**REGULAR MONTHLY MEETING**

**BOROUGH OF GLASSPORT**

**TUESDAY, JANUARY 19, 2021**

**7:00 P.M.**

**MINUTES**

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

Pledge of Allegiance.

**ROLL CALL: Colecchi, absent; Handra, present; Hickman, present; Kowalski, present; Norelli, present; Trunzo, present; 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, December 15, 2021.

Motion: Handra seconded by Kowalski

Motion Carried.

**Motion** to approve the Safety Committee Training Minutes of Thursday, December 17, 2021.

Motion: Hickman seconded by Handra

Motion Carried.

**COMMITTEE REPORTS:**

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

**Citizen’s Hose Company No. 1 submitted their report for the year.**

Total of 534 calls for the year.

Total of 920 hours on the scene of an accident for personnel.

Two personnel have taken Fire Fighter 1 tests and are waiting for results.

Two personnel have taken Fire Fighter 2 tests and are waiting for results.

Thanked the Borough for the support and assistance for funds received over the past years and their continued support throughout the year. Check and change the batteries in your smoke detectors and Carbon Monoxide Detectors.

No free tax preparation at the Senior Center this year. The gentleman that does it has some health problems. Anyone that needs this done can go to Representative Nick Pisciottano’s office.

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

Delinquent Taxes collected in December, 2020 and deposited in January, 2021 - $4,315.63

Total Borough Real Estate Delinquent Taxes collected by MBM for 2020 was…$184,029.83

Received the 2020 delinquent Boro Real Estate report from Jennifer Bell

The total on this list was 520 and the total outstanding for 2020……………………$229,860.67

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This list will be turned over to MBM Collections. A lot of these properties have been abandoned and some of these lots owe $20 or $10.

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

Scanning of the checks with the scanner – the problem has been corrected.

We have discontinued services with the present water cooler company. Dean’s will be the new company for water delivery and we have purchased our own coolers.

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

Black payment box for the sewage payment right outside the entrance door and tax payments are to be put in the slot on the 5th Street side.

We will start taking applications for the Military Banner Program in April, 2021.

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

The COVID-19 Workforce Policies are in place and all employees have signed this policy. This will be included in the Borough Employee Policy and Procedure Manual.

We continue to take temperature checks everyday and record them on a calendar sheet.

**Police Department/Reality Tour, Crime Watch, Parks & Recreation – Dave Kowalski, Chair**

There was an email that came out from Chief LaFever from the PA Law Enforcement Accreditation Commission. The onsite review and assessment are scheduled for March 1 and 2. An assessment team has been selected for our agency.

Parks & Recreation – There was a meeting two Mondays ago with the GDC and they are now talking again about doing the Off-Road Patterson Property project. There will be a committee handling the process.

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

No report

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

Salted roads, steps, sidewalks and replaced the rubber blade on all three plows. Changed a broken hydraulic line on the dump truck, patching, fixed and repaired the Christmas decorations at the Honor Roll, tanks at the sewage plant, cleaned out the sweeper and winterized it, removed the Tube City signs, put gravel on Maryland Ave. Ext. and removed the block off the water shut off at 327 Ohio, removed a handicap sign and put up handicap sign at 709 Vermont, maintenance on vehicles and equipment, changed filters on the furnaces, dated fire extinguishers, 3 PA One Calls and the monthly safety meeting and they looked for the water spicket at the Youth Center.

Upgrades are being made at the plant and I will have stuff from the engineer for the next meeting.

EXPENSES FOR THE YEAR WERE $739,532.93

RECEIPTS FOR THE YEAR WERE $832,988.94

Collected $218,111.00 in delinquent sewage this year.

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

Low Volume Road Project Grant was awarded for $104,760 – That is the Allegheny County Conservation District who voted to fund Detroit Hollow and this will cover the materials and equipment and labor outlined in the application. There will be some revisions to this. This was to shore up the hillside, put drainage in and pave the road. The Borough contribution will be $26,190.

The boiler at the Youth Center was inspected on January 8.

Green Grocer has started up again. They will be delivering. They will not be at the Honor from January 12 through the end of March. They are taking orders online and over the phone. Delivery between 11 and 4 Tuesday through Friday. Request delivery by 2:00 p.m. on Monday.

