**REGULAR MONTHLY MEETING**

**TUESDAY, MAY 19, 2020**

**BOROUGH COUNCIL CHAMBERS**

**7:00 P.M.**

**MINUTES COVID19 PANDEMIC-SOCIAL DISTANCING REQUIRED 25 maximum limit**

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

**PLEDGE**

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

**PUBLIC COMMENTS**

**Citizens Requests and Concerns:**

Robert March – 934 Delaware Avenue – We are here because we are having a problem with the neighbor’s air conditioning. We had a hearing at Martin’s last year which he ruled in our favor. He appealed it and it went downtown and Nauhaus ruled in our favor and Falco told me anytime they started to call Shawn. Yesterday the boy came home and it wasn’t two minutes and we were just setting up on the patio to eat and here comes the air conditioner.

Solicitor Falco Muscante said I thought that when he appealed it downtown the Judge dismissed it because it was the wrong section of the law?

Mr. March said it was for the location of the ordinance. The house was there before the air conditioner and he told the neighbor to get a new one. Are you saying that the Judge actually found him guilty, because that is not what I understood?

Solicitor Falco Muscante said the way I understood it was the Judge did not convict him of a violation.

He said they are going to cite you under the right section and when you come back, that is when you are going to be found guilty, so you better take care of it now. I don’t think he actually made him pay a fine.

Mrs. March said he had to pay court costs of $94.00.

Elaina Skiba, President, asked if we can get the ruling on this from the County?

The solicitor said yes.

Elaina said we need to get the actual ruling on that case and go from there. We can’t go back to the County with the same information and we need to know how he is being cited whether it is a zoning violation or an ordinance violation.

The solicitor said Mr. DeVerse did not ignore you, he just didn’t have anything to tell you at that time.

We are not going to file again unless he has the air conditioner on.

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**APPROVAL OF MINUTES:**

**Motion to approve the Minutes of the combined Voting/Workshop Meeting of Tuesday, April 14, 2020.**

Motion: Colecchi seconded by Kowalski

Motion Carried.

**Motion to approve the Safety Meeting Minutes of Thursday, April 23, 2020.**

**Motion:** Colecchi seconded by Handra

Motion Carried.

**COMMITTEE REPORTS:**

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

No Fire Report and No Senior Citizens Center Report due to COVID19.

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

To date we have collected $89,000.

That is sewage, penalty and interest. I asked Andrea to look into how much they would have collected for penalty and interest in the last year. The number was around $90,000. That is what we were saving in the last year.

Delinquent Taxes collected January to March 31, 2020………………………………………$64,929.28

Delinquent Taxes collected Month of April, 2020……………………………………………….$12,176.82

Year to Date Delinquent Tax Collections……………………………………………………………..$77,106.10

The Military Banners will be up for Memorial Day.

Kate Handra, Council, asked how do people get banners and Ange said to contact Nancy the secretary,

and we need a DD214.

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

I received a letter from Shelby Snyir regarding a required unpaid internship for graduation from Robert Morris University. She is currently studying for her Bachelor’s in Criminal Justice and is scheduled for graduation this December, 2020. She is required to fulfill 120 hours for her graduation and is asking to work with the Glassport Police Department to give her some experience. It would be beneficial to learn from officers in her own community. Robert Morris will cover her under their insurance for the duration of her internship. I talked with the Chief on this today and he said that he has plenty of things that she could do.

**Motion:** Trunzo seconded by Handra

**To authorize Shelby Snyir to work with the Glassport Police Department for 120 hours to complete her internship.**

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Motion Carried.

**Communications – Kate Handra, Chair/Council Census Committee/Parks & Recreation Co-Chair**

The senior banners are done and they will be hung tomorrow by the fire department. We got a generic banner to be placed down by the stadium and down near the beginning of town on North Monongahela that said congratulations **South Allegheny Graduates - Class of 2020.** It is generic so each year we can reuse them. Those will be at each town until graduation is over.

Kate Handra said we will ask each graduate after graduation to come and get their signs. We are sending a card to each graduate and I ordered some stuff and we are going to send each graduate a little trinket. The yard signs are for all of South Allegheny; however, yellow is for Glassport and white is non-Glassport residents. There are 112 graduating Seniors and 45 of them are Glassport residents.

