

**BURGETTSTOWN BOROUGH COUNCIL
WORK SESSION MINUTES**

January 24, 2022

Call to Order

Pledge of Allegiance

Public comments and questions not pertaining to the agenda items will be held to the end of the meeting.

Attending: Council Members: Annie Hull
Susan Reynolds
Ken McKinney (Absent)
James Smith II
Ross Johnson

Mayor: Luke Snatchko
Solicitor: Peter Halesey (Absent)
Secretary: Debbie Resnik
Treasurer: Debbie Resnik

Visitors: Kobie Sarracino
Pam Church

Roll Call Absent:
Ken McKinney
Peter Halesey

Susan Reynolds made the Motion to pass the January 24, 2022 Work Session Agenda
Second by-Ross Johnson

Questions/Comments:

None

Motion carried-None Opposed

1. Financials: None

Little Shady Avenue Bridge-

- Engineering Fees
- Resnik discussed fees might have to be taken out of Bridge Fund
- Last meeting Motion was to take fees LSA Grant
- LSA needs to be discussed with Redevelopment on Budget Item in grant

Little Shady Avenue Bridge disbursement discussed-

- Letter drafted for Redevelopment to cut Alex Paris cut in the amount of \$122,752.16
- Reviewed doc sheets that will be sent with letter (time sheets, change orders etc.)
- Rip rap change order will be sent up to Redevelopment Authority

Questions/Comments:

Susan Reynolds questioned if this 1st allocation would also cover the work that Paris Construction would need to come back for in the Spring.

Resnik, "I believe this is just for the job to date. Whenever they come back to finalize the project we will put in for another allocation."

Susan Reynolds, "Did we get the final pricing from Paris for upcoming work?"

Resnik, "No, not at this time."

2. New Business-EMC Vacancy

Susan Reynolds questioned advertising fees and candidates

Susan Reynolds, "Did we advertise?"

Resnik, "No"

Susan Reynolds, "I think we need to advertise that position."

Annie, "Discussion is to pick the two candidates we have on file, or do we want to put out for advertisement?"

- Greg Javens
- Kobie Sarracino

Annie feels council need to move on filling this vacancy

James Smith recommends not advertising, and filling the position with the two applicants we have.

Candidate position will be filled at the February monthly meeting

3. Old Business- Donation Distribution \$10,000.00

Council came to an agreement to vote at the February meeting donation distributions as follows:

Fire Department - \$5,000.00

\$3,000.00 will come out of the Washington County Gaming

\$2,000.00 will come from the General Fund

Fort Vance Historical -\$2,500.00 General Fund

Burgettstown Library -\$2,000.00 General Fund

Burgettstown Area Community Development -\$ 3,000.00 General Fund

Senior Center -\$500.00 General Fund

Council is all in agreement that the organizations must give Close Out Report on how the funds were put to use.

Annie Hull would like Susan Reynolds to look at the allocated donations for 2023 more extensively and how they will be distributed.

Vacancy Liaison Position's-Discussion to hold liaison or committee positions

- Employee handbook to be updated

Susan Reynolds likes the idea of working with a 2-party committee

Ross Johnson suggests that each council members needs to hold a position with a high up to go to when needed.

Susan Reynolds and Ross Johnson does not feel the President should hold a position.

Luke Snatchko proposes that the President delegates the committee's and the President would factor over all the committees

- Committees would bring issues to the President if needed
- President could set in on a committee meeting when needed

Ross Johnson likes the committee idea it is fair

Susan Reynolds likes the committee idea

Resnik suggested the committee (council members rotates 1 full year)

Council discussed having:

- Maintenance plan needs to be put into place
- Plan is in place needs tweaked

Annie Hull would like all council members before the next upcoming meeting to email or text her with a position they might be interested in holding.

Little Shady Avenue Bridge-

Resnik discussed the Motion made at the January 13th meeting might need to be rescinded.

- Engineering fees might not be in the LSA Grant Budget
- Resnik will have an answer by next meeting

Resnik might have to resend monies to be paid out of the LSA Grant, and would need to be taken out of the Bridge Fund

Question/Comments:

Pam Church questioned Resnik if the Budget item shows engineering fees
Resnik, "To be honest, I have not pulled the grant information, as of yet."

4. Mayor-

Thank everyone for their presence

Scout Hut Discussion:

- Deed/Deeds was reviewed and explained Scout Hut reservation is worded in the deed
- Borough made a Resolution in 1946 (missing piece)
- Mary Oddi would have rights to access the building
- Council warranted the Scouts not to enter the building. Nowhere is it worded in any proposals to lock down the building
- Conditions of the building changed
 - a. no longer 4" of water in the basement
 - b. upper portion does not smell like mold to make it a hazard

Mayor after reviewing all the above, granted Mary Oddi back into the building

- We need to move forward and have a good one on one relationship dealing with issues on a case-by-case matter.

Susan Reynolds, "We always did have a good relationship, and can I ask the mold that was in the building where is the mold?"

Susan, "We had people go into the building stating mold was a problem."

Luke, "I read the reports from the companies, and nowhere in the report did

Mayor Continued-

it states they could not enter into the building.”

Harold Ivey was contacted, and he did not limit occupancy to anything in the building.

Luke, “The only thing that limited occupancy was the order from council.”

Susan, “Did we not get an outside firm go up to the scout hut and give us a report?”

Luke, “I have those reports the gave estimates to clean it up and what was there.”

The reports do not state anywhere that access should be denied.

Harold Ivey needs to have the mold remediated from the building.

Luke met with Mary Oddi and suggested to remove the drywall and replace in the kitchen area.

Luke advised Mary in the basement area all wood must be removed, and a sump pump needs to be permanently installed to take out water when needed.

Annie Hull is in agreement with the plan.

Police Contract-

Luke Snatchko wrote letter to McDonald Borough to insure proper notice as

- his role as liaison for the police department for the remainder
- year of 2022
- letter on file

Luke Snatchko gave notification of Solemnizing of Marriage

- Marriages are booked for 2023
- all proceeds be forwarded over to the non-profit organization (Burgettstown Community Redevelopment)

Luke Snatchko spoke on District Magistrate Havelka office becoming eliminated

- would like council to write a letter of support

Luke Snatchko would council to enter into an Executive Session to discuss:

- Litigation
- Personnel

5. Public Comments/Questions:

Kobie Sarracino asked council if they heard District Gary Havelka was going to retire

Kobie Sarracino spoke on by-pass lighting

- She contacted Penn Dot regarding light replacing
- Penn-Dot would forward paperwork to a contractor who is a division electrician of Penn Dot

Kobie Sarracino wanted council to know that applying for the EMC Coordinator position is real, and would like to be taken into consideration.

Luke Snatchko addressed the by-pass agreement for mowing

- Prior conversation with the state they would cut 3-4 times a year
- Luke proposes to get in touch with Penn Dot and the dates they
- Would like to cut the grass give them permission for those weeks

5. Motion adjourned into Executive Session @ 8:45 PM

- Litigation
- Personnel

6. Motion adjourned @ 9:10 PM-No Action taken

Susan Reynolds made motion to adjourn

Second by-James Smith

Motion accepted-None opposed