

The Agenda and Council Meeting of the City of Lower Burrell was held on Tuesday, September 3, 2019 at 6 PM. Roll call indicated the following present: Councilman Grillo, Councilman Fabry, Councilman Hamilton, Controller Farina, Treasurer Eshbaugh, Director of Parks and Public Works Jeff Fleming, Chief Tim Weitzel, Solicitor John Rushford, Zoning/Ordinance Officer Michael Nedley, Mayor Callender, and City Administrator Amy Rockwell. Absent was Councilman Koziarski.

AGENDA MEETING

- A) Discuss donation for startup of the Tri-City Historical Society. This was tabled; James Sabulsky will be at October's meeting to represent the Tri-City Historical Society.
- B) Discussed to withdraw the claim for a release from the Underground Storage Tank Indemnity Fund.
- C) Discussed 2018 Annual Audit. Treasurer Eshbaugh reported that the DCED report has been completed by the City's auditor Mark Turnley and was submitted. Ms. Rockwell reported that the last of the auditor's requests have been finalized. The computerization of all the funds has happened with the new accounting software. Everything is now trackable and reportable.
- D) Discussed review of Pension Document. Ms. Rockwell reported that there has not been an official document created. A draft was prepared; it will need to be advertised and adopted by ordinance.
- E) Discussed letter from Police Pension Board dated July 24, 2019. The document concerned lowering the assumption rate for the plan to calculate the 2020 MMO.
- F) Discussion regarding the letter from Westmoreland County Housing Authority. The Authority is looking to reclassify the property on MacBeth Drive from them to Westmoreland Non-Profit Housing Corporation. Councilman Hamilton spoke of the program. They are seeking a letter of support.
- G) Discussed request for exoneration of property assessed under the names of Martin D. Jr. and Paulette M. Seitz, map # 17-04-00-0-074. Property is located at 3616 Youngwood Drive. This was added to the agenda for a vote.
- H) Discussed proposed changes to sewer inspections. Councilman Hamilton introduced Mr. Jeff Fleming as the City's Director of Parks and Public Works. Councilman Hamilton commended Michelle Hatbob who was instrumental in the transition. Mr. Fleming described the proposed changes.
- I) Anything else that comes before Council.

The Agenda meeting finished.

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

CORRESPONDENCE:

- Treasurer's Report for July and August 2019.
- Earned Income Tax Report for June, July, and August 2019.
- Collection Service Center.
- Engineering Report from Senate Engineering.
- Correspondence from Dakota Oil and Gas Company dated July 9, 2019.
- Correspondence from the Police Pension Board dated July 24, 2019.
- Correspondence from U*COMP - \$3,619 dividend check.
- Correspondence from New Kensington Musical Society returning \$400 from cancelled performance.

EXECUTIVE DEPARTMENT REPORTS:

Councilman Fabry: Councilman Fabry reported that he attended the Revitalization of Westmoreland County's July meeting. He updated everyone on their mission. He complimented Ms. Rockwell for reaching out to department heads. Budget meeting dates will be scheduled soon.

Councilman Hamilton: Councilman Hamilton had the jobs completed. He asked that any issues that need to come to the attention of Public Works be called to their attention. He thanked the public who attended the meeting and hoped to see them return.

Director Fleming: Mr. Fleming explained the process that his office will follow in responding to citizen calls. Each individual problem is being examined. He has been researching grants for storm sewer issues. He is grateful for the opportunity and thanked Ms. Rockwell, Mr. Nedley, and Ms. Hatbob for their assistance during his transition.

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 July and August 2019. Councilman Grillo along with the Chairman of the Planning Commission, Ray Rieser, scheduled interviews for a replacement on the Planning Commission. He explained the Appeals Board and why it is needed. He thanked David Kristof for ten years of service on the Planning Commission and wished him well. He expressed condolences to the family of Chief McKillop.

Controller Farina: No report.

Zoning/Ordinance Officer Nedley: Mr. Nedley provided a building update.