**Public Works-Street and Sewage Departments – Dennis Hickman, Council/Chair**

Street Sweeping has resumed and please be mindful that no parking signs on Thursdays and Fridays.

Please enforce this or you will get a ticket.

May 17 to May 23 is National Public Works Week so if anyone sees them please wave or honk.

Our Rock Salt Contract with Cargill has been extended till June 30, 2021 only because it was a slow year and we didn’t use salt and we didn’t reach our requirement because of the COVID 19 going on. We are extended because we couldn’t carry more salt. Cargill is storing our salt for us and we have 20 more percent to make the 80% and we are not going to get it.

The Mayor called me a couple times about Century Avenue and Edmundson Avenue because we have quite a few off-road vehicles that think this is their personal space to ride on. The Borough had to pay to have block put up on Century to stop the quad riders and about a few weeks later they cut another path to come onto people’s private property. We will need to discuss this later because we are getting a lot of complaints about this.

The doors are ordered for the ballfield. They are special ordered and I will check on this tomorrow.

Dave Kowalski asked “Can you take the door out of the third base dugout”?

Dennis said I will see if I can have Ralph take it off.

Dennis asked do we need a new tank at the Borough Garage?

Elaina said we do not. This is a new job that was created by the County. We need signage and a couple things. A block to block off the one side. There will be enough time for this tank and it does not need to be done tomorrow.

The Secretary said this would be for a diesel tank.

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**Municipal Buildings, Properties – Elaina Skiba, Council/Chair**

The new doors at the Youth Center have been installed.

Motion to pay the company for the second half. The contractor did all three doors and he is going to come back and do a little bit of touch up work. Ralph has the key to let the school district in for the food and the locksmith will come up and have one key for all three locks because we have three keys and three of the bolts to unlock the panic bar.

Dennis Hickman said can you make sure that they don’t do any modifications to those doors to try and put any systems in.

Motion: Hickman seconded by Norelli

To pay William Storey for the remainder of the balance on the doors at the Youth Center.

Motion Carried.

I would like to thank US Steel – we had our community advisory panel meeting the other day remotely and I asked Councilwoman Handra to put a little note on social media to thank them. Most people were appreciative of their donation. They donated $75,000 to three school districts - $25,000 each (Clairton, South Allegheny and Woodland Hills) for Chrome Books for their students. To date they have donated over $100,000 to various food banks, they donated $25,000 to Urban League for non- essential household goods, they donated $30,000 to the Red Cross and I would like to go on record saying thank you Mon Valley US Steel Clairton Plant for their generosity during this pandemic.

Kate Handra said she was thankful to the school board member that got on and helped diffuse the situation from negativity. I dared people to match the donation that I had made for the Chrome book and almost $1,000 was donated on top of my donation. The whole idea of the Chrome books is that these parents cannot afford them. It has to be programmed specifically because these kids are not going to have any access to anything but strictly school work. It really shows how much they need this technology and instruction. If you don’t have a Chrome book it is a 300-500-page packet that the school has to make for a student. I feel strong as a communication chair about this. The school is looking for 900 additional chrome books. The parents are going to be required to pay which will cover the insurance on the chrome book. The parents will be required to pay a monthly fee. The life expectancy of the chrome book is three years.

Elaina Skiba, President of Council, said that the Clairton Works stacks are in compliance with the County Health Department. This is their best recording month ever. They are at 99.95% which is the closest to perfection that they have ever been.

Motion to ratify the agreement between the Borough and a company called Shred-It.

Motion: Colecchi seconded by Kowalski

A motion to ratify the agreement between the Borough and a company called Shred-It.

Motion Carried.

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Elaina Skiba, President of Council, said she would like to thank the Salvation Army for the delivery of food to the Borough Building for families in need. I reached out to three churches, school district, different organizations and I was saddened by the number of people who need food.

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

The Safety Committee Met on April 23 through Zoom and we had twelve people attend the meeting. Jason Slack went over guidelines for face masks and how to make them at home. Went over vehicle cleaning and disinfecting to keep our workers safe. Our next meeting will be on May 28 at 2:30 p.m. I will be in touch with Mr. Slack to see if it will be in person or through Zoom.

