

The Council Meeting of the City of Lower Burrell was held on Monday, September 13, 2021 at 7:00 PM. Roll call indicated the following present: Councilman Grillo, Councilman Fabry, Councilwoman Albanese, Controller Farina, Treasurer Eshbaugh, Director of Parks and Public Works Todd Giammatteo, Solicitor Yakopec, Mayor Andrejcik, Chief of Police Marhefka, and City Manager Amy Rockwell. Absent were Councilman Hamilton, and Zoning/Ordinance Officer Michael Nedley.

An overview of the highlights of the 2020 Audit was presented by Mark Turnley.

#### Agenda Meeting

- 1) Discussed the Police Pension Board request to reduce actuarial assumption rate.
- 2) Discussed the Comcast Franchise Agreement.
- 3) Discussed Hoffman Kennel Professional Service Contract.
- 4) Discussed MunicuBid Results. A final bid was received on truck 05; however, the bidder has failed to pay the fee and pick up the truck. This item will be tabled.
- 5) Discussed 2020 Audit.
- 6) Discussed proposed Budget Schedule. A budget meeting is scheduled for 6 PM on October 13, 2021 and on October 27, 2021 if needed.
- 7) Discussed the Police Contract. Councilman Fabry and City Manager Rockwell were on Mayor Andrejcik's team during negotiations.
- 8) Discussed Police Car Purchase.

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

**Mayor Andrejcik:** Mayor Andrejcik recently volunteered at the Shaw ride and spoke at the Kotecki golf outing. Both events were a tremendous success with support from Lower Burrell. He thanked Councilman Fabry for covering for him at the September 11<sup>th</sup> service at the American Legion and at Flyers Field. He thanked the police and fire departments for attending both the services. He attended the Lower Burrell Volunteer Fire Department # 3's banquet. The fire department celebrated 93 years of excellence. He thanked everyone involved in the police contract negotiations. He thanked Todd Giammatteo for effectuating the settlement of the Tri-City Soccer and Fast Pitch organizations at Kotecki Park. He thanked Ms. Rockwell for her involvement as well. The City recently hosted the AK Valley Intergovernmental Council where Ms. Rockwell was voted treasurer/secretary; she also serves as Lower Burrell's delegate.

**Councilman Fabry:** Councilman Fabry was honored to say a few words at the American Legion 9-11 ceremony. The ceremony was somber, touching, and very nice. He thanked both fire departments for their service to the community. The Farmers Market continues until October 16<sup>th</sup>. Lower Burrell # 3 will host a movie as a thank you to the community. Dates will be announced for the Cookies with Santa. There have been changes to Act 65, commonly known as the Sunshine Law, and all Council needs to be aware of them. He explained the need for agendas to be posted 24 hours before a meeting, so there can be no last-minute additions. Council needs to be respectful of Ms. Rockwell's time. To ensure a quorum for meetings, an email must go out to all of Council and Ms. Rockwell if unable to make the meeting.

**Councilwoman Albanese:** Fisher Hall has been completed. Final details need to be worked out before accepting reservations.

**Councilman Grillo:** Councilman Grillo had the monthly and a year-to-date report for building permit and correspondence for ordinance violations as well as the occupancy inspection report for August 2021. He attended #3's banquet which was a very nice affair. He commended the firefighters who responded to a recent fatal fire. He feels the City should be proud of Fisher Hall.

**Director of Parks and Public Works Giammatteo:** A report was given of One Calls, sewer inspections, and a surprise MS4 inspection from DEP where no violations were found. Construction on the sidewalks will be completed soon. He reported on localized flooding in the Kinloch area after recent massive rainfalls. Crews assisted in pumping out homes. Fisher Hall is complete and cleaning details need to be worked out. There was some damage to the Craigdell pump stations during the rain.

**Chief Marhefka:** Chief Marhefka reported on the number of incidents, accidents, criminal complaints, traffic citations issued, non-traffic citation issued, warnings, and mileage log. There have been four officers down with Covid. Trick or treat will be October 31<sup>st</sup> 6 PM to 8 PM.

**Treasurer Eshbaugh:** The third quarter sewer billing will be mailed on the 15<sup>th</sup>. The new billing program caused a glitch resulting in a double consumption amount on the bill yet the billing calculation is correct. An explanation is included with each bill.

**Controller Farina:** No report.

**Solicitor Yakopec:** Solicitor Yakopec updated the latest information concerning the Bessie Speck property. He urged council to discuss chickens.

