



COUNCIL MEETING MINUTES

March 2, 2015 @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, Bob Boice, Pete Bryan, Glen Gitzen 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 February 2, 2015 Regular Council Meeting Minutes. Mr. Stellfox made motion to approve the February 2, 2015 Regular Council Meeting Minutes; Mr. Bryan 2nd. Motion carried.

VISITORS: No visitors to be heard.

LIBRARY: See Report. Mr. Bryan asked if all possible that another issue of the Prospect could go out in May as the Library wanted to discuss their Summer Reading Program. Mr. Marciniak said that the next issue would not be going out till June or July. Ms. Marzullo suggested the Library give her the information and she will get this added to our website.

PUBLIC SAFETY: See Report. Ms. Harmon told council this report summarizes what was discussed with the meeting the Police Department had with her last week and that it was self-explanatory. The first meeting was with the Police Department and then she will meet with the Fire Department and then EMA. All departments will meet first separately and then jointly. Mayor Butler said this was a very productive meeting.

Ms. Harmon asked Mr. Colangelo to see if we needed to advertise for a part-time police officer and Mr. Colangelo thought this was a wise idea. David Murrman; our new police part-time officer, can only work 16 hours per month. Mayor Butler stated that we budgeted the Police Department for 120 hours per month so we need another officer hired to help disburse the extra hours allotted.

PLANNING COMMISSION: Alan Vagasky had nothing to report other than the zoning review issue on Main Street that he said was OK for Bob Koch to proceed as the Planning Commission had no interest involved at this point.

PARKS and RECREATION: Mr. Bryan said that all is well. Looking forward to SPRING!



STORMWATER MANAGEMENT AND STREETS: Mr. Boice said we will find out any storm water issues once the snow begins to thaw.

Mr. Boice said that Mr. Hixson (Higgy) is doing a good job removing the snow from the streets. Mr. Boice said we had a couple complaints; but he is not worried about them. One of the roads in question is a private road; Schantz Lane and the other on Bear Creek Road. The wind blows the snow across this part of Bear Creek Road which sometimes causes ice buildup. Mr. Boice said he went out a few times to check on the roads and he thought that all looked good...so Kudos to Higgy! Mayor Butler said he has also received several compliments of how well we are keeping up with the street cleaning so again another Kudos to Higgy! Great Job Higgy!!

It was suggested that Higgy take the backhoe out and knock some of the high piles of snow down near the intersections and stop signs.

Mr. Bryan asked council to consider a road sign on 528 for trucks not to use jake breaks, which slows the vehicle but makes a very loud noise. Mr. Marciniak stated that we have no jake break noise ordinance to do this.

Mr. Bryan said that the east side of Route 528 needs looked at; possible 500ft., as it needs the ditch cleaned out. All council agreed that this is a state road and it is the state's responsibility to clean out the ditches.

BUILDING & GROUNDS/MAINTENANCE & FACILITY: Mr. Wagner said that some of the gutters on the building will need taken care of this spring. Mr. Bryan stated the some of the siding has come loose on the maintenance building but Higgy will be able to make the necessary repairs.

PERSONNEL: Mr. Bryan said all is well. Mr. Marciniak said there was other personnel issues that will be addressed in the executive session.

MAYOR: Mayor Butler said that the red blinking light facing 528 South on South Franklin Street was out. Ms. Marzullo will call Bronder Services.

POLICE: Mayor Butler went over the Police Report. Mayor Butler stated that David Murrman, our new part-time police officer, will be available to start work in March but for only 16 hours per month. Mayor Butler says he is working with Chuck Tatton and/or

Matt Wagner to see how they can work with him a few times to get familiar with our Borough but for now their schedules conflict. Mayor Butler said that bringing in another officer may be the only other option.

Mayor Butler said the Police Department had a meeting last Thursday. They went over the time card policy and will reinforce it with Mr. Tatton and Mr. Wagner. In the spring the police officers will address the nuisance vehicles. The officers are working on training certificates and their annual training; 12 hours course. Mayor Butler said his officers saw no reason to get voice activation at this time on the police cars.

Mayor Butler said the Ford has a water pump issue and will continue to monitor. The Ford has a nick in the belt and will also need new wiper blades.