Chief Weitzel: Chief Weitzel had reports on calls for service, patrol mileage, arrests, and incidents for February and March. He cautioned and asked everyone to be mindful of school zones and buses. The department is highly

pro-active in school safety which involves annual hostile training. Officer Jason Napier has moved onto Westmoreland County Detectives, and Chief Weitzel wished him well.

City Administrator Rockwell: The Reimagining Westmoreland meetings that have been held for the purpose of working on the comprehensive plan for Westmoreland County have been attended. She developed the pension document. The police pension funds have been computerized which will provide for clearer tracking of expenses, gains, losses, and dividends paid. She has worked on financial oversight for entries and receipts. She has done H.R. work to coordinate benefits for retirees as well as assisting retiree families with benefits. As a trustee, she will be attending the Penn Prime Insurance Trust Board meeting as well as the insurance seminar. The MMOs for police and non-uniform have been calculated for 2020; she will need to know the assumption rates to present an accurate calculation. She continues to coordinate with the building renovation project, reviewing applications for payment, and going through payrolls. She has started working on budget numbers with Mr. Fleming. She has met with Ford Business Machines who were told we did not wish to auto renew the contract. Budget meetings should begin mid-October, early November. She extended her thanks to Mr. Florek and Officer Napier for their many years of service.

Solicitor Rushford: No report.

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

Mayor Callender: Mayor Callender thanked Officer Napier for his years of service. He thanked Mr. Florek for his years of service and his sense of humor. He addressed the public stating that it is nice to have people who want to know what is going on in the City.

OLD BUSINESS:

None

NEW BUSINESS:

- 1) Motion by Councilman Fabry, second by Councilman Grillo to approve the Council meeting minutes from July 1, 2019. Roll call vote indicated: Councilman Fabry: AYE; Councilman Grillo: AYE; Councilman Hamilton: AYE; Mayor Callender: Abstain. 3 “AYES” 1 “ABSTAIN.” All in favor.
- 2) Motion by Councilman Grillo, second by Mayor Callender to accept the Treasurer’s Report and pay all bills. Roll call vote indicated: Councilman Grillo: AYE; Mayor Callender: AYE; Councilman Fabry: AYE; Councilman Hamilton: AYE. 4 “AYES.” All in favor.
- 3) Announced an Executive Session held on July 1, 2019 from 8:25-8:55 PM.
- 4) Motion by Mayor Callender, second by Councilman Grillo to approve the third and final reading of Ordinance # 4-2019 - Joinder and Participation in an Intergovernmental Police Mutual Aid Agreement with Other Municipalities for The Training, Deployment and Compensation of Specially Trained Officers (STO) for the Purpose of Responding to Police Emergency Situations. Roll call vote indicated: Mayor Callender: AYE; Councilman Grillo: AYE; Councilman Hamilton: AYE; Councilman Fabry: AYE. 4 “AYES.” All in favor.
- 5) Motion by Mayor Callender, second by Councilman Grillo to approve Resolution # 8 – Acknowledging and accepting a grant of funds from the Westmoreland County District Attorney’s Office on behalf of communities participating in a Mutual Aid Agreement to Utilize Interagency SWAT Trained Police Officers. Roll call vote indicated: Mayor Callender: AYE; Councilman Grillo: AYE; Councilman Fabry: AYE; Councilman Hamilton: AYE. 4 “AYES.” All in favor.
- 6) Motion by Councilman Grillo, second by Councilman Fabry to appoint Katie Watson to the Planning Commission. Roll call vote indicated: Councilman Grillo: AYE; Councilman Fabry: AYE; Mayor Callender: AYE; Councilman Hamilton: Abstain. 3 “AYES” 1 “ABSTAIN.” All in favor.
- 7) Motion by Councilman Grillo, second by Councilman Fabry to accept the resignation of John Kamarados, Donna M. Speer, and Allan Lingenfelter from the Lower Burrell Appeals Board. Roll call vote indicated: Councilman Grillo: AYE; Councilman Fabry: AYE; Councilman Hamilton: AYE; Mayor Callender: AYE. 4 “AYES.” All in favor.
- 8) Motion to appoint Gary Alcorn, Michael Pahlman, and Patricia Hawk to the Lower Burrell Appeals Board. This item was tabled.
- 9) Motion by Mayor Callender, second by Councilman Grillo to accept the resignation of Detective Sergeant Jason Napier effective October 2, 2019. Roll call vote indicated: Mayor Callender: AYE; Councilman Grillo: AYE with deep, deep regret; Councilman Fabry: AYE; Councilman Hamilton: AYE, with extended gratitude. 4 “AYES.” All in favor. Mayor Callender commented that Jason has been a very good detective and has moved on to another position. We don’t like to see him go and wish him well in his next career.
- 10) Motion made with regret by Councilman Fabry, second with regret by Mayor Callender to accept the retirement of David J. Florek effective September 27, 2019. Roll call vote indicated: Councilman Fabry: AYE; Mayor

