



159 Monroe Street
Prospect, PA 16052
Regular Council Meeting
June 4, 2018

1. CALL TO ORDER
2. A SALUTE TO THE FLAG
3. A PRAYER by Pastor Steve Cort
4. ROLL CALL - Nick ___ Bill- ___ Bob- ___ Janice ___ Todd ___ Eric ___ Mary ___ Mayor ___
Judy ___ Terry- ___ Sam ___ Solicitor ___ George ___
5. APPROVAL OF MINUTES Motion 2nd

VISITORS TO BE HEARD (Each Visitor has 3 minutes limit unless Council overrides)

1. LIBRARY/RECREATION – Todd & Eric

2. PUBLIC SAFETY – Janice, Mary, Bob, & Jim
OLD BUSINESS

NEW BUSINESS

3. PLANNING COMMISSION - Alan

4. STORM WATER MANAGEMENT & STREETS – Nick, Bob, & Eric
OLD BUSINESS

Pipe at 162 Bear Creek Road – What to do with it?

NEW BUSINESS

Preservation Society – run storm water drain pipes

Butler County recommendations for private lanes

5. BUILDING & GROUNDS/MAINTENANCE & FACILITY – Bob, Eric, Nick, & Bill
OLD BUSINESS

NEW BUSINESS

Water well at office

Chevy Truck – Body work for inspection

New Truck – needs mud flaps, floor mats, first aid kit, fire extinguisher

6. PERSONNEL – Janice, Eric, Bill, & Jim

OLD BUSINESS

Robert Leach received his raise after his probationary period was up.

NEW BUSINESS

7. MAYOR/ POLICE DEPARTMENT

OLD BUSINESS

NEW BUSINESS

See Police Chart

Glen Dalton Sr. – 337 Main St. - hedges removed blocking view

Joe Powell – 311 Perry St – high grass & junk around

John Davis – 122 Perry St. – place needs cleaned up

Denise Throm -157 N. Franklin St. – garbage needs cleaned up

8. SEWAGE – Mary, Janice, & Bill

OLD BUSINESS

NEW BUSINESS

TAP Discussion

Prices went up \$1.00 per 1,000 - \$120.00-week, \$53,000.00 year

Park is working with us with the past HUGE bill.

9. SOLICITOR - ANDY MENCHYK

OLD BUSINESS

John Huff – ROW Complaint

PLGIT – Ordinance 2018-4

XTO public meeting date

OLD BUSINESS:

Motion to appoint _____ to vacancy board- Resolution 2018-20

PAY BILLS:

General Fund total - \$210.65

1st motion

2nd motion

Sewage Fund total - \$0.00

1st motion

2nd motion

Highway Fund total - \$0.00

1st motion

2nd motion

Motion to ADJOURN:

2nd motion

Current Balances in checkbooks

General \$162,766.98

Highway Aid \$ 95,559.79

Sewage \$ 126,679.59



COUNCIL MEETING MINUTES
MAY 7, 2018 @7:00 PM
159 MONROE STREET
PROSPECT, PA 16052

CALL TO ORDER: President Bill Katz called the regular meeting of the Prospect Borough Council to order at 7:00 p.m. There was a salute to the flag and Pastor Steve Cort said a prayer. The following council members were present: Mary Harmon, Bill Katz, Nick Vaccarello, Eric Hilliard, Bob Boice, Janice Boice, Todd Wilson and Mayor Jim Butler. Stephanian & Menchyk, LLP Solicitor, Andy Menchyk and KLH Engineer, Sam Gibson, George Simcic, Judy Stoops, and Terry Beck were also in attendance.

APPROVAL OF MINUTES: Eric Hilliard made a motion to approve the April 9, 2018 minutes as presented; 2nd motion by Janice Boice. All in favor, motion carried and approved.

VISITORS: Mark Pavkovich from 540 Main St., wanted to see if planning commission approved his lot line revision. After some discussion and Mark getting his signed agreement, Janice Boice made a motion to accept his lot line revision. 2nd motion by Eric Hilliard. All in favor, motion is carried and approved.

Fredricka Shingleton said that the man behind her is still burning all the time and she is still confused about campers for storage and thinks the ordinances needs to be enforced. Our police officer will check into the burning.

