

The Agenda and Council Meeting of the City of Lower Burrell was held on Monday, January 7, 2019. The meeting started at 6:20 PM. Roll call indicated the following present: Councilman Hamilton, Councilman Koziarski, Councilman Grillo, Controller Farina, Treasurer Eshbaugh, Public Works Foreman Scott Johnson, Chief Tim Weitzel, Solicitor Yakopec, Zoning/Ordinance Officer Michael Nedley, Mayor Callender, and City Administrator Amy Rockwell. Absent was Councilman Fabry.

AGENDA MEETING

- A) Discussed Road Opening Permits.
- B) Discussed the notification from PENNDOT regarding Wildlife Lodge Road. A lengthy discussion ensued. Foreman Johnson will write something up to be given to Representative Brooks for review.
- C) Discussed Fee Schedule Review. Ms. Rockwell has been investigating fees for City services and is proposing a fee schedule review. She commented that some of the City fees are on the low side. Her review also offered what other community costs are to offer comparison. Fees can be changed by resolution rather than an ordinance and would need to be passed every year.
- D) Discussed LBMA Annual Report and fees.
- E) Discussed meeting with the Lower Burrell Municipal Authority. Meeting is set for 6 PM on Tuesday, January 15, 2019. The meeting will be informational in nature.
- F) Discussed the installation of No Parking Signs on MacBeth Drive. An ordinance is needed and will be added to February's Agenda.
- G) Discussed 2019 Paving Projects.

The Agenda meeting finished at 7:40 PM.

The Council meeting started at the conclusion of the Agenda meeting.

CORRESPONDENCE:

Treasurer's Report for November, 2018.
Earned Income Tax Report for December, 2018.
Collection Service Center.
Engineering Report from Senate Engineering.
Mott Macdonald

EXECUTIVE DEPARTMENT REPORTS:

Councilman Koziarski: There was a waterline break at Kotecki Park. He urged visitors to be careful.

Councilman Grillo: The monthly and a year to date report for building permit and correspondence for ordinance violations was on file as well as the occupancy inspection report for December, 2018. A total of 11 citations were issued in 2018.

Councilman Hamilton: The list of jobs completed was available. Public Works has recently transitioned to half day and half night shift in preparation for any winter weather. Council will continue to review sewer rates.

Controller Farina: Controller Farina thanked Representative Brooks for keeping a local office in Lower Burrell.

Public Works Foreman Johnson: An update was provided on the Broadway Bridge project.

Chief Weitzel: Chief Weitzel had reports on calls for service, patrol mileage, arrests, and incidents. Lower Burrell Police participated in Shop with a Cop and Shop with Heroes Programs. Sgt. Dale has retired but will remain on the active roster while he is completing his paid time off. Sgt. Miller has moved to the daylight shift. Sgt. Cernava along with his K-9 partner, Dax will be on the midnight shift. With a heavy heart, Chief Weitzel announced the passing of Det. Lt. Richard Ogurchock. There will be a full honor escort for the Ogurchock family at his funeral. Chief Weitzel also reported that acquiring the federal seizure money due from the sale of the McKay property is moving forward.

City Administrator Rockwell: Work is continuing to update accounting software. Streamlining processes is also being worked on. Beginning in February, Senator Brewster will have office hours at city hall. A representative will be here on Tuesdays from nine until noon for constituent outreach.

Solicitor Yakopec: No report.

Treasurer Eshbaugh: No report.

Zoning/Ordinance Officer Nedley: No report.

Mayor Callender: Mayor Callender introduced Representative Robert Brooks from the 54th District. He congratulated him and said he looks forward to working together.

OLD BUSINESS:

None

NEW BUSINESS:

- 1) Motion by Councilman Grillo, second by Councilman Hamilton to approve the Council meeting minutes from December 10, 2018. Roll call vote indicated: Councilman Grillo: AYE; Councilman Hamilton: AYE; Councilman Koziarski: AYE; Mayor Callender: AYE. 4 “AYES.” All in favor.
- 2) Motion by Mayor Callender, second by Councilman Koziarski to accept the Treasurer’s Report and pay all bills. Roll call vote indicated: Mayor Callender: AYE; Councilman Koziarski: AYE; Councilman Grillo: AYE; Councilman Hamilton: AYE. 4 “AYES.” All in favor.
- 3) Motion by Mayor Callender, second by Councilman Grillo to reorganize council departments. For the year 2019, every Council member will keep the department they chaired in 2018.

Richard Callender – Department of Public Affairs
Christopher Fabry – Accounts and Finance
Robert Hamilton – Streets and Public Improvements
Christopher Koziarski – Parks and Public Property
Joseph Grillo – Public Safety

Roll call vote indicated: Mayor Callender: AYE; Councilman Grillo: AYE; Councilman Hamilton: AYE; Councilman Koziarski: AYE. 4 “AYES.” All in favor.

- 4) Motion by Mayor Callender, second by Councilman Hamilton to approve engineering rate for Senate Engineering as provided by the Schedule of Service Rates effective January 1, 2019. Roll call vote indicated: Mayor Callender: AYE; Councilman Hamilton: AYE; Councilman Koziarski: AYE; Councilman Grillo: AYE. 4 “AYES.” All in favor.
- 5) Motion by Councilman Hamilton, second by Councilman Koziarski to approve the 2019 Paving projects as submitted and advertise for bids. Matt Pitsch and Amy Rockwell will coordinate with the City of New Kensington. Roll call vote indicated: Councilman Hamilton: AYE; Councilman Koziarski: AYE; Councilman Grillo: AYE; Mayor Callender: AYE. 4 “AYES.” All in favor.
- 6) Motion by Councilman Grillo, second by Mayor Callender to appoint Amy Rockwell as an alternate delegate to the Westmoreland County Tax Collection Committee. Roll call vote indicated: Councilman Grillo: AYE; Mayor Callender: AYE; Councilman Hamilton: AYE; Councilman Koziarski: AYE. 4 “AYES.” All in favor.

PUBLIC COMMENTS:

None

ADJOURNMENT:

With no further business coming before council, a motion was made to adjourn the meeting at 8:09 PM.

Amy S. Rockwell, City Administrator

Richard Callender, Mayor