



## REGULAR COUNCIL MEETING MINUTES

April 4, 2016 @7:00 PM  
159 MONROE STREET  
PROSPECT, PA 16052

**CALL TO ORDER:** President Bill Marciniak called the regular meeting of the Prospect Borough Council to order @7:00PM. There was a prayer given by Pastor Steve Cort and then a salute to the flag. The following Council members were present: Sam Wagner, Bob Boice, Chad Green, Eric Hilliard, Glen Gitzen and Mayor Jim Butler. Mary Harmon was absent. GTN Solicitor; Anthony Colangelo and KLH Engineer; Shawn Rosensteel were also in attendance.

Mr. Marciniak wanted to thank Sam, Chad, Higgy, George and Bill on the work they did to tear down the wall and make our new meeting room. Great job guys!

**APPROVAL OF MINUTES:** There were no changes to the March 7, 2016 Regular Council Meeting Minutes. Mr. Boice made motion to approve the March 7, 2016 Regular Council Meeting Minutes; Mr. Wagner 2<sup>nd</sup>. Motion carried.

**VISITORS:** Jared Kline, Nick Vaccarello plus more residents of Prospect Borough (see attached sign-in sheet).

Jared Kline has concerns about the self-imposed moratorium we have on issuing sewage taps as DEP tells him that they have lifted our moratorium. Mr. Wagner explained to him that we are on a Corrective Action Plan which under DEP restrictions the moratorium must stay in place. Mr. Kline proceeded to tell Council that there was a tap there but that once the home was removed the sewage fees have not been paid for. Mr. Wagner said if this tap is part of the EDU count then he saw no reason that he should not be allowed to tap into it but this would have to be investigated and Sewage Committee would get back to Mr. Kline. Mr. Kline is aware that if allowed to have this tap he would have to pay the tap in fees.

Mr. Vaccarello had many issues. One of which was similar to Mr. Kline's but on his Hockenberry Farm. Mr. Vaccarello is upset over what was given to Ms. Robinson as he signed the agreement without payment. He stated he wants the same as we have given

Ms. Robison and he will get a court injunction on it. He also stated we are not following Act 167 regarding the Wagner drainage issue. The last was the storm sewer and that he was going to place a pipe in it to defer the water. Mr. Marciniak said that our engineer's and solicitor have talked to him in the past about all these issues but he would refer this over to them again.

**LIBRARY:** Glen Gitzen said that the Library was doing well. Please see attached report.

**PUBLIC SAFTEY:** Ms. Harmon was absent but Mr. Marciniak stated that the committee is still looking into the Reverse 911 and are in the process of getting the Butler County Emergency Plan from Steve Bicehouse. Once they have these documents in place the committee would like to adopt these plans for the Borough.

**PLANNING COMMISSION:** Alan Vagasky said that he has spoken to the gentleman who is looking at the old hotel who was trying to obtain the dimensions of the property. He also wanted to know about alley and it has been determined that it is closed and is part of the property.

**STORMWATER MANAGEMENT AND STREETS:** Mr. Boice made motion to have the streets cleaned prior to the Parade; Mr. Hilliard 2<sup>nd</sup>. Motion carried.

Mr. Boice made motion to send the state the permit paperwork for the road closing for the parade; Mr. Hilliard 2<sup>nd</sup>. Motion carried.

**BUILDING & GROUNDS/MAINTENANCE & FACILITY:** Mr. Wagner said that they contacted the Zoning Officer, Mike Grill, and he told them they needed no permit to tear the wall down. Mr. Wagner made calls to council approve this decision. (Mr. Wagner, Mr. Marciniak, Mr. Green, Mr., Gitzen, Mr. Hilliard and Ms. Harmon).

Mr. Wagner said they are still installing the security cameras so they are not working yet. Mr. Wagner said that these cameras are for security purposes only.

Mr., Wagner wanted to thank everyone who helped in getting the new meeting room started and hopes to be all completed soon.

Mr. Wagner wanted to let all know the exit signs do work now.

Mr. Boice made motion to approve up to \$388.00 for the replacement window in the front office but to try find the cheapest method; Mr. Wagner 2<sup>nd</sup>. Motion carried.

George Simcic, Borough employee, had prices for ceiling tile and epoxy paint for the new meeting room and front office from Home Depot, Lowes and Walmart. Mr. Wagner made motion to let Mr. Simcic proceed to purchase the tiles and paint with the best price he can find once he gets more information back to the committee; Mr. Boice 2<sup>nd</sup>. Motion carried.

Mr. Wagner made motion for The Prospect Borough Clean-Up Days to be held on May 20<sup>th</sup> (all day) and May 21<sup>st</sup> (half day); Mr. Boice 2<sup>nd</sup>. Motion carried.

Mr. Boice made motion to purchase metal signs for the camera system from Walsh Equipment; Mr. Wagner 2<sup>nd</sup>. Motion carried. Mr. Wagner mentioned the recorder will be stored in the police office.

**PERSONNEL:** Mr. Green wanted to welcome George Simcic as a new employee to the Borough.

Mr. Green said that the part time employee we have working here is not being justified fairly when she is on vacation as she is scheduled to work 29 hours per week but per the handbook she is only allowed 4 hours per day for time off. The stipulation for part time employees receiving vacation, holiday and personal benefits is based on averaging 90 (ninety) or more hours per month throughout the year. Mr. Green made motion to have any individual that are eligible for these benefits to be paid according to their work schedule; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

Mr. Green made motion to give Mr. Simcic a 20% raise from \$10.00 to \$12.00 per hour; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

Mr. Green will be getting together with Mayor Butler to start Joshua Sheppeck's evaluation.

