



REGULAR COUNCIL MEETING MINUTES

January 3, 2017 @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 salute to the flag and a prayer given by Pastor Steve Cort. The following Council members were present: Mary Harmon, Glen Gitzen, Sam Wagner, Chad Green, Eric Hilliard and Mayor Jim Butler. Bob Boice was absent. Stepanian & Menchyk, LLP Solicitor, Andrew Menchyk and KLH Engineer, Shawn Rosensteel were also in attendance.

APPROVAL OF MINUTES: There were no changes to the December 5, 2016 Regular Council Meeting Minutes. Ms. Harmon made motion to approve the December 5, 2016 Regular Council Meeting Minutes; Mr. Wagner 2nd. Motion carried.

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

Andrew Obringer explained he is a partner with Kenneth Hogue and they have a home business on Main Street and were told by Council that they were allowed this business in the Borough. Mr. Obringer said they responded to the appeal and were still receiving letters. He then told Council that they were moving this business to Franklin Township and they were in the process of building a new facility. Mr. Marciniak stated that they would take this under the advisement of our solicitor but since moving the business out of the Borough the case is basically resolved. Mr. Marciniak did express that he is not opposed to home businesses but the business owners should follow the Borough's laws and get the appropriate permits first

LIBRARY: Nothing to report per Glen Gitzen.

PUBLIC SAFTEY: Ms. Harmon said that she received the information from SwiftReach and Ms. Marzullo will be handling it.

Ms. Harmon said that all Council should read the Emergency Management letter that is offering everyone to come to a meeting at BC3 to explain the changes to the system. This will also reflect the new radio system.

Ms. Harmon talked about the tax credit program for volunteer firefighters; basically, a tax credit on their local taxes. Mr. Marciniak said that is important as everyone is losing volunteer firefighters and may give them incentive to continue. Ms. Harmon said that this needs to be investigated further but she is not able to do so.

PLANNING COMMISSION: Alan Vagasky was not able to attend but Mr. Marciniak said that at their last meeting they were presented with a plan for a property line revision between Tom Taylor and Tim Shaffer. The Planning Commission has reviewed and has forwarded this on to KLH Engineering. Mr. Rosensteel said that KLH will have a plan later this week. Mr. Marciniak said that Shaffer is just squaring off his property with Taylor.

STORMWATER MANAGEMENT AND STREETS: Mr. Boice was absent so nothing to report.

BUILDING & GROUNDS/MAINTENANCE & FACILITY: Mr. Hilliard made motion to ratify an earlier vote on the purchase of springs for the pickup for a cost of \$1,200.00; Mr. Wagner 2nd. Motion carried.

Mr. Gitzen made motion to accept the modified 2016-2017 Franklin Township Agreement; Mr. Hilliard 2nd. Motion carried.

Mr. Wagner said that the Maintenance Department were looking into building a salt bin. They have found some barriers that will be donated by Specialty Pre-Cast Concrete and they will also deliver them to us. Mr. Wagner said we need more barriers that can be purchased from JJ Kennedy at a cost of \$560.00 They will need a tarp cover at a cost of approximately \$200. Mr. Gitzen made motion to approve the purchase of the barriers and tarp; Mr. Green 2nd. Motion carried.

Mr. Wagner made motion to get a strobe light for on the top of the saltbox; cost \$190/Kit; Mr. Gitzen 2nd. Motion carried. This can be paid from the Highway Liquid Fuels Monies.

Mr. Wagner made motion to purchase a mini light bar from Rural King at a cost of \$29.00 to replace the truck roof light; Mr. Gitzen 2nd. Motion carried.

PERSONNEL: Mr. Green stated that the Personnel Committee still needed to get together with Mayor Butler to go over the procedures that coincide with the policy handbook for evaluation process.

Mr. Green made motion to increase Police Officer Terry Hilton's pay to \$12.00/hour as he has met his ninety (90) days probation; Mr. Gitzen 2nd. Motion carried.

MAYOR: Mayor Butler said he met with Jessica Saul for The Color Run Event and she seemed fine with the new route patterns. She has to meet first with the PTO to be approved, they meet later this month. He also discussed with her if she wanted this to be before or after the parade. She is to get back to Mayor Butler with their decision.

POLICE: See Police Report.

Mayor Butler said that Tammy Boice was in for the police computers and found that a wire was crossed in the routers; all is fine now.

Mayor Butler said that Rachel Sporrer qualified in pistol and shot gun. He found another supplier in New Castle for her clothing so we will be returning the other items back. Sheriff Sloop said that she could use her vest so we sent the other vest back; huge savings!

Mayor Butler said with the new radio change it will be good for us as it will give us 2 mobiles and 4 portables.

