

The **Agenda/Council Meeting** of the City of Lower Burrell was held on Tuesday, September 19, 2023, at 7:00 PM. Roll call indicated the following present: Councilman Stoltz, Councilman Fabry, Councilwoman Grieff, Director Parks and Public Works Michelle Hatbob, Solicitor Yakopec, Councilman Welker, Mayor Andrejczik, Chief of Police Marhefka, Controller Farina, and Treasurer Eshbaugh.

An Executive Session was held on Tuesday, September 5th from 7:00-8:55 pm for a personnel matter.

Budget Meetings will occur on Wednesday, October 25th and Wednesday, November 8th, both at 7:00 pm.

Proclamation of Kaley Bastine.

Billy Thomey, representing the Public Works Department, spoke to Council regarding the CWM contract.

CITY ENGINEER REPORT:

- 1) Senate Engineering – Director of Parks and Public Works Mitchell Hatbob provided a few updates, future funding information and mentioned grant possibilities.

EXECUTIVE DEPARTMENT REPORTS:

Mayor Andrejczik – moment of silence for Robert Montemurro. Touched based on the monthly meetings and events he attended.

Councilwoman Grieff – Westmoreland County Hazard Mitigation Plan which would allow us to seek help from Westmoreland County. Grant Imbarlina gave a brief background explanation on the Plan. Adopting this type of Plan would give us multiple ways to expand in coverage. Provided run numbers for both departments. DCED has met with both fire departments and discussed an overview of what is to come. EMS will be calling the fire departments to set up a meeting. LBEMA is the City's availability to reach the residents in case of emergencies. Attending an EMS meeting this week with Nicole Butler. Christmas Parade and upcoming events will be determined.

Councilman Welker – There has been two Parks & Recreational meetings. The Parks Commission needed to be reformed to be a focus. Provided his monthly meetings and tours that have been done.

Councilman Stoltz – typical monthly work for the Public Works department. The Chip Seal project is complete. The Public Works Department is down a few employees that are on disability.

Councilman Fabry – Announced the remaining Council schedule and discuss next year's schedule. Also, discussed reformation of the Parks Committee and address appointments. School District's Education Plan & Request to be more involved within the City but also within individual workplaces. Medical Marijuana Recommendation and letters from the Zoning Hearing Board were read in favor. The Change of Ordinance for 2nd in Command was addressed. Councilman Fabry would like to have something in place to appoint someone second in line. Jason Dailey attended this meeting and was thanked by Council. Jason Dailey said a few words and thanked Council for everything. Updated the public on the knowledge we have received from hiring Gregory Primm. The City newsletter is to come, and it is a work in progress. The School Board Meeting went very well. Touched base on a few events. Schendler Yesco will have two charging stations for electric vehicles. The remaining budgets for the year were mentioned. Now is the time to discuss any updates. Abby Major to assist with fundings. Protentional BBQ and Brewery are possibilities of coming to the City. Blockbuster and Wendy's may have some interest. Community Events were discussed.

Controller Farina – no report

Treasurer Eshbaugh – Audit will be completed this week.

Director of Parks and Public Works Hatbob – a few roads to be repaired, pipes to be repaired and new salt tarp for the salt shed.

Solicitor Yakopec – no report

Chief of Police Marhefka – August numbers were provided.

City Manager Primm – thanked Treasurer Brian Eshbaugh for his support and knowledge. CWM agreement should be approved and would cover the City's liabilities.

CORRESPONDENCE:

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

NEW BUSINESS:

