

Borough of Beaver, PA
Council Meeting
June 13, 2017
Minutes

- A regular scheduled meeting of Beaver Borough Council was held in the Community Room and called to order on June 13, 2017 at 7:00PM by President, Michael Deelo.
- Pledge of Allegiance
- Council Representatives in attendance: Alex Andres, Dan Deceder, Michael Deelo, Ron Embaugh, James Perini, Alex Sebastian, Pat Sims, Sean Snowden, Jarrod Thomas. Borough officials in attendance: Mayor Tom Hamilton, Chief Dan Madgar, Solicitor John Petrush, Solicitor Garen Fedeles
- Visitors in attendance (signed in): Gisela Reichel, Vicki Kennedy, Jim Woolley, Jeff Lloyd, Chuck Casbourne, Frank Blaskowitz, Judy Cashdollar, Midge Sefton, Rick Sprecker, Kim Ruscander, Lisa Champ, Mike Champ, Tommi Wagner

Approval of minutes

Motion by Mr. Deceder to accept the May 9, 2017 Council meeting minutes. Seconded by Mr. Sebastian. Voice vote passed unanimously.

Motion by Mr. Snowden to accept the June 1, 2017 Special Council meeting minutes. Seconded by Mr. Thomas. Voice vote passed unanimously.

Treasurer's Report

- May 2017 end of month reports and balances reviewed.
- Reports will be filed for annual audit
- Mr. Sims passed out a June 13, 2017 Year to Date Budget Summary to council to correct a statement that was made from public comments at the May council meeting regarding the budget.
 - For the period of January through May – Revenue is (\$99,280) and Expenses are (\$55,046)
 - Notes:
 - No tax increase since 2012
 - \$63,100 annual payment for the fire truck
 - \$225,000 down payment for the fire truck
 - \$107,000 for the house on Wayne Street
 - Approximate 40% increase in healthcare in the past two years. Approximately \$65,000 increase
 - Wages raise approximately 2.5% per year
 - 65 to 70% of the budget is payroll and benefits
 - Without a tax increase the borough is still maintaining the budget

Review invoice and authorization to pay bills

Motion by Mr. Snowden to authorize and pay submitted invoices for the Borough. Seconded by Mr. Thomas. Voice vote passed unanimously.

Public Participation –

- Jim Woolley, 390 Sixth Street –
 - A patch of 5th Street has a 6-8” temporary repair from a water break. Need to make level with the street or it will break up. Also an area on Beaver and 4th needs fixed.
 - Mr. Madgar stated he will have 5th Street repaired as soon as possible and the Beaver and 4th is on the list to have paved this summer.
 - Questioned if Laura and Park Streets will be paved this year
 - Mr. Madgar stated a meeting was held with Columbia Gas this past month. We were informed they will be doing some repair work on those streets in 2018. Therefore, we will wait for them to complete their work.
- Gisela Reichel, 767 5th Street – Questioned when the pit behind Jefferson Trace will be fixed.
 - Mr. Madgar stated 30 to 40 years ago someone put the pit in that was not up to code. The Highway Department spent a day and a half digging out the pit and cleaning it out. Our Code Enforcement Officer worked with the owner of the large garage to have the gutters moved to re-diverting the water to 5th Street. It is not feasible for the borough to dig under the home owners foundations to correct the drainage. Therefore, we can only enlarge the pit to absorb the water.
- Vicki Kennedy, 752 Canal Street – Thanked the Borough Manager and the employees responsible for filling in the pot holes in the alley so promptly after her request.
 - Asked if the snow could be plowed by the borough.
 - Mr. Madgar stated snow removal for the alleys are the responsibility of the homeowners.
- Frank Blaskowitz, 385 Navigation Street and Jeff Lloyd, 390 6th Street – Questioned the public meeting regarding the possible improvement of Quay Park and the removal of trees.
 - Mr. Deelo – The Planning Commission requested funding for a study to improve Quay Park due to several responses from the Comprehensive Plan Questioner results which indicated residents would like to have improvements made to the parks. Money was budgeted last year for this study to be completed.
 - Mr. Deelo suggested they attend the public meeting on June 17, 2017 at 8:30AM to hear some of the consultant’s suggestions.

