**REGULAR MONTHLY MEETING**

**TUESDAY, FEBRUARY 16, 2021**

**BOROUGH COUNCIL CHAMBERS**

**7:00 PM**

**MINUTES**

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

**PLEDGE OF ALLEGIANCE**

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

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

**APPROVAL OF MINUTES:**

**Motion** to approve the Regular Monthly Minutes of Tuesday, January 19, 2021.

Motion: Kowalski seconded by Handra

Motion Carried.

**Motion** to approve the Safety Committee Minutes of Thursday, January 28, 2021.

Motion: Colecchi seconded by Norelli

Motion Carried.

**Motion** to approve the Workshop/Voting Minutes of Tuesday, February 9, 2021 for the approval of the 2021 Salary Ordinance and other Borough matters.

Motion: Kowalski seconded by Colecchi

Motion Carried.

**COMMITTEE REPORTS:**

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

No Report – Absent

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

Delinquent Taxes Collected for the Month of January, 2021……………………………………..$12,860.52

Delinquent Taxes Collected in December but deposited in January, 2021………………….$ 4,315.63

Total monies deposited for January and February, 2021……………………………………………$17,176.15

We have received the 2020 Delinquent Boro Real Estate Report from the Tax Collector Jennifer Bell.

$229,861.00 at Face was submitted to MBM Collections. Marcie will send out a letter to the delinquents for 2020 letting them know that it will be liened if this is not paid.

The offices are still closed to the public for the safety of the employees until further notice.

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We have contacted First Commonwealth Bank to address a different way to scan checks in the Borough Offices.

All of the old water coolers have been picked up by Crystal Springs and we have discontinued their services. We are waiting for the final credits to be applied to our final bill account.

We are preparing for the Borough Auditors by compiling 2020information for them to start the audits.

There is a black payment box for the Sewage payments. The payment box for the sewage is outside of the entrance door to the borough office. The payment slot for the real estate payments is on the 5th Street side and is marked tax payments. Please do not put your sewage payments in the tax drop off slot.

We will start taking applications for the Military Banner Program in April, 2021. If you would like to order an additional small banner for your yard the cost is $10.00.

We continue to make more room in our filing systems by disposing of older qualified records. Every month we have a listing of the records that will be disposed of by resolution.

We now have COVID 19 Workforce Policies in place which every employee has received a copy. This policy will be included in the Borough Employee Policy and Procedure Manual. If anyone needs tested there is the free COVID Testing site available in McKeesport.

We continue to take temperature checks every day of the employees and record them on a calendar sheet.

**Delinquent Sewage Report**

Penalties Assessed in January - $2,862.85

Number of Properties – 495

Interest Assessed ……………………$ 352.00

**Total Interest……………………….. $,5016.13**

**Amount Collected for Delinquent Sewage for January, 2021 was $1,468.21**

**Amount Collected for Penalty and Interest…………………………………$3,625.77**

**Total Collections………………………………………………………………………..$5,093.98**

**Police Department/Reality Tour, Crime Watch, Parks & Recreation, GDC-Dave Kowalski, Council/Chair**

**Crime Watch and Reality Tour – No action because of COVID.**

**Under Parks and Recreation:**

Motion for a donation to the South Allegheny Boys Basketball Team in the amount of $200.00.

**Motion:** Norelli seconded by Handra

Motion Carried.

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This is the best team in the history of the school.

On April 12, 2021 there will be a town meeting at the American Legion involving the Patterson Property Off Road Vehicle Park. Requesting that all Council be there to show your support and attend this meeting.

Mark Kapsha will be resigning as the President of the Glassport Development Corporation and Anthony Colecchi, Council will be taking over that job. There is also a need for a Vice President. Right now, on the Board is me, Elaina and Anthony.

Mark Kapsha takes care of everything that goes on with Reality Tour, Crime Watch, our sign and the functions in town. We could always do something personally for him to thank him.

Loretta Dabruzzo said thank you for taking care of 623 Delaware Avenue demolition.

Elaina Skiba, President of Council, said we will talk about the $50,000 grant for the 9th Street Grant and get something started.

**Communications – Kate Handra, Council Chair**

We are doing the last phase of the dot.gov websites.

I contacted the majority of the eateries and I have all of their lent menus. Is it o.k. if I put this on the Borough website under a special tablet and on our web page? I will put on there anyone who sells food and their menus for lent.

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

Month of January, 2021 Report

Salt Roads, Salt sidewalks and steps, cold patch, took down x-mas decorations at Honor Roll, took down x-mas banners on main street, put up handicap signs up at 802 Vermont and 119 Ohio Avenue, put steel plate over sinkhole at 103 Monongahela, clean tops of catch basins, took cabinet from boro building to police station, clean up around garage, empty salt from trucks and washed them, did maintenance on

trucks and backhoe, picked tv’s up around town, had fire extinguisher company come in to inspect them, changed furnace filters at boro building, (6) one calls, monthly safety meeting.