- 1) Motion by Mayor Andrejcik, second by Councilman Welker to approve the Agenda/Council meeting minutes from August 7, 2023. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 2) Motion by Councilman Fabry, second by Councilman Welker 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; Councilman Welker: AYE. 5 "AYES." All in favor.
- 3) Motion by Councilman Welker, second by Councilman Fabry to appoint Carley Logan as President of the Parks Commission to serve a 4-year term. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 4) Motion by Councilman Welker, second by Councilman Fabry to appoint Mary Esler as Vice President of the Parks Commission to serve a 1-year term. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 5) Motion by Councilman Welker, second by Councilman Fabry to appoint Debbie Kurtik as Secretary of the Parks Commission to serve a 2-year term. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 6) Motion by Councilman Welker, second by Councilman Fabry to appoint Allie Ecker as Treasurer of the Parks Commission to serve a 3-year term. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 7) Motion by Councilman Fabry, second by Mayor Andrejcik to assign the City Manager, Gregory A. Primm to act as the Pension Administrator, effective Tuesday, September 19th, 2023. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 8) Motion by Councilman Fabry, second by Mayor Andrejcik to assign the City Manager, Gregory A. Primm to act as the Right To Know Officer, effective Tuesday, September 19th, 2023. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 9) Motion by Councilman Fabry, second by Mayor Andrejcik to approve the lowering of the Police Pension Assumption Rate from 7.25% to 6.75%. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 10) Motion by Councilman Fabry, second by Mayor Andrejcik to approve the Police MMO in the amount of \$581,915 per the actuary adding \$40,679 to meet police contractual obligation for the MMO. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 11) Motion by Councilman Fabry, second by Councilman Stoltz to approve the back payment of the Police MMO \$28,930 for payment shortfall in 2022. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 12) Motion by Councilman Fabry, second by Councilman Stoltz to approve the Non-Uniform MMO in the amount of \$147,379.17. Roll call vote indicated: Mayor Andrejcik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.

- 13) Motion by Councilman Fabry, second by Mayor Andrejczik to approve Memo of Understanding with the School District and City. Roll call vote indicated: Mayor Andrejczik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 14) Motion by Councilwoman Grieff, second by Councilman Fabry to approve the adoption of the Westmoreland County Hazard Mitigation Plan. Roll call vote indicated: Mayor Andrejczik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 15) Motion by Councilwoman Grieff, second by Councilman Fabry to approve/accept the signed Fire Contracts. Roll call vote indicated: Mayor Andrejczik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 16) Motion by Mayor Andrejczik, second by Councilman Fabry to approve Lower Burrell's participation in the AK IGC. Roll call vote indicated: Mayor Andrejczik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 17) Motion by Councilwoman Grieff, second by Councilman Fabry to approve Resolution #7-2023 Fire Rescue Chainsaw Equipment, Lower Burrell Volunteer Fire Departments. Roll call vote indicated: Mayor Andrejczik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 18) Motion by Mayor Andrejczik, second by Councilman Fabry to approve Resolution #8-2023 Portable Radio Package, Lower Burrell Police Department. Roll call vote indicated: Mayor Andrejczik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 19) Motion by Councilman Stoltz, second by Mayor Andrejczik to approve Resolution #9-2023, Dorothy Street Storm Pipe in the amount of \$30,000. Roll call vote indicated: Mayor Andrejczik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 20) Motion by Mayor Andrejczik, second by Councilman Stolz to approve Resolution #10-2023, Veterans Pickleball Courts in the amount of \$65,000. Roll call vote indicated: Mayor Andrejczik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 21) Motion by Councilwoman Grieff, second by Councilman Fabry to provide intent to participate in the Retrogression Program to challenge the recent ISO Rating. Roll call vote indicated: Mayor Andrejczik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.
- 22) Motion by Councilman Stoltz, second by Councilman Fabry to approve a 1-year agreement with CWM Environmental to provide pump station operation and maintenance services at a cost of \$3,980/month. Roll call vote indicated: Mayor Andrejczik: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Councilman Stoltz: AYE; Councilman Welker: AYE. 5 "AYES." All in favor.

PUBLIC COMMENT:

Ken Chmiel, 480 Scanga Drive. The cemetery off Chestnut Street has no access and storm water drain line on Diane Street. Director of Parks and Public Works Mitchell Hatbob said the storm water drain is to be done before winter comes. Code Enforcement and Zoning Officer Mark Marmo will be in touch regarding this issue.

ADJOURNMENT:

With no further business coming before council, a motion was made by Councilman Welker to adjourn the meeting at 8:47 p.m.

Gregory A. Primm, City Manager

John Andrejcik, Mayor