**REGULAR MONTHLY MEETING**

**TUESDAY, JANUARY 21, 2020**

**BOROUGH COUNCIL CHAMBERS**

**MINUTES**

**THE REGULAR MONTHLY MEETING OF THE GLASSPORT BOROUGH COUNCIL WAS CALLED TO ORDER BY ELAINA SKIBA, PRESIDENT OF COUNCIL.**

Pledge of Allegiance.

**ROLL CALL:** Colecchi, present; Handra, present; Hickman, present; Kowalski, present; Norelli, present; Trunzo, present; Skiba, present; Mayor DiMarco, present.

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

**APPROVAL OF MINUTES:**

Motion to approve the Minutes of the Working Voting Meeting of Tuesday, December 10, 2019

Motion: Kowalski seconded by Hickman

Motion Carried.

Motion to approve the Minutes of the Public Hearing, Tuesday, December 17, 2019

Question of the Motion by Elaina Skiba, President of Council, asked before we get to that motion there was a correction that needed to be made? Do we know if this was done - Dennis Hickman sent an email?

**Remarks:** Dennis Hickman said that he was marked present for the Public Hearing and he was not there. He said he came after the meeting. Motion will be made with the correction that Dennis Hickman was absent for this Public Hearing.

**Motion:** Colecchi seconded by Norelli

Motion Carried.

**Motion to approve the Minutes of the Regular Monthly Meeting, Tuesday, December 17, 2019.**

**Motion:** Handra seconded by Kowalski

Motion Carried.

**Motion to approve the Minutes of the Safety Meeting, Friday, December 20, 2019.**

**Motion:** Norelli seconded by Colecchi

Motion Carried.

**COMMITTEE REPORTS:**

**Fire Department/Senior Citizens Center – Paul Trunzo, Council/Chair**

555 calls of Service of the calendar year 2019

0 firefighter injuries which was great

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3000 hours involved at emergency scenes last year

24 calls to date for the Month of January, 2020

The department is submitting its’ paperwork to the PA State Fire Academy for reaching 75% certification of firefighters obtaining their Firefighter 1 in 2019. This resulted in over 200 hours of training for each firefighter to obtain this certification.

The Department will be hosting a Hazardous Materials yearly Refresher class in February. A tentative date will be sent to both Police and EMS.

We look forward to continue training with our Police Department going into 2020

Thank you to Council and the Community for your continued support.

Submitted by: Bruce Snyir, Fire Chief

Casino Bus trip to the Meadows on Thursday, February 6th.

Sign up at the Center. This supports Seniors that can’t afford a meal in town. There are people in this town that can’t afford a $3 meal.

Free Tax Preparation starting Tuesday, February 4th, and every Tuesday through April 14th 9 am – 1 pm. Must sign up at the Center to reserve your spot.

2020 Dues is being collected.

Craft Days have resumed – Once a Month.

Bingo remains on hold at this time.

**Delinquent Taxes and Sewage – Angelo Norelli, Chair/Vice President of Council**

**Total Delinquent Borough Real Estate Collections for the Month of December, 2019**

We have put together a list of things that we want to accomplish in this first six months of the year and towards that I would like to report the progress that has been accomplished through December 20, 2019. Shelving has been purchased by the Street Department for the office to file the audit information along with other Borough files that are required to be kept. The office has been gathering up files to be disposed of in the middle room. A new clock has been purchased for the Council Chambers. We have received materials from Tube City since they have been closed down such as paper clips, pens, pencils, adding machine tapes, organizers, binders, staples, etc. We would like to thank Tube City for the donation of these materials and Don Beluschak for delivering these items. A new scanner has been installed by First Commonwealth Bank so that we can scan checks instead of making trips to the bank and no charge for the new scanner.

The total delinquent Borough Real Estate Collections for the Month of December, 2019 was $7,304.48.

This was paid to us in January, 2020 so this will be the first payment of the year. The payment does not come into our building until 2020.

2019 Delinquent Sewage and fees: $169,783.01

December 2019 Delinquent Sewage & Fees paid in January, 2020: $5,844.25

We are also going to get serious about some of the delinquent sewage owed to the Borough.

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To date we believe that we have about $2,000 owed of places that are actually inhabitable. We are going to pursue that. Anyone owing more than $100 will get a shut off notice. If they don’t come in and pay, they will be shut off. We are also going to look at some of the other delinquencies that we have in the Borough such as Per Capita Tax and the Business Tax. So, we will be pursuing some of that too.