Request in to Allegheny County for Glassport to become a COVID mobile testing site. Not sure if they will put us on the list because they already have Clairton and McKeesport as a permanent site.

Act 152 which was funded by the County for demolitions. The balance in the fund is $1,197,901.00.

They are putting the asbestos work together to put out for bid. The proposals will be due by January 27. The applications should be ready for March. Thank you to Bob Macey for all the work in creating this fund. The minute that it is ready, Glassport will have their application ready.

Status of demolition at 501 Monongahela Avenue. Awarded this bid on September 15 and we were told that the asbestos would be out of there by the first week of December. Reached out to him and the contractor assures that he will finish by the end of next week.

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

**Councilman Colecchi’s wife Sarah gave birth to a baby girl Charlotte Rae. Congratulations.**

The Safety Committee Meeting will be held on Thursday, January 28 @ 2:00 p.m.

The Safety Training was held on Thursday, December 17, 2020 with Ray Adams from Encova. The topics discussed included Safety Committee dynamics, Hazard Identification, Hazard Investigation, Substance Abuse Awareness. Glassport received a Safety and Loss Control letter from Mr. Adams on December 23.

**Motion** to accept a Seat Belt Use Policy for all employees and the Distracted Driver Policy for Public Works.

Motion: Trunzo seconded by Handra

Motion Carried.

The building inspector report is available upon request through the Borough Office.

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

**December Report, 2020**

Vehicle Maintenance – 1 on the 2017 – Repaired the front struts - $1,130.05

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Vehicle Mileage – 5,961 miles

Parking Meters and Violations - $35.00

Magistrate Court- $2,364.31

Crime Codes - $367.80 Miscellaneous -$ 389.14

Vehicle Code - $267.57 Clerk of Courts-$ 255.41

 Total………….$2,999.68 Report Fees - $ 50.00

 Magistrate Fines - $2,999.68

 Parking Meter - $ 35.00

 Total………………$3,729.23

675 Calls for Service

8 Arrests Restitution from Clerk of Courts - $16.66 + $15.00

16 Reportable Offenses Donation for Cleaning Supplies – Grace Merta

1 Warrant Arrest Reimbursement from the Attorney General’s Office-$357.48

15 Traffic Stops

5 Citations Issued Juvenile Calls – 10 handled by the department

3 Non-Traffic Citations Mayor completed two of the PSAB Webinars – Interpretation of 7 Ordinance Complaints Ordinances and Public Officials and Emergency Management Role

5 Reportable Accidents

2 Non-Reportable Accidents

Motion to establish two permanent full-time sergeant positions on the Glassport Police Department.

**Motion:** Hickman seconded by Handra

Motion Carried.

Motion to hire two full time police officers who passed the written test and this is pending on them passing the oral examination. As soon as they pass their oral exams, we can get them on the road so they can complete their hours of training that are in compliance with accreditation.

**Motion:** Hickman seconded by Handra

Motion Carried.

**ROLL CALL VOTE: Colecchi, absent; Handra, yes; Hickman, yes; Kowalski, yes; Norelli, no; Trunzo, yes; Skiba, yes.**

**Remarks: Paul Trunzo asked if this was all affordable and in the budget?**

**5 yes 1 absent (Colecchi) 1 no (Norelli) for full time police officer hires**

**Everyone should have a copy of the accreditation report that was prepared by the Chief for December.**

Motion to go ahead with the order of the new police car from CO-STAR in the amount of $43,171.00.

**Motion:** Kowalski seconded by Trunzo

Motion Carried.

COG sent over the agreement for the Regional Training Complex for all the Borough’s that use the range.

Nothing has changed and we need a motion to accept the membership agreement.

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**Motion:** Kowalski seconded by Hickman

Motion Carried.

Elaina Skiba said she reached out to U.S. Steel and they are going to pay for the police riot gear.

A motion to purchase Riot Gear from the Community Engagement Fund that U.S. Steel has in place, in the amount of $12,000.

**Motion:** Kowalski seconded by Handra

Motion Carried.

Elaina Skiba said she will just need something on the letterhead from the Mayor stating why we need this riot gear so this can be presented to U.S. Steel.

Elaina said she did get all of the information from the fire department regarding the new nozzles and the CBA breathing apparatus air tanks and she will do up the grant application so we all have that.

