

**Borough of Pitcairn Council**  
**Regular Meeting**  
**Minutes**  
**April 13, 2020**  
**7:00 pm**

**Meeting called to order – President Dona Galia**

**The Pledge of Allegiance was recited.**

**Roll Call:**

John Bova

Kevin Dick

Debra Freeman

Dona Galia

Lisa Petrosky

Jim Rullo

Michael Tobias

Mayor Margaret Stevick

All were present including Engineer Don Black, Solicitor Michael Witherel and Manager Annette Dietz. Due to pandemic restrictions on physical distancing, the meeting was conducted as a video/audio conference. The Agenda was posted in advance on the Borough website and on borough building doors. Also announced on Savvy Citizen and Facebook. The public was encouraged to phone in or email their questions and comments in advance to be responded to during the meeting.

**Mrs. Galia announced on March 15, 2020 Mayor Stevick issued a Declaration of Disaster Emergency and extended the Declaration on March 20<sup>th</sup>, 2020.**

**Council held a remote Executive Session on March 27, 2020 to unanimously adopt Resolution 15-2020, extending for thirty days the Declaration of Disaster Emergency issued on March 20, 2020 by Mayor Stevick.**

**Mr. Tobias motioned to extend the Declaration until rescinded. Seconded by Mrs. Freeman; motion carried unanimously.**

**Mr. Tobias motioned to approve Minutes from March 10, 2020 Borough Council Workshop Meeting. Seconded by Mrs. Freeman; motion carried unanimously.**

**Citizen Comment on Agenda Items**

Mrs. Galia read aloud citizen comments: speaking to Agenda item regarding COVID19 real estate tax relief, Mrs. Evelyn Marto suggests extending the late date for real estate taxes. She is concerned if the tax rate itself was lowered, Council would have to raise taxes next year to recoup losses. Referencing Agenda discussion of writing off outdated electric and trash accounts, Mrs. Marto asked if this is because the money cannot be collected from people who have left Pitcairn. Are current owners exempt from paying the prior delinquent amounts.

Sam Bacco asked what Bart Whitehead's and Genesis Corp.'s plans for 582 Sixth Street are, and can the generator be moved.

Mrs. Galia indicated each would be addressed during the meeting.

**Mayor Betsy Stevick**

**Mayor Stevick asked Council for motion to hire Carl Bailey as a substitute Crossing Guard. He lives on Wall Avenue. Mrs. Galia motioned to do so. Mr. Dick provided the second; motion carried unanimously.**

Mayor Stevick reminded residents of the importance of participating in the 2020 Census. If residents don't have access to computer, they can call to get a paper questionnaire. She urged property owners to have easily visible house numbers for mail, emergency response. Mayor Stevick announced there will not be a Clean Up this Spring but property owners should keep their porches clear of clutter and indoor furniture is not permitted on porches. She reminded everyone of the 11:00 pm curfew and that congregating groups is not permitted at this time.

### **Personnel – Dona Galia**

**Mrs. Galia motioned to appoint Mr. Tobias as voting Alternate to the Allegheny County Boroughs Association. Seconded by Mr. Bova; motion carried unanimously.**

**Mrs. Galia motioned to appoint Mr. Bova as voting Alternate to the ACSTCC – the regional EIT tax collection commission. Seconded by Mr. Rullo; motion carried unanimously.**

**Mr. Rullo motioned to adopt Resolution in recognition of Local Government Week. Seconded by Mr. Bova.** Mrs. Galia explained this year it is April 8th through 12<sup>th</sup> and it calls attention to the impact of local government, the importance of citizens being involved at the grass roots level of government. **Motion carried unanimously.**

Mrs. Galia thanked Council, Manager, Police Chief and Officers, Public Works, all borough departments during this trying time. Council will continue to take steps to keep employees and the community safe. She thanked the food distribution and health care workers and she encouraged the public to continue to follow the CDC guidelines. Important information and links are on the borough website.

### **Streets – Kevin Dick**

**Mr. Dick motioned to enter into a sales agreement with Genesis, Inc. for 582 Sixth Street, agreeing to vacate the public works garage on April 1, 2021. The borough will retain ownership of commercial generator, pay utilities until Public Works leaves, buyer agrees to insure the building and land.**

**Seconded by Mr. Tobias.** Mr. Bova pointed out the sale was agreed to last year, this motion is for the terms of the agreement particulars. **Mrs. Galia requested a roll call vote. Mrs. Freeman yes, Mr. Tobias yes, Mr. Dick yes, Mr. Bova no, Mrs. Galia abstained as a member of Genesis Board of Directors, Mrs. Petrosky yes, Mr. Rullo yes. Motion carried.** Mrs. Galia added in response to Mr. Bacco's question: the generator will be reused at a different borough location.

**Mr. Dick motioned to submit First Option Year letter to SHACOG for rock salt purchasing, by May 1, 2020. Seconded by Mr. Tobias; motion carried unanimously.**

### **Parks and Recreation – Debra Freeman**

Mrs. Freeman announced that due to the COVID-19 pandemic, all the parks are closed. She spoke with the Chief of Police about large groups of kids congregating at the parks that are not able to be locked, and asked residents to call the police if you see kids gathering.

Jim Comunale is taking advantage of the Park building closure to replace bathroom stall doors in women's room and repair the tile floor in men's room.