**Remarks:**

**Elaina Skiba, President of Council asked – Do we want to consider putting something on the sewage bill if that’s going to be the way that its going forward – new shut off message – do you want to add something to the sewage bill stating that so that at least we have a little bit of back up.**

**Police Department/Realty Tour, Crime Watch – Dave Kowalski, Chair/Council**

The Police Report will be read by Mayor Keith DiMarco.

I have one item under Reality Tour. Leslie Craine was in here at the Workshop Meeting and apparently the TV show where they do the makeovers on houses – I think it is HG TV – They are taking letters to do the whole town. They are looking for a small town – I believe it is under 40,000 people in the town. So, Leslie is asking everyone to write a letter on why you love Glassport. The letters are due by February 4, 2020 and they all should come here and we will get them to Leslie. Paul Trunzo stated or you can drop them off at the Senior Citizens Center she said. As long as she gets them. That works for me said Dave Kowalski.

**Public Works – Dennis Hickman, Chair/Council**

**Street Department Report for December, 2019**

Salt Roads, sidewalks and everything during the snows, replaced sub-pump at Lincoln with new batter, Check sub-pump after the rain to see if it needs drained, took care of garbage at Honor Roll after light up night, fix back canvas on the salt bin, took down military banners, fix broken sewer riser at 1st @ Monongahela, Cold Patch, clean tops of catch basins, picked up TVs around town, (3) one calls, took and brought back tables/chairs to retirement home, dated fire extinguishers, changed furnace filters at boro building, unload salt from trucks and wash them, organize and clean both garages, changed oil in boom truck, inspect about sewer problem at 531 Pacific Avenue which has since been fixed.

**Sewage Report – December, 2019**

Expenses December, 2019………………………………………………………………………….$ 38,355.10

Expenses January to November………………………………………………………………….$ 766,120.57

Expenses Year to Date………………………………………………………………………………..$ 804,475.67

Receipts December, 2019…………………………………………………………………………..$ 56,365.90

Receipts Jan. – November………………………………………………………………………….$ 735,542.72

Receipts Year to Date…………………………………………………………………………………$ 788,909.44

Total Delinquent Sewage and Delinquent Charges collected to date………….$ 169,783.01

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**Municipal Buildings/Properties-Elaina Skiba, President of Council/Chair**

The first part of my report I just want to update everyone on some grant issues.

The CD45 Grant which is for the demolition of 501 Monongahela – The sewer was clogged and have just reached out to KLH to complete the bid document package and COG is working with Allegheny County to get project under contract so assuming that will be done within the next few months.

The road application which we applied for Detroit Hollow KLH has been in contact with the conservation district. They are on board with the work that we are proposing. This is going to include securing that hillside where the section of the road was lost, repairing the road, dredging the creek, a retaining pond, and which will absolutely help when we receive these massive rains, and this is all going to be submitted for review the beginning of July. In order for us to be eligible for that loan, Ralph is going to have to go back to that class for low volume roads when he went a couple years ago with Tommy.

CITF Grant which is due in March, we need to decide what we want to apply for. This is open for storm and sanitary water, transportation, buildings, recreation, demolition, site work, up to $250,000.

Before we come up with a WISH list, if you guys don’t object, I would like to get ahold of KLH and see where we are with the rest of the CSO’s that need lined and take that grant opportunity to line the rest of at least three more. So, we will have KLH come in and take a look at that. I know we all have our own WISH list, but I think that the sewers if we have sewers that are collapsing there is no sense in fixing anything on top of them unless somebody else has anything they want.

Paul Trunzo asked when is the one on Lincoln going to start?

Elaina said they are in the process of the County I believe is reaching out to the railroad for the permitting.

Dennis Hickman said that is what I heard. And the one down there, the reason why we should probably get these lined ASAP is the one down at the other end of town collapsed down at the coal yard. There was nothing on top of it and nothing around it. It apparently just collapsed. So, these need lined ASAP. These are 100-year-old cso’s that are made out of brick and the mortar is giving out and if we don’t get them lined soon, they are all going to collapse.

Paul Trunzo said this was supposed to be done fourteen years ago, but found contamination between the railroad and that and that is what has been holding this up as long as I have been on Council.

Elaina Skiba said the only good thing about the one down there was it is not under the tracks.

Dennis Hickman said it is actually by the river.

Elaina said I don’t know what they are going to find when they camera it.

Elaina asked so is Council in agreement that we go for the sewer lining and everyone said yes and

Elaina said she will pursue this with KLH.

