

Borough of Pitcairn Council
Regular Meeting
Minutes
May 11, 2020
7:00 pm

Meeting called to order – President Dona Galia

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 physically present with the exception of Council member Lisa Petrosky and Engineer Don Black of EADS, who attended via telephone. The Agenda was posted on the borough website, on both entrances of the municipal building and the public was invited to submit comments in advance via email or telephone. As of this meeting, the County remained in Red Phase.

Mrs. Galia announced Council held an Executive Session at 6:00 pm to discuss personnel matters.

Mr. Bova motioned to approve Minutes from April 13, 2020 Borough Council Meeting. Seconded by Mr. Dick; motion carried unanimously.

Citizen Comment on Agenda Items

No comments or questions were submitted.

Mayor Betsy Stevick

Mayor Stevick reported Pitcairn Police worked 105 calls in April. \$71 in magistrate fines, \$175 from tickets, \$75 from Quality of Life tickets. In response to County requirement for consolidation of polling places, the Park Building will be used for the election on June 2.

Personnel – Dona Galia

Mrs. Galia thanked Gateway School District lunch ladies who continue to feed Pitcairn students and families at the concession stand. She also thanked the Pitcairn Women's Club who recently provided lunch for borough employees and presented gift cards to the food bank volunteers.

Streets – Kevin Dick

Mr. Dick motioned to hire temporary part time summer employee Eric McCarrison for the Public Works Department, 32 hours a week, same hourly rate as last year. Seconded by Mr. Tobias; motion carried unanimously.

Parks and Recreation – Debra Freeman

Mrs. Freeman reported the Women's Club has been informed their proposed donation of adult changing tables unfortunately will not fit in Sugar Camp Bathrooms.

Mrs. Freeman motioned to approve request from Pitcairn Mohawks for playing field use July 20 to October 31, Monday through Friday, from 5:00 pm to 8:30 pm and Saturdays: August 29, September 19 and 26, October 10, from 7:00 am to 10:00 pm. Seconded by Mr. Dick; motion carried unanimously.

Mrs. Freeman motioned to approve request from Women's Softball Team for playing field use, Thursday and Friday evenings, season dates dependent on Governor. Seconded by Mr. Dick; motion carried unanimously.

Finance and Economic Development – Lisa Petrosky

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

Mrs. Petrosky explained with changes on Council in the first quarter of the year, Council tabled updating specific fees that had been discussed. The updates reflect the true cost to the Borough.

Mrs. Petrosky motioned to adopt Resolution updating the fee for No Lien Letter from \$20 to \$30. Seconded by Mr. Dick. Motion carried unanimously.

Mrs. Petrosky motioned to update Electric Meter Deposit Fee from \$125 to \$150. Seconded by Mr. Rullo; motion carried unanimously.

Mrs. Petrosky motioned to update base monthly electric service charge from the current \$7.00 to \$10.00 for residential and \$23.50 to \$26.00 for commercial. Seconded by Mr. Rullo. Question on the motion: Mr. Dick asked for an explanation. The fee is the base customer charge per meter that covers billing and maintenance costs. Pitcairn's bills don't break it down but it's always been there; all utilities have this fee. **Motion carried with Mr. Dick voting in opposition.**

Mrs. Petrosky explained after meeting with the Code Enforcement Officer, they are suggesting the following **updates to the Quality of Life Ticket fines. She motioned to adopt Resolution updating the following: illegal or inoperable junked vehicle or trailer from \$25 to \$50; animal waste from \$25 to \$50, vending license violation to \$100, tenant registration to \$100, and accessory structure maintenance to \$50.** Mrs. Freeman asked about the tenant registration. Mrs. Petrosky: if they do not obtain an occupancy permit. Mrs. Galia read aloud the remaining violations listed on the ticket, asking if they will continue to be \$25. Yes. Mr. Rullo asked how they compare with other municipalities. Mrs. Petrosky: the fees she was able to find were either \$25 or higher. **Seconded by Mrs. Galia; motion carried unanimously.** Council directed the new fees should be placed on the website, though they can be changed in the future by Resolution.

Mrs. Petrosky announced the economic impact of the pandemic will adversely affect Pitcairn's State subsidies and local revenues, increase expenditures this year and next year. Council will be closely monitoring this and every aspect of this year and next year's budget.

Health and Welfare – Michael Tobias

Mr. Tobias motioned to hire Nick Turner as full time Code Enforcement Officer, hourly rate of \$14 an hour, six-month probationary period. Seconded by Mr. Dick; motion carried unanimously.

Mr. Tobias motioned to reschedule Janie Summers Memorial Community Clean Up June 20th, 8:00 to 11:00 am. Seconded by Mr. Bova; motion carried unanimously.

Mr. Tobias announced Waste Management has resumed picking up bulk items. Loose trash will not be picked up, must be in sealed, secure bags and containers. The household hazardous waste and electronic appointment pick up continues and has not been affected by the pandemic. 3,824 pounds were collected in the first quarter.

Electric – John Bova

Mr. Bova motioned to extend electric shut offs to June 1. Seconded by Mr. Tobias; motion carried unanimously.

Public Safety – Jim Rullo

Mr. Rullo motioned to accept the resignation of part time Police Officer Craig Gibson. Seconded by Mr. Bova; motion carried unanimously.

Mr. Rullo motioned to approve Police Department Collective Bargaining Agreement expiring December 31, 2022. Seconded by Mr. Bova; motion carried unanimously.

Mr. Rullo motioned to adopt Chapter 23 of the Police Policy and Procedures Manual, a Light Duty/Restricted Duty Policy. Seconded by Mr. Bova; motion carried unanimously.

Solicitor’s Report

Solicitor Matthew Kalina sitting in for Michael Witherel had nothing to add to Agenda items.

Engineer’s Report

Don Black reported Center Avenue specifications are being finalized to be bid out this month, Hillside Avenue the following month. EADS applied for additional grant money for Hillside.

Borough Manager’s Report

Public Safety Fund - \$78,595
Capital Improvement Account - \$425,235
Electric System Capital Improvement Account - \$163,468
Local Grant Dirty Camp Fund - \$68,128
Sewer Capital Improvement Fund - \$450,992
Real Estate Tax Collected in April - \$3,498.78

Mrs. Galia motioned to adjourn at 7:57 p.m. Seconded by Mr. Bova; motion carried.

Respectfully submitted,

Annette Dietz