

**Borough of Pitcairn
Council Meeting
Minutes
January 14, 2019
7:00 pm**

Meeting called to order – President Michael Tobias. Pledge of Allegiance was recited.

Roll Call:

Doug Crothers
Kevin Dick
Cammeo Farally
Dona Galia
Lorraine Myers
Jim Rullo
Mike Tobias
Mayor Stevick
All present

Mr. Tobias announced Council held an Executive Session at 5:30 pm on January 9, 2019 and this evening at 6:00 pm to discuss personnel and legal matters.

Mrs. Myers motioned to approve Minutes from November 12, November 26 and December 10, 2018 Borough Council Meetings. Seconded by Mr. Dick; motion carried unanimously.

Mr. Tobias announced the following appointments for 2019 Council Committees: Finance: Mr. Rullo, Street: Mr. Tobias, Electric: Mrs. Myers, Personnel: Mrs. Galia, Parks and Recreation: Mrs. Farally, Health and Welfare: Mr. Dick, and Public Safety: Mr. Crothers.

Citizen Comment

Lisa Petrosky asked about the proposed policy limiting comment to Pitcairn residents. Solicitor Mike Witherel: the Sunshine Law permits establishing policies at public meetings. Mr. Tobias: Council may at times invite speakers from the County or non-profit organizations to speak.

Evelyn Marto questioned the proposed Resolution permitting remote participation, voicing concern a Council member might not attend in favor of an alternative event. Mr. Witherel: Borough Code requires a physical quorum to be present, permits the adoption of a reasonable policy permitting participation by phone or other remote method.

Mr. Tobias welcomed relatives of new Police Officer Blake Huck and interrupted the public comments to permit his swearing in. **Mrs. Galia motioned to approve hiring of part time Police Officer Blake Huck. Seconded by Mr. Crothers; roll call vote carried with Mrs. Myers abstaining due to relation to Officer Huck.** Mayor Stevick swore in Police Officer Huck.

Deb Marto asked for details of the proposed Social Media Policy and what borough buildings were being appraised. Mr. Tobias said Council will explain more when those motions arise.

Mayor Betsy Stevick

Mayor Stevick reported Pitcairn Police worked 156 complaints in December, collected \$758 in State fines, \$25 parking fines. The Mayor commended Officers Vroman and Loalbo, several other officers and the surveillance cameras all contributed to quick arrests related to the fire on Wall Avenue.

Personnel – Dona Galia

Mrs. Galia motioned to approve attendance at the following: ALOM Legislative Reception January 17, ACBA Annual Banquet February 2 and ALOM Spring Conference April 4-7, 2019 and TCVCOG Annual Dinner on February 1, 2019. Seconded by Mrs. Myers; motion carried unanimously.

Mrs. Galia motioned to approve half page ad in ACBA annual Yearbook for \$250. Seconded by Mr. Dick; motion carried unanimously.

Mrs. Galia motioned to adopt Social Media Policy for Borough employees. Seconded by Mr. Dick; motion carried unanimously. Mrs. Galia explained this is a policy to encourage common sense use of social media by employees.

Mrs. Galia motioned to adopt Borough vehicle use policy for Borough employees. Seconded by Mr. Rullo. Motion carried with Mrs. Myers voting no.

Streets – Mike Tobias

Mr. Dick motioned to adopt a policy for public meetings specifying participants must be Pitcairn Borough residents. Seconded by Mr. Crothers; motion carried unanimously.

Mrs. Galia motioned to adopt Resolution permitting remote participation at Borough public meetings by Council members. Seconded by Mr. Crothers; motion carried unanimously.

Mr. Rullo motioned to adopt extended leave policy for all departments. Seconded by Mrs. Farally; motion carried unanimously.

Mrs. Myers motioned to approve 2018 Paving Program Payment Application #1 from A. Liberoni, Inc. in the amount of \$103,585.58 to be paid from Capital Projects Fund. Seconded by Mrs. Farally; motion carried unanimously.

Parks and Recreation – Cammeo Farally

Mrs. Farally motioned to advertise the second Thursday each month, with the exception of February, for Park and Recreation Board Meetings at the Borough Building. Seconded by Mr. Dick; motion carried unanimously.

Finance and Economic Development – Jim Rullo

Mr. Rullo motioned to adopt Resolution authorizing the Borough Manager to pay bills between Meetings based on due dates and/or discounts. Seconded by Mrs. Galia; motion carried unanimously.

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

Health and Welfare – Doug Crothers

Mr. Crothers motioned to approve purchase of used street sweeper from Rollerena Auto Sales, East Palestine, Ohio for \$20,490 including trade in of old street sweeper and old wood chipper. To be paid out of Sewer Capital Fund. Seconded by Mrs. Galia. Roll call vote resulted in motion carrying unanimously.

Mr. Crothers motioned to appoint Code Enforcement Officer John Prucnal as additional Building Code Official for the Borough of Pitcairn. Seconded by Mr. Dick; motion carried unanimously.