SEWAGE: Mr. Wagner said that the heater quit at the Wilson Pump Station which caused the VFD's to shut down. We had some of the lines back up and State Pipe came in and cleaned the pipes.

Mr. Wagner said we are receiving many calls from Mission that there are problems at the pumps and when Higgs goes to check it out there is nothing wrong. Mr. Tissue is having Mark Place look into this.

Mr. Tissue went over the Consulting Engineer's Report. The EQ Tank has been working, however we are troubleshooting an issue with the pumps not alternating, DAS will be following up on this.

The heater was replaced in the pump panel but it appears that it may not be providing enough heat to keep VFD #1 from suffering an undertemp alarm condition. Mr. Tissue has discussed this with DAS and Wagner Electric. DAS will be installing another heater in the panel next week.

The survey crew has completed field work for the as-built drawings per Mr. Tissue. The as-built drawings for the EQ tank and Wilson Road are completed. The as-builts for the storm water facilities will be completed next week.

Mr. Tissue said once the contractors submit their last pay request we will pay them.

Mr. Marciniak asked Mr. Tissue about the 2014 invoice the Borough received from the Highway Aid Fund. Mr. Tissue said these were on-site meetings. Mr. Marciniak said we are concerned and do not want any surprises because we do not want the past to repeat itself; lost invoices. Mr. Tissue said he understands and this will not happen.

Mr. Boice wanted to know why we are only having problems with the Wilson pumps and not the other pumps. Mr. Tissue said the original specifications were for chopper pumps not grinder pumps. Mr. Boice said we voted on recommendations from the

engineers when changing to grinder pumps. Mr. Tissue will research when these changes were made and why.

Mr. Robinson would like an answer about the back up in his sewage lines if this would happen again. Mr. Robinson stated he caught the back up this time and he is tired being a watchdog but did want to thank the Borough for jetting out his lines. Mr. Marciniak told Mr. Robinson we would take this under advisement from Mr. Colangelo and Mr. Tissue; they will get back to him with recommendations in a letter form.

It was asked who changed all the orders and the Old Sewer Committee was in charge then. We needed a log with dates, design changes and when change orders were authorized; better record keeping. Mr. Marciniak said he feels we keep better record keeping now than we did in the past.

Mr. Wagner mentioned that the Diana Fair issue with leaking Sewage is going before the Magistrate on March 16th. Mr. Norm George, SEO for Sewage, will attend on behalf of the Borough. Mr. Wagner said that Diana Fair's son, Quinton, who lives on the property in question threatened Mr. George. Mr. George was told to call one of our police officers the next time he needed to go to the Fair home.

OLD BUSINESS: Mr. Marciniak talked to Mr. Huff and told him that the council decided not to lease our property to him. Mr. Marciniak gave Mr. Huff till spring to remove his belongings from our property. Mr. Marciniak said that after this property is cleared the council should think about putting up a fence.

Mr. Marciniak is still working on the One Trash Hauler system. He has received some feedback and it has been determined that the prices will be lower.

Mr. Marciniak said that the Butler Fairground Agreement was signed and they will be paying the Prospect Sewage \$500.00 a month. Judith Raisley, Sewage Collector, was made aware of this agreement; February 2014 through February 2015, annual agreement.

Mr. Marciniak said that The Prospector went out but has not heard any comments.

Mr. Marciniak said that Higgy and Ms. Marzullo have been working on making some changes to the website. If anyone has any recommendations please let Ms. Marzullo know.

Ms. Harmon is still working on the Time of Sale.

Ms. Harmon and Ms. Marzullo will be working together to gather information for the Borough Fee Schedule.

NEW BUSINESS: Mr. Stellfox would like the Borough to purchase a carport type of building to store anti-skid and salt. This way we can get cheaper prices by bulk rather than purchasing bags; possibly co-op with neighbors. This would be a Liquid Fuels Project. Mr. Stellfox has Council's permission to get pricing and recommendations over the spring and summer to come up with a plan for next winter.