Vactor Truck was delivered and they had training on that as well. Make sure that you clean your sidewalks and park in your driveways so it is easier for the salt truck to get around. The Street Department has done an excellent job in salting the roads.

Thank you to the guy that has been cleaning our sidewalks with a quad.

**Sewage Report – January, 2021**

**Expenses Year to Date……………………………………………………………………………….$ 33,294.53**

**Receipts Year to Date………………………………………………………………………………..$ 60,930.61**

**Breakdown of Delinquent Sewage and Delinquent Fees**

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**Month Delinquent Sewage Penalty & Interest Total Collections**

**January** $1,468.21 $3,625.77 $5,093.98

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

I received a thank you card from the Legion for our donation. They were still able to raise $2,642.00 for the Guardian Angel service dogs.

Act 152 Grant – We are down to 64 properties – Couple that Steve needs to look at. Some of these properties have had Public Hearings in 2014 and 2015. Are you comfortable with this or should we redo these? We will redo these properties with a Public Hearing prior to 2016. Some of these properties the owners are deceased.

Reached out to the County regarding 501 Monongahela Avenue – Electrical Service – Duquesne Light will have to be here during the demolition and the cost was not in the original bid. There will have to be an official change order in the amount of $5,000 or $6,000.

On April 30, 2021 this contract will expire.

The Workshop Meeting and Regular Monthly Meetings in May will be changed to:

May 4 – Workshop Meeting

May 11 – Regular Monthly Meeting

This is due to the Primary Election being held on Tuesday, May 18, 2021.

**Motion:** Colecchi seconded by Hickman

To approve the meeting changes.

Motion Carried.

The demolition of 623 Delaware Avenue has been completed by Mike Betters and now he will move on to 409 Ohio Avenue. The Plumbing Inspection has been completed by Allegheny County. Need a motion to pay $10,000 to Mike Betters for this demolition from the Community Benefit Trust Company.

**Motion:** Kowalski seconded by Norelli

To Pay Mike Betters for the demolition of 623 Delaware Avenue out of the Community Benefit Trust Fund in the amount of $10,000.

Motion Carried.

The next Grant from the Community Benefit Trust will be for the Fire Company in the amount of $60,775.00. This will be for Air Packs, Nozzles, Police Car, 2- AED’s, Safety Equipment. This is a Co-Star price and does not have to be bid.

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

Safety Committee Meeting was held on Thursday, January 28, 2021

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10 were in attendance. Topic was Safe Driving Techniques

The next Safety Committee Meeting will be held on Thursday, February 25, 2021.

Workman’s Comp. Meeting was attended on February 10 with representatives from ENCOVA. A follow up meeting with be held in May.

An Audit was performed by Encova and we received a credit on our Auto premium policy in the amount of $3,137.00.

I talked with Nick Piscattano about cyber bullying because of the incident in Elizabeth Borough and he is revisiting some of the Legislation and working on mental health education for school age children.

The Building Inspector Report is available upon request.

**Mayor Report – Keith DiMarco Police Committee Census Committee Chair**

There will be on-site accreditation assessment on March 1 from 8 – 4 and March 2 from 8 – 2:30.

They will be using the Council Chambers.

Continue to Update and Revise compliance proofs

Locker Safe, Refrigerator and Temporary Evidence has been secured to the desk and wall for Jason Hendershot.

Virtual Mock Assessment of files has been conducted the week of January 25 by the assessment team.

After this assessment we appear to be in good shape. We only needed minor adjustments. Our onsite assessment is March 1 and 2. Complete the shelving and benching in the armory. Evidence Audit is Complete and a surprise inspection should be done by tonight.

Officers were trained in OC Spray, defensive tactics and batons and the certs have been entered in the power DMS for the accreditation teams to see. We have had emails with Craig Rudisil and Jason Hendershot regarding the final preparation and itinerary.

**Operations Report for January, 2021 – Glassport Police Department**

**Vehicle Maintenance Vehicle Mileage**

Vehicles Date Amount Vendor Repairs Made Vehicle Mileage

15 UM 1/21 $ 35.90 Paul’s Wiper Blades 15 UM 43,075

 1/21 $ 0.00 Shult’s Recalls 16 Utility 100,918

16 Utility 1/20 $ 0.00 Shult’s Recalls 17 Utility 68,858

1/21 $627.30 Paul’s Rear Brakes/Rotors 19 Utility 23,860

 Tie Rod End 20 Utility 8,139

19 Utility 1/19 $703.95 Paul’s Front Braker/Rotors

 Rear Brakes

20 Utility 1/5 $ 63.00 Paul’s Inspection/Emmission

Parking Meters………..$ 30.00 Magistrate Court Report Traffic Stops 11

Parking Violations……$ 10.00 Other/Misc. $0.00 Citations Issued 1

 **Ordinances $217.22 Non-Traffic Citations 3**

 **Crimes Code $860.08 Ordinance Citations 0**

 **Vehicle Code $215.55 Ordinance Complaints 21**

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 **Reportable Accidents 2**

**Calls for Service 689 Non-Reportable Accidents 12**

**Arrests 6**

**Reportable Offenses 10 Miscellaneous $131.66**

**Warrant Arrests 1 Clerk of Courts $898.08**

**Notes: January UCR Reports Available Upon Request** **Report Fees $ 75.00**

 **Magistrate Fines $1,292.85**

1. **Restitution $15.00 Parking/Meter $ 40.00**
2. **Donation from Evelyn Ramos $100.00 Totals $2,437.59**
3. **Restitution $16.66**

Motion to keep John Drabison as out network person over at the police station and also to allow him to install the security on the network for a monthly fee of $250 a month.

