**REGULAR MONTHLY MEETING**

**TUESDAY, NOVEMBER 21, 2017**

**7:00 PM**

**BOROUGH COUNCIL CHAMBERS**

**THE REGULAR MONTHLY MEETING OF THE GLASSPORT BOROUGH COUNCIL IS CALLED TO ORDER BY THE PRESIDENT OF COUNCIL, DAVID F. KOWALSKI.**

**PLEDGE OF ALLEGIANCE.**

**ROLL CALL: Bradley, \_\_\_\_\_; DiMarco, \_\_\_\_\_; Hickman, \_\_\_\_\_; Norelli, \_\_\_\_\_; Skiba, \_\_\_\_\_; Trunzo, \_\_\_\_\_; Kowalski, \_\_\_\_\_; Mayor Bradley, \_\_\_\_\_.**

**PUBLIC COMMENTS:**  (Agenda Items Only – Action Items Only)

**APPROVAL OF MINUTES:**

Motion to approve the Minutes of the Regular Monthly Meeting of Tuesday, October 17, 2017.

**COMMITTEE REPORTS:**

**Health & Sanitation Committee – Dennis Hickman – Chair/Council**

We are still receiving complaints about garbage not being picked up by Waste Management. If you are not paying your garbage bill, you will be cited and taken before the Magistrate. The garbage company will not pick up your garbage if your bill is not paid. To avoid a citation, please call Waste Management at 1-866-258-1708 and pay your bill.

If you have an electronic for pickup please call 1-800-449-7587 and they will pick up at your door Monday thru Friday 8:00 am to 8:00 pm or email AtYourDoor@WM.com.

Please place your garbage out Sunday evening for Monday morning pickup. Please make sure that you have your garbage in a can with a lid to avoid animals and rodents from getting into it.

**Municipal Buildings/Property Honor Roll Committees/Del. RE – Angelo Norelli, Chair/Council**

MBM Collections, LLC – October 1 through October 31, 2017 as follows:

Amount collected liened…………………………………………………………………..$14,505.09

Amount Collected unliened………………………………………………………………$10,793.57

Refunds less than $1.00……………………………………………………………………$ .11

Total Collected………………………………………………………………………………….$25,298.77

We are working on the 2016 Lien List for Borough Real Estate. The cost to lien is

$60 each. We will not lien any vacant property or anything below $100.

There are a total of 308 property on the 2016 list that total $152,689.18. This list

Is being reviewed and we will eliminate and come up with a new total to be liened.

The Municipal Building sign has been installed in the Honor Roll. It was installed on Wednesday, November 15, and the digital sign will be installed separately and the girls will be trained on how to set up the marquis with information.

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**Street & Light/Steel Rivers COG – Elaina Skiba, Chair/Council**

Month of October, 2017 – Street Report

Steel Rivers COG Board of Director’s Meeting will be held on December 7 at 6:00 p.m. at the Youghiogheny County Club. The cost is $35 per person. Please let the secretary know if you will be attending.

**Parks & Recreation – Keith DiMarco, Chair/Council**

4th Annual Glassport Borough Winterfest will be held on Saturday, November 25. Parade at 6:00 p.m. from 9th Street to the Honor Roll. Festivities to follow at the Honor Roll Memorial. In the event of inclement weather, festivities will be held at the banquet hall Club 22.

**Financial and Administration, Police & Ordinance Committees – David Kowalski, Pres. of Council/Chair**

Read Report for the Month of Oct., 2017 – **BUDGET MEETING WEDNESDAY, NOVEMBER 29-6:00 PM**

**Sewage Committee – Thomas W. Bradley, Jr. – Vice President of Council/Chair**

A letter was received from Allegheny County Health Department regarding the Sewage Plant and the matter has been taken care of by KLH Engineers.

**Fire, Water and Ambulance-Senior Citizens Committees – Paul Trunzo, Chair/Council**

The property located at 2303 Scenic Street, Glassport has been scheduled for a fire burn training on December 9, 2017. A notice has been placed in the Valley Mirror legal ad section prior to this burn in the event there are any past property owners or heirs interested in the property.

Don’t forget to take an extra step to make sure your family remains safe: replace batteries in all your smoke detectors and carbon monoxide detectors, and test each one. Each year in the United States, 3,000 people die in home fires. Smoke alarms cut the risk of dying in a fire in half – but only if they are working properly. Also, hundreds of Americans die from unintentional carbon monoxide poisoning each year. If you have either of these items more than 10 years old, replace it.

**Mayor’s Report – Rosemary Bradley**

**Swearing in of three part-time police officers** (William Tomosky, Tyler McConeghy, and Renjienico Manday)

**Full-time police officer** article will be in the Valley Mirror under Legal Ads November 23, 2017

**Ambulance Service Proposals** will be under Legal Ads November 23, 2017

Resignation of Christopher Thompson, Part time police officer and Michael Monaco, Full time police officer.

**Creative Safety Products** – Officer Phil Program – Need a motion to pay $199.00 for the Borough Ad to be placed in the Officer Phil booklet.

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**LUCA Census** Information has been submitted to Department of Commerce. The committee will be seven members (Anthony Piccioni, Nancy Piazza-Whaby, Andrea Foster, Blair Wojton, Grace Merta, Maria Polumbia, and Kate Handra). Mayor Bradley is in charge of the project.

