

The Agenda Meeting of the City of Lower Burrell was held on Tuesday, January 3, 2023 at 7:00 PM. Roll call indicated the following present: Councilman Fabry, Councilwoman Albanese, Councilman Stoltz, Controller Farina, Treasurer Eshbaugh, Director Parks and Public Works Michelle Hatbob, Solicitor Yakopec, Mayor Andrejcik, and City Manager Amy Rockwell. Absent were Councilwoman Grieff and Chief of Police Marhefka.

Before the meeting commenced, a Moment of Silence was observed for Brackenridge Police Chief Justin McIntire.

An Executive Session occurred on December 19, 2022 from 5:26 PM to 6:31 PM to discuss a personnel matter.

A Proclamation was read by Councilman Fabry Recognizing and Honoring Amy S. Rockwell.

#### **EXECUTIVE DEPARTMENT REPORTS:**

**Councilman Fabry:** Councilman Fabry and Councilman Stoltz have met with a consultant that could potentially come in and assist with the next steps. There will be a follow up meeting. He thanked Brian Eshbaugh, Regina Seidel, and Nita Serene who will step up with what are not easy shoes to replace. A meeting was held with city hall staff to update them on the process. Matt Pitsch supplied information needed about grant money. Dunkin Donut signs have been installed. Schaedler Yesco acquired another electric supply company making Lower Burrell their regional distribution center. Senator Pittman is opening his new location. He spoke with State Representative Jill Cooper.

**Councilwoman Albanese:** Discussions centered on reforming the Parks Commission, which will have cyclical committees within. She is speaking with Waste Management to figure out some details about recycling. Her condolences to the McIntire family who are close friends with her family.

**Councilman Stoltz:** The men did a fantastic job to keep the streets clean of snow and ice considering the extreme cold weather.

**Controller Farina:** No report.

**Treasurer Eshbaugh:** The office is finishing up with property taxes for the end of 2022. Taxes will be given to the County for collection.

**Director of Parks and Public Works Hatbob:** The extreme cold and snow event caused the city to use approximately 300 ton of salt which has since been replenished.

**Solicitor Yakopec:** A Right to Know decision from the requests made from Mr. Bayne was discussed.

**Mayor Andrejcik:** Mayor Andrejcik had a resident's letter commenting on the conduct of police officers in which the letter writer's family was involved. He gave a shout out to the Lower Burrell Legion Riders who recently produced a Christmas dinner for veterans and the public. He attended a police pension board meeting along with Councilman Fabry, Treasurer Eshbaugh, and Controller Farina. He attended an Emergency Management meeting with Grant Imbarlina and Councilwoman Grieff. At the recent LBMA meeting, he introduced Treasurer Eshbaugh who will be assuming some of the duties previously held by Amy Rockwell. He missed the monthly Rotary Club meeting due to other commitments. He recently attended an event at the Volkswagen dealership with Councilman Fabry and Chief Marhefka where a donation for new pistols was awarded. Bob Bordanaro, owner of the dealership, made the award. Mayor Andrejcik commented on two newspaper articles one being Burrell's Pre-apprenticeship Program Helps Budding Engineers Technical Workers and a woman named Ashley Peters Roberts who barely missed winning Teacher of the Year.

**City Manager Rockwell:** City Manager Rockwell has been working on filing reports and copies city workers on what's been completed. The Operational Log to allow for continuity of operations has been updated. She thanked Council and the residents of Lower Burrell as it has been an absolute honor and privilege to serve her hometown these past five years. She's grateful to have had the opportunity to be a piece of Lower Burrell history. She will miss her co-workers at the City, and she applauds their hard work as dedicated public servants. She looks forward to looking for new ways to continue to serve the City in the future.

#### **NEW BUSINESS:**

- 1) Discussed Engineering Report that was presented by Matt Pitsch of Senate Engineering.
- 2) Discussed Gas Lease amendment from Olympus Energy for acreage along Dutchman's Run. Solicitor Yakopec, Treasurer Eshbaugh, and City Manager Rockwell explained the amendment.
- 3) Motion by Councilwoman Albanese, second by Mayor Andrejcik to approve the Council meeting minutes from December 12, 2022. Roll call vote indicated: Councilwoman Albanese: AYE; Mayor Andrejcik: AYE; Councilman Stoltz: AYE; Councilman Fabry: AYE. 4 "AYES." All in favor.
- 4) Motion by Mayor Andrejcik, second by Councilman Fabry to keep Council Departmental Organization as decided at the Reorganization meeting held January 3, 2022. Roll call vote indicated: Mayor Andrejcik:

AYE; Councilman Fabry: AYE; Councilman Stoltz: AYE; Councilwoman Albanese: AYE. 4 “AYES.” All in favor.

