

The Agenda and Council Meeting of the City of Lower Burrell was held on Monday, March 4, 2019 at 6 PM. Roll call indicated the following present: Councilman Fabry, Councilman Hamilton, Councilman Koziarski, Controller Farina, Treasurer Eshbaugh, Public Works Foreman Scott Johnson, Chief Tim Weitzel, Zoning/Ordinance Officer Michael Nedley, Mayor Callender, Solicitor John Rushford, and City Administrator Amy Rockwell. Absent was Councilman Grillo.

Mayor Callender read a statement concerning the hiring of the new solicitor. The City of Lower Burrell requested proposals from firms who were able to provide legal advice on a variety of matters. The term of the contract shall be at will and may be terminated at any time for any reason upon a vote of a majority of council members. Proposals were reviewed and interviewed by council for responsiveness and municipal experience. Council decided to accept the offer of Cafardi Ferguson Wyrick Weis and Stotler, LLC as the City solicitor and John Rushford as the primary.

AGENDA MEETING

- A) Discussed of application of park funding and park planning. Councilman Koziarski discussed the upkeep of City parks. A parks package will be put together to make the City more attractive. City Administrator Rockwell followed up that there is a DCNR funding application available. She has attended a webinar on it. She is looking at putting together a site map of all the parks that will include public meetings and input.
- B) Discussed the county resolution to support the County Comprehensive Plan, Reimagining our Westmoreland.
- C) Discussed the materials bid and quantities. The pending arrival of the fleet cards and the amount of gasoline needed was discussed.
- D) Discussed the Licensed Health Official. The Health Inspector is shared among the three cities. His fee will be \$100 per health license inspection.
- E) Discussed the two Dirt and Gravel Road Grant Awards. The amount of the award pays for the materials; the City's match is the labor provided by City personnel.
- F) Discussed the Federal Funding from the Department of Justice received and proposed use. Chief Weitzel discussed the seizure money from a local drug dealers house.
- G) Discussed the Builders Risk Policy for the building project.
- H) Final review of the Street Opening Ordinance.
- I) Discussed Parking Regulations. This section was not included when ordinances were codified in 2017.

The Agenda meeting finished.

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

CORRESPONDENCE:

Treasurer's Report for December, 2018 and January, 2019.
Earned Income Tax Report for January and February, 2019.
Collection Service Center.
Engineering Report from Senate Engineering.

EXECUTIVE DEPARTMENT REPORTS:

Chief Weitzel: Chief Weitzel had reports on calls for service, patrol mileage, arrests, and incidents. Dare graduation recently happened. The City has the longest standing tenure of the Dare program. Citizens Police Academy has started. He will be working to put the seizure money into the building project. The warming shelter was activated because of the power outages with the recent wind storm. He is pursuing an E-Ticket grant. Government audits are being conducted to make sure the police department is in compliance with the law.

City Administrator Rockwell: Bids were received for general, plumbing, and electrical construction. There was an issue with the mechanical bid; it will be re-advertised and re-bid.

Solicitor Rushford: He expressed gratitude to council and for their support and looks forward to working with the City.

Treasurer Eshbaugh: Mr. Eshbaugh gave the ending balances in both the general and sewer accounts.

Councilman Koziarski: The City is striving to keep the sidewalks and walk ways clear of snow and debris. Local community groups such as Bear Den Pack 556 have helped with spring clean-up at Kotecki Park. Burrell High School National Honor Society will help with projects at Veterans Park. St. Joseph's school will be using ball fields this season. Recycling events are being scheduled. Farmers Market will start June 15th. He personally thanked Amy Rockwell, Scott Johnson, the police department, volunteer fire department with their work during the power outage after a recent wind storm.

Councilman Fabry: He has instituted a quarterly breakdown budget workshop for each individual department. Sewer bills will be sent in an envelope. An Easter Egg Hunt will be held April 20th. He appreciates the involvement with the National Honor Society in stuffing the eggs. The condemnation hearing scheduled for April 1st will be at 6 PM with the Agenda meeting immediately following.

