

**BURGETTSTOWN BOROUGH COUNCIL
REGULAR BUSINESS MINUTES**

May 2, 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.

Susan Reynolds made the Motion to Pass the May 2, 2022, Agenda
Second by-Ken McKinney

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

Mayor: Luke Snatchko
Solicitor: Falco Muscante
Secretary: Debbie Resnik
Treasurer: Debbie Resnik

Visitors: Mary Oddi Rick Oddi
Cindy Triebsch Robert Triebsch
Anthony Giafrancesco

Roll Call Absentee: All Present

1. Review / Approval minutes from the Regular Meeting held April 4, 2022, and the Workshop Minutes held April 25, 2022.
Ken McKinney made the Motion to Accept both sets of Minutes
Second by-James Smith II
Motion Carried-None Opposed

2. Financial Report-
American Rescue Plan Act -US Treasury Report was filed 04/28/2022

Susan Reynolds made the Motion to pay the unpaid bills in the amount of \$1,471.19.
Second by-Ross Johnson

Questions/Comments:

Annie Hull expressed her concerns with Harshman's billing accuracy and rates
Motion Carried-None Opposed

Susan Reynolds made the Motion to purchase a digital recorder for \$50.00-60.00.

Second by-Ken McKinney

Motion Carried-None Opposed

Questions/Comments:

Council tabled transcription services

Resnik expressed it would be a great service whenever office gets busy

Ross Johnson, "The services is invoiced on a as needed basis."

3. Council Comments/Reports-

Mayor Report-Police /Fire Department -Luke Snatchko

- Police and Fire Report are on record

Parks and Recreation-Susan Reynolds

Spoke with librarian Kristen Frazier

- she had no confirmed set dates for events
- would be speaking to Library board and will get with Susan Reynolds later

Dog Station was ordered and came in damaged

- reordering

Swing was removed from the park

- ordered replacement bolt

Questions/Comments:

Annie Hull questions if Susan ever got pricing for mats which would go under the swings
Susan, "James and I will be looking into pricing."

Special Projects-Ken McKinney

Reviewed the Judicial Sale upcoming in June

- Land Bank pulling properties
- Rob Phillips with the Land Bank recommended Lincoln Bank Building to be pulled from tax sale as the adjacent parcel to other parcels were sold in that area.
- The Land Bank would obtain ownership

Ken McKinney touched base on the demo of the 42 Main Street Extension building

- Contract was awarded
- Period for demolition (2 months)
- County has other demos to take care of
- No affirmative date

Questions/Comments:

Luke Snatchko, "If the borough does not use all the CBG monies that is allotted to them for this project would the monies that were not spent go back into the Borough's CBG account?"

Council was all in agreement to have the Land Bank remove the Lincoln Bank Building off the tax sale

- Council will enter an Executive Session for this issue (Real Estate)

Special Projects-James Smith II

Discussed clean up days

Public Works-Ross Johnson-

Waiting on obtaining a quote for patching Charles Street and Maple Avenue

5. New Business-

Solicit Sealed Grass Bids and Special Meeting

Question/Comments:

Susan Reynolds, "I was under the impression that the borough was going to sub out certain areas and this bid list the entire grass areas."

Ken McKinney, "I am concerned if the Street Department has no grass cutting what is he going to do throughout the summer, and I agree with Susan?"

Council read and reviewed all the boroughs grass areas and selected areas that the borough will be cutting and what they are going to bid out.

James Smith II made the Motion to solicit sealed bids for(weekly) grass cutting services throughout the designated borough properties. Sealed bid must in submitted to the borough office May 9, 2022, no later than 1:00 PM

*Additional Bi-weekly trimming of the chain link fence on Rt 18 by-pass (both sides) was added to bid

Second by-Susan Reynolds

Motion Carried- None Opposed

Motion for council to hold a Special Meeting on May 9, 2022 @ 6:00 PM to award contractor

Question/Comments:

Ken McKinney, "Does everyone feel it is necessary to hold a Special Meeting or could the council hold off until next meeting?"

Annie Hull, "I think we need to get started on the grass cutting."

Ken McKinney made the Motion to hold a Special Meeting on May 9, 2022 @6:00 PM to award contractor

Second by-James Smith II

Motion Carried-None Opposed

Property 136 Center Avenue: Executive Session on disputed claim

- Borough owns property
- Sewage Authority never notified by either parties borough took over ownership
- Burgettstown Smith Sewage Authority notified the borough office that these fees were outstanding, and the borough needs to make the decision of holding the tap fee or eliminating the debt fee
- Council will discuss in the Executive Session

Harshman Group was discussed for Code Enforcement and Zoning fees

- Council feels that fees are extremely high
- Proposal was received from Municipal Consulting Services for servicing Code Enforcement, Zoning and Building Inspection

Comments/Questions:

Susan Reynolds had concerns with new personnel taking on services and borough was never notified

Annie Hull had concerns with fees

Ken McKinney made the Motion to remove Harshman as our Code Enforcement and Zoning Code officials

Second by-Ross Johnson

Motion carried-None Opposed

Susan Reynolds made the Motion to bring on Municipal Services LLC as our Code Enforcement and Zoning Code officials

Second by-Ken McKinney

Motion carried-None Opposed

6. Old Business-

Main Island work will begin on May 3rd

- Insurance Claim in the amount of \$8900.00 will be payable to:
- Todd Electric will replace electrical on pole
- Inspector will sticker after completion
- West Penn will receive WO to put electric back to the pole

Pete Blue's Survey -Executive Session

Questions/Comments:

Anthony Giafrancesco asked council if Blue's could place a sock to elevate the wood chips from coming onto his property when there are heavy rains.

Annie Hull, "We understand and are working on that entire area."

James Smith II, "One step at a time."

7. Correspondence-

Public Meeting held June 7th and June 29th review County Comprehensive Plan update

9. Council Remarks-

Ken McKinney would like to add that he spoke with the FITS Program and the borough is now on their contact list

10. Public Participation-

Oddi's would like to see where the Scout Hut stands as the items are still in storage

Ross Johnson, "We understand but the borough is down to one worker at this time."

Susan Reynolds and Oddi's discussed what items would be brought back into the Scout Hut.

Robert Triebisch had concerns and asked the progress of the Tenant Registration Fee

Annie Hull, "This is still in review and council has not made any decision at this time."

Anthony Giafrancesco would like the borough to give him enough time so he could adjust his rent if necessary.

11. Motion Adjourned into Executive Session @ 7:36PM

- Legal
- Essential claims
- Personnel
- Action to be taken

Susan Reynolds made the Motion to accept the paying the Burgettstown Sewage Authority \$1,108.44 towards 34 Center Avenue property

Second by-Ken McKinney

Motion Carried-None Opposed

12. Motion to Adjourn @ 8:54 PM

Susan Reynolds made the Motion to adjourn

Second by-James Smith II

Motion Carried-None Opposed