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The DCNR Grant which is due in April. I did email some people today about this because we need to meet with the GDC and ABATE and everyone else to see where we are and if we want to use this grant to do any work up on Patterson or if we want to use this for something in the Borough so we need to have another meeting and go over that but that will be another application.

Motion to accept a bid for the new doors at the Youth Center. Dennis received that bid – it’s the price for the three doors is $12,400 which includes the removal of the old installation of the new and the new metal trim.

Motion: Hickman seconded by Norelli

Motion Carried.

Received an email from Bill Miller of McKeesport Ambulance Rescue Service. They are currently looking into hiring paramedics. The starting salary is $51,000. If anyone has anyone they think might be interested, please have them call McKeesport Ambulance Rescue Service. The subscriptions have been mailed and are due. Please remember to submit this payment.

United States Steel Community Education Session is having an education session on January 28 and 29, 2020, from 6:00 p.m. to 7:30 p.m. You don’t have to worry about going twice. There are papers up here take a couple and give one to your neighbor. The paper shows where it will be held and what they will be discussing. It would be a good idea for Council to attend. This is having to do with the billion-dollar investment that they plan on starting over there. Please feel free to grab a paper.

Thank you note from the American Legion for the Borough’s donation to the Polar Plunge. This was a fundraiser for the guardian angel service dogs for veterans. Their first time around they raised $2,613.

I think that is very commendable. They did a great job and it looked like they all had a great time going in that 39-degree water. They did send a thank you card to the Borough for their donation.

We received word that Bill Kortz will not be running for re-election. He is retiring and I can say that Glassport especially will really miss him. He supported us, he’s helped us, he has fought for us, he has gotten us more than anyone else in six years and he is going to be truly missed by anyone that he represented and cheers to Bill and good luck to him on his retirement.

**Safety Committee/Building Inspector – Anthony Colecchi, Council/Chair**

Month of December, 2019 Report

The last Safety Meeting was held on Friday, December 20, 2019 @ 2:30 p.m. in the Borough Council Chambers. There were thirteen in attendance. The toolbox talks included cold stress, winter driving tips, tactics for handling aggressive dogs. The Street Department is looking to get MASD sheets for all hazardous chemicals. The fire company is to have at least one representative at the meeting. The next meeting will address how to apply tourniquets. The next Safety Committee Meeting will be held on Thursday, January 23, 2020 @ 2:30 p.m. in the Borough Council Chambers. Please make sure that a representative of each department is in attendance.

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The Building Inspector Report for the Month of January, 2020 is available upon request. All Borough Officials have been supplied a copy by Steve Volpe.

**Mayor Keith DiMarco**

**Month of December, 2019**

**Vehicle Date Amount Vendor Repair Description Vehicle End Mileage Miles Used**

16 Utility 12/12/2019 $ 534.04 Paul’s Alternator 14 Int. 117,040 0

15 UM 12/20/2019 $ 500.75 Flynn’s 4 Tires 15 UM 32,072 1,053

 16 Util 86,784 849

 **Total $1,034.79** 17 Util 48,703 1,527

 19 Util 9,921 1,534

 **Total Miles 4,963**

 **Magistrate Court Report**

Parking Meters $ 110.00 Other/Mis. $ 41.29 Traffic Stops………………….110

Parking Violations $ 135.00 Ordinances $431.66 Citations Issued……………. 43

Total $ 245.00 Crimes Code $497.94 Non-Traffic Citations……. 2

 Vehicle Code $560.48 Ordinance Citations…….. 0

 Snowmobile $ 0.00 Ordinance Complaints….. 7

 **Total $1,531.27** Reportable Accidents……. 2

Calls for Service……………..474 Clerk of Crts $ 669.49 Non-Reportable Acci…….. 8

Arrests…………………………… 16 Report Fees $ 120.00

Reportable Offenses……… 21 Parking/Meter $ 245.00

Warrant Arrests…………….. **6 Total $2,565.76**

Notes: December UCR Reports Available Upon Request or Can Be Viewed

 At <http://www.paucrs.pa.gov/>

1. Chief LaFever, Officer Breisinger and Officer Barrett attended a joint training with the Glassport Fire Department through Westmoreland Community College for The Art of Reading Fire Smoke
2. Officers Benoit and Wolfe received a Letter of Commendation for actions on an EMS call.

We have received a letter from Blake T. Huck, part time police officer that he has decided to resign from the police department. His letter serves as his two weeks’ notice. To consider a motion to accept his resignation from the police department.

Motion: Kowalski seconded by Norelli

Motion Carried.