**WRITTEN REPORTS OF BOROUGH OFFICIALS:**

**Tax Collector’s Report – Jennifer Bell – Month of October, 2017**

Total remitted this period……………………………………………………………..$ 8,394.99

Business Privilege Tax……………………………………………………………………$ 100.00

Total………………………………………………………………………………………………$ 8,494.99

**Borough Treasurer’s Report – Linda Aquilante – Month of October, 2017**

**FINANCIAL REPORT: David F. Kowalski, President of Council**

Motion to approve the Monthly Financial Report for October, 2017

Motion to approve and pay bills for the Month of October, 2017 for $391,063.66 (Gen. Fd.)

Motion to approve and pay bills for the Month of October, 2017 for $45,787.10 (Sew. Fd.)

Motion to pay the Tax Anticipation Loan payment in full in the amount of $150,000.00.

**SOLICITOR’S REPORT: Falco Muscante – Pete Halesey (Maiello, Brungo, Maiello)**

To pass the Sexual Harassment Policy which was recommended by Workman’s Compensation

For the Administrative Offices and Public Works. Police Department already has one in place.

Received a letter from Tim Nowak – RTMM Real Estate LLC regarding the property at 413 Monongahela Avenue which was just purchased by them. The property was listed as a three unit and they are requesting the use of the property as a three unit. Steve was to do an inspection of the building and if everything was o.k. it could be passed by Council as a three unit under conditional use.

**Resolution #1 (11/21/2017)-Tax Anticipation Loan in the amount of $250,000 for 2018**

**Need Motion to approve.**

**The Senior Citizens Renovation Grant Contract has been approved with just a few more items needed to release the monies that were allocated $10,000. Items still needed are as follows:**

* **Cooperation Agreement which states that the Senior Citizens Center will incur costs on behalf of the Borough. Solicitor will draw this up.**
* **That the process of bidding was acceptable according to the Borough Code. This needs to be put on the solicitor’s letterhead.**
* **An executed contract between the seniors and the Contractor accepting the proposal.**
* **An invoice from the contractor.**
* **The contractor needs to sign a non-discrimination sexual harassment clause which is located in the grant contract appendix A & B pg. 4 & 5.**
* **A copy of contractor’s insurance certificate**

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Notice of Sheriff’s Sale of Real Property – 608 Delaware Avenue, Glassport/Tuesday, January 2, 2018

9:00 am – Judgment Amount $39,506.32

Notice of Chapter 13 Bankruptcy Case – Hearing Date: November 23, 2017 – 11:00 a.m.

**COMMUNICATIONS: David F. Kowalski, President of Council**

A notice to proceed has been sent to Michael Betters for the Emergency Demolition of 605 Monongahela Avenue by Steel Rivers Council of Governments. The 30 day completion period will begin on November 1, 2017. All proper insurance and bond documents have been provided.

**Household surveys for the CD44 Projects** have been sent out. The projects are as follows:

* Summit Avenue Landslide Repairs (7 surveys sent out -6 returned - 1 demolished)
* Broadway Street Public Steps Replacement (31 surveys sent out - 23 returned 8 not home)

All of the surveys have been returned to Steel Rivers Council of Governments.

2017 Allegheny County Boroughs Association Membership Meeting

Thursday, December 7, 2017 – Edgewood Country Club – 200 Churchill Road, Pittsburgh

$25 per person – Mayor, Chief, President of Council and Secretary will attend.

The Municipal Authority of the City of McKeesport approved its 2018 budget. Effective January 1, 2018 user rates for service communities will remain the same at $8.40 per 1,000 gallons of water used. And $151.20 per quarter unmetered flat rate.

A letter from the County of Allegheny regarding asbestos rules and regulations for renovation and demolition work within Allegheny County. Because of the danger of asbestos and the high rates of health incidents within Allegheny County, there are some education materials that were submitted and Allegheny County Health Department would be happy to answer any questions on asbestos rules and risks.

A letter from Buckle Up PA thanking the police department for their participation in Project Buckle UP and the Seat Belt Mobilization is planned for November 20 – December 3, 2017 and the Click it or Ticket Mobilization is scheduled for May 14 – June 3, 2018.

The Borough has applied for the PA Workplace Safety Committee Certification Program. All members on the committee must be trained to qualify. The Committee will have their first meeting on December 11 at 1:00 p.m. A qualified trainer will be provided to the Borough. A quorum must always be present at the meetings. The committee must be composed of at least an equal number of application-employer and employee-representatives. The membership should represent all primary operations of the workplace. (Police, Street, Sewage, Office, Fire).

2017 Structure Demolition Project Scope and Cost Estimate - $75,700 – Provided by KLH Engineers

743/740/740 ½ Oak Way, 838 Indiana, 705 Vermont, 833 Vermont Rear, 712 Detroit

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**ACTION ITEM – MOTIONS:**

Received the 2017 Street Improvement Program Pay Application #2 and #3 in the amounts of $426.52 and $5,910.43. This is for milling and resurfacing work completed thru October 31, 2017 and the release of the final retainage. KLH recommends payment to A. Folino Construction, Inc., in the combined amount of $6,335.95. Need Motion.

A vacant seat on the Glassport Zoning Hearing Board was advertised in the Valley Mirror. A letter has been submitted by Anthony Foster for that position. Need Motion

John Lee has called regarding the Borough Insurance (Auto and Property) and said the

Payment in total will be approximately $155,000. If we make quarterly payments the first

Payment would be $48,000 and all other payments would be $35,666.67. Need Motion to make quarterly payments. First payment being due January, 2018.

**CITIZENS REQUESTS AND CONCERNS:**

**MEETING ADJOURNED**