Ms. Harmon said that the only Insurance Quote we received back was from EMC Insurance Companies/Specialty Insurance. Ms. Harmon explained we sent out several packages including Rob Taylor's; our existing, and have not heard back from any of them. The \$11,473.00 Insurance Annual Premium does not include the Workman's Compensation. Will Anderson, our agent, is not able to get us the numbers until the account is signed off from the old agent, Mr. Taylor, but Mr. Anderson says it should be close to what we paid last year. The total for both annual fee would run around \$36,000.00. Per Ms. Harmon we will have a short term policy through June 2015 and then renew in July. In the month of March our funds are usually low since there are no tax monies coming into the Borough so changing are renewal date till July just makes financial, feasible sense. Ms. Harmon made motion to accept the Insurance Quote from EMC Insurance Companies/Specialty Insurance; Mr. Gitzen 2nd. Motion carried. Mr. Boice made note Ms. Harmon did a lot of work on this. Way To Go Mary, GREAT JOB!



Ms. Marzullo explained about the West Penn Power Choice Program, American Power. The Wilson Road Pump Station Invoice came in for January with a large CAPACITY Fee of \$2,611.45. She has made numerous calls between American Power and West Penn and to no avail they claim we must pay this or our electric could be turned off. Ms. Marzullo wrote a letter with the first payment (minus capacity fee) explaining that the Borough was not going to pay for this hidden charge as when we took over the American Power as our Choice Program we were not told of a CAPACITY Fee. Ms. Marzullo also wanted to know from council if we should cancel out the other accounts the Borough has with American Power as who knows what hidden charge that could show on the other accounts in the future. Ms. Marzullo said that she was able to get on a 3 month payment plan only to pay this Capacity Fee with West Penn Power. She is asking for any recommendations the Council can give her at this time. Mr. Bryan made motion for Ms. Marzullo to get all information to Mr. Colangelo to review and give us his recommendations on this matter by the next regular meeting; Mr. Boice 2nd. Motion carried.

Mr. Marciniak told Council that today we received our Liquid Fuels Allocation \$32,332.61.

Mr. Marciniak asked if anyone was attending the BCBA Dinner Meeting on March 12, 2015; \$18.00 per person. Reservations needed to be by March 6th.

Ms. Harmon mentioned the upcoming Webinars; March 11th - The Open Records Act, March 18th – Developing A Comprehensive Safety Program, March 25th – Handling Complaints Against Police and March 31st LinkedIn. The first three webinars are at a cost of \$40.00 each and Ms. Harmon feels that if we all chip in we can eliminate the cost to the Borough. She has attended a few already with other Council members and all agreed they are very informative. Ms. Marzullo will post a sign-up sheet on the bulletin board. Please try to sign up and come!

EXECUTIVE SESSION: 8:16PM

RESUMED: 9:04PM

Motion made by Ms. Harmon for the Solicitor to respond in writing, after consultation with the Borough Engineer, to Attorney Coyer's February 20, 2015 letter concerning Wilson Road issues and sewage back up; Mr. Boice 2nd. All approved but Mr. Stellfox abstained. Motion carried.

Mr. Stellfox made motion to pay Robert Hixson (Higgy) time and one half for one hour minimum call out for Mission issues; Mr. Boice 2nd. Motion carried.

Mr. Bryan made motion to change the classification for Bill Osborne from Seasonal Part-Time Employee to Part-Time Employee; Mr. Wagner 2nd. Motion carried.

PAY BILLS: Motion made by Ms. Harmon to pay the General Fund Bills for \$2,044.44; Mr. Bryan 2nd. Motion carried.

Motion made by Mr. Wagner to pay the Sewage Fund Bills for \$1,002.00; Ms. Harmon 2nd. Motion carried.

Motion made by Ms. Harmon to pay the Highway Aid Fund Bills for \$2,221.00; Mr. Boice 2nd. Motion carried.

Round Table:

Mr. Gitzen	No additional comments.
Mr. Boice	No additional comments.
Mr. Stellfox	No additional comments.
Mr. Bryan	No additional comments.
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. Marciniak	No additional comments.

ADJOURN: 9:08PM. No further business at hand, motion made by Mr. Stellfox to adjourn; Mr. Bryan 2nd. Motion carried.