

DELMONT BOROUGH COUNCIL MEETING MINUTES

December 11, 2018

77 Greensburg Street
Delmont, PA 15626



EXECUTIVE SESSION HELD – 6:00 PM
PERSONNEL AND LITIGATION ISSUES – INFORMATIVE ONLY

ELECTED OFFICIALS:

<i>Alyce Urban, Mayor</i>	Present	<i>Ann Lantz</i>	Present
<i>Andrew Shissler, Council President</i>	Present	<i>Becky Matesevac</i>	Present
<i>Bill Marx, Vice President</i>	Absent	<i>David Piper, CBO</i>	Present
<i>Stan Cheyne</i>	Present	<i>Pam Simpson -</i>	Present

EMPLOYEES:

Bill Heaps, Public Works Supervisor	Present
Chief TJ Klobucar - Delmont Borough Police Department	Present
Kellie Miele, Secretary/Treasurer	Present

PROFESSIONAL SERVICES:

Daniel J. Hewitt, Esq. Solicitor, McDonald Snyder, P.C.	Present
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ENGINEER REPORT:

Gary Baird, LSSE	Present
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RESIDENTS ATTENDING: (ORDERED BY SIGN IN LIST)

Charles Spritz, Jr.	Anna Marie Stackiewicz
Alice Heasley	Bob Stackiewicz
Billie and Fred Cochran	Randy Otto
Jack Wiley	Denni and Bill Grassel
Corrie Alexander	Donald Cline
Non-Resident Citizens	Georgia Boring – Penn Franklin/Delmont
Ed & Julie Rebitch	Salem News
Matt Rebitch	Patrick Varine – Star/Trib

CALL TO ORDER: Mr. Shissler calls meeting to order and join in the Pledge.

STANDARD MONTHLY BUSINESS

MEETING MINUTES:

October and November Meeting Minutes on display, but not read. Stan Cheyne made Motion to Accept the revised October Minutes. Ann Lantz Seconded Motion. Motion Passed unanimously.

November Minutes were reviewed. Barrington Ridge still needs the shrubbery removed from in front of the fire hydrant. Stan Cheyne made Motion to Accept the November Minutes. Pam Simpson Seconded Motion. Motion Passed unanimously.

TREASURER'S REPORT:

Prepared and submitted by Council President, Andrew Shissler, on display, but not read. Motion to approve Treasurer's Report made by Becky Matesevac. Motion Seconded by Ann Lantz. Motion Passed unanimously.

BILLS:

Bills on display but not read. Ms. Matesevac made the Motion to pay the bills. Stan Cheyne Seconded Motion. Motion Passed unanimously without further discussions.

CITIZENS' COMMENTS

Alice Heasley, 312 Beechwood Road

Requested the date of August 11, 2019 be reserved for the Delmont Lion Club's Car Show at Shields Farm. David Piper made Motion to reserve Shields Farm on August 22, 2019 for the Delmont Car Show. Pam Simpson Seconded Motion. Motion Passed unanimously on the condition that Chief Klobucar ensures the safety of the area.

Mrs. Heasley spoke on the alley between the Trinity Church and neighbor's house. She would like to see it made into a one-way alley. She also requested if the alley can be named maybe Trinity Lane. Mr. Hewitt will look into an Ordinance to name the alley. Mr. Cheyne would like to bring the subject back to Council for discussion in January. Due to it being such a tight alley, one car is able to travel in one direction at a time. The subject will be on the January 8, 2019 Agenda.

Julie Walczar, West Pittsburgh Street

Expressed anger with the article written by Bill Marx in the Delmont Salem News in regards to the trouble in the Delmont VFD with mismanagement of funds. Asked if anyone on Council volunteers for the Volunteer Fire Department. Ms. Walczar spoke on how donors and volunteers are holding back their contributions due to that article. Mrs. Walczar also stated that \$10,000 was taken from the Shields Farm Account to patch potholes on East Pittsburgh Street. Mr. Cheyne told her that no money was taken from Shields Farm account to pay for paving the roads. 10,000 that was used from the Shields Farm account was used as the Borough's portion of an in-kind contribution to the Shields Farm Road project off of East Pittsburgh Street. Mrs. Walczar asked about the other lawsuits that were going on with Borough employees. Chief Klobucar stated that the Borough employee was under investigation and they had to follow procedures to bring the charges against Karen Ross Shola. Questioned the hiring of someone in October without a resume or a background check or without an application. There was a complete background check on David Martin and Mr. Hewitt said there is no need to advertise the job.

