



COUNCIL MEETING MINUTES
December 8, 2014 @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 with a salute to the flag. The following Council members were present: Dave Stellfox, Sam Wagner, Mary Harmon, Pete Bryan, Glen Gitzen, Bob Boice and Mayor Jim Butler. GTN Solicitor; Anthony Colangelo and KLH Engineer; Eric Tissue were also in attendance.

APPROVAL OF MINUTES: There was no changes to the November 3, 2014 Regular Council Meeting Minutes. Ms. Harmon wanted to know why the minutes showed that Mayor Butler reduced the police hours from 120 to 100 hours as this was not discussed in their Budget meeting. Mayor Butler said this was discussed at the Budget meeting and Mr. Boice thought this was also discussed. Mr. Boice asked why the original minutes with Mr. Nick Vaccarello's comments were removed. Mr. Stellfox had Ms. Marzullo remove them according to Robert's Rules. Motion made by Mr. Gitzen to approve; Mr. Stellfox 2nd. All approved but Mr. Boice. Roll call: Mr. Gitzen; yes, Mr. Boice; no, Mr. Stellfox; yes, Mr. Bryan; yes, Mr. Wagner; yes, Ms. Harmon; no and chair; yes. Motion carried.

VISITORS: Paul Throm plus more residents of Prospect Borough (see attached sign-in sheet).

Mr. Throm had a pine tree fall down on his house and there is issues regarding who is responsible for the other trees that need to come down as he was told the trees are dead. The Borough did remove four or five of his trees eight or so years ago to widen the road. Mr. Boice said we needed to know who owns the right of way. Ms. Harmon told Mr. Throm that we would research this further and get back to him.

LIBRARY: Nothing to Report.

SIDEWALKS & PUBLIC SERVICES: Mr. Gitzen said he will be getting together with Mr. Colangelo this week on the one trash hauler project.

Mr. Gitzen hopes that with a new governor maybe we could get our sidewalks done.

Mr. Gitzen said that the new Dollar General wants to donate to the community which includes Prospect Borough and Franklin Township through a Food Cupboard/Toys project. Mr. Bryan also met with Dollar General. Between Franklin Township and us we have fifty five (55) needy families with seventy five (75) children within these families listed with the Moraine Elementary School. Anyone can contribute or donate to this cause. Mr. Bryan has made contact with the school and they are delighted to see the toys for the children. The Food Cupboard will be ongoing throughout the year. All food goes to the Mt. Chestnut Presbyterian Church and the toys go directly to the Moraine Elementary School. Mr. Bryan will help out in transporting the food to the Church and Mr. Stellfox said he would also help; if needed. Mr. Bryan said this is a good thing for the community.

EMA: Nothing to report per Mr. Stellfox other than Nathan Blackwood should be done with school and he will contact Mr. Blackwood to see if he can start to attend these meetings.

PLANNING COMMISSION: Alan Vagasky was unable to attend tonight's meeting but did call in and said there was nothing to report.

PARKS and RECREATION: Mr. Bryan went to the pavilion and all is well. Mr. Bryan did say that four (4) picnic tables were on the grass and need put back in the pavilion. Mr. Marciniak said that we would have the Maintenance Department take care of.

Mr. Bryan said there is a Christmas Party Saturday, December 20th, from noon to 4PM held at the Fire Hall. Mr. Bryan needs a monetary donation for cookies and is asking for \$75.00. There was a discussion regarding insurance liability. Mr. Bryan made a motion to donate \$75.00 to either purchase or have someone make 20 dozen cookies; Mr. Boice 2nd. All approved but Ms. Harmon. Roll call: Mr. Gitzen; yes, Mr. Boice; yes, Mr. Stellfox; yes, Mr. Bryan; yes, Mr. Wagner; yes, Ms. Harmon; no and chair; yes. Motion carried.

STREETS AND STORM WATER: Mr. Boice received the Agreements for Connoquenessing and Art Marbell from Mr. Colangelo. Mr. Colangelo had a few corrections to make to the Marbell Agreement as Mrs. Marbell is deceased. Mr. Boice made motion to accept both Agreements; Mr. Bryan 2nd. Motion carried.

Mr. Marciniak addressed the culvert issue on 528 near the Mayor's home and stated that the Maintenance Department did clean out those ditches twice this year but that the culvert at Harmon Lane does need dug out and replaced. This will be put on hold till Spring/Summer 2015.