Councilman Hamilton: The list of jobs completed was available. It was decided to restructure Public Works Department on the advice of an outside consultant who provided the service pro bono. Interviews for a Director of Public Works and Parks are being conducted. The sewer rate increase will be reflected in the next sewage bill. He acknowledged Scott Johnson and the men of Public Works that have been working night and day dealing with snow issues and the recent wind storm to keep the roads safe. Every operation and function of the City is being examined and nothing is being ignored. He extended congratulations to Amy Rockwell, Chief Weitzel, and Foreman Johnson for finding grants.

Controller Farina: No report.

Public Works Foreman Johnson: Public Works has been cleaning up, organizing, and getting ready for the big move. They have been prepping the area to stay ahead of the construction process. Regarding salt, the City is over 60 percent of salt yet below the 100 percent threshold.

Zoning/Ordinance Officer Nedley: No report.

Mayor Callender: In the sewer bill envelope, there will be a newsletter each quarter. The veterans banners will be displayed before Memorial Day honoring veterans. Please support the parade as well as the ceremony at the American Legion afterwards. There will be a forum in April on Narcon training open to the community.

OLD BUSINESS:

None

NEW BUSINESS:

- 1) Motion by Councilman Fabry, second by Councilman Koziarski to approve the Council meeting minutes from February 4, 2019. Roll call vote indicated: Councilman Fabry: AYE; Councilman Koziarski: AYE; Councilman Hamilton: AYE; Mayor Callender: AYE. 4 “AYES.” All in favor.
- 2) Motion by Councilman Fabry, second by Councilman Koziarski to accept the Treasurer’s Report and pay all bills. Roll call vote indicated: Councilman Fabry: AYE; Councilman Koziarski: AYE; Councilman Hamilton: AYE; Mayor Callender: AYE. 4 “AYES.” All in favor.
- 3) Motion by Mayor Callender, second by Councilman Hamilton to appoint Cafardi, Ferguson, Wyrick, Weis and Stotler LLC as the City Solicitor and John Rushford as the primary. Roll call vote indicated: Mayor Callender: AYE; Councilman Hamilton: AYE; Councilman Koziarski: AYE; Councilman Fabry: AYE. 4 “AYES.” All in favor.
- 4) Motion by Mayor Callender, second by Councilman Fabry to reappoint Charles Markle to the Zoning Hearing Board. Roll call vote indicated: Mayor Callender: AYE; Councilman Fabry: AYE; Councilman Koziarski: AYE; Councilman Hamilton: AYE. 4 “AYES.” All in favor.
- 5) Motion by Councilman Hamilton, second by Mayor Callender to approve the third and final reading of Ordinance # 1-2019 – No Parking Signs on MacBeth Drive. Roll call vote indicated: Councilman Hamilton: AYE; Mayor Callender: AYE; Councilman Koziarski: AYE; Councilman Fabry: AYE. 4 “AYES.” All in favor.
- 6) Motion by Councilman Hamilton, second by Councilman Fabry to advertise for materials bid for 2019 FY quantities as discussed. Roll call vote indicated: Councilman Hamilton: AYE; Councilman Fabry: AYE; Councilman Koziarski: AYE; Mayor Callender: AYE. 4 “AYES.”
- 7) Motion by Councilman Hamilton, second by Mayor Callender to accept and approve the Dirt and Gravel Grant in the amount of \$16,171.12 for Taymer Drive. Roll call vote indicated: Councilman Hamilton: AYE; Mayor Callender: AYE; Councilman Fabry: AYE; Councilman Koziarski: AYE. 4 “AYES.” All in favor.
- 8) Motion by Councilman Hamilton, second by Mayor Callender to accept and approve the Dirt and Gravel Grant in the amount of \$6,371.44 for Kunkle Drive. Roll call vote indicated: Councilman Hamilton: AYE; Mayor Callender: AYE; Councilman Koziarski: AYE; Councilman Fabry: AYE. 4 “AYES.” All in favor.
- 9) Motion by Mayor Callender, second by Councilman Fabry to approve using the funding from the Department of Justice equitable sharing funds for police security cameras and access controls for police renovations project. Roll call vote indicated: Mayor Callender: AYE; Councilman Fabry: AYE; Councilman Koziarski: AYE; Councilman Hamilton: AYE. 4 “AYES.” All in favor.
- 10) Motion by Mayor Callender, second by Councilman Fabry to approve executing the Builders Risk Policy with PennPRIME. Roll call vote indicated: Mayor Callender: AYE; Councilman Fabry: AYE; Councilman Hamilton: AYE; Councilman Koziarski: AYE. 4 “AYES.” All in favor.
- 11) Motion by Councilman Hamilton, second by Councilman Fabry to advertise the Street Opening Ordinance for adoption. Roll call vote indicated: Councilman Hamilton: AYE; Councilman Fabry: AYE; Councilman Koziarski: AYE; Mayor Callender: AYE. 4 “AYES.” All in favor.