Mr. Gitzen made motion to purchase 2 shirts and 2 pair of pants for Officer Terry Hilton; Mr. Hilliard approved. Motion carried.

Ms. Harmon made motion to purchase a left-handed Taser holster of Officer Terry Hilton at a cost of \$56; Mr. Hilliard approved. Motion carried.

Ms. Harmon asked the Mayor about the body camera and he stated they were on hold for now.

SEWAGE: Mr. Wagner asked Shawn about the status of the pump panel. Mr. Rosensteel said that he thought this would be constructed before the February meeting.

Mr. Rosensteel said that someone from DCNR was to contact him regarding our tap request. He has not received any call back so he will contact him again.

Mr. Rosensteel said he did not receive the Dressler modified plans until December 22nd and was not able to review yet.

Mr. Rosensteel will be reviewing the Kline Sub-Division and the Shaffer Lot Line Revision and will have them completed by the end of this week and will have a letter sent to the Planning Commission for their next meeting.

Mr. Wagner made motion keep the 2017-2108 Butler Fairground Agreement as is at \$500.00 per month for at least one more year; Mr. Gitzen 2nd. Motion carried. Mr. Wagner said we need to review this next year.

Mr. Wagner made motion to send George Simcic to the Hydraulics Class for \$99; Mr. Hilliard 2nd. Motion carried.

Mr. Wagner said that the next Sewage meeting will be on Tuesday, January 17th at 9AM. Ms. Marzullo will send out an email to all.

Mr. Rosensteel said that all his points on his report were already discussed; all good.

Mr. Wagner said he received a letter from a delinquent sewage customer that would like to be set up on a payment plan. Mayor Butler said we should set a precedent with payment plans. Mr. Marciniak said that Mr. Wagner should contact them first to see what they were willing to pay; they are delinquent for \$456.00. Mr. Menchyk said we need to come up with a basic agreement that you can use to just fill in the blanks.

OLD BUSINESS: Mr. Marciniak said that the committee needs to get together to start going over the pages to be reviewed. Mayor Butler said that the majority has already been completed and this process should not take that long. Mayor Butler told Mr. Menchyk that they will have a few additions such as posting of the property since some of our residents will not pick up their registered mail. Most violations are for high grass and weeds, junk cars, just junk, etc.

Mr. Menchyk said that he did receive the Floodplain Ordinance and he will start to review this but the deadline is summer.

Mr. Gitzen made motion to order an audio recorder with a limit of \$100.00; Mr. Hilliard 2nd. Motion carried.

Mr. Gitzen made motion to get a meeting together with DCNR to renegotiate the Park Agreement; Mr. Hilliard 2nd. Motion carried.

Mr. Rosensteel stated that he has not heard anything back regarding our Sewage Grant.

NEW BUSINESS: Mr. Hilliard made motion to purchase two (2) rolls of stamps; Mr. Hilliard 2nd. Motion carried.

Mr. Hilliard made motion to order deposit books for the General and Sewage Fund; Mr. Green 2nd. Motion carried.

Mr. Marciniak said that Waste Management is charging us \$128.54 a month and we are on a current 3-year contract. We received a quote from Tri-County for \$60.00 a month with a one-time charge of \$75.00 for a dumpster. To cancel service with Waste Management the fee would be \$664.16. Based on what we are paying we would still have a savings of \$82.32 for 2017 and \$822.48 for 2018. Mr. Hilliard made motion to cancel Waste Management and use Tri-County services and pay the early termination fee; Mr. Green 2nd. Motion carried.

Mr. Wagner made motion to have Mr. Marciniak send a letter to the Slippery Rock School Board to encourage them to use the old soccer field off Jefferson and McGowan Street to use as additional parking during the school's events; Ms. Harmon 2nd. Motion carried.

Mr. Hilliard made motion to adopt Resolution 2017-01 to appoint Chairperson, Pete Bryan, for vacancy board; Mr. Wagner 2nd. Motion carried.

Mr. Wagner made motion to adopt Resolution 2017-02 to appoint Auditor, John Farinelli, Mr. Gitzen 2nd. Motion carried

Mr. Wagner made motion to adopt Resolution 2017-03 to appoint Open Records Officer, Ms. Marzullo; Mr. Hilliard 2nd. Motion carried.

Mr. Wagner made motion to adopt Resolution 2017-04 to appoint Secretary, Ms. Marzullo; Mr. Hilliard 2nd. Motion carried.

Mr. Green made motion to adopt Resolution 2017-05 to appoint Treasurer, Ms. Marzullo; Mr. Hilliard 2nd. Motion carried.