Ms. Harmon mentioned more and more residents are putting up stakes in front of their properties and was wondering how this was going to affect Robert Hixson (Higgy's)

plowing the roads. Council stated that once these properties are surveyed we will readdress this issue.

MAINTENANCE & FACILITY, BUILDING & GROUNDS: Mr. Bryan said that all is well and we are ready for winter. BURR....

PERSONNEL: Ms. Harmon said the Insurance Committee worked with Robert Hixson (Higgy) and was able to purchase a good Health Insurance Plan that contributed to a considerable savings to the Borough.

The Insurance Committee is still working on the Borough's Insurance quotes but is slow going as most agencies will not quote until thirty (30) to Sixty (60) days before the initial due date.

MAYOR: Mayor Butler said that the Christmas banners are out and was one of the windiest days to choose to do so; almost blew Robert Hixson (Higgy) away with the ladder!

POLICE: Mayor Butler said that David Murrman; new police officer, was sworn in but still waiting for his vest to come in. Mr. Murrman will then be riding along with Chuck Tatton for a few days and then will be on his own.

Mayor Butler went over the police report.

Mr. Gitzen made motion to adopt Resolution 2014-14; for Matt Wagner; police officer, to join the Butler County Drug Task Force; Ms. Harmon 2nd. Mr. Wagner abstained. Motion carried. The Drug Task Force will reimburse the Prospect Borough for Mr. Wagner's time.

Mayor Butler says he needs to get permission to get two (2) police badges at \$53.00 each. Mr. Gitzen made motion to purchase these for \$106.00 but not till January 2015; Mr. Stellfox 2nd. Motion carried.

Mayor Butler told Council that Chuck Tatton and himself got together and did the police inventory and should have all information ready for the Insurance meeting Thursday morning.

Mr. Bryan thanked Mayor Butler for the new report but next year would like some more additions. Examples: Miles each officer drove, officers who attended court and hours, etc. by month; mostly a report broken down by officer.

Mayor Butler wanted to know if the work hours for the police should stay at 100 hours for 2015 or revert back to 120 since not approved by council to reduce. Mr. Stellfox

made motion to keep the hours at 120 per month for the Police Department; Mr. Gitzen 2nd. Mr. Wagner abstained. Motion carried.

Mr. Bryan made the motion to have Mayor Butler ask for Don Lutz's resignation; Ms. Harmon 2nd. Mr. Wagner abstained. Motion carried.

SEWAGE: Mr. Tissue said that as we were aware we have had start up issues. On December 9th @ 9:30AM they have rescheduled another start up.

Mr. Tissue is aware of the Wilson Pump issue and has contacted the vendor and they have filed a warranty claim to get the pump replaced. Mr. Tissue said that we need to switch pumps arranged on rails and Mr. Boice spoke up and stated that this should not have to be done by our guys and should be done by the contractors. Mr. Tissue agreed. Mr. Tissue said they are trying to work it out and hopefully the equipment issue will be resolved. Mr. Marciniak stated that we have been making payments to the PennVest Loan and we were not to make payments until all completed. Mr. Tissue said the meter is working now but it is under warranty for a year. He also wants to make sure the valve is working properly once the pumps start up.

Fairgrounds to be discussed in executive session.

It was decided by Council unanimously that there will be no payment made to KLH Engineering, Inc. for all funds until the job is done. Mr. Tissue understands completely.

Ms. Harmon brought up the sewage leakage that was on the Diana Fair property. Norm George; SEO with PCS, sent a letter to Ms. Fair who in turn called the Borough Office and said she was disabled and could we send all information to her son, Quinton Fair, who lives on this property. This is passing the buck to her son when this leakage is contaminating her property plus the neighbors. Mr. Colangelo said that the property owner is responsible so all paperwork must go to Ms. Fair. Ms. Marzullo will send Norm George an email explaining that Diana Fair is responsible for this leakage and all information must go directly to her accordingly.

Ms. Harmon said that Ms. Marzullo took a call from someone owning a piece of the property and wanted to know why they had to pay for sewage payments when the mobile home was removed. They also had heard from other residents who do not pay this and have the taps. Ms. Harmon stated this is why we need the availability fee for unused taps ordinance. Mr. Gitzen said we need a two (2) to three (3) people committee just for taps. Mr. Marciniak said there is no easy or quick answer to this issue as once we have one answer another issue is brought up. The Sewage Committee needs to cover everything for residents paying and not paying and hopefully what happens is that this is put to rest. Mr. Colangelo mentioned our Ordinance 2003-2 that when a resident purchases a tap they have one year and if have not built yet can apply for another year but if not used by than the tap goes back to the Borough

partially refunded. Mr. Colangelo said we may need to revisit and revise this Ordinance but for now this is what we should show the residents if they have any questions.

