March 25, 2021
Apollo #2 Fire Hall
325 N. 4th Street, Apollo PA 15613
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 Mullins, Patrick Zelonka, Kristina Fox and Craig Williams were present. Secretary/Treasurer, Engineer, Solicitor and Mayor were present. Council member Michelle Beck was absent.

Executive Session: A motion was made by Patrick Zelonka and seconded by Mark Tarle to come out of the executive session from the previous meeting. Motion passed unanimously.

A motion was made by Mark Tarle and seconded by Craig Williams to adopt the Vacancy Ordinance. Roll call vote: John Steele – yes; Patrick Zelonka – yes; Kristina Fox – yes; Jennifer Mullins – yes; Craig Williams – yes. Motion passed unanimously.

Public Comments:

Patrick Zelonka addressed the resident complaint regarding the yellow line on N. 8th Street. Patrick pointed out that the limited parking problem is a result of the building being split into 4 apartments which it was not intended. The resident will reach out to Penn Dot and the parking ordinance will be reviewed. While under review, Council informed the resident that his mother-in-law's care takers could park in the borough building parking lot while providing care for her. Vehicle information should be given to the borough secretary-treasurer for parking permit.

A motion was made by Kristina Fox and seconded by Jennifer Mullin to go into Executive Session at 7:18pm regarding employment/personnel. Motion passed unanimously.

A motion was made by Jennifer Mullins and Patrick Zelonka to come out of executive session for personnel at 7:35pm. Motion passed unanimously.

A motion was made by Patrick Zelonka and seconded by Jennifer Mullins to hire William Uhing for Seasonal help for Public Works. Motion passed unanimously.

Solicitor's Report: Solicitor was given council approval to contact Eckert Seamans law firm for counsel on pending litigation.

A motion was made by Mark Tarle and seconded by Jennifer Mullins to pay the Solicitor's Invoices in the amount of $3659.50. Motion passed unanimously.

Engineer's Report: Engineer gave his report.

A motion was made by Craig Williams and seconded by Patrick Zelonka to pay the Engineer invoices in the amount of $1512.50. Motion passed unanimously.

A motion was made by Patrick Zelonka and seconded by Mark Tarle to pass Resolution 02-2021 for the RDBG Riverfront USDA Grant. Motion passed unanimously.

Public Safety: Mark Tarle, chair. Lynn Wolfe on 380 will be making the t-shirts for the police fundraiser. They will be finished before May 1, 2021. The start up money for the t-shirts will come out of the Events Fund.

Mayor's Report: Mayor Virostek reported for the month of February: incidents - 8; complaints – 21; citations – 9; police dept. calls – 16; state police calls – 8; Oklahoma EMS calls – 17; Apollo Borough & other EMS calls – 6; Station 20 calls – 4; Station 40 calls – 4.

John Steele discussed needing more police patrol on N. Warren Avenue since there have been many complaints of speeding vehicles. The mayor will discuss this issue with the officers.

Secretary/Treasurer Report – Clean up Days are approved for the 2nd weekend in May. Council approved May 7th and May 8th.

Council will be checking with the fire departments regarding Memorial Day. John Steele to ask after the meeting if they are still present.

A Deaf Child Area Sign was approved by council for vicinity of 203 S. Pennsylvania Avenue. Public Works will meet with PennDot for instructions on how to proceed since that road is owned by them.

Annual Poppy Days for Veterans was approved by council for June 11, 2021.

Apollo Area Lions Club was approve for Military Boot Day on Saturday July 3, 2021.

A motion was made by Mark Tarle and seconded by Craig Williams to increase the Secretary/Treasurer's credit card limit to $500.00. Motion was approved unanimously.

Finance Committee Report – John Steele, chair

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

Approval of items for payment as follows (2/24/2021 to 3/24/2021)
Garbage Fund - $8097.98
General Fund (includes payroll) - $33568.86
Liquid Fuels Fund - $5043.19
Parking Fund - $123.47
Sewer Fund - $7947.17
Sewer Separation Fund - $2395.03
Total – $57176.70

Personnel/HR Committee Report: Jennifer Mullins, chair. The Borough still looking to hire for part-time Public Works position.

Public Works & Streets Committee Report: Patrick Zelonka, chair.
The committee is working on getting the Salt Shed started. They have a plan in place but will need to speak with contractors. The shed will be built in stages.

A new door for the Borough Building is in the process of being ordered. This should be completed by next meeting. It was also discussed about putting reflective tape in front of the Post Office.

Property & Planning Committee Report: Mark Tarle, chair. There was a discussion regarding 902 N. Warren Avenue. Residents presented a letter regarding nuisance property with their signatures. There are multiple complaints pertaining to the business blocking traffic due to no parking. The Solicitor will be checking on the law concerning the current business.

Land bank is waiting on bids to demolish 702 Armstrong Avenue. It was discussed to check the property with the double lot adjacent to 702 as well since the lot is currently a mess. Property & Planning will check with the officers to see if citations have already been written.

Public Relations/Citizens Advisory Committee Report: Jennifer Mullins, chair.

Council attempted the 1st Meet and Greet with one attendee. They will continue to encourage residents to attend.

May Daze event is in full swing. The signs have been set up promoting the event. April 17, 2021 is the deadline for vendors to be put on the map.
Mural project – dedication.

Meetings for community wide events for the summer are being planned. The committee read through the Owens Grove Indenture to make sure the events are permissible. It is not permitted to have commercial sales, such as a store-permanent fixtures nor is alcohol allowed in the park.

Jennifer Mullins read the support letter from Ken Kaminski of Roaring Run Water association in regards to the Rural Business Development Grant.

A big thank you to Apollo Hose Co. #2 for the use of their hall for another Council Meeting.

At 9:18 pm a motion was made by Patrick Zelonka and seconded by Jennifer Mullins to adjourn the meeting. Motion passed unanimously.

John Steele
Council President

Deanna Shupe
Borough Secretary/Treasurer