To consider a motion to hire Officer Barrett as a full-time police officer who took the Civil Service Test pending receipt of all required documents.

Motion: Trunzo seconded by Hickman

Motion Carried.

**WRITTEN REPORTS OF BOROUGH OFFICIALS**

**Tax Collector – Jennifer Bell**

Month of December, 2019 - $15,130.24 – Report Available Upon Request

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**Treasurer’s Report – Rosanna DiMarco**

Month of December, 2019

Report Available Upon Request

**Financial Report – Elaina Skiba, President of Council**

Motion to approve the Monthly Financial Report for December, 2019

Motion: Colecchi seconded by Trunzo

Motion Carried.

Motion to approve and pay General Fund bills for December, 2019 in the amount of $421,940.41.

Motion: Hickman seconded by Kowalski

Motion Carried.

Motion to approve and pay Sewer Revenue bills for December, 2019 in the amount of $38,355.10.

Motion: Trunzo seconded by Norelli

Motion Carried.

There were eight properties that sold in the Borough for the Month of December, 2019. There was one that changed family name and one that was a foreclosure. We received $1,935.46 on the deed transfers.

**Solicitor’s Report – Falco Muscante (Maiello, Brungo and Maiello, LLC)**

**Written Report which we will be discussing in Executive Session personnel matters.**

**Resolution No. 1 (1/6/2020)** – Approving the acquisition and disposition of vacant property known as

Block and Lot Numbers 557-A-207 (2303 Scenic Street) – A motion to ratify the action taken by Council for the passage of this resolution.

**Motion:** Trunzo seconded by Kowalski

Motion Carried.

**Resolution No. 2 (1/6/2020)** – Establishing the terms and conditions of the employment of the Borough Secretary and Assistant Secretary.

**Motion:** Colecchi seconded by Norelli

Motion Carried.

**Salary Ordinance No. 1193 for 2020** – To consider the passage of this Ordinance which was advertised.

**Motion:** Trunzo seconded by Kowalski

Motion Carried.

**Resolution No. 1 (1/21/2020)** – Disposal of Borough Records from (1987 to 2012) as listed on record.

To consider a motion for the passage of this resolution. There are two and one-half pages of file folders of different documents.

**Motion:** Norelli seconded by Handra

Motion Carried.

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The next item was discussed several times and I believe somebody has confirmed that the work that was required to be done has been done is that correct?

Mayor DiMarco said somebody was going to check with the neighbors that they were o.k. with that.

Angelo Norelli said that I did speak to Mr. Urbanski and his wife and they had some concerns and today I got an email that Mr. Urbanski was in and talked to Murn and it was acceptable with everything that Murn told him as far as I know.

**The solicitor said based on that we need a:**

**Motion to approve the Deed transfer of Borough Property Lot 3, Lot/Block 467-K-60, in the Glassport Third to Fifth Plan of Lots to MRN Properties, LLC, and authorize the proper Borough Officials to execute all necessary documents, including the Deed, to complete the transfer of the property. Council previously approved the bid of MRN Properties, LLC, for the property in the amount of $20,000.00.**

**Motion: Trunzo seconded by Norelli**

**Motion Carried.**

The solicitor said that the official closing will be this Thursday, January 23, 2020 and back in August of last year you awarded a similar contract to Elvis Electric so that is why that is not on the agenda. That closing will be at the same time. Once we have the closings and have the deed recorded, we will be able to transfer the money that is being held in escrow with the combined total of $30,000 that we are getting close to getting this all final.

Next step in the Wireless Communication Ordinance. We have gone through our Planning Commission and we have sent the Ordinance to Allegheny County Planning and they came back with a few recommended changes and those changes have been made and this now is the Public Hearing which has to be scheduled with Council before you can adopt the Ordinance and reason for all of this is because it is a Zoning change. You have to go through this process while you are doing that so we need a motion to Schedule a Public Council Hearing on Tuesday, February 18, 2020, which is your Council meeting night at 6:45 p.m., on the Wireless Communication Zoning Ordinance Amendment, and approve the required advertisement for the Public Hearing which is going to be advertised once for two successive weeks.

Motion: Norelli seconded by Handra

Motion Carried.

**COMMUNICATIONS: Elaina Skiba, President of Council**

Allegheny County Boroughs Association event taking place on Saturday, February 1, 2020, at Rivers Casino – 5:30 – 9:00 p.m. Anyone interested in attending, please let the secretary know.

Mark Mlynarski from KLH engineers is putting together the package for Glassport’s PAG-13 to DEP. This report states that we are exempt from storm sewer separation at the present time.