She asked again if Council supported the remarks by Bill Marx regarding the Delmont VFD. No Comment from the Council.

Denni Grassel, Monticello Drive

The Delmont Library is on the uptick. They have increased their circulation and program services. They have Kindle electronic books available, the Community Center is an integral part of the Library. They helping Senior Citizens and others with job applications and submissions.

The Delmont Pilgrimage was a success! The goal was 1500 people to attend the 3-day event. There were 1464 paid attendants and 200 volunteer shared tickets. Ms. Grassel wanted to thank the Delmont Public Works and Police Department.

She read portions of the attached posting on *Facebook* from Father Efren C. Ambre.

Posted on Facebook

One of the seven elements of our parish life is "community." The Delmont Christmas Pilgrimage that happened this weekend is building community of communities. While we celebrate our Catholic Faith and Tradition, we celebrate it in the bigger community with other different Christian denominations and various civic organizations that make the one Delmont community. The involvement of many people in this pilgrimage whether they are volunteers or pilgrims is phenomenal in this little town. I realized that the birth of Jesus is still making miracles even to these days.

Last year, I have witnessed the lesser half of pilgrimage by staying only in St. John Church to welcome pilgrims. This year, I witnessed the better half of the pilgrimage by going to the Shield Farm myself with two other Filipino priests. It made my experienced of the pilgrimage integral. I can now relate the true story in full.

When I was at Shield Farm, I felt a special feeling that I cannot explain. It was a feeling of joy and peace. It was this feeling that I carried inside me while I journeyed with the other pilgrims. As I walked with the group and stopped in every scene, I felt so close to the first Christmas. I felt I was travelling with the Holy Family with all their trials and anxieties. I felt I was one with the shepherds and the choir of angels singing "Gloria in Excelsis Deo." I felt so privilege to be a part of the nativity of Jesus. I knew the reenactment of every scene was not sophisticated. They were simple depictions of what happened on the first Christmas but they left a great impact to the pilgrims especially to Children. Bringing the story of Christmas so simple and real is evangelization. Evangelization is telling the good news of salvation that started in the manger and culminated on the cross that leads to the glorious resurrection. The story of Christmas is the story of love. God giving his son Jesus in order for us to experience the divine life.

I thank all the parishioners who participated in the three days event. Your sacrifices are not in vain. Just like me and the other two Filipino priests who was touched by the pilgrimage, I know that you touched thousands of pilgrims since it started in the early 70's. It took all these long years to happen because God wills it to happen in order to relay again and again the good news of salvation that started through the mystery of the birth of Jesus.

Sincerely yours,
FR. EFREN C. AMBRE

Randy Otto, West Pittsburgh Street

Spoke on the issue of the heavy truck usage on the Borough streets. Noticed the increase usage of the Borough roads as a throughway. Counted 45 trucks on one day using West Pittsburgh Street. Mr. Otto knows that the use has increased substantially.

Fred Cochran, 231 Abbe Place

Mr. Cochran spoke on two issues. #1 was the loud truck traffic/Jake brake issues on the trucks coming down the hill towards Rt. 22 on Route 66. He suggested signs to at least ask truckers to not use Jake brakes. He gave Stan Cheyne on the Road committee a copy of a sign he saw and

asked if there was a way to have the Borough post that type of sign at the top of the slope on Route 66 towards Rt. 22.

Mr. Cochran inquired as to why the Fire Station sirens have to continue for 16 times and even repeat the 16 times process. It is extremely loud and now that the leaves are off the trees the sounds carry further.