**Motion: Handra seconded by Kowalski**

Motion Carried.

**Kassady Renae Burke – Jr. Council Member – South Allegheny School District Report**

We went back to school 4 days a week, all 4 boroughs. We lost our busing due to a contract dispute and now the district is looking into a new transportation company.

Graduation is set for May 28. The district is letting the Seniors decide where they want to have the ceremony. It is between the stadium or having at school like last year. I should know at the meeting next month.

**WRITTEN REPORTS OF BOROUGH OFFICIALS:**

**Tax Collector – Jennifer Bell – Report Available Upon Request**

**Collections for the Month of January, 2021 - $11,151.76**

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

**Financial Report – Elaina Skiba, President of Council Deed Transfers January-5 new owners-$1,432.28**

 **2 vacant landowners, 1 change of name**

**Motion** to approve the Monthly Financial Report for January, 2021.

**Motion:** Hickman seconded by Handra

Motion Carried.

**Motion** to approve and pay General Fund bills for January, 2021 in the amount of $221,813.10.

**Motion:** Handra seconded by Colecchi

Motion Carried.

**Motion** to approve and pay Sewer Revenue Fund bills for January in the amount of $33,294.53.

**Motion:** Hickman seconded by Kowalski

Motion Carried.

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

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**The form for the Allegheny County Elections Bureau was signed by the Solicitor and the Secretary and sent back to the Election Bureau.**

**Ordinance No. 1201 – Salary Ordinance No. 1201 - Salary Ordinance was approved on 2/9/2021**

**Resolution No. 1 (2/9/2021) – Concurring Resolution for Paving of Delaware Avenue approved 2/9/2021.**

**Waste Management Agreement – Option Year 2 - $18.11 Per Unit per month (March 1, 2021 thru February 28, 2022). Approved on 2/9/2021.**

**Resolution No. 1 (2/16/2021) – Disposal of Certain Records**

**Motion: Colecchi seconded by Kowalski**

**Motion Carried.**

**Resolution No. 2 (2/16/2021) – Vacant Property Program – 406 Erie Avenue (467-L-072)-Tabled until we hear from the County.**

**Ordinance No. 1202 – Sewage Rate Increase – To be passed at the March Regular Meeting.**

**0-1000 gallons - $10.00 and over 1000 gallons it cost $1.00 for every 100 gallons or portion thereof of water effective February 25.**

**Motion to advertise this Ordinance in the newspaper.**

**Motion: Handra seconded by Hickman**

**Motion Carried.**

**Ordinance No. 1203 – Food truck Regulation Ordinance establishing license fees - Table**

**Resolution No. 3 (2/16/2021) – License Fee for Mobile Food Vendors – Table**

**NOTICE OF SHERIFF SALE FOR:**

930 Delaware Avenue - $1,816.53 for delinquent Municipal & School Taxes

835 Vermont Avenue - $ 484.81 for delinquent Municipal & School Taxes

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

A letter from Steel Rivers COG regarding the membership agreement for the Regional Training Complex. This letter has been signed and the membership fees have been sent in for $400.

A letter from Encova that they have completed a premium audit for our Workers Compensation Policy for the Borough, and we have received a credit on our premium of $3,137.00.

A letter was sent to the owner of 733 Delaware Avenue concerning the fire loss at this property and also to the insurance adjuster concerning the fire escrow ordinance.

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We received a letter from Representative Nick Pisciottano including a large number of state-affiliated grant programs organized by the month so that Glassport can apply for funding that meets the needs of the community. A copy of the list is available at the Borough office.

The Winter Traffic Services for five years with PennDOT has been approved from 2020 to 2025. The total reimbursement that the Borough will receive each year is $7,647.59. This includes salting of Glassport-Clairton Bridge (Glassport-Elizabeth Rd. to State St.) Washington Blvd. (Glassport/Liberty line to Glassport/Port Vue line), and (Glassport-Elizabeth Road Glassport/Lincoln line to Wall St.).

**NEW BUSINESS:**

The application for the intern program through the Local Government Academy was completed and sent in.

Angelo Norelli, Council, said that Thursday is our Jr. Council Person’s birthday. She will be 18 on Thursday. Kassady Renae Burke.

Meeting was adjourned till the call of the Chair by Elaina Skiba, President of Council.

**Motion:** Hickman seconded by Handra

Motion Carried.

Submitted by: Approved by:

Nancy M. Piazza-Whaby Elaina Skiba

Borough Secretary President of Council

Date: March 10, 2021