Mr. Wagner made motion to adopt Resolution 2017-06 to appoint Solicitor, Stepanian & Menchuk LLP, Mr. Hilliard 2nd. Motion carried.

Mr. Green made motion to adopt Resolution 2017-07 to appoint Depository for All Monies; First National Bank; Mr. Hilliard 2nd. Motion carried.

Mr. Green made motion to adopt Resolution 2017-08 to appoint Newspaper of Circulation; Butler Eagle; Mr. Hilliard 2nd. Motion carried.

Mr. Wagner made motion to adopt Resolution 2017-09 to appoint Pension Plan Contribution; \$625.00 per Person; Mr. Hilliard 2nd. Motion carried.

Mr. Wagner made motion to adopt Resolution 2017-10 to appoint Zoning Enforcement Officer; Municipal Code Association, Dave Hazlet; Mr. Hilliard 2nd. Motion carried.

Mr. Green made motion to adopt Resolution 2017-11 to appoint Sewage Enforcement Officer; Doug Duncan; Mr. Hilliard 2nd. Motion carried.

Mr. Wagner made motion to adopt Resolution 2017-12 to appoint Zoning Hearing Board Member; Jan McDonald for a 3-Year Term; Mr. Hilliard 2nd. Motion carried.

Ms. Harmon made motion to adopt Resolution 2017-13 the Borough Fee Schedule; Mr. Wagner 2nd. Motion carried.

Mr. Marciniak said that we need to come up with an annual permit fee for Man Camps per Ordinance 2016-02. Mr. Wagner said this needs to be investigated further. Mr. Rosensteel said that possibly base this on the number of units, should not short change ourselves.

Mr. Hilliard brought up alcohol sales in the Borough as we have the Corner Store and the Fairground Market and they are legally allowed to sell alcohol. It is not that difficult to sell alcohol out of stores as it is a different type of licensing. Mr. Menchyk said he will research this further. Council told Mr. Menchyk that Prospect Borough is a "Dry Town". Mr. Menchyk said that an LCD license used to be a difficult entity.

Mr. Hilliard will call West Penn to find out about the letter that was sent for work to be done on New Castle Road.

Mr. Marciniak said that the Landlord Registration Form that was sent out with the Prospector should have had an attached letter explaining exactly what we were and who we were requesting for.

Mr. Marciniak said that we received the Butler County Block Grant Program and if anyone was interested to pursue they could. He has tried a few times and our income level is not enough to justify for a Grant. Once the next census is done than maybe we would have a better chance.

Mr. Marciniak said that the Butler County Council of Government is having their meeting Thursday, January 12th at 6:00PM if anyone is interested in attending.

Mr. Marciniak said that the "Train the Candidates Night" is being held on January 23rd from 6-8PM at BC3, Founders Hall from the Butler County Election Bureau.

Ms. Harmon suggested to use the Shadrack's monies for the purchasing of a new truck. Mr. Marciniak told her that the Shadrack's monies were added to the income in the budget so the monies cannot be spent. Ms. Harmon said that this should never have been as this is income and we have no idea of what or if will receive any monies from these Amusements but Mr. Marciniak told her that Council adopted this budget.

Mr. Marciniak said we received an invoice from EMC Insurance for \$1,500.00 for a deductible amount due.

EXECUTIVE SESSION: 8:16PM ~ Legal Matters

RESUMED: 8:32PM

Mr. Wagner made motion to pay the EMC Insurance invoice for \$1,500.00 as they were for legal fees; Mr. Hilliard 2nd. Motion carried.

PAY BILLS: Motion made by Mr. Hilliard to pay the General Fund Bills for \$4,716.73; Mr. Green 2nd. Motion carried.

Motion made by Mr. Green to pay the Sewage Fund Bills for \$28,088.01; Mr. Hilliard 2nd. Motion carried.

Round Table:

Mr. Green	No additional comments.
Mr. Wagner	Like to see us get a new pickup sooner than later.
Ms. Marzullo	I am glad there were no "NO" votes; no roll call votes.
Mr. Menchyk	Would like to thank the Council for this appointment.
Mr. Gitzen	No additional comments
Mr. Hilliard	Sewage; contract good through 2036. Mr. Wagner said they are holding us hostage. Dustin Drew is not the problem, it is higher up. Attorney versus States Attorney.
Ms. Harmon	No additional comments.
Mayor Butler	No additional comments.
Officer Wagner	Can I motion for an adjournment?
Mr. Marciniak	Wanted to thank all for all there help and cooperation for 2016. He appreciated everyone's help. Committee's for 2017 will remain the same.

ADJOURN: 8:40PM. No further business at hand, motion made by Mr. Hilliard to adjourn; Mr. Wagner 2nd. Motion carried.