- 12) Motion by Councilman Fabry, second by Mayor Callender to adopt Resolution 2-2019 – Supporting the County Comprehensive Plan, Reimagining Our Westmoreland. Roll call vote indicated: Councilman Fabry: AYE; Mayor Callender: AYE; Councilman Koziarski: AYE; Councilman Hamilton: AYE. 4 “AYES.” All in favor.
- 13) Motion by Councilman Koziarski, second by Councilman Hamilton to appoint Patrick McGuire as the local Health Inspector for the tri-cities for \$100 per inspection. Roll call vote indicated: Councilman Koziarski: AYE; Councilman Hamilton: AYE; Councilman Fabry: AYE; Mayor Callender: AYE. 4 “AYES.” All in favor.
- 14) Motion by Mayor Callender, second by Councilman Fabry to award general construction contract to Arcon Contracting for a bid amount of \$2,015,000. This item was opened up for public comment before voting. Roll call vote indicated: Mayor Callender: AYE; Councilman Fabry: AYE; Councilman Koziarski: AYE; Councilman Hamilton: AYE. 4 “AYES.” All in favor.
- 15) Motion by Mayor Callender, second by Councilman Fabry to award the plumbing construction contract to McRandal Company for a bid amount of \$267,200. This item was opened up for public comment before voting. Roll call vote indicated: Mayor Callender: AYE; Councilman Fabry: AYE; Councilman Hamilton: AYE; Councilman Koziarski: AYE. 4 “AYES.” All in favor.
- 16) Motion by Mayor Callender, second by Councilman Koziarski to award the electrical construction contract to Merit Electrical Group for a bid amount of \$519,800. This item was opened up for public comment before voting. Chris Archer from Arizona Drive asked what the bids were being awarded for. Roll call vote indicated: Mayor Callender: AYE; Councilman Koziarski: AYE; Councilman Hamilton: AYE; Councilman Fabry: AYE. 4 “AYES.” All in favor.
- 17) Motion by Mayor Callender, second by Councilman Fabry to reject mechanical construction bids. This was opened up for public comment before voting. Alan Fellers, 2687 Elaine Drive questioned how the bidding for the mechanical was found to be in error and also questioned who is overseeing the construction and bidding process. Roll call vote indicated: Mayor Callender: AYE; Councilman Fabry: AYE; Councilman Koziarski: AYE; Councilman Hamilton: AYE. 4 “AYES.” All in favor.
- 18) Motion by Mayor Callender, second by Councilman Koziarski to re-bid mechanical construction with clear instructions to the bidders. This was opened up for public comment before voting. Roll call vote indicated: Mayor Callender: AYE; Councilman Koziarski: AYE; Councilman Fabry: AYE; Councilman Hamilton: AYE. 4 “AYES.” All in favor.

PUBLIC COMMENTS:

Chris Archer, 503 Arizona Drive. He asked for speed bumps or humps in his neighborhood to control speeding.
Debbie Keller, 227 Hemlock Place. She had multiple pictures of damage on her property caused by a blocked storm drain.

Gary Manzo, 1013 Wills Avenue. Knowing that the City gets state funds, he asked if the City gets federal funds. He also questioned if a site opened to sell marijuana in Lower Burrell.

Alan Fellers, 2687 Elaine Drive. He was requesting a review of ordinances involving beekeeping.

Christine Schubert, 3045 Fairway Street. Is anyone familiar with a site called “Next Door Lower Burrell?”

ADJOURNMENT:

With no further business coming before council, a motion was made to adjourn the meeting at 7:44 PM.

Amy S. Rockwell, City Administrator

Richard Callender, Mayor

NEXT REGULAR AGENDA AND COUNCIL MEETING
Monday, April 1, 2019 at 6:00 PM