**Building Inspector Report is available upon request in the Borough Office.**

**Mayor Keith DiMarco Census Committee Chair**

Month of April, 2020

Miles on Police Cars – 7,040 2017 Utility Real Brakes/Oil Change - $209.37

Calls for Service – 505 Traffic Stops - 9

Arrests - 25 Citations Issued - 2

Reportable Offenses – 23 Non-Traffic Citations - 16

Warrant Arrests - 1 Ordinance Complaints- 10

Reportable Accidents – 1 Non-Reportable Acc. - 2

Magistrate Court Report

Other/Misc. $ 41.10

Ordinances $ 830.58

Crimes Code $1,311.03

Vehicle Code $ 813.71

Clerk of Courts $ 247.66

Magistrate Fines $2,996.42

Total $3,244.08

1. The magistrate court report is March and April combined.
2. Pittsburgh Environmental Services, LLC sterilized the building and vehicles at no cost to the borough.

We will put on the sign where everyone should be voting.

Elaina Skiba, President of Council said according to the County, the Voting place will be at Club 22 Banquet Hall, 528 Monongahela Avenue, Glassport. I would recommend to contact the County Elections Board if there are any questions. Thank Mark Kapsha who has been doing a phenomenal job keeping the board updated. I have been sending him information once a week. He has been having requests from people to put graduation posts up there. He is taking all of the requests and doing them all. He will be scrolling all of the graduate’s names on graduation day.

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Solicitor said that he would recommend that a policy be drawn up on the use of this sign for businesses.

**WRITTEN REPORTS OF BOROUGH OFFICIALS:**

**Tax Collector – Jennifer Bell – Report Available Upon Request – No April Collections**

**Residents are reminded that the Borough Real Estate Taxes for 2020 were mailed out on**

**May 1, 2020. Payments can be dropped off in the side door slot of the tax office.**

**Treasurer’s Report – Rosanna DiMarco – Report Available Upon Request**

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

**Motion to approve the Monthly Financial Report for April, 2020**

**Motion:** Norelli seconded by Colecchi

Motion Carried.

**Motion to approve and pay General Fund bills for April, 2020 in the amount of $126,848.08.**

**Motion:** Trunzo seconded by Kowalski

Motion Carried.

**Motion to approve and pay Sewer Revenue bills for April, 2020 in the amount of $75,291.48.**

**Motion:** Trunzo seconded by Norelli

Motion Carried.

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

Subdivision Plan of Thomas Reynolds was submitted to Allegheny County Planning DCED with their notations. The revised plan has been received back from KLH Engineers with their seal and signature along with the architect’s seal and signature and DCED recommendations noted on the plan. Letter has been received by Tom & Lou Reynolds for review on 5/14/2020. The action of Council last month was to approve the plan pending proof that there were two water lines and two sewer lines.

Elaina Skiba, President of Council, read a letter from Lou Reynolds stating that the buyers would sign a document attesting if they sell the lots to two separate owners, they will install a second sewer line.

They would commit to a separate sewer line if they would ever sell that lot separately.

The solicitor said what if ten years from now they decide to sell to two separate people and most of us are gone. How does the two new buyers know about this requirement? As a protection to potential future buyers, a statement or something similar should be included with the deed.

Dennis Hickman said we need proof to back this up.

The solicitor said we are approving this plan that realigns the boundary lines. We could still approve this with our notation of this requirement and it would be in this plan that is recorded with the County. We can put this in with the recorded plan or include it in the deed. We have the opportunity to approve this

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and include this requirement on the subdivision plan as a restricted covenant. Approve this plan subject to this restriction being included on the plan.

**Motion to approve the Reynolds subdivision with the understanding that the notation will be included on the plan for the Borough’s interest on the shared sewer line. If it is ever sold to two separate owners, they will be required to have two separate sewer services for 427 & 429 Monongahela Avenue.**

**Motion:** Trunzo seconded by Colecchi

Motion Carried.

The solicitor will draw up the verbiage as to what will be put on the subdivision plan.

**Resolution No. 1 (5-19-2020) Disposal of Borough Records**

**Motion:** Norelli seconded by Trunzo

Motion Carried.

**Resolution No. 2 (5-19-2020) -Vacant Property Program – Lot and Block No. 467-R-091 517 Vermont Avenue is the address of the lot**

**Motion:** Hickman seconded by Kowalski

Motion Carried.

**Ordinance No. 1196 – Adopting Supplement No. 5 to the Code of Ordinances**

**Motion:** Norelli seconded by Handra

Motion Carried.

