

MARCH 6, 2023

The Agenda/Council Meeting of the City of Lower Burrell was held on Monday, March, 6 2023 at 7:00 PM. Roll call indicated the following present: Councilwoman Grieff, Councilman Stoltz, Councilman Fabry, Councilwoman Albanese Controller Farina Treasurer Eshbaugh Director Parks and Public Works Michelle Hatbob, Solicitor Yakopec, Mayor Andrejcik, Chief of Police Marhefka, and Interim City Manager Jason Dailey.

MOMENT OF SILENCE for a Burrell High School student at the age of 17.

RECOGNITION of Nita Serene's Retirement. Proclamation by Councilman Fabry, Nita Serene was given a key to the City of Lower Burrell.

Matt Pitsch from Senate Engineering discussed his monthly report.

CORRESPONDENCE:

- 1) Treasurer's Report for February 2023.
- 2) Local Service Tax Report for February 2023
- 3) Collection Service Center for February 2023

EXECUTIVE DEPARTMENT REPORTS:

Councilwoman Grieff: To date, Lower Burrell #3 has 74 calls, #1 has 22 calls. Facebook page, Lower Burrell Emergency Management Agency. February 24, first fire of 2023 on Vermont Drive. 911 dispatch to water on home was 8 minutes. Easter Egg hunt soon to be determined. April 13 Burrell School District Connections with firemen.

Councilman Stoltz: The men are happy that there has not been a lot of snow. The City may end up with some extra salt as a result of the mild winter. Applications for the Administrative Assistant in Public Works were due February 24th and close to have a replacement. Michelle Hatbob is doing a fantastic job, and Councilman Stoltz couldn't be happier with what she has done.

Councilman Fabry: General reports: Councilman Fabry talked about the working relationship with Jason Dailey. There has been steady communication and no lapse in operations. Finance: he asked Council to make a list of needs and wants. Business: Councilman Fabry and Councilman Stoltz took an out-of-state businessman on a tour of Lower Burrell. Amy Mitchell and Erin Pruitt are closing on the Loafin' Bakery building bringing a unique business to Lower Burrell. Erin Pruitt gave brief description of what they are hoping and planning to have within their new business. Glen's Custard are setting posts, and it is going well. Councilman Fabry will continue communicating with Schaedler Yesco and Dunkin' Donuts. A developer is planning on buying land and building a new housing plan. He has been working with the organizers of the St. Patrick's Day parade set on March 18. The Back the Blue event was very successful. There is an event on June 24 that potentially could involve fireworks. Welcoming Melissa Schaber to the City to replace Nita Serene. Jason Dailey working on new positions within the City. No immediate need to replace Amy Rockwell. Mary Ann Thomas is no longer working with the Tribune. Finance Totals were given. Waiting to announce the Easter Egg Hunt and Farmers Market starts soon.

Mayor Andrejcik: Welcome Melissa Schaber to the staff and thanking Jason Dailey for the quick turnaround. He attended the Alle-Kiski Intergovernmental, ZHB, Monthly meeting with Chief Police Marhefka and Councilman Fabry, and the new Parks Commission Meeting with Councilwoman Albanese. The Easter Egg Hunt is in full bloom. He attended a meeting with Chief of Police and Auxiliary Service to discuss what may be needed. He also attended the Back the Blue Concert and additional money was raised

for Brackenridge Chief Justin McIntire's Family and Officer Sluganski. Mayor attended the Eagle Scout order of honor.

Councilwoman Albanese: Bathroom at Burrell Lake Park painted, replaced the dog bags at Kotecki Park, and repaired one of the pavilions at Kotecki Park. Interest in the Parks meeting went very well. Hoping to have someone lead subcommittees.

Controller Farina: No report.

Treasurer Brian Eshbaugh: Mailed out city and county property tax bills. Turned over many delinquencies for sewage and recycling. In January, their system crashed so just getting up and running, Mary Ann Thomas put an article in the newspaper, so a few people have paid with no extra charge.

Director of Parks and Public Works Hatbob: Maintenance on vehicles over winter months, preparing for spring and summer projects, park maintenance -2 bathrooms painted at Burrell Lake Park, upcoming sewage lines repairs. More salt to order but not sure where to store it. She received several calls about the Easter Egg Hunt.

