

Borough of Beaver, PA
Council Meeting
December 14, 2021
Minutes

- A regular scheduled meeting of Beaver Borough Council was held in the Community Room and was called to order on Tuesday, December 14, 2021 at 7:00 PM by Council President, Sean Snowden.
- Council Representatives in attendance: Alexander Andres, Michael Deelo, Chris King, Margaret McKean, Jim Perini, Adam Rathbun (via telephone), Alex Sebastian and Sean Snowden. Borough officials in attendance: Mayor Thomas Hamilton, Solicitor Garen Fedeles, Borough Manager/Chief of Police Dan Madgar, Borough/Municipal Authority Engineer Dan Martone, Secretary Debbie Hindman and Sergeant Ken McCoy. Absent: Frank Bovalino
- Visitors in attendance (signed in): Rick Sprecker, Midge Sefton, Robert Snider and Cheryl Hansen.

Approval of minutes

Motion by Mr. Perini to accept the November 9, 2021 Council Meeting minutes and the November 23, 2021 Work Session minutes. Seconded by Mr. Andres. Voice vote passed unanimously.

Treasurer's Report –

- Financial summary for January – November 2021 and Preliminary 2022 Budget included in the Council packet.

Review invoice and authorization to pay bills

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

Public Participation – None

Reports – Commissions / Authorities

Council of Governments (COG) – No report

Civil Service Commission – Reported by Ms. Sefton

- November 17, 2021 meeting minutes included in the Council packet.
- Oral interviews were conducted on Friday, December 10th. Three of the four applicants were present.
- Civil Service Commission will review oral interview scores and complete background checks before providing Council with a certified list of eligible candidates.
 - Physicals and psychological testing will still need completed.
 - Certified list is expected to be submitted to Council by February 2022.
- Ms. Sefton discussed concern with the low number of applications that were received and encouraged Council to keep this in mind once a certified list is provided.

- Mr. Snowden thanked Ms. Sefton and the Civil Service Commission for their time and efforts to complete this interview process.

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

- The Zoning Hearing Board had a meeting December 13th to review three applications. All three variance requests were approved:
 - John O’Leary, 105 Market Street – dimensional variance request to place a covered patio in the front yard.
 - Rachel Diddio – 878 Second Street – dimensional variance request to place an addition and rear deck in the side yard.
 - Emily Tiberio, 309 College Avenue (Methodist Church) – request for interpretation and/or variance from Permitted Uses to operate a proposed child/toddler program in the Beaver Methodist Church building.
- ZHB will expect to have another meeting to review an appeal to a stop work order. The stop work order was issued regarding a fence located at 344 Buffalo Street.

Planning Commission – Reported by Mr. Martone

- Letter from Planning Commission discussing the requested review of an overlay district. This district would include the property located at 850 Fifth Street.
- Discussed the Planning Commission’s recommendation to have a consultation with the Borough Solicitor to review an overlay district and engage with a planning professional to assist the Planning Commission in the creation of a multi-family zoning overlay district.
 - Engagement with a planning professional would be funded by the Planning Commission’s line item of \$7,500.00 of the 2022 proposed General Fund Budget.
 - Ms. McKean – Suggested a public meeting be held to discuss the overlay district.
 - Solicitor Fedeles – Any amendment to a Zoning Ordinance would require a public meeting.

Motion – Planning Commission Review of Overlay District

Motion by Mr. Deelo, I move that Beaver Borough Council approve the Planning Commission to consult with the Borough Solicitor to review an overlay district and to engage with a planning professional to assist with the creation of a multi-family zoning overlay district, not to exceed \$7,500. Seconded by Mr. Sebastian. Voice vote pass unanimously.

Tree Commission – No report

Code Enforcement Officer Report –

- November 2021 Code Enforcement report enclosed in the Council packet.

Historic Architectural Review Board (HARB) –

- October 4, 2021 draft meeting minutes included in the Council packet.

Municipal Authority – Reported by Mr. Deelo

- Municipal Authority meeting minutes from November 17, 2021 included in the Council packet.
- Municipal Authority Engineer report for mid-October through mid-November 2021 and mid-November through mid-December 2021 included in the Council packet.
- The Municipal Authority is recommending that Council reappoint Bruce Woodske to the Municipal Authority board for a 5-year term (effective January 3, 2022) at the Council Reorganization meeting.

Shaw Park/Pool – Reported by Mr. Andres

- A fundraiser is tentatively being scheduled to be held in January or February.
- Committee will meet quarterly and sub-committees will meet as needed.
- Mr. Deelo – Asked how much has been fundraised and is in the foundation.
 - Mr. Andres – Unsure of exact amount.
- Mr. Madgar – Met with Mr. Martone and Mr. Dawson to review demolition of the pool and scope of work needed. Bigger equipment will be needed to properly demolish and work will need to go out to bid. Bid to be advertised in first quarter of 2022.
 - Mr. Perini – Asked for an estimate of the scope of work.
 - Mr. Martone – Expecting to cost over \$25,000.