Reports – Commissions / Authorities

Council of Governments (COG) – Reported by Mr. Deceder

Attended the May 25, 2017 meeting regarding the Route 65 Corridor study.

Business District Authority – Reported by Mr. Deelo

On June 1, 2017, Dan Madgar, Debbie Hindman and he met with Mark and Mary Anne Peluso. Mr. Peluso led the meeting regarding Downtown Focus Community and what needs to be done to keep a vibrant community. The meeting was very informative and very valuable.

- Will meet again in the near future to see how and what needs to be done and if there is merit to reactivate the Business District Authority.
- Mr. Andres asked to attend the next meeting.

Civil Service Commission – Reported by Midge Sefton

- Met June 7, 2017 with Bill Gamble to review all revisions. Received a Final Draft to review and to confirm no additional changes and or corrections are needed.
- Next meeting will be held on July 7, 2017 at 3:00PM for the final review.

Zoning Hearing Board (ZHB) – Reported by Mr. Sprecker

A zoning hearing was held on June 5, 2017 at 6:00PM regarding 394 College Avenue. Variance was denied.

- Solicitor Petrush – The previous ruling was appealed and pending in court awaiting on outcome of this hearing.

Planning Commission –

May 15, 2017 minutes enclosed in council packet

Tree Commission – Reported by Frank Blaskowitz

- Thanked everyone involved in making Arbor Day a successful event
- Approximately 40 new trees were planted this year, would like to have the a watering system set up so the trees do not die
 - Mr. Madgar suggested the Tree Commission meet with him prior to planting to make sure we are aware of where all new trees will be planted and to create a watering plan.
 - Mr. Madgar requested a drawing of where all the new trees were planted.
- The Tree Commission have received numerous tree applications for either removal or pruning. All have been responded to.

Code Enforcement Officer Report – Reported by Mr. Sprecker

May 2017 report enclosed in council packet

Historic Architectural Review Board (HARB) – No report

Municipal Authority – Reported by Mr. Sims

- Did not have a quorum at the last meeting
- Intern from Penn State and another summer employee are updating the map system for the manholes, catch basins and storm drains.
- Purchase Order was issued for a new UV System – should be installed by October for the November 1, 2017 deadline.

Council Committee Reports

Public Safety – No meeting last month

Finance – Reported by Mr. Perini
July 14, 2017 report enclosed in council packet

Highway – Reported by Mr. Thomas
Next meeting will be held on June 19, 2017 at noon

General Government – No report

Code Enforcement – Reported by Mr. Sebastian
Need to schedule a meeting with General Government Committee to discuss Rental Registration

Recreation – Reported by Mr. Embaugh

- New playground equipment was installed
- Seesaw broke and will be removed - too expensive to fix

Reports

Manager's Report – Reported by Chief Madgar

- Reviewed the May 2017 report enclosed in council packet
- Liens – Need to develop a long term plan or policy to make it fair for all future curb and sidewalk replacement programs regarding paying back money to the borough.
- Columbia Gas – Met with Columbia Gas they want to work with us regarding the road and sidewalk repair.
 - Also made us aware of some future projects; Laura and Park Streets as well as Second Street
 - Looking into the possibility of having gas lights put into all four parks and Gazebo. We will be talking with the Heritage Foundation which is 501C3 to accept the grant from Columbia Gas as a pass through.
- Pension and Cottrill Arbutina financial audits are completed
- MuniLink training this week to have the office cross trained
- Camera system – Officer DeGori is working with a couple groups regarding information to place security camera throughout town. Camera will be placed at all main entrances and exits of town. Approximate cost will be \$16,000 to \$18,000 per intersection. Will keep council updated.
 - Mr. Sebastian stated this is essential for the safety of our residents
- Pool – total deposits for pool are up approximately \$7,000 above deposits this time last year

