordinance No. 209.

Further discussion will be required if there is a specific property owner/business Council would like addressed.

(5) ORDINANCE FEES

Jack continues to compile information in this matter.