Reports

Manager/Secretary Report – Reported by Mr. Madgar

- Veterans gave the Borough a check in the amount of \$1,400 to help offset Borough expenses for the Veteran's Day Parade.
- Night time parking enforcement will be suspended Saturday, December 18th through March 1st, all streets except Third Street. A notification was sent out to residents and a post was made on the Borough Facebook page.
- Leaf pick-up is tentatively scheduled to continue through the end of this week, weather permitting.
- Had end of year meeting with Pacer Studios to discuss the Beaver Life Magazine and expectations for next year.
- Clark Park update
 - Motion to pay half of the invoice from Wilson Restoration. Mr. Madgar and Mr. Martone agree they are not satisfied with the project and will pay the remaining balance of the invoice once expectations are met.
- Chief of Police Dan Madgar and Officer Greg Kryder will enter the DROP Plan, which will mean that they will need to separate service within the next five years.
- Officer Ken Stahl's last day with the Beaver Police Department will be January 31, 2022. Officer Stahl will depart all service with the Borough in the middle of March of 2022.
- Council President and Council agreed to cancel the December Work Session scheduled for Tuesday, December 28, 2021.

- Council Reorganization meeting will be held Monday, January 2, 2022 at 7:00 p.m. in the Borough Building Community Room.
 - Will be swearing in Margaret McKean, Alexander Andres, Roberta Good, Whitney Learn-Conjeski, and Amy Stettler.
 - Nominating and voting on new Council President and Vice President.

President's Report – Reported by Mr. Snowden

- Thanked Ms. King, Mr. Rathbun, and Mr. Bovalino for their service on Council.
- Thanked Officer Klutka and Fratangeli for their service to the community.

Mayor Hamilton – No report

Police Department – No report

Fire Department – Reported by Mr. Perini

- Discussed efforts of change to fire department policy which would include a report to Council. The report would inform the Borough of any significant fires.
- Discussed funds that are provided to the Borough in the form of an escrow when major fires occur.

Emergency Management Coordinator – No report

Borough Engineer –

- Borough Engineer November 2021 included in the Council packet.
- Paving for pad at the new recycling area has been completed. Goal is to have the new recycling area functioning and open to residents within the next few months.
- Reviewed final plans for Zayo Group's fiber optics line. Expecting the installation to happen soon and will keep Council updated.
- Requesting a study of the intersection at Fifth Street and Buffalo Street be completed by Penn Dot.
- All streets for the 2021 Paving Project have been completed except for River Road and Walnut Street. Weather contributed to delays.
 - Mr. Martone to issue letter to Protech with deadline dates for Spring 2022 and to hold the price of the original bid amount.
 - Discussed issues with company; no notice given to Borough or residents of paving dates, blew leaves and debris into resident's yards, did not have adequate traffic control. All issues have been documented by Mr. Martone.
- Meeting will be held in January with Columbia Gas to review 2021 and plan for 2022 projects.

Solicitor Report – Reported by Solicitor Fedeles

- Executive session will be held to discuss personnel items.

Motions

Motion – Beaver Area Memorial Library 2021

Motion by Ms. King, I move that Beaver Borough Council approve the donation of \$26,000 to the Beaver Area Memorial Library. This item is approved in the 2021 budget. Seconded by Mr. Andres. Voice vote passed unanimously.

Motion – Wilson Restoration Invoice

Motion by Ms. McKean, I move that Beaver Borough Council approve partial payment of the Wilson Restoration Invoice # 3918 dated 9/12/2021 in the amount of \$13,375. Complete payment will be made upon Borough Manager and Borough Engineer satisfaction of completed project. Seconded by Mr. Deelo. Voice vote passed unanimously.

- Ms. McKean – Asked what would define satisfaction with the project.
- Mr. Snowden – Satisfaction will be determined by the Borough Manager and Borough Engineer.
- Mr. Madgar – Items such as correcting concrete color, cleaning of plaques, and run off on exposed aggregate would need to be addressed before satisfaction with the project.

Motion – Staccato 2011 LLC Invoice

Motion by Mr. Sebastian, I move that Beaver Borough Council approve payment of the Staccato 2011 LLC invoice dated December 7, 2021 in the amount of \$19,724.00 for eleven (11) police firearms. Seconded by Mr. Perini. Voice vote passed unanimously.

Motion – Beaver County 2021 Hazard Mitigation Plan Resolution

Motion by Mr. Perini, I move that Beaver Borough Council approve the attached Resolution # 2021-05 titled Beaver County 2021 Hazard Mitigation Plan dated December 2021. Seconded by Ms. King. Voice vote passed unanimously.