Mr. Prucnal gave the following updates: 1159 North Avenue is a candidate for demolition but was never condemned, deemed uninhabitable by previous Code Enforcement Officer and Mr. Prucnal condemned it

January 7th, this year. An asbestos survey is being conducted. He is asking Council to approve the Solicitor to notify owners and conduct a Hearing. Mr. Prucnal researched various code enforcement software, recommending the TCVCOG's software. At about \$3,000 it is more affordable than four others costing \$10 to \$20k. It is tailor designed for this area without unnecessary and expensive features. He attended a demonstration and will test it further on Borough computer; it can run on iPads, cloud based, no charge for additional users. Mr. Prucnal continued: Public Works for many years has maintained vegetation in alleys growing from private properties. To free up the crew for multiplying infrastructure projects, Mr. Prucnal suggested owners be alerted it is their responsibility. He will get a list from the Foreman of the alleys and properties. He asked Council to think about the method of notifying property owners in the Spring.

Mr. Crothers motioned to proceed with condemnation of and demolition hearing for 1159 North Avenue. Seconded by Mr. Rullo; motion carried unanimously.

Mr. Crothers motioned to reject the highest bid for old Code Enforcement vehicle, \$779.00, and re-advertise on Municibid. Seconded by Mrs. Myers; motion carried unanimously.

Electric – Kevin Dick

Mr. Dick motioned to authorize the purchase of the TCVCOG Code Enforcement software based on Mr. Prucnal's recommendation after testing it. Seconded by Mrs. Galia; motion carried unanimously.

Mr. Dick motioned to authorize appraisal of the following Borough owned buildings: 582 Sixth Street, the building on Fifth Street and #2 Fire Hall. He mentioned the building where Public Works would be, the former Ambulance garage and Mayor Stevick recalled an appraisal was already performed. Seconded by Mr. Crothers; motion carried unanimously.

Mr. Dick motioned to approve proposal for new borough building construction-phase geotechnical engineering services from Garvin Boward Beitko with attached fee schedule, time and material basis not to exceed \$15,000 without additional approval from Owner. Seconded by Mr. Crothers; motion carried unanimously.

Mr. Dick motioned to approve proposal for new borough building field and laboratory testing services from Geotechnics with attached fee schedule, time and material basis not to exceed \$10,000 without additional approval from Owner. Seconded by Mr. Crothers; motion carried unanimously.

Mr. Dick motioned to approve payment application #1 from Yarborough Development in the amount of \$29,106.00 from the Capital Projects Fund for the New Borough Building Project. Seconded by Mrs. Galia; motion carried unanimously.

Mr. Dick motioned to approve payment application #2 from Yarborough Development in the amount of \$110,139.12 from the Capital Projects Fund for the New Borough Building Project. Seconded by Mr. Crothers; motion carried unanimously.

Mr. Dick referenced the list of bills for approval and felt the Borough should take vehicles needing serviced to Pitcairn businesses if the price is close or even a little more. Mrs. Farally asked if the police cars purchased from Mosside are under warranty and have to be serviced there. Mr. Dick pointed out bills from Mosside this month over \$2,500. He agreed there are some things Golick can't do. Mr. Tobias agreed with

giving the business as much as possible to Pitcairn businesses unless covered by warranty at Mosside.

Public Safety – Lorraine Myers

Mrs. Myers motioned to approve hiring of part time Police Officer Craig Gibson. Seconded by Mr. Dick; motion carried unanimously.

Mrs. Myers motioned to approve hiring of part time Police Officer Stephen Goth. Seconded by Mr. Rullo; motion carried unanimously.

Mrs. Myers motioned to obtain quote from Borough auditor for Fire Company audit. Seconded by Mrs. Galia; motion carried unanimously.

Engineer's Report

Mr. Don Black: in addition to his monthly report, the mild weather has helped the new municipal building project move forward ahead of schedule. There will be no more paving for the year; Liberoni will return in Spring and finish the alleys.

Solicitor's Report

Mr. Witherel: nothing to add to the policies he completed for consideration this evening.

Mr. Crothers invited Fire Chief Tom Dick to speak. Tom Dick began a discussion of the dilemma of multiple false alarms to 500 Brinton Avenue. After discussion, it was determined the existing ordinance is enforced under the PA Crime Code, therefore the Police Department and Chief Farally said he would handle it. Chief Dick also brought up the many emergency calls every year for methane gas emitting from the Waste Management land fill in Monroeville. He described conversations he had with the DEP and Waste Management. He suggested posting a complaint line, in addition to still calling the Fire Company. He is waiting for final confirmation from Waste Management as to what phone number to publish and will keep Council posted. He heard they are not burning the gas off as they used to, but attempting to collect it.

Mr. Dick motioned to Adjourn at 7:38 pm. Seconded by Mrs. Galia; motion carried.

Respectfully submitted,

Annette Dietz