Mr. Marciniak said that the new Sewage Books is at the printers per Judith Raisley; Tax and Sewage Collector. There will be two (2) different types of books. One for a single EDU and the other for two (2) or more EDU's. The residents who have two (2) or more Ms. Raisley has noted the payment due on the book. There is also a cover letter going out with the books explaining the account holder shall become delinquent in a monetary amount of three thousand (\$3,000.00) dollars or more, the Sanitary Sewage Collector shall immediately forward such account to the Borough of Prospect for immediate lien of the delinquent account.

Mr. Marciniak said talking with Ms. Raisley the Law has changed in Butler County that there has to be another elected person as backup for the Tax Collector position. C.J. Mitchell; Tax Collector for Franklin Township, will be Ms. Raisley's backup and Ms. Raisley will be Franklin Township's back up.

Mr. Marciniak said that the Slippery Rock Area School District will have twenty two (22) less children next year so therefore the EDU's went down two (2) EDU's; \$2,250.00 versus \$2,350.00.

Mr. Bryan stated the Prospect Borough Library is the third busiest Library in Butler County. Mr. Bryan says it is important that we donate money to the Library.

OLD BUSINESS: Mr. Boice made motion to adopt the 2015 General Fund Budget; Mr. Gitzen 2nd. Motion carried.

Mr. Wagner made motion to adopt the 2015 Sewage Fund Budget; Mr. Boice 2nd. All approved but Mr. Gitzen. Roll call: Mr. Gitzen; no, Mr. Boice; yes, Mr. Stellfox; yes, Mr. Bryan; yes, Mr. Wagner; yes, Ms. Harmon; yes and chair; yes. Motion carried.

Mr. Colangelo is still working on the Time of Sale Ordinance but will have something at the next January 5th meeting.

Mr. Marciniak brought up the Borough Fee Schedule and asking all Council to please review. Mr. Colangelo said some information was duplicated and needed to be removed. Ms. Marzullo will update and give each Council member an updated copy. Mr. Marciniak said he knows we are not ready yet to adopt but please review for next meeting.

Mr. Marciniak said that the Public Safety Committee issue will be addressed at the January 5th meeting.

Mr. Marciniak stated that we would table the 2014 Goals.

Mayor Butler said the Tinker property on LaFayette Street cannot be donated to anyone including the Borough at this time. The Mayor and Mr. Colangelo found a person for her to contact to get an estimate and to remove the tree.

Mr. Colangelo stated the Mr. Hardt's issue for the taps he has not used and paid over \$20,000 basically falls under the Ordinance 2003-2.

Mr. Marciniak said he talked to Mr. Huff before the meeting, since he could not stay, regarding the issue with the Borough property he has been using. Mr. Marciniak told Mr. Huff another letter was sent from our attorney, Mr. Colangelo, explaining if he wanted the use of the property he would have to abide by the letter and he would have to pay all attorney fees; if compliance was not met by January 1, 2015 Mr. Huff would have to remove all his belongings from our property.

Mr. Marciniak asked Mayor Butler if Ms. Harmon's complaint concerning Mr. Huff's dog was taken care of. Mayor Butler said he spoke with him at last month's meeting regarding this.

Mr. Wagner said to put the 488/528 home liability issue on hold for now.

Mayor Butler has a letter for Nick Vaccarello regarding the old truck and bushes/shrubs overgrown on 141-151 Kennedy Road; buses cannot see children at stops. Discussion came up if we go after one old parked vehicle we may have to go after all. Council decided to have Mayor send a courtesy letter first to all residents who have old parked vehicles on property. If they don't comply, will address then.

Mr. Marciniak, Ms. Harmon and Mr. Tissue attended the Fairgrounds Board Meeting. Mr. Tissue explained to the board the Drnach Meter that was installed, what the flow was, projected totals for the month and the surcharge of \$8,000. Per Mr. Marciniak their reaction was if he said do pigs fly? Mr. Marciniak said they have till their next meeting on December 17, 2014 whether they have a once a year charge, monthly twelve (12) months or the Borough will put a meter on the Fair property and bill them for all usage. The Fairgrounds will also assume the costs of the meter.

Mr. Bryan made motion to adopt the 2014-6 Ordinance, keeping the fix rate of 7.5 mil for 2015; Mr. Wagner 2nd. Motion carried.