LIBRARY/RECREATION: The library is having a new summer snack program. Once a week free snacks for children 18 and under. The summer reading program will start on June 8.

PUBLIC SAFETY: There has been ATV's riding all over the streets and target practicing on Sunday. Terry Hilton has talked to these offenders.

PLANNING COMMITTEE: Alan Vagasky -The planning commission did not have a quorum nor any new business to conduct.

STORMWATER MANAGEMENT AND STREETS: Nick Vaccarello made a couple of comments. He said that he talked to George Trucking from New Bethlehem about breaking up the road at George Wagner's garage. He said they don't have a conditional use permit nor could they get one.

He also said he called State Police about John Huff bringing his truck home out of convenience and not necessary. This is a private road.

Pipe at 162 Bear Creek Road is a 4" white pipe and not standard 12" pipe. Borough will look at it again to see what the solution is.

Old Mill needs seeded now but Bob Boice said it is already done.

Nick Vaccarello went to Conservation District to talk about Mr. Dressler issues. He wants the Code Officer to go look at Storm Water/Soil erosion problems.

Bob Boice made a motion to get the backhoe repairs done at the cheapest place. Walsh Equipment price is \$573.97 but it could be more because once cylinder is torn apart it might have additional damage and they have to put it back together. He will also get a price from R.J. Hydraulics. 2nd motion by Eric Hilliard. All in favor, motion is carried and passed.

Nick, George and Bob will look at roads to see if we need to use crack sealer this year.

Eric Hilliard made a motion to hire Penn Sweeper to sweep the streets before the parade. It is \$115.00 an hour. 2nd motion by Nick Vaccarello. All in favor, motion is carried and approved.

George Simcic said new truck should arrive this week and the old truck will have to be parked outside.

BUILDING AND GROUNDS/MAINTENANCE FACILITY:

Old Business: Security System is installed. Mayor said thank you to George for help with this.

New Business: Nick Vaccarello said the blight is here and is killing the Blue Spruce trees.

Janice Boice made a motion to buy plants/flowers and top soil for around the Prospect signs but not to exceed \$150.00. 2nd motion by Eric Hilliard. All in favor, motion is carried and approved.

PERSONNEL: see police

MAYOR & POLICE: Nick Vaccarello made a motion to hire Timothy Covert for the new part time police officer. He must work 20 hours minimum. His rate of pay is \$15.00 per hour. 2nd motion by Eric Hilliard. All in favor, motion is carried and approved.

Eric Hilliard made a motion to buy uniforms for Tim but not to exceed \$500.00. 2nd motion by Nick Vaccarello. All in favor, motion is carried and approved.

Mayor asked George to please put up summer banners and new flags. Nick Vaccarello made a motion to purchase 6 new flags and not to exceed \$100.00. 2nd motion Eric Hilliard. All in favor, motion is carried and approved.

At the Memorial Day Parade there will be other activities this year too, like craft show and food truck.

Terry Hilton is going into the trailer parks and they are starting to clean up. He also went to check on chickens.

Eric Hilliard made a motion to buy a digital camera for the police department for a maximum of \$100.00. 2nd motion by Nick Vaccarello. All in favor, motion is carried and approved.

SEWAGE:

Old Business: Sam Gibson explained the Corrective Action Plan (CAP) timeline that DEP accepted.

New Business: Nick Vaccarello said he has had 4 overflows in one month on his property. He wants to know why back flow preventers have not been installed. Eric Hilliard made a motion for George to work with council and engineers to install 2 back flow preventers where needed. 2nd motion by Todd Wilson. All in favor except Nick Vaccarello abstained. Motion is carried and approved.

Eric Hilliard made a motion to ratify the writing off on the lien on 144 N. Franklin Street of \$1,709.06. 2nd motion by Nick Vaccarello. All in favor, except Bill Katz abstained. Motion is carried and approved.

Eric Hilliard made a motion to purchase a steel dragon lifting magnet hoist for \$279.99. 2nd motion by Nick Vaccarello. All in favor, motion is carried and approved.

Eric Hilliard made a motion for Robert and George to attend a class on 7-10-18 for operator health and safety survival guide for \$95.00 each and for Chase and George to attend a class on 7-19-18 for collections system operations for \$95.00 each. 2nd motion by Nick Vaccarello. All in favor, motion is carried and approved.