Callender: AYE; Councilman Grillo: AYE; Councilman Hamilton: AYE and thank you for all you have done for the City of Lower Burrell and years of service. 4 "AYES." All in favor.

- 11) Motion by Councilman Fabry, second by Mayor Callender to effectuate the budgetary transfers into the respective Capital Funds by the City Treasurer. Roll call vote indicated: Councilman Fabry: AYE; Mayor Callender: AYE; Councilman Hamilton: AYE; Councilman Grillo: AYE. 4 "AYES." All in favor.
- 12) Motion by Mayor Callender, second by Councilman Grillo to exonerate 2019 City taxes for the house at 3616 Youngwood Drive and issue tax bill for land usage only. Roll call vote indicated: Mayor Callender: AYE; Councilman Grillo: AYE; Councilman Hamilton: AYE; Councilman Fabry: AYE. 4 "AYES." All in favor.
- 13) Motion by Mayor Callender, second by Councilman Grillo to offer conditional employment to Daniel Rote pending physical, psychological, and one-year probation effective immediately. Roll call vote indicated: Mayor Callender: AYE; Councilman Grillo: AYE; Councilman Hamilton: AYE; Councilman Fabry: AYE. 4 "AYES." All in favor.
- 14) Motion by Mayor Callender, second by Councilman Grillo to offer conditional employment to Steve Gulich pending physical, psychological, and one-year probation effective October 3, 2019. Roll call vote indicated: Mayor Callender: AYE; Councilman Grillo: AYE; Councilman Hamilton: AYE; Councilman Fabry: AYE. 4 "AYES." All in favor.

PUBLIC COMMENTS:

Donald Frederick, 408 Glenmore Street represented several unit owners residing on Glenmore Street. There is a problem with the tarring and chips that was done in 2018. Mr. Fleming will meet with the homeowners to assess the situation.

Richard Milito, 409 Glenmore Street came to a council meeting last year about the road situation on Glenmore Street.

Donna Vargo, 437 Glenmore Street spoke of her experience with the gravel. She thanked the City for responding to her initial complaint and talked about ongoing problem on Glenmore Street.

Bob Willison, 2983 Phillips Drive would like his road to be reviewed as it needs something done to it.

Cheryl Shank, Edgeview Road spoke representing six homeowners of a water problem that has developed since three new homes have been built on Edgeview Road.

Harry Knull, 535 Edgeview Road also spoke about the water occurring as well as a situation on sewer repair on Edgecliff. He feels that city vehicles need to be maintained at businesses in Lower Burrell.

Christian Choltko, 514 Edgeview Road also gets water run-off. There is an issue on the opposite side of the street also.

John Marhefka, 513 Edgeview Road appreciated the patience and support of his neighbors. His lot was wooded and has been cleared. His lot will be getting graded and seeded soon.

Susie Dyays, 3343 Garvers Ferry Road hopes the City will consider changing the size of the recycling containers with the next contract.

Jim Bires, 421 Glenmore Street wants to have a volunteer clean-up day to clean up the roads.

ADJOURNMENT:

With no further business coming before council, a motion was made to adjourn the meeting.

Amy S. Rockwell, City Administrator

Richard Callender, Mayor

NEXT REGULAR AGENDA AND COUNCIL MEETING
Monday, October 7, 2019 at 6:00 PM