Mr. Marciniak said the Robinson issue will be discussed in executive session.

NEW BUSINESS: Bob Koch; PCS Zoning Officer, is back and he is our contact now. There are some issues keeping track of names, addresses and permits so it has been determined to have Ms. Marzullo to call or email PCS with the information provided by the resident in question. Therefore if PCS receives any calls before the Borough knows

they are to inform us by a call or email and designate the residents name, address, zoning issue, etc. this way The Borough and PCS will be in sync. Mr. Bryan made motion to start this new procedure immediately having Ms. Marzullo in charge of whom are obtaining permits over PCS first; Mr. Boice 2nd. Motion carried.

Mr. Marciniak gave Mr. Colangelo an invoice we keep getting from Industrial Chem Labs for degreaser and root begone. We received the shipment with only degreaser and made several attempts by phone and email to have resolved. Mr. Colangelo will address this issue.

Mr. Marciniak told council we received a letter from the Butler County Planning Commission regarding the Block Grant. The criteria had no change this year except the deadline was extended to March 31, 2015. They did open up more projects. Mr. Marciniak says we do not qualify this year since this is based off the 2000 census again which are income level is too high. We could apply again but would need help getting people going door to door to help us get all residents plus we need to consider the costs.

Mr. Marciniak asked Mr. Colangelo if we needed resolutions every year for example zoning officers, solicitors, banking, etc. Mr. Colangelo said we would need a resolution for the reorganization year only; every other year, next one 2016.

Mr. Marciniak said we got an invoice for the Borough Newsmagazine and wanted to make sure all council were interested as he feels this magazine is very informative. All council were Ok with getting this magazine next year. This invoice will be approved in the General Funds bills to be paid.

Mr. Marciniak told council we have two (2) old payroll checks for Henry Joyce, a seasonal part-time employee that he has not cashed yet. Mr. Marciniak also told council we had stopped payment on one of them and even reissued and still he did not cash it. Council decided to write these off at the end of the year.

Mr. Marciniak had an application from Patrick Gauselmann; a zoning/enforcement officer who would like to work with us in 2015 and to use PCS as a third party. His rate per Mr. Marciniak is one half of PCS's. The application will be available for any council to look at.

EXECUTIVE SESION: 9:35PM

RESUMED: 10:08PM

Mr. Bryan made motion that the Personnel Committee or Public Safety Committee will do evaluations on all employees; Mr. Gitzen 2nd. All approved but Mr. Stellfox. Roll call:

Mr. Gitzen; yes, Mr. Boice; yes, Mr. Stellfox; no, Mr. Bryan; yes, Mr. Wagner; yes, Ms. Harmon; yes and chair; yes. Motion carried.

Ms. Harmon said there is a Municipal Finance Laws Webinar December 10th at Noon to 1PM at her home; all are welcome to attend.

PAY BILLS: General Fund Bills was Ok'd to be paid \$4,763.85; this total reflects removing \$200.00 for KLH Engineering and adding \$100.00 for the PA State of Borough Magazine subscription and reimbursing Ms. Raisley \$34.30 for postage for certified lien letters. Motion made by Mr. Bryan to pay; Mr. Wagner 2nd. Motion carried.

Sewage Fund Bills was Ok'd to be paid \$601.58. Motion made by Ms. Harmon to pay; Mr. Wagner 2nd. Motion carried.

Highway Aid Fund Bills was Ok'd to be paid \$56.41. Motion made by Ms. Harmon to pay; Mr. Bryan 2nd. Motion carried.

Round Table:

Mr. Gitzen	No additional comments.
Mr. Boice	Get rid of police.
Mr. Stellfox	No additional comments.
Mr. Bryan	In 2015 we need to take a hard look how we spend our monies by being productive and making good use of the tax payer's money.
Ms. Marzullo	No additional comments.
Mayor Butler	No additional comments.
Ms. Harmon	No additional comments.
Mr. Wagner	No additional comments.
Mr. Colangelo	No additional comments.

Mr. Bryan wanted to mention that he would like us to consider to making a donation to the Library; Mr. Stellfox agrees. Mr. Marciniak said he would like to donate to the Fireman as they are just as important if not more as the Library. At this time the Borough is not in a financial shape to give at this time as we have no monies coming in January through March 2015.

ADJOURN: 10:30PM. No further business at hand, motion made by Mr. Gitzen to adjourn; Ms. Harmon 2nd. Motion carried.