Nick Vaccarello made a comment that the McNaughton Pump station has too much grease in the traps.

SOLICITOR Andrew Menchyk:

Codification of Books: work in progress.

Floodplain #2018-2 Ordinance: Eric Hilliard made a motion to adopt this ordinance. 2nd motion by Janice Boice. All in favor, motion is carried and approved.

Business license #2018-3 Ordinance: Mary Harmon made a motion to adopt this ordinance. 2nd motion by Bob Boice. Roll call was taken. Motion did not pass so it was tabled till next month.

Resolution #2018-21 – Right of Way Condemnation. Tabled till executive session.

OLD BUSINESS:

The vacancy board position was tabled till next month.

NEW BUSINESS:

Nothing to report.

Executive Session: Eric Hilliard made a motion to adopt Resolution #2018-21 – Right of Way condemnation. 2nd motion by Janice Boice. All in favor, motion is carried and approved,

George Simcic asked if it was ok to drive truck home the night before clean up days so he can get his own stuff. The council had no problem with this.

PAY BILLS: General Fund bills totaling \$4,126.30. Eric Hilliard motioned to pay these bills. 2nd motion by Janice Boice. All in favor, motion carried and approved.

Sewage Fund bills totaling \$5,277.76. Eric Hilliard motioned to pay these bills. 2nd motion by Nick Vaccarello. All in favor, motion carried and approved.

Highway Fund total: \$4,001.72. Eric Hilliard motioned to pay these bills. 2nd motion by Janice Boice. All in favor, motion is carried and approved.

ADJOURN: Eric Hilliard made a motion to adjourn the meeting at 9:05 pm. 2nd motion by Janice Boice. All in favor, motion carried and approved.

Judith A. Stoops – Secretary/Assistant Treasurer
Terry L. Beck – Treasurer/Assistant Secretary

Amount	Date	Name	Description
183,735.95	05/08/2018	BEGINNING BALANCE	

R E C E I P T S:

Deposits	Date	Project# Name	Description
77.94	05/08/2018	BUTLER COUNTY TAX CLAIM BUREAU	Delinquent RE Tax
615.72	05/08/2018	BERKHEIMER	Earned Income Tax
36,760.01	05/08/2018	FIRST NATIONAL BANK	Deposit
2,170.85	05/09/2018	BERKHEIMER	Earned Income Tax
638.68	05/09/2018	BERKHEIMER	Earned Income Tax
20.00	05/10/2018	FIRST NATIONAL BANK	Deposit
2,396.83	05/14/2018	BUTLER COUNTY RECORDER OF DEEDS	Deed Transfers
2,254.69	05/15/2018	BERKHEIMER	Earned Income Tax
2,739.59	05/16/2018	BERKHEIMER	Earned Income Tax
2,915.35	05/16/2018	BERKHEIMER	Earned Income Tax
2,080.99	05/18/2018	BERKHEIMER	Earned Income Tax
821.49	05/21/2018	BERKHEIMER	Earned Income Tax
13.25	05/23/2018	FIRST NATIONAL BANK	Deposit
1,603.26	05/25/2018	AMERICAN TOWER	Tower Rental
379.51	06/01/2018	PA DEPT OF TRANSPORTATION	STATE POLICE FINES

55,488.16	06/03/2018	TOTAL RECEIPTS	
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D I S B U R S E M E N T S:

Amount	Date	Check#	Project# Name	Description
900.68	05/08/2018	14111	WEST PENN POWER	STREET LIGHTS
60.19	05/08/2018	14113	CANON	COPIER/PRINTER
115.78	05/08/2018	14114	LOWE'S	SECURITY/CONCRETE/SEEDS
200.00	05/08/2018	14115	KLH ENGINEERING INC	Engineering Services
31.02	05/08/2018	14116	-172.82 KWIK FILL (UNITED REFINING)	Fuel
141.80	05/08/2018	14116	-172.82 KWIK FILL (UNITED REFINING)	Fuel
266.87	05/08/2018	14117	WEST PENN POWER	LIGHTS
24.50	05/09/2018	14118	KLH ENGINEERING INC	Engineering Services
116.50	05/09/2018	14119	KLH ENGINEERING INC	Engineering Services
138.00	05/09/2018	14120	KLH ENGINEERING INC	Engineering Services
2,267.50	05/09/2018	14121	ANDREW M. MENCHYK, JR.	Solicitor Fees
1,195.00	05/09/2018	14122	GENERAL CODE LLC	Codification of Books
182.40	05/09/2018	14123	WALSH EQUIPMENT INC.	SIGNS
162.50	05/09/2018	14124	KLH ENGINEERING INC	Engineering Services
39.90	05/09/2018	14125	WALSH EQUIPMENT INC.	PRIVATE DRIVE SIGNS
69.55	05/14/2018	14133	JOHN DEERE FINANCIAL	DEGREASER, ROUND UP,WINDSHIELD
100.16	05/14/2018	14134	VERIZON WIRELESS	#242046797-00001communication/
520.57	05/16/2018	14126	TERRY L BECK	Net Wages
158.79	05/16/2018	14127	CHASE GILL	Net Wages
307.65	05/16/2018	14128	TERRY E. HILTON	Net Wages
541.72	05/16/2018	14129	ROBERT J LEACH	Net Wages
1,439.77	05/16/2018	14130	JUDITH RAISLEY	Net Wages
1,178.93	05/16/2018	14131	GEORGE SIMCIC III	Net Wages
498.30	05/16/2018	14132	JUDITH A STOOPS	Net Wages
30,386.00	05/16/2018	14135	BAIERL FORD	NEW 2018 FORD TRUCK
2,633.00	05/16/2018	14136	ANDERSON INSURANCE GROUP	STOOPS 3 YEAR BOND

D I S B U R S E M E N T S :

Amount	Date	Check#	Project#	Name	Description
685.31	05/16/2018	14137		ANDERSON INSURANCE GROUP	BECK 3 YEAR BOND
245.00	05/23/2018	14139		TJB CONSULTING	Computer Repair/Services
517.35	05/23/2018	14140		UPMC HEALTH PLAN	Health Insurance
72.00	05/23/2018	14141		PROSPECT BOROUGH SEWER FUND REVENUE ACCT	REIMBURSE FUND FOR SEWER PAYME
60.00	05/23/2018	14142		TRI-COUNTY INDUSTRIES, INC.	Rubbish Removal
35.35	05/23/2018	14143		BOORY'S BUSINESS MACHINES	Copies Printed
102.71	05/23/2018	14144		STAPLES CREDIT PLAN	Office Supplies
78.00	05/23/2018	141380		BOORY'S BUSINESS MACHINES	NETWORKING COMPUTERS406

 45,472.80 06/03/2018 T O T A L D I S B U R S E M E N T S

Amount	Date	Name	Description
----- 193,751.31	06/03/2018	E N D I N G B A L A N C E	

General Fund

June 2018

Bills To Be Approved at Meeting: Beginning Balance \$193,751.31

Auto Parts Service - Battery for Police Car \$136.97
Walsh Equipment - hyd 5 gal \$73.68

Total Amount \$210.65

MONIES SET ASIDE FOR FUTURE EXPENSES

2015-2016 Shadrack's (19,591.09) \$64,307.63

2016-2017 Shadrack's (19,333.92)

CD's (25,382.62)

Minus price of new truck (\$39,382.13)

Total Monies left over in Vehicle Fund \$24,925.50

Paid \$30,386.00 to Baierl Ford already

**Impact Fees (Police Radios -
\$4,786.30 approved) Balance**

\$1,062.88 to use \$5,848.18

***Ending Balance as of June 3, 2018: \$162,766.98**

* Does not include Interest Earned For May 2018

Galls Credit Memo 153.17 (Police)

Amount	Date	Name	Description
137,190.77	05/08/2018	BEGINNING BALANCE	

R E C E I P T S:

Deposits	Date	Project# Name	Description
3,112.00	05/08/2018	FIRST NATIONAL BANK	Deposit
1,872.00	05/08/2018	FIRST NATIONAL BANK	Deposit
3,502.78	05/08/2018	FIRST NATIONAL BANK	Deposit
5,477.00	05/08/2018	FIRST NATIONAL BANK	Deposit
40.00	05/09/2018	FIRST NATIONAL BANK	Deposit
3,096.00	05/10/2018	FIRST NATIONAL BANK	Deposit
20.00	05/10/2018	FIRST NATIONAL BANK	Deposit
1,512.00	05/15/2018	FIRST NATIONAL BANK	Deposit
2,493.00	05/15/2018	FIRST NATIONAL BANK	Deposit
1,900.00	05/15/2018	FIRST NATIONAL BANK	Deposit
7,351.20	05/16/2018	FIRST NATIONAL BANK	Deposit
2,710.99	05/17/2018	FIRST NATIONAL BANK	Deposit
150.00	05/21/2018	FIRST NATIONAL BANK	Deposit
150.00	05/21/2018	FIRST NATIONAL BANK	Deposit
1,879.20	05/23/2018	FIRST NATIONAL BANK	Deposit
150.00	05/23/2018	FIRST NATIONAL BANK	Deposit

 35,416.17 06/03/2018 TOTAL RECEIPTS

D I S B U R S E M E N T S:

Amount	Date	Check#	Project# Name	Description
158.67	05/08/2018	5625	WEST PENN POWER	PUMP STATIONS
1,195.45	05/09/2018	5626	KLH ENGINEERING INC	Engineering Services
3,113.16	05/09/2018	5627	ANDREW M. MENCHYK, JR.	Solicitor Fees
901.46	05/09/2018	5628	KLH ENGINEERING INC	Engineering Services
89.99	05/16/2018	5629	WALGREENS	Hepatitis Shots CHASE GILL
2,610.00	05/16/2018	5630	RT TECH LLC	LAPTOP/SERVER
700.00	05/16/2018	5631	RT TECH LLC	Computer Services
1,250.00	05/16/2018	5632	JOHN FARINELLI AUDITOR	2017 SEWAGE AUDIT
72.00	05/23/2018	5634	PROSPECT BORO SEWAGE	SEWEGE ERROR FOR BILL
5,007.70	05/23/2018	5636	DRNACH ENVIRONMENTAL, INC.	FLOW MONITORING
6,033.60	05/25/2018	5635	FIRST NATIONAL BANK	LOAN
50.00	06/01/2018	5633	GEORGE SIMCIC III	CELL PHONE
5,047.47	06/01/2018		PENNVEST	LOAN
1,697.85	06/01/2018		PENNVEST	LOAN

 27,927.35 06/03/2018 TOTAL DISBURSEMENTS

Amount	Date	Name	Description
144,679.59	06/03/2018	ENDING BALANCE	

Sewage Fund

6/3/2018

Bills To Be Approved To Pay: Beginning Balance	\$	144,679.59
Total Amount	\$	-
PV LOAN \$1,000.00 Monthly Payment (Jan. 2017 - June 2018)	\$	18,000.00
Ending Balance as of June 3, 2018	\$	126,679.59

* Does not include Interest Earned For May 2018

Highway Aid Fund

6/4/2018

Bills To Be Approved To Pay: Beginning Balance	\$	95,559.79
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Total Amount	\$	-
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*Ending Balance as of June 3, 2018:		\$95,559.79
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* Does not include Interest Earned For May 2018

Amount	Date	Name	Description		
100,654.22	05/08/2018	BEGINNING BALANCE			

0.00	06/03/2018	TOTAL RECEIPTS			
DISBURSEMENTS:					
Amount	Date	Check#	Project#	Name	Description
1,109.43	05/09/2018	298		CONNOQUENESSING TOWNSHIP	Anti-Skid To Kennedy Road/Agre
2,892.29	05/09/2018	299		FRANKLIN TOWNSHIP	WINTER MIX/ROAD SALT
1,092.71	05/23/2018	300		WALSH EQUIPMENT INC.	CYLINDER REPAIRS TO BACKHOE

5,094.43	06/03/2018	TOTAL DISBURSEMENTS			
Amount	Date	Name	Description		
95,559.79	06/03/2018	ENDING BALANCE			

Prospect Borough Planning Commission

Report of 5/21/18 Meeting and PATH Conference

The regular meeting of the Planning Commission was held on May 21, 2018. Present were Bruce Finke, Brian Taylor, Gus Guenther, and Alan Vagasky. Teddy Davis was excused.