President's Report – No report

Mayor Hamilton – No report

Police Chief Madgar – No report

Fire Department –

May 2017 report regarding the 16th Annual Beaver Volunteer Fire Department/Heritage Valley Health System 5K & 10K Race held on June 3, 2017 enclosed in council packet

Emergency Management Coordinator – No report

Borough Engineer –

May 2017 monthly report enclosed in council packet

Solicitor Petrush –

Worked on the following:

- Zoning Ordinance – Application for Variance
- Municipal Finances – Auditor’s Inquiry
- Zoning and Land Use – Amendments for Zoning Ordinance
 - Need to have a public hearing at 6:30PM prior to the 7:00PM July 11th council meeting. Requires advertising and notifying residents within 300’ of properties.
 - Mr. Madgar – Changing the Zoning Map at the request of two homeowners is costing the borough a considerable amount of money. Suggests the Finance Department look into the possibility of adding to the Fee Schedule for future requests by residents.
 - ***Motion by Mr. Snowden for Beaver Borough Council to authorize Solicitor Petrush to advertise the public meetings required regarding the Zoning Ordinance and Zoning Map. Seconded by Mr. Deceder. Voice vote passed unanimously.***

Old Business

Motion – Social Media Policy

No motion to remove the tabled Social Media Policy. Therefore there is no further action on this motion.

New Business

Motion – 2014 Tax Payment

Motion by Mr. Sims that Beaver Borough Council forgive the penalty and interest fee of \$49.58 for the Law Offices of Mark G. Essey, P.C., 342 Dravo Avenue, account # 7485756, regarding the 1st and 2nd quarter of Business Privilege Tax for 2014. Seconded by Mr. Snowden. Voice vote passed unanimously.

Motion – 2017 Road Paving Contract

Motion by Mr. Thomas that Beaver Borough Council approve the bid of Youngblood Paving Inc. for the milling and re-paving of the following streets:

- ***Beaver Street from East Second Street to Third Street***
- ***Corporation Street from Beaver Street to Insurance Street***
- ***Asphalt section of Canal Street to the easterly intersection of Buffalo Street.***
- ***Including alternate bids:***
- ***Number 1 includes the milling and re-paving of Sassafra Lane from River Road to Third Street (50% to be paid by Vanport Township)***
- ***Number 2 includes re-construction and paving of Beech Alley from Wilson Avenue to Taylor Avenue and from Taylor Avenue to McDonald Alley (50% to be paid by Columbia Gas)***

- ***Number 3 includes the re-construction and paving of Wood Alley from Center Way to East Second Street.***

In accordance with the Borough Engineer letter to council dated June 12, 2017. Pending review and approval by Solicitor Petrush. Seconded by Mr. Sims. Voice vote passed unanimously.

Motion – Pay increase for Colette Miser

Motion by Mr. Snowden that the rate of pay for Colette Miser, Part time Administrative Assistant, be increased to \$17.00 per hour effective June 1, 2017. Seconded by Mr. Deceder. Voice vote passed unanimously.

Motion – Full time Office Manager/Borough Secretary

Motion by Mr. Snowden that Beaver Borough Council hire Debbie Hindman as an Office Manager/Borough Secretary as a full time employee at the rate of \$18.00/hour plus appropriate benefits, effective May, 29, 2017. Seconded by Mr. Sebastian. Voice vote passed unanimously.

Motion – Operations Coordinator position in the Municipal Authority

Motion by Mr. Sims that Beaver Borough Council approve the attached Memorandum of Understanding (MOU) between the Beaver Borough Municipal Employees Association (BBMEA) and Beaver Borough. The MOU sets forth the terms and understanding between the BBMEA and the Borough of Beaver to establish the use of the Operations Coordinator position in the Municipal Authority, to be defined in the Collective Bargaining Agreement and included in the bargaining unit. Seconded by Mr. Sebastian. Voice vote passed unanimously.

Motion to adjourn by Mr. Andres. Seconded by Mr. Snowden. Voice vote passed unanimously.

Adjourned at 8:35PM

Submitted by Debbie Hindman