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We have received notification from the Redevelopment Authority of Allegheny County that we have been awarded up to $100,000 pending final execution of the contract for Glassport Road Rehabilitation. The acceptance of offer letter has been returned.

A letter has been sent by Roger Varner, KLH Engineers, Inc., to Michael Moskorisin of Allegheny County Health Department regarding the Inspection and deficiencies and status of the NPDES Permit at the Glassport Sewage Treatment Plant.

**NEW BUSINESS: Elaina Skiba, President of Council**

The South Allegheny Wrestling Boosters would like us to become a 2019-2020 sponsor. The sponsorship packages are Gold Metal - $50 and the Trophy Level - $30. Council to consider a motion for a donation.

Motion: Kowalski seconded by Hickman

Motion Carried.

Remarks:

The South Allegheny Girls Basketball Team are looking for a donation to support the team.

Elaina Skiba, President, said I am going to assume if we are giving the Wrestling Boosters $50.00, we are giving the girls $50.00.

Motion: Handra seconded by Colecchi

Motion Carried.

Question:

Dave Kowalski said wait I have a question. You gave the boys basketball $100.

Remarks:

Dennis Hickman said wrestling must have theirs leveled off in tiers already.

Dave Kowalski said the letter from wrestling gives choices. The boys’ and girls’ basketball just asked for a donation.

Elaina Skiba asked you are positive you gave $100 to the boys? Well, then we are going back on that motion and ask for a motion to give the girls basketball team $100 donation.

Motion: Handra seconded by Colecchi

Motion Carried.

To consider a motion for a President Pro Temp to have enough for a quorum in the event the President of Council and Vice President of Council are not in attendance. Need a nomination for this position.

Dave Kowalski, Council, nominated Paul Trunzo.

Nomination are closed.

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Motion: Handra seconded by Hickman

Motion to nominate Paul Trunzo as President Pro Temp.

Motion Carried.

There will be a meeting on Thursday, January 23, 2020 with GDC President Mark Kapsha, and some members of Borough Council with a developer at 4:00 p.m.

To consider a motion to advertise for bids to hot seal the parking lot of the Police Station for preventive maintenance.

Motion: Hickman seconded Kowalski

Motion Carried.

A list for delinquent Borough Real Estate for 2019 was submitted to MBM Collections from Jennifer Bell, Tax Collector.

Appointment of a delegate and alternate to the Allegheny League of Municipalities.

To appoint Kate Handra as the delegate and Anthony Colecchi as the alternate.

Motion: Hickman seconded Kowalski

Motion Carried.

Appointment of a delegate and alternate to the Pennsylvania State Association of Borough.

To appoint Anthony Colecchi as the delegate and Kate Handra as the alternate.

Motion: Trunzo seconded by Norelli

Motion Carried.

**CITIZENS CONCERNS AND REQUESTS:**

Collin Perhacs – the building inspector told me to come out and talk to you guys about the property at 208 7th Street. The Building Inspector told me to talk to you if there was a date that the building inspector can come out and meet with me. I can’t take off a day or two in advance, I need at least a week in advance so I can take off.

Anthony Colecchi, Council said what about sometime next week?

Collin said that is fine and Anthony said give him a call and set up something for next week and go from there. Anthony Colecchi said don’t worry about going tomorrow or the next day. That is fine. Just give Steve a call and set something up.

Solicitor said from the hearing that we had last month, there was an agreement that we prepared that was part of what we had discussed. You were going to have a timeline of when you were going to complete different things based on your schedule. My understanding was that you needed some adjustment on that original timeline and you needed some more time to do some more things. Is that true?

Colin said I can give you a rough idea of when stuff is getting done within a couple weeks. I can have this all done in six months.

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Solicitor asked have you seen the draft of the agreement that was drawn up? Do you know if you sent that agreement to him? The secretary said she just received it but she would make him a copy of it.

The solicitor said when you meet with the building inspector you are going to have to go through that and see if you are going to have to change any of that schedule. Once we sign it, that is going to be the schedule and the Borough is going to expect that the work gets done according to that timeline. We need to get it signed and in place for our February meeting so that Council can approve it. Don’t leave until the secretary gives you a copy of that draft.

**Motion to adjourn:**

**Motion**: Paul Trunzo seconded by Dennis Hickman

Motion Carried.

Submitted by:

Nancy Piazza-Whaby

Borough Secretary

Approved by:

Elaina Skiba

President of Council

Dated: January 23, 2020