Mrs. Freeman thanked resident Erin Heaps Tobias who was the bunny for Saturday's appearance throughout the borough. Mrs. Freeman thanked Council, Chief, Camp G volunteering to make sure every child got a

treat who came out to meet the Bunny at a safe distance. Mrs. Galia agreed it was an awesome substitute for the normal festivities.

### **Finance and Economic Development – Lisa Petrosky**

**Mrs. Petrosky motioned to pay bills as presented. Seconded by Mr. Rullo; motion carried unanimously.**

Mrs. Petrosky began a discussion of possible real estate tax relief options due to the pandemic, deferring to the Solicitor. She pointed out this item was commented on by resident Mrs. Marto. Mr. Witherel: some boroughs are delaying the penalty date to the end of year. Your tax collector reported the amount of money would not cost the borough much in revenue but give people who may need it, more time. After discussion, **Mrs. Petrosky motioned to extend the municipal real estate tax penalty date to December 31st. Seconded by Mr. Tobias; motion carried unanimously.** Mr. Witherel added, it would be nice if the school district did the same. Mr. Dick asked Ms. Dietz to let the School District know of Council's action.

### **Health and Welfare – Michael Tobias**

Mr. Tobias announced the Great American Clean Up (Janie Summers Clean Up) has been cancelled by the State due to COVID-19.

**Mr. Tobias motioned to adopt Ordinance 1036 entering into an agreement of membership in the Turtle Creek Valley Council of Governments property maintenance code joint board of appeals. Seconded by Mrs. Petrosky.** Mr. Dick asked Ms. Dietz to explain. The borough must provide a board to appeal to when someone is cited under the IPMC. This meets that requirement. Pitcairn is already a member of the TCVCOG's UCC joint board of appeals. **Motion carried unanimously.**

### **Electric – John Bova**

Mr. Bova explained there is a request to join other PMEA members in some sort of joint MOU due to the pandemic. He suggested anyone with questions contact him and he will share them with Mr. Comunale. Council members voiced questions as to how far Pitcairn electric employees would travel, if this is due to the pandemic would the agreement continue after, would it put Pitcairn employees at risk and would it benefit Pitcairn. Mr. Tobias felt it pertained to small municipal electric companies with few employees such as Pitcairn, concerned if their electrical employees became ill, other muni electrics would help. Mrs. Galia encouraged Council members to contact Mr. Bova with questions and he will investigate further.

Mr. Bova motioned to write off old electric and trash accounts prior to 2014. Seconded by Mr. Rullo. Mrs. Galia asked Mr. Bova to explain. Mr. Bova: we hate to write off any delinquent accounts but the really old ones cannot be recouped and in the case of high electric bills left by renters we use Act 90 to hold the landlord responsible, which is not always reasonable or collectable. After discussion, it was decided to first research no old accounts were related to anyone on Council, avoiding any impropriety. Mr. Bova tabled the motion.

Council discussed a possible waiver of the late penalty for April of municipal service fees due to the pandemic. Mr. Tobias thought it would be a good idea. Mr. Dick asked Mr. Bova if he is recommending it. Mr. Bova: yes, it is reasonable. Mrs. Petrosky felt customers should still receive a late notice. **Mr. Bova motioned to waive the municipal service fees late penalty for April 2020. Seconded by Mr. Dick; motion carried unanimously.**

Mr. Bova reported SD Meyers performed routine transformer maintenance on March 19<sup>th</sup>, for a cost of \$5,450.

**Public Safety – Jim Rullo**

Mr. Rullo announced the retirement of Police Officer Patrick Loalbo effective April 3, 2020. Mr. Rullo thanked Officer Loalbo for his service to Pitcairn.

**Solicitor’s Report**

Nothing else this evening.

**Engineer’s Report**

Don Black highlighted items from his report: the geotechnical company is making good progress on Hillside Avenue and Center Avenue, almost ready to bid out. Mr. Black met with members of Council, Jim Comunale and representatives of PennDOT at the Taylor Avenue bridge to go over its condition. The Borough is obtaining a permit to make repairs using borough equipment and employees. Mr. Black described an email he sent to Council of proposed stimulus funding because of the pandemic. He encouraged them to be thinking of projects as the window for funding may open and close quickly. Mr. Black: we should submit Center and Hillside, and sewer projects in several areas that Mr. Comunale recommends. Mr. Comunale has suggested Brinton Avenue for paving. Mr. Black: if you want to email me other project ideas, or discuss tonight. Mrs. Petrosky asked Mr. Black about his recommendation to reject a bid for 6<sup>th</sup> Street Sanitary Sewer Improvements. Mr. Black: Pitcairn was awarded a CDBG grant in the amount of \$34,190. \$184,000 was the sole bid. He suggested rebidding it. **Mr. Rullo motioned to reject the bid for the 6<sup>th</sup> Street Sanitary Sewer Project. Seconded by Mrs. Freeman; motion carried unanimously.** Mrs. Galia asked Mr. Black when the applications for stimulus money would be due. Mr. Black: it has not been formally announced, but typically it happens quickly with short deadlines.

Mrs. Galia wished Officer Patrick Loalbo well and thanked him for his many years of service to Pitcairn.

**Mr. Tobias motioned to Adjourn at 7:34 pm. Seconded by Mr. Bova; motion carried.**

Respectfully submitted,  
Annette Dietz