Solicitor Yakopec: Discussed the 90 acres with Interim City Manager Jason Dailey and ordered a title report.

Chief of Police Marhefka: He reported on the number of incidents, accidents, criminal complaints, traffic citations issued, non-traffic citation issued, warnings, and mileage log. March 9th starts the annual Citizens Police Academy. Confirmed St. Patrick's Day Parade is at 11:00.

Interim City Manager Dailey: No report.

NEW BUSINESS:

- 1) Motion by Mayor Andrejcik, Second by Councilman Fabry to approve the Council meeting minutes from February 13, 2023. Roll call vote indicated Mayor Andrejcik: AYE, Councilman Fabry: AYE, Councilwoman Grieff: AYE Councilman Stoltz: AYE, Councilwoman Albanese: AYE. 5 "AYES." All in favor.
- 2) Motion by Mayor Andrejcik, Second by Councilman Fabry to accept the Treasurer's Report and pay all bills. Roll call vote indicated Mayor Andrejcik: AYE, Councilman Fabry: AYE, Councilwoman Grieff: AYE Councilman Stoltz: AYE, Councilwoman Albanese: AYE. 5 "AYES." All in favor.
- 3) Motion by Councilman Fabry, Second by Mayor Andrejcik to accept Administrative Assistant Nita Serene's Retirement effective April 12, 2023. Roll call vote indicated Mayor Andrejcik: AYE, Councilman Fabry: AYE, Councilwoman Grieff: AYE Councilman Stoltz: AYE, Councilwoman Albanese: AYE. 5 "AYES." All in favor.
- 4) Motion by Mayor Andrejcik, Second Councilman Fabry to hire Melissa Schaber for the position of Administrative Assistant retroactive to Monday February 27, 2023. Roll call vote indicated Mayor Andrejcik: AYE, Councilman Fabry: AYE, Councilwoman Grieff: AYE Councilman Stoltz: AYE, Councilwoman Albanese: AYE. 5 "AYES." All in favor.
- 5) Motion by Councilman Stoltz, Second by Mayor Andrejcik to approve the Public Works Material and Supply list to advertise for bids. Roll call vote indicated Mayor Andrejcik: AYE, Councilman Fabry: AYE, Councilwoman Grieff: AYE Councilman Stoltz: AYE, Councilwoman Albanese: AYE. 5 "AYES." All in favor.

- 6) Motion by Councilman Stoltz, Second by Mayor Andrejcik to approve the 2023 Paving Schedule and advertise for bids. Roll call vote indicated Mayor Andrejcik: AYE , Councilman Fabry: AYE, , Councilwoman Grieff: AYE Councilman Stoltz: AYE, Councilwoman Albanese: AYE. 5 “AYES.” All in favor.
- 7) Motion by Councilman Fabry, Second by Mayor Andrejcik to accept the recommendations of Burrell School District and Westmoreland County to approve the tax appeal settlements and consent to the stipulations and Joint Petitions for each of O&S Group LLC properties (Tax Parcel 17-07-08-0-021 and 17-07-08-0-004; settled market value of \$150,000 for 2022 and 2023 and assessed values of \$18,450 for 2022 and \$16,500 for all subsequent years until a change in appeal or property change) per Order of the Court. Roll call vote indicated Mayor Andrejcik: AYE , Councilman Fabry: AYE, , Councilwoman Grieff: AYE Councilman Stoltz: AYE, Councilwoman Albanese: AYE. 5 “AYES.” All in favor.

PUBLIC COMMENT:

Christine Schubert, 3045 Fairway Drive – Private drive by Clarks Diner, disaster and should be repaired.

Wendy Ritchie, 801 Brady Street – Neighbor yard trash, unsafe for children at the bus stop

Regina Seidel – basketball court at Kotecki Park should be repaired.

Kristine Jarussi, 801 Brady Street – same complaint as Wendy Ritchie

Melissa Schaber gave welcome speech and general background.

ADJOURNMENT:

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

Jason Dailey, City Manager

John Andrejcik, Mayor