Mr. Cochran asked Council to address the monies taken from the VFD and the Borough. Mr. Hewitt said that the Borough is not prosecuting the Fire Department that is being handled by the District Attorney's Office. It was stated that council does not control or oversee the Fire Department in any way shape or form. As to the pending criminal charges against the former employee, that matter remains in the court system, she is to be arraigned in front of Judge Creager on January 23, 2019. After that, the borough is hoping to see some resolution, or at least take an offer on a plea as to how this may proceed. Restitution is on the table to be paid in full to the Borough. Chief Klobucar said he made copies of the criminal complaint and they are available to those that would like one.

Anna Marie Stackiewicz, 22 Aurora Street

Ms. Stackiewicz asked Solicitor, Daniel Hewitt, if he had any information on the Spagnolo project/new hardware store. Mr. Hewitt said that the closing would possibly the week of December 10, 2018.

Ed and Julie Rebitch, Salem Township

Mrs. Rebitch spoke on the letters that Council received regarding the insurance letter regarding the sewage issues on their property. She hand delivered a letter from the Rock Spring Trustee to Mr. Andrew Shissler. She read passages from the letter that addressed the issues with the overflow onto the property and the manhole covers.

Mr. Rebitch asked if Mr. Shissler had anything to say about the letter. Mr. Shissler said 'No Comment'. Mr. Rebitch asked Mr. Cheyne what he thinks would happen if they push the sewage back into Delmont Borough property. He stated that he wants to deal in good faith. He asked Council to please address the issue and stated that code enforcement needs to take place.

COMMITTEE REPORTS

ENGINEERING REPORT

S.O. 398-200-19 Street Paving Program

W. Pittsburgh Street completion, a small portion of Stotler behind the Sunoco Station, and Cupps Way. Mr. Cheyne requested the rest of East Pittsburgh Street be included. He asked to include in the Motion to show the Liquid Fuels vs. General Fund for payment. Mr. Cheyne made the Motion to Accept the 2019 Street Paving Program Service Order. Ms. Matesevac Seconded the Motion. It Approved unanimously. Cost: \$10,100.00

The Final Payment to A. Liberoni needed approval. \$17,625.21. Mr. Cheyne made the Motion to Accept the Final Payment to A. Liberoni. Ms. Lantz Seconded the Motion. All Approved.

There is a need to approve payment to Change Order #1 for \$141,887.16. Mr. Piper made the Motion to Approve payment of Change Order #1. Mr. Cheyne Seconded the Motion. Contingent on raising water valve on Harrison Avenue and execution of final documents. All Approved.

There is a Service Order for assistance for the subdivision of the Harhai Property. This would be for \$3,750.00 payable to LSSE. Mr. Cheyne made the Motion to Accept the conditions of the LSSE Service Order for \$3,750.00 for the subdivision work needed for the Harhai Property. Ms. Lantz Seconded the Motion. All Approved. The subdivision is needed for the closing on the property.

LSSE Service Order to prepare the application for the Rural Development Grants that are available. This would include assistance on grant paperwork, but not to exceed \$4,600.00, preliminary and additional environmental assistance.

		Fee Basis	Estimate
Service Order Number:	398-____		
Description:	USDA/RUS Funding Administration		
Scope of Services:	01 Task 1: Funding Application	Per Diem	\$ 4,600.00
	02 Task 2: Preliminary Engineering Report (PER)	Per Diem	\$ 22,500.00
	03 Task 3: Environmental Assessment (EA)	Per Diem	\$ 10,200.00
	04 Task 4: Funding Administration During Construction	Per Diem	TBD
	05 Task 5: Settlement	TBD	

NOTE: Reimbursable expenses are not included in the cost. Reimbursable expenses will be billed at cost plus 10%. Reimbursable expenses include all copies, mileage and reproduction.

Mr. Cheyne spoke on how this Service Order can be used for other parts of the project, not just to obtain grants.

Mr. Rebitch questions the system of using proposals which he feels are expensive.

Mr. Cheyne made the Motion to approve the Service Order for grant help, Ms. Matesevac Seconded the Motion. All Approved.

SOLICITOR’S REPORT Daniel J. Hewitt, Esq., McDonald Snyder, P.C.