Mr. Gitzen made motion to send George Simcic to Safety Classes per advisement of KLH Engineering and for the Borough to pay; Mr. Wagner 2<sup>nd</sup>. Motion carried.

**MAYOR:** Mayor Butler went to the Butler County Tax Collection Meeting and Berkheimer was celebrating their 80<sup>th</sup> Anniversary with cake for all.

**POLICE:** Mayor Butler went over the police report.

A Decibel meter for noise and a Scale for 10-ton limit we cannot afford so therefore we cannot enforce without an outside enforcement source.

**SEWAGE:** Mr. Hixson (Higgy) discussed the cutters needed for the Barnes pumps at Wilson Pump Station and the pumps at McNaughton. Mr. Hixson (Higgy) said that the cutters for now are Ok at the McNaughton Pump Station and he has two (2) sets available to use. For the Barnes pumps he only has 1 set and it takes two (2) weeks to be delivered. All the Barnes pumps cutters need replaced. Mr. Wagner made motion to purchase five (5) cutters for the Barnes pumps at Wilson Pump Station; Mr. Green 2<sup>nd</sup>. Motion carried.

Mr. Wagner mentioned the push camera was delivered and the Maintenance Department is getting ready to start televising.

Mr. Hixson (Higgy) said him, George and Bill made a special 6" pipe to feed into the wet well at Wilson Pump Station to run the camera through.

Mr. Hixson (Higgy) also said he and his guys made a cradle to hold the pumps at Wilson for easier access to change oil, cutters and seals.

Mr. Rosensteel said that Auma was here March 4<sup>th</sup> and it was determined that the valve and actuator are operating as designed but suggested before the pump starts to have the valve open to flush out the line; a suggested start up sequence.

The annual Wasteload Management Report is due at the end of April and KLH will complete and submit this report to the DEP by this deadline.

Mr. Rosensteel said that the design is complete for the culvert on Wilson Road and KLH will request quotes from qualified contractors for presentation at the next month's meeting.

**OLD BUSINESS:** The 2016 Butler Fair Agreement was signed.

Mr. Marciniak said that the Time of Sale Ordinance that was referred to our solicitor and engineer is ready to go; copies will be distributed to all Council.

Mr. Boice wanted the engineer to start looking into Monroe Street. Jim Willard received some documents from Dave Stellfox, ex Councilman. Mr. Tissue is to call to see where the

paperwork is as we need to get Right of Way Agreements from residents to make this a public street.

**NEW BUSINESS:** Mr. Marciniak said that we did not pay the \$40 for Who's Who as previously approved as we do not participate in this program.

Mr. Wagner made motion to approve to pay \$302.65 for pre-paid envelopes; Mr. Boice 2<sup>nd</sup>. Motion carried.

Mr. Marciniak mentioned about the BCBA Dinner on April 21<sup>st</sup> at 6:30PM; please let Ms. Marzullo know if are attending by the end of this week so we have a count.

Mr. Marciniak said that each Council have received copies of Man Camps, Holding Tanks and Landlord Renters sample ordinances. Please review them and make notations as he would like the consensus on should we pursue these ordinances or not. The following for responses; Mr. Gitzen; yes, Mr. Green; yes, Mr. Wagner; yes, Mr. Boice; yes, and Mr. Hilliard; yes.

Mr. Marciniak would like to check to see if Minuteman could change the format on the Prospector Newsletter and will go to their office to discuss.

Mr. Marciniak asked Council if they had a chance to review all articles in the newsletter. Some of the council did not like the Water Report as it sounded editorial. Mayor Butler said that we could note on the bottom of the article that this is her opinion and not the opinion of the whole council. Mr. Marciniak thought the first one that was submitted was OK but not the new additions. Mr. Colangelo said that newsletters should not include opinions as the newsletter was for public announcements and such. Mr. Hilliard made motion to remove the whole Water article; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

Mr. Marciniak would like to add the delinquent monies that have come in since the Council started pursuing in the newsletter; no names just the total; \$35,229.38.

**EXECUTIVE SESSION:** 8:19PM

**RESUMED:** 8:47PM

**NEW BUSINESS:** Mr. Wagner made motion to include a quart of stain with the paint for the backroom; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

**PAY BILLS:** Motion made by Mr. Hilliard to pay the General Fund Bills for \$5,479.51; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

Motion made by Mr. Wagner to pay the Sewage Fund Bills for \$1,789.62; Mr. Hilliard 2<sup>nd</sup>. Motion carried.

Motion made by Mr. Hilliard to pay the Highway Aid Fund Bills for \$2,096.25; Mr. Wagner 2<sup>nd</sup>. Motion carried.

**Round Table:**

Mr. Gitzen	Wanted to say great job George and for Josh who is being seen in the community (visible).
Mr. Rosensteel	No additional comments.
Mr. Green	Perfect job on the conduit George!
Mr. Wagner	Sewage Meeting on March 12 <sup>th</sup> . Ms. Marzullo to contact Dustin Drew.
Ms. Marzullo	Please look over the new ordinances; Man Camps, Holding Tanks and Landlord Renters. They are very informational.
Mr. Boice	No additional comments.
Mr. Hilliard	No additional comments.
Mayor Butler	Great job Higgy, George and Bill!
Mr. Marciniak	This new meeting room is really nice and thank you!
Mr. Colangelo	No additional comments.
Higgy, George	No additional comments.

**ADJOURN:** 8:55PM. No further business at hand, motion made by Mr. Wagner to adjourn; Mr. Green 2<sup>nd</sup>. Motion carried.