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

Fall Sports are underway with limited amount of people in attendance. The SAE went back to in-school learning today. Port Vue and Liberty go Monday and Tuesday. Glassport and Lincoln go Wednesday and Thursday. We all remain remote on Fridays for deep cleaning. The High School students return to in-school instruction next week. Over the past couple of weeks, I have been helping Andrea and Nancy stuffing envelopes and getting things ready to be mailed.

**WRITTEN REPORTS OF BOROUGH OFFICIALS:**

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

**Collections for the Month of December, 2020 - $19,735.92**

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

**Financial Report – Elaina Skiba, President of Council Deed Transfers December – 12 ($2,197.16)**

**Motion** to approve the Monthly Financial Report for December, 2020.

Motion: Trunzo seconded by Hickman

Motion Carried.

**Motion** to approve and pay General Fund bills for December, 2020 in the amount of $460,821.03.

Motion: Handra seconded by Trunzo

Motion Carried.

**Motion** to approve and pay Sewer Revenue Fund bills for December in the amount of $86,104.29.

Motion: Hickman seconded by Kowalski

Motion Carried.

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

**Ordinance No. 1201 – Salary Ordinance to be approved at the Tuesday, February 9, 2021 Workshop/Voting Meeting. This Voting Meeting was advertised in the Valley Mirror along with the Salary Ordinance on Thursday, January 21, 2021.**

**Resolution No. 1 (1/19/2021) – Disposal of Certain Records – 61 listed items**

**Motion: Handra seconded by Hickman**

**Motion Carried.**

**Resolution No. 2 (1/19/2021) – Vacant Property Program – Lot and Block No. 467-R-124 – 508 Vermont Avenue – Joseph Risher IV**

**Motion: Kowalski seconded by Norelli**

**Motion Carried.**

**Motion to authorize the filing of an appeal to the Allegheny County Board of Property Assessment Appeals & Review from the December 2, 2020 Notice of Determination of Tax Status for the property at Lot/Block Number 558-F-119 located in the Borough of Glassport.**

**Motion: Trunzo seconded by Norelli**

**Motion Carried.**

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

If any complaints are received from senior living facilities or apartment building rentals concerning COVID 19, they can be submitted to the Department of Health at 1-877-724-3258 or by going on google at statepadohCOVID for the complaint form and you can submit this online.

The Tax Anticipation Loan for 2021 has been approved and the money is in place in the amount of $250,000 in the General Fund.

**NEW BUSINESS:**

Motion to approve the Collective Bargaining Agreement with Teamsters Local No. 205 for the Public Works Department for the term of January 1, 2021 through December 31, 2025 and authorize the proper Borough Officials to sign the Agreement.

**Motion:**  Hickman seconded by Handra

To accept the Public Works Bargaining Agreement.

Motion Carried.

The Borough is looking into a Cat Trap and Release Program for Glassport. There may be a clinic in the Borough in the near future at Citizen’s Hose Co. No. 1. We will have more information on this in the future.

The contracts for 409 Ohio and 623 Delaware have been signed and returned to KLH for structure demolitions. They will start in two or three weeks.

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The demolition of 501 Monongahela Avenue is still in the process by Blaze Lambing (Continental Construction). We will have more details by the end of the week.

No comments from the public.

Remarks from Council:

Paul Trunzo, Council, said the house that was tore down at 214 N. Monongahela Avenue was not even leveled by the demolition contractor. It was never smoothed out. The machinery was there all they had to do is level it. If the machine was there, all they had to do was have the machine pull out the tree stump.

Dennis Hickman, Council, asked who is responsible for the big tree stump that is left there from the contractor?

It is ruining our sidewalk down there.

The solicitor said it is the owner.

Elaina Skiba, President of Council, said she didn’t plan on doing anything with the owner until the Spring.

Paul Trunzo, Council, said can we get our guys in the old youth hall with two garbage cans and clean up what is in there?

Dennis Hickman, Council, said he would take care of this.

Motion to adjourn to the call of the chair.

Motion: Handra seconded by Trunzo

Motion Carried.

Submitted by: Approved by:

Nancy M. Piazza-Whaby Elaina Skiba

Borough Secretary President of Council

Borough of Glassport

Dated: February 5, 2021