Ordinance 2018-3 - Tax Credit for VFD. Volunteer Tax Credit. Earned income credit up to \$750.00. 20% Statutory Borough Real Estate Tax. Hoping to draw in new volunteers. The Fire Department will need to track the qualifications.

Mr. Piper made the Motion to approve Ordinance 2018-3 – Tax Credit for the VFD, Mr. Cheyne Seconded the Motion. All Approved.

Ordinance 2018-4 – Alley Vacation – Athena (public alley). McCullough and Spagnolo Development requested for their developmental plans. The alley was considered abandoned. This would allow for the property owner to use as they see fit. Mr. Cheyne made the Motion to Approve Ordinance 2018-4 for the alley vacation, Mr. Piper Seconded the Motion. All Approved.

Resolution 2018-19 – Fee Schedule for 2019. All is the same except for Construction Code Officer - Jobe increase. Ms. Matesevac made the Motion to Approve Resolution 2018-19, the 2019 Fee Schedule, Ms. Simpson Seconded the Motion. All Approved.

Resolution 2018-20. Employee Manual for Non-Union Borough Employees. The noticeable change is the removal of the insurance plans as part of the manual. They will be separated out the manual as to make it easier to revise insurance changes as well as the addition of the social media policy into the manual. Ms. Matesevac made the Motion to Approve Resolution 2018-20,

the Employee Manual for Non-Union Borough Employees, Ms. Simpson Seconded the Motion. All Approved.

PUBLIC SAFETY/POLICE AND FIRE DEPARTMENT REPORT – Mayor, Alyce Urban

Mayor Urban thanked the Delmont VFD for washing off the mud on the road at Shields Farm before the Pilgrimage. The Fire Department had 29 calls in various locations.

Chief Klobucar presented the Calls for Service from the Borough Police Department. 108 total calls for service in November 2018. 46 Traffic Citations and 4 Criminal Arrests. Chief Klobucar told Borough residents that the track marks they may notice on their property and the helicopter noise was due to the search for a missing nursing home person.

Chief Klobucar asked Council to approve Samantha Malik's resignation letter. She is going to work at the Murrysville Police Department. Her last day will be December 22, 2018. Ms. Matesevac made the Motion to Accept Samantha Malik's resignation letter, with regrets, Mr. Piper Seconded that motion. The Council passed the request to accept the resignation letter of Samantha Malik, Borough Police Officer.

Chief Klobucar asked Council to approve the hiring of Officer Kevin Diamond as a full-time employee to replace Samantha Malik. His start date would be December 16, 2018. Ms. Matesevac made the Motion to Approve the hiring of Officer Kevin Diamond as a full-time Delmont Police Officer, Mr. Cheyne Seconded that motion. The Council passed the request to hire of Officer Kevin Diamond as a full-time Delmont Police Officer.

Julie Walczer voiced her opinion that it would be a good time to cut back the police force to 4 full-time officers and help the Borough budget. It was Council's decision to keep the force at 5 full-time officers.

Chief Richard Balik, Jr. wanted to thank Stan Cheyne for the help in getting the tax credit Resolution approved. He commented on how he felt Mr. Marx comments were hurtful to the Delmont Volunteer Fire Department. Council affirmed that there will not be a Referendum for the VFD. Chief Balik asked if Council and the newspaper reporters could help get the word out that the VFD were looking for volunteers - especially drivers. Chief Balik explained to the audience that the 911 Center activates the siren that the Borough has. Cell phones and/or pagers for the volunteers would be very costly.

BUILDING AND RENTALS Ann Lantz and Bill Marx, Council Vice President

Ms. Lantz told Council that they are still waiting on a quote to have the Daycare bathrooms refurbished. Still waiting on a bid that would include installation. There was an issue with the Borough Building air compressor prior to the meeting that is responsible for the sprinkler system. An emergency call out was necessary to get a temporary fix on the line. A new compressor will be needed. The Public Works Department will gather the information on prices for the new air compressor.