**City Manager Rockwell:** Engineer Matt Pitsch reported that Craigdell Road project has been advertised and five to seven bids are anticipated. Alle-Kiski Intergovernmental Council is the result of the Westmoreland County Comprehensive Plan. Audits for the City and Municipal Authority have been completed and filed. The bond requirements have been met. She has been working on preliminary budget numbers and is crunching salaries for 2022. She also attended the fireman's banquet where Councilman Fabry (who has been actively volunteering by dedicating selfless hours at the fire department) received an award. She gave kudos to Mr. Giammatteo for the DEP audit that occurred at 1:45 on a Friday afternoon before a holiday weekend. She is working on insurance renewals for 2022. Open enrollment will start soon.

**Zoning/Ordinance Officer Nedley:** No report.

### **OLD BUSINESS:**

None

### **CORRESPONDENCE:**

- 1) Lower Burrell Meals on Wheels asking for support.
- 2) Thank you letter from Kinloch Area Meals on Wheels
- 3) Treasurer's Report for August 2021.
- 4) Local Service Tax Report for August 2021.
- 5) Collection Service Center – August 2021.
- 6) Senate Engineering Report.

### **NEW BUSINESS:**

- 1) Motion by Councilman Grillo, second by Councilman Fabry to approve the Council meeting minutes from August 9, 2021. Roll call vote indicated: Councilman Grillo: AYE; Councilman Fabry: AYE; Councilwoman Albanese: AYE; Mayor Andrejcik: AYE. 4 "AYES." All in favor.
- 2) Motion by Mayor Andrejcik, second by Councilman Grillo to accept the Treasurer's Report and pay all bills. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Grillo: AYE; Councilwoman Albanese: AYE; Councilman Fabry: AYE. 4 "AYES." All in favor.
- 3) Motion by Councilman Fabry, second by Mayor Andrejcik to approve the Police Pension Board request to reduce actuarial assumption rate to 7.25%. Roll call vote indicated: Councilman Fabry: AYE; Mayor Andrejcik: AYE; Councilman Grillo: AYE; Councilwoman Albanese: AYE. 4 "AYES." All in favor.
- 4) Motion by Councilwoman Albanese, second by Councilman Fabry to approve the Comcast Franchise Agreement for a term of ten (10) years. Roll call vote indicated: Councilwoman Albanese: AYE; Councilman Fabry: AYE; Mayor Andrejcik: AYE; Councilman Grillo: NO. 3 "AYES" 1 "NO."
- 5) Motion by Mayor Andrejcik, second by Councilman Grillo to approve Hoffman Kennel Professional Service Contract for 2022. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Grillo: AYE; Councilman Fabry: AYE; Councilwoman Albanese: AYE. 4 "AYES." All in favor.
- 6) Motion to approve MunicibiD auction results for Truck 05 was tabled.
- 7) Motion by Councilman Fabry, second by Councilman Grillo to approve 2020 Audit. Roll call vote indicated: Councilman Fabry: AYE; Councilman Grillo: AYE; Councilwoman Albanese: AYE; Mayor Andrejcik: AYE. 4 "AYES." All in favor.

- 8) Motion by Councilman Fabry, second by Councilman Grillo to approve proposed Budget schedule dates. Roll call vote indicated: Councilman Fabry: AYE; Councilman Grillo: AYE; Mayor Andrejcik: AYE; Councilwoman Albanese: AYE. 4 “AYES.” All in favor.
- 9) Motion by Mayor Andrejcik, second by Councilman Fabry to approve Police Contract. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Fabry: AYE; Councilman Grillo: AYE; Councilwoman Albanese: AYE. 4 “AYES.” All in favor.
- 10) Motion by Councilman Fabry, second by Councilman Grillo to approve the purchase of a 2022 Police Interceptor from Koch 33 Ford in the amount of \$37,161.00. Roll call vote indicated: Councilman Fabry: AYE; Councilman Grillo: AYE; Mayor Andrejcik: AYE; Councilwoman Albanese: AYE. 4 “AYES.” All in favor.
- 11) Motion by Mayor Andrejcik, second by Councilman Fabry to accept resignation of Terry Anderson effective August 24, 2021 and ratify the release agreement. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Fabry: AYE; Councilman Grillo: AYE; Councilwoman Albanese: AYE. 4 “AYES.” All in favor.
- 12) There was no other business coming before council.

**PUBLIC COMMENT:**

None

**ADJOURNMENT:**

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

Amy S. Rockwell, City Manager

John Andrejcik, Mayor