1. Report on PATH Conference attended by Alan and Brian
 - A. May 10, Washington, PA
 - B. Overview of PA Municipalities Planning Code by PA Dept. of Community and Economic Development by Kyle Butler of HRG
 - C. Comprehensive Plan Review and Development – Should be reviewed every 10 years. Be proactive rather than reactive. Grant money may be available.
 - D. Resources available
 - E. Local government needs to be plan for future technological developments and make sure that zoning and local plans are able to address issues such as new 5G cell towers, windmills, photovoltaic electrical devices, and new building methods.
2. Received was the final signoff of the Mark Pavkovich Plan and the revision and signed copies of the McGowan Plan.
3. It is recommended that Planning Commission in conjunction with Borough Council and Zoning examine and revise our Comprehensive Plan to bring it up to date. Further discussion will need to take place.



Governor's Center for Local Government Services

888-223-6837
dced.pa.gov/local-government/

Denny Puko, Planner
412-770-1660, dpuko@pa.gov

Publications Free Online

dced.pa.gov/library/, select **Local Government, Publications and Documents**

- Pennsylvania Municipalities Planning Code
- Planning Series Publications
 - No. 1 - Local Land Use Controls in Pennsylvania
 - No. 2 - The Planning Commission
 - No. 3 - The Comprehensive Plan
 - No. 4 - Zoning
 - No. 5 - Technical Information on Floodplain Management
 - No. 6 - The Zoning Hearing Board
 - No. 7 - Special Exceptions, Conditional Uses and Variances
 - No. 8 - Subdivision and Land Development
 - No. 9 - The Zoning Officer
 - No. 10 - Reducing Land Use Barriers to Affordable Housing
 - Planning for Agriculture

Land Use Law Library

State statutes and case law related to planning and land use.

landuselawinpa.com *recently updated - significant court cases*

Education & Training

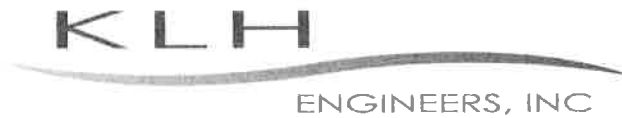
Training programs, online resources, and fact sheets.

ptraininghub.org/

Financial Assistance

Municipal Assistance Program (MAP) – Competitive 50% grants to local governments for cost of undertaking community plans and new or updated land use ordinances.

dced.pa.gov/programs/municipal-assistance-program-map/



PROSPECT BOROUGH

Consulting Engineer's Report

June 4, 2018

SEWER SYSTEM IMPROVEMENTS PROJECTS

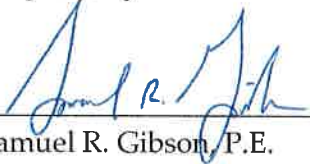
1. **Control Valve at the EQ Tank** - This continues to be monitored.
2. **Corrective Action Plan (CAP)** - A CAP extension request has been submitted to DEP indicating the following schedule:
 - April 2018 – September 2018 – Installation of six (6) flow meters to determine the wet weather impacts to the Wilson Road Pump Station and Park Tank.
 - October 2018 – December 2018 – Engineering evaluation of the data and preparation of design alternatives.
 - December 31, 2018 - Submission of an Engineering Evaluation report to the Department that includes conclusions made from analyzing the flow meter data and identifies the selected design alternatives. The evaluation report will include a schedule that proposes timelines for submission of any necessary planning documents and/or permit applications, and includes anticipated construction dates.
 - January 2019 – September 2019 – Design and permitting of the selected alternative.
 - October 2019 – December 2019 – Funding evaluation (grants and low interest loans).
 - Construction timeframe will be determined and modified based funding availability.
 - Submission of quarterly progress reports by the end of the month following the end of each calendar quarter (i.e., 2nd quarter report will be due by July 31st).
3. **Drnach Metering** - Drnach has provided the first month of flow monitoring data for April 2018. KLH has completed a preliminary review of the data. There appears to be a direct correlation between wet weather events and increased flow at all metering points.
4. **GIS Sanitary Sewer System Mapping** - Per our proposal dated May 31, 2017, KLH has provided a GIS map showing all information currently available for the sanitary sewer system.

STORM SEWER PROJECTS

5. **Wilson Road** - As directed, KLH has placed all storm water projects on hold until further notice.

End of Consulting Engineer's Report

Respectfully Submitted,



Samuel R. Gibson, P.E.

Project Manager

KLH Engineers, Inc.