FINANCE COMMITTEE Andy Shissler, Council President, Becky Matesevac

There was a need for a Motion to renew the contract with Hoffman Kennels to be the Borough Animal Control supplier. The cost was raised from \$110/month to \$115/month. Stan Cheyne made the Motion to Accept Hoffman Kennels as the Borough Animal Control supplier, David Piper Seconded the Motion – All agreed.

Mr. Shissler spoke of the annual contract with Westmoreland County Transit. The cost to the Borough is \$1,307.25 – no increase over last year. The Motion was made by Mr. Cheyne and Seconded by Mr. Piper. All but Ms. Matesevac agreed to Westmoreland County Transit annual contract.

Mr. Shissler brought up the COG membership that includes Co-Star pre-bids for various products purchased by other Boroughs. The membership cost is \$220.00/year. The Motion was made by Mr. Piper and Seconded by Ms. Matesevac. All agreed to 2019 COG Membership renewal.

The Motion was made by Mr. Cheyne and Seconded by Ms. Matesevac to have the Capital Improvement Account (\$8,000) according to the Borough Ordinance break down:

Wheeled Vehicle Account	6,000.00
Boiler	1,000.00
Roof	1,000.00

All agreed to Delmont Borough 2019 Budget for Capital Improvements to break down in that order.

Ms. Matesevac made a Motion to donate \$3,000.00 to the Delmont Borough Library for the 2019 Delmont Borough Budget. Mr. Piper Seconded the Motion. All agreed.

The decision to have \$2,000.00 set aside for the Recreation Board for the 'Movies in the Park' and Easter Egg Hunt, etc. will be revisited in January 2019.

SEWAGE COMMITTEE ITEMS – Stan Cheyne and Bill Marx

Mr. Cheyne spoke of the increase for the rates in the upcoming Sewage Budget:

FTMSA – (Sewage Rates up \$2.00 Asset management fee	
Transportation and Treatment charge of .38 Billing charge \$0.01	
garbage disposal fee till decrease \$0.12)	\$2.39 increase
Delmont upgrades:	
forced intercept improvements for Delmont	\$7.50 increase
 Total increase	 \$9.89

Amendment 100-13 is to authorize new Ordinance for 2019 to advertise the new rate increase.

Mr. Cheyne made the Motion to advertise the new rates for 2019 Delmont Borough Sewage Budget. Ms. Lantz Seconded the Motion – All in favor - Passed.

Regarding the Sewage Budget

Revenue	+\$7.50 increase	\$108,000.00/year (based on 1200 accounts in Delmont)
Expenses	Item increase – LSSE	
	pay off loan (Grinder)	\$55,867.00

Mr. Piper inquired about paying the other loan the Borough has on the pump station first to lower it versus paying off the Grinder loan.

Ms. Matesevac made the Motion to advertise the 2019 Delmont Borough General Fund Budget. Ms. Simpson Seconded the Motion. All in favor – Passed to advertise the 2019 Delmont Borough General Fund Budget.

We are 100% for Expenses. More will be discussed during the January Council Meeting.

ROAD COMMITTEE ITEMS – Stan Cheyne and Ann Lantz

Regarding the parking on Freeport Street, Mr. Cheyne said that it falls into the Central Business District Overlay for business/residential parking. It is the Borough's need to accommodate a commercial/residential mix and it was his recommendation to not designate additional parking areas as residential only

Regarding Stormwater, Mr. Cheyne reported:

Final monies for Shields Farm Grant was received for 2018	\$24,584.00
Growing Greener Grant - Reimbursement	approximately \$8,700.00

Mr. Cheyne finished with acknowledging that Freeport Street patch was done.

PERSONNEL – Becky Matesevac and Pam Simpson

Nothing to report.

SHIELDS FARM – Andrew Shissler, Council President

2018 Pilgrimage went really well. DAAA report should be coming end of year – early next year.

GRANTS – David Piper

Nothing to report.

CONTRACTED TRASH – Stan Cheyne

Nothing to report.

OLD BUSINESS:

Office Holiday will be posted.

ADJOURNMENT: Ms. Matesevac moves to adjourn. Ms. Simpson Seconds. Motion Carries.

Respectfully Submitted,

Kellie E. Miele
Secretary