- 5) Motion by Councilman Stoltz, second by Mayor Andrejczik to approve Payment Request Form for Jet Jack, Inc. for the PA Small Water and Sewer Program Amount of \$53,125.00 as discussed at the Agenda meeting held on December 5, 2022. Roll call vote indicated: Councilman Stoltz: AYE; Mayor Andrejczik: AYE; Councilwoman Albanese: AYE; Councilman Fabry: AYE. 4 “AYES.” All in favor.
- 6) Motion by Councilwoman Albanese, second by Councilman Stoltz to approve Payment Request Form for Gametime (Marturano Recreation Co) for the Greenways Trails and Recreation Program Amount of \$49,911.69. Roll call vote indicated: Councilwoman Albanese: AYE; Councilman Stoltz: AYE; Mayor Andrejczik: AYE; Councilman Fabry: AYE. 4 “AYES.” All in favor.
- 7) Motion by Councilman Stoltz, second by Mayor Andrejczik to award bid for the Braeburn Sanitary Dye and Smoke Testing Project to Protocol, LLC in the amount of \$30,600. Roll call vote indicated: Councilman Stoltz: AYE; Mayor Andrejczik: AYE; Councilman Fabry: AYE; Councilwoman Albanese: AYE. 4 “AYES.” All in favor.

### **PUBLIC COMMENT:**

Tim Kregiel, 810 Pittsburgh Street, Lower Burrell has met with Mayor Andrejczik to discuss constables to be used for warrant-list arrests of City ordinance violations. Other municipalities are using constables for law enforcement issues.

Regina Seidel, a City employee, will miss City Manager Rockwell and thanked her for everything she has done for the City of Lower Burrell.

John Kustra, 3004 Fairway Street, and his wife Janene attend Council meetings and noticed the terrific work that Amy Rockwell has done over the years, and he thanked her.

Mary Ann Thomas, Valley News Dispatch thanked Amy Rockwell for her fabulously detailed responses for any questions she has had on any story. Very few times did Ms. Thomas have to follow-up when writing articles for the public's understanding.

Michelle Hatbob thanked Amy Rockwell for her support, encouragement, and the wealth of information. She wishes her all the best.

Controller Farina offered his well wishes.

Treasurer Eshbaugh: He has had the pleasure to work with Amy Rockwell twice; both when she first started here the first time and in her second stint. She came back with knowledge that was unbelievable. He thanked her for keeping the audits clean and keeping his office balanced and on their toes.

Councilman Stoltz: He and Amy Rockwell have known each other for years as they grew up in the same neighborhood. He thanked her and said she has been a big help with everything. He wished her good luck in her new job.

Councilwoman Albanese: Two months into being a Councilwoman, the world shut down, yet Amy Rockwell never did. She worked so hard through all of it and giving so much guidance. She has so much knowledge of every municipal guideline, and she has the Third-Class City Guideline memorized. Councilwoman Albanese is thankful for the wealth of knowledge, and Harrison Township is so lucky to be having her.

Mayor Andrejczik: He thanked Amy Rockwell for her guidance in bourbon selection and said that she is a tremendously gifted professional. The dedication and devotion that Amy Rockwell has given to our residents has not gone unnoticed. He wished her good luck in her new position and thanked her for everything she gave him as Mayor of Lower Burrell. He appreciates it tremendously.

Councilman Fabry: It will not be easy to replace Amy Rockwell. He can't thank her enough for everything she has done for the City and for him professionally. He never felt like he could fail with her at the helm. He expected that they would ride off into the sunset together and be serving the City for the next decade. He is heartbroken yet wishes her nothing but the best.

Solicitor Yakopec: He has worked with Amy Rockwell a long time in different places. Many times they made a good team, and he will miss her and wished her luck in Harrison but feels that she doesn't really need it.

### **ADJOURNMENT:**

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

Amy S. Rockwell, City Manager

John Andrejczik, Mayor