Motion – Reappointment of Planning Commission Members

Motion by Mr. Deelo, Based on the recommendation of the Planning Commission, I move that Beaver Borough Council reappoint Dan Martone, Dave O’Leary and Bob Rice to the Planning Commission for a four (4) year term. Terms will expire December 31, 2025. Seconded by Mr. Andres. Voice vote passed unanimously.

Motion – Amendment of the Mercantile License Fee Ordinance

Motion by Mr. Perini, I move that Beaver Borough Council approve the attached Ordinance amending Chapter 24 Part 303 of the Borough’s Code of Ordinances by increasing the Mercantile License Fee to \$65.00. Seconded by Ms. McKean. Voice vote passed unanimously.

Motion – Business Privilege Tax Ordinance

Motion by Mr. Perini, I move that Beaver Borough Council approve the attached Ordinance adding a new section to Chapter 24 Part 7 “Business Privilege Tax Ordinance” of the Borough’s Code of Ordinances so as to create a Business Privilege License fee of \$65.00. Seconded by Mr. Sebastian. Voice vote passed unanimously.

Motion – Amendment to Health Officer Ordinance

Motion by Ms. King, I move that Beaver Borough Council approve and adopt the attached Ordinance amending Chapter 10 Part 7 of the Borough’s Code of Ordinances known as the “Health Officer Ordinance”. Seconded by Mr. Perini. Voice vote passed unanimously.

Motion – 2022 Fee Schedule

Motion by Mr. Andres, I move that Beaver Borough Council approve and adopt the attached Beaver Borough Fee Schedule for 2022. Seconded by Mr. Sebastian. Voice vote passed unanimously.

Motion – 2022 Tax Increase

Motion by Mr. Perini, I move that Beaver Borough Council approve and enact the attached Ordinance amending Chapter 24 of the Code of Ordinances, to levy and fix the rate of a tax on real property for the fiscal year 2022. Rate of 30 mills (increase of 1 mill from 2021). Seconded by Ms. McKean. Voice vote passed unanimously.

Motion – 2022 General Fund Budget

Motion by Mr. Perini, I move that Beaver Borough Council adopt the 2022 Beaver Borough General Fund Budget as advertised. I move that a copy of that budget, electronic or otherwise, be attached hereto and retained in the Borough records. Seconded by Ms. King. Voice vote passed unanimously.

Council entered into Executive Session to discuss personnel items at 8:28 p.m.

8:40 p.m. - Motion by Mr. Perini to end the Executive Session Council and to enter back into the Regular Meeting. Seconded by Mr. Sebastian.

Motion – Promote Rebecca Phillips to Full-Time

Motion by Mr. Rathbun, in conjunction with the 2022 budget, I move that Beaver Borough Council promote Rebecca Phillips to a full-time employee, at the rate of \$18.25/hour plus appropriate benefits, effective January 1, 2022. Seconded by Ms. McKean. Voice vote passed unanimously.

Motion – Anna Lane Pay Rate

Motion by Mr. Sebastian, in conjunction with the 2022 budget, I move that Beaver Borough Council approve the rate of pay for Anna Lane be increased to \$15.00/hour effective January 1, 2022. Seconded by Ms. King. Voice vote passed unanimously.

Motion – Lisa Champ and Colette Miser Pay Rate

Motion by Mr. Andres, in conjunction with the 2022 budget, I move that Beaver Borough Council approve the rate of pay for Lisa Champ and Colette Miser be increased to \$21.00/hour effective January 1, 2022. Seconded by Mr. Deelo. Voice vote passed unanimously.

Motion – Pay Increase for Administrative Personnel

Motion by Mr. Rathbun, in conjunction with the 2022 budget, I move that Beaver Borough Council approve a pay increase of 3% for full-time and part-time administrative personnel, excluding those previously mentioned with rate increases. Seconded by Mr. Perini. Voice vote passed unanimously.

Motion – Borough Manager Pay Rate

Motion by Mr. Rathbun, in conjunction with the 2022 budget, I move that Beaver Borough Council approve a pay increase of 3% for the Borough Manager effective January 1, 2022. Seconded by Mr. Perini. Voice vote passed unanimously.

- Mr. Snowden – Mr. Madgar will also be able to contribute to the non-uniform pension when entered into the DROP program.

Motion – Chief of Police Pay Rate

Motion by Mr. Sebastian, in conjunction with the 2022 budget, I move that Beaver Borough Council approve a pay increase of 3% for the Chief of Police effective January 1, 2022. Seconded by Ms. King. Voice vote passed unanimously.

Motion to adjourn by Mr. Rathbun. Seconded by Ms. King. Voice vote passed unanimously.

Adjourned at 8:45 PM

Submitted by Rebecca Phillips