**A motion is needed to accept the recommendation of KLH Engineers to approve the Emergency Annual Sanitary and Storm Sewer Repair Contract to M. O’Herron Company, low bidder, with a total hourly rate base bid amount of $1,353.00. The base bid is for the time period of May 1, 2020 to April 3, 2021. A bid bond was provided in the amount of 10%.**

Elaina Skiba, President of Council remarked that the $1,353.00 hourly rate is for emergency sanitary and storm sewer work only. Any other work will be bid out.

**Motion:** Hickman seconded by Handra

Motion Carried.

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

Information was sent to the Borough from Allegheny County regarding the CDBG and HOME Programs for the three years of (2021-2023). We will not be responding to this request because we want to remain participating in this program.

Received a copy of a letter that was sent to SRCOG from the County of Allegheny regarding CDBG Year 46 – Safe Neighborhood Demolition. Our proposal will not be considered and we could re-submit in the

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Year 47 process. We had applied for 7 or 8 properties to be demolished and we applied for paving under this same grant so hopefully they will consider that application.

The 2020 Primary Election Day is June 2. All districts will vote at Club 22 Banquet Hall.

**NEW BUSINESS:**

Meeting minutes will no longer be taken verbatim.

**Motion that the minutes will be kept in an official minute ledger book starting with January, 2020.**

**Motion:** Colecchi seconded by Norelli

Motion Carried.

**Motion to accept the 2020 Borough and Sewage Audits as prepared by Mark C. Turnley, CPA and to pay the fee for having the audit prepared and any other filing fees.**

**Motion:** Norelli seconded by Trunzo

Motion Carried.

**Motion to approve and adopt the updated and revised Police Policy Manual, incorporating the revisions through May 19, 2020 to all policies contained in the manual, which shall supersede and replace the prior Police Policy Manual, effective immediately. This is part of the accreditation process and I recommend that you move forward with this.**

**Motion:** Kowalski seconded by Hickman

Motion Carried.

Dennis Hickman asked if the American Legion was having any Memorial Day services?

Kate Handra said that they are doing taps.

Elaina Skiba said we received a notice for an unemployment claim for a part time seasonal employee and it will be denied. There is no expectation of continued employment.

John Kudravy, Architect for Art Patel, presented the new Hot Spot plan to Council for the location of 539 Monongahela Avenue. Art has acquired the parcels 515, 516 and 517 to do this. I have prepared a site plan and it recommends five-foot setbacks. There will be 35 feet setback from Monongahela, 25 feet setback from the alley, five feet from the corner of Sixth and I am requesting five be reduced to two feet on the other side of the building facing Taddeo’s. I am able to get five parking stalls on the front and five parking stalls in the back which include one handicap place. This is labeled as being a turn around and not being able to back out onto the main street. We can post signs saying no backing out.

The solicitor said an application for a variance would have to be submitted to the Zoning Hearing Board. The Borough Council would not have any involvement in this.

Elaina Skiba, President of Council, read an email from Dan Beisler, Zoning Board Solicitor, regarding a variance from the 5-foot left yard setback requirement of the Zoning Ordinance as the site plan is drawn

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assumes a two-foot left yard setback. Mr. Beisler said should Council be in favor of allowing the plans to proceed he will schedule a zoning hearing as soon as possible.

John Kudravy said that because Art Patel acquired three parcels of land, he will have to have a subdivision reconsolidation. I am going to deliver that to Council and Art will need to come down and sign it and he will pay the fees.

Falco Muscante, solicitor, said that this will have to go before the Planning Commission and it will have to go to the DCED then it comes back to us, we approve it and then it gets recorded with the County and the engineer will have to look at it too. We can definitely get this scheduled through our Planning Commission. Council will do everything that they can to expedite this, but there is a process that needs to be gone through before coming back to us.

John Kudravy said he can release his engineers to do the work and by the time those are completed all of the paperwork can be done and the construction can start. A plan was left with Council on the Hot Spot construction.

Motion to adjourn the meeting to the call of the chair.

Motion: Trunzo seconded by Hickman

Motion Carried.

Submitted by: Approved by:

Nancy M. Piazza-Whaby Elaina Skiba

Borough Secretary President of Council

Borough of Glassport

Dated: May 22, 2020

Corrected on June 1, 2020