

January 28, 2021

## Virtual Meeting Due to COVID-19

### Apollo Borough Council Meeting

Following the Pledge of Allegiance and a brief invocation, the Apollo Borough council meeting was called to order by Council President John Steele at 7:00 PM.

Present: Council members John Steele, Mark Tarle, Jennifer Tarle, Patrick Zelonka and Kristina Fox were present. Secretary/Treasurer, Engineer and Mayor were present. Council member Craig Williams and Solicitor were absent.

#### Public Comments:

Sara Bowser – asked council for a solution pertaining to a parking meter that is placed in front of her residence at 315 N. 2<sup>nd</sup> Street. She voiced her frustration in having to pay a meter to park in front of her home since she is a resident and home owner of Apollo Borough. There was a discussion to check into the ordinance to see if there is any way to resolve the issue.

#### Approval of Minutes:

A motion was made by Jennifer Tarle and seconded by Mark Tarle to approve the meeting minutes from the Budget Meeting on December 10th, 2020. Motion passed unanimously.

A motion was made by Kristina Fox and seconded by Patrick Zelonka to approve the minutes from the December 17th, 2020 meeting. Motion passed unanimously.

#### Solicitor's Report: Absent

A motion was made by Patrick Zelonka and seconded by Kristina Fox to pay the Solicitor's Invoices of \$2008.50. Motion passed unanimously.

#### Engineer's Report: Engineer reviewed his report.

Rich Craft reported Stewart Gardens did replace one of the plants from the Greenways grant project and it is complete. He will close the Greenways Grant and notify the solicitor that the bond does not need to be extended.

A motion was made by Mark Tarle and seconded by Kristina Fox to pay the Engineer invoices of \$935.00. Motion passed unanimously.

#### Public Safety: Mark Tarle, chair:

Police reports & schedule are accounted for the month.

There was a discussion on demolishing the property on 702 Armstrong Avenue. Zoning Officer, Brenda Troup has reported that the property has been added to the repository and is unsafe.

Apollo Borough received a donation of playground equipment last year but due to COVID-19 it was not set up in Owens Grove. The playground equipment will need to be installed by an insured company for safety purposes. Councilman Mark Tarle is to get quotes on the installation. Formal bids are not required for purchases under \$10,000.

### **Mayor's Report:**

Mayor Virostek reported the Police schedules have been approved. In the month of December, there were 2 complaints, 2 incidents and 32 citations.

The Mayor stated she is not required to provide detailed police reports to Council. Those reports were previously provided as a courtesy.

Mayor Virostek said last month's minutes reported that she had been absent from several meetings. She advised council that her absence from in person public meetings were due to the pandemic and not being able to adhere to the mitigation mandates made by the Governor. She also replied that she did attend the December budget meeting online but missed the December council meeting due to personal reasons.

### **Secretary/Treasurer Report:**

Council received a letter of interest from Michelle Beck for the open seat on council.

A motion was made by Mark Tarle and seconded by Kristina Fox to accept Michelle Beck as a member of Council. Motion passed unanimously. Michelle Beck will be sworn in next week in person.

Kenneth Andring, Apollo Borough tax collector, will be resigning at the end of 2021. There will be an advertisement for this position.

Council approved of sending flowers to the family of John Allman who was a previous meter enforcement officer for Apollo Borough. John Allman passed away in December 2020.

Salvation Army of Kittanning sent a request to place pinwheels in the Plaza to call attention to Child Abuse Awareness. The request was approved by council unanimously.

### **Finance Committee Report – John Steele, chair:**

A motion was made by Mark Tarle and seconded by Jennifer Tarle to pay the bills, including payroll. Motion passed unanimously.

Approval of items for payment as follows (1/1/2021 to 1/25/2021)

Garbage Fund - \$7851.50
General Fund (includes payroll) - \$29199.13
Liquid Fuels Fund - \$3364.60
Parking Fund - \$320.75
Sewer Fund - \$5826.64
Sewer Separation Fund - \$2395.03
<b>Total – \$48957.65</b>

Council is in the process of reviewing numerous outdated ordinances.

The 2021 Fee Schedule will be released when ordinances affected by the Fee Schedule have been approved.

### **Personnel/HR Committee Report: Jennifer Tarle, chair:**

Career Link may have a candidate for the part-time Public Works position.

### **Public Works & Streets Committee Report: Patrick Zelonka, chair:**

Patrick Zelonka discussed the difficulties in filling the part-time public works position and finding additional help for emergency situations, majorly snow storms.

**Property & Planning Committee Report: Mark Tarle, chair:**

As reported by Mark Tarle in the Public Safety report, 702 Armstrong Avenue is a possible Land Bank property for Brigid Beatty, Program Manager at Armstrong County Planning & Development to have demolished.

**Public Relations/Citizens Advisory Committee Report: Jennifer Tarle, chair:**


Jennifer Tarle discussed planning a bi-weekly Food Truck event starting the first weekend in May. She has spoken to some residents in town that may want to assist with helping to organize the event. The idea is to have a flea market and artist vendor type of event to include the food trucks.

A motion was made by Kristina Fox and seconded by Mark Tarle to start a monthly Community Engagement Project for residents in town to meet some of the council members at a local restaurant. Motion passed unanimously.

Kristina Fox suggested talking with the new owners of The Chambers Hotel to see if they would want to host the first gathering and give them some business.

Jennifer Tarle stated that she has met with a group of people interested in the project regarding a center for help with victims of drug abuse and their families. Apollo Borough has the highest reported overdose deaths in Armstrong County and there is a great need for an outreach center. She has also spoken with Representative Jason Silvis' office for assistance. His secretary said Mr. Silvis intends to schedule a meet and greet with municipalities.

At 8:00 pm a motion was made by Mark Tarle and seconded by Patrick Zelonka to go into Executive Session. Motion passed unanimously.

  
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John Steele  
Council President

  
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Deanna Shupe  
Borough Secretary/Treasurer