

BOROUGH OF PATTERSON HEIGHTS
COUNCIL MINUTES
January 21, 2015

7:00 pm Council Meeting called to order by President, Bill Starn

Pledge of Allegiance was recited

Council Members

President: Bill Starn - Present

Vice President: Jim Turnbull - Present

President Pro Tem: Julie Muhlberger – Appeared by speaker phone

Richard Evans - Present

Paul Bellan - Absent

Bryan Landman- Present

Connie Klein - Present

Mayor

Phyllis Aluseo – Present

Officers

Secretary/Treasurer: Renee Cameron – Present

Solicitor: Chad McMillen - Present

Police Report: Chief Jones – Present – 4 reports for the month of December, 2014. January 26, 2015 will be the first Neighborhood Watch meeting of the year.

Tax Collector Report: Sue Philipp – Present – Read report. Tax statements will be sent out around the middle of February, 2015.

Fire Chief Report: Medlin – Absent – Mr. Starn read report. 2 calls were reported for the month of December, 2014.

Road Department/Laborer: Nathan Reese was introduced and welcomed by Mr. Landman and Council. Nathan gave a brief report on what he has been accomplishing during his first few weeks of being hired as the new Road Department Laborer for the Borough of Patterson Heights. Nathan thanked Council for giving him the opportunity to work at the Heights.

Visitors

Chris Flemming - 250 6th Street Extension - spoke on behalf of the Weavers, property address: 250 6th Street Ext. Mr. Flemming is the contractor he provided pictures and detailed work schedule to Council for their review. Mr. Flemming wants to know if they are in compliance and if Council will approve the work that has been completed. Mr. Muhlberger addressed the issue (via speaker phone) and discussion took place. Council will get an answer to Mr. Flemming within the next 10 days.

Ruthanne Bentley – 509 4th Street – Update on the View of the Heights. She is hoping to get an issue of the View of the Heights out mid-February. She requested any updated street information to be given to her to put in the next issue of the View.

Sue Pokego - 498 4th Street – Read a letter to Council on behalf of the Borough Residents.

Valerie Becker – 504 4th Street – addressed the concern she had about the snow being plowed at the end of her driveway.

Code Enforcement Report: D. L. Pella - not present. Mr. Starn read report. Discussion took place.

Junior Council: - Jr. Council gave report. Jr. Council presented Council a schedule of their 2015 events. Ms. Cameron discussed with Jr. Council an outline of what was expected of Jr. Council on how to turn in all funds collected for deposit and how to receipt all items for documentation. **Discussion took place.** Ms. Muhlberger also presented a list of items what Council expects of Jr. Council the list is as follows:

- **Junior Council Accountability**
 - Suggested to contact other Jr. Council's in State to understand what they do, the projects undertaken, etc.
 - would like a mission statement from Jr. Council
 - would like an outline of 2015 goals Jr. Council identified
 - would like an outline of 2015 identified projects
 - would like to understand how Jr. Council attracts new members
 - would like copies of all their minutes after their meetings
 - Would like statement of 2015 fundraisers, what the funds are designated for, and a policy of how those "items" are dispensed.
 - Jr. Council will come before Council and ask permission to hold an activity during Community Day, or any other time; before committing. Jr. Council was asked to put requests in writing.

A motion was made by Mr. Turnbull that Ms. Klein be the Liaison for Jr. Council and will be present at all Jr. Council meetings, 2nd by Ms. Muhlberger PASSED UNANIMOUS

Jr. Council is in the process of collecting money to purchase plaque in memory of Bob Harker. Jr. Council will collect all funds and turn into Ms. Cameron for deposit.

Communications:

- Mr. Starn read letter from Widmere Engineering to review and accept their contract. **A motion was made by Ms. Muhlberger that the Borough retains Widmere Engineering upon Chad's review and approval of their consulting agreement, 2nd by Mr. Turnbull Discussion took place. PASSED UNANIMOUS**
- Read an anonymous letter from a concerned resident of Patterson Heights
- Read letter from Columbia Gas

Secretary/Treasurer - Ms. Cameron reminded Council that their Statement of Financial Interest Needs to be completed and turning into her by 5/1/2015.

Minutes

A Motion was made by Ms. Muhlberger to place a clarification in the minutes this meeting of 1/21/2015 to correct the minutes of November 19, 2014 a letter that was read by Jr. Council was read under false pretenses. The letter thought to be written by Jr. Council was written by Jake Barsottini, 2nd by Mr. Turnbull. Discussion took place. PASSED UNANIMOUS

A motion was made by Mr. Turmbull to approve the meeting minutes of December 17, 2014 2nd by Mr. Landman PASSED UNANIMOUS

Public Safety Committee:

Mr. Landman commented that if Council is going to receive anonymous complaints, calls, or written correspondence from residents that Council is not obligated to respond to complaints. **Discussion took place. A motion was made by Mr. Turnbull, 2nd by Ms. Klein to appoint Mr. Landman as the head of the Neighborhood Watch Committee PASSED UNANIMOUS**

Building and Grounds Committee:

- Lights – Discussion took place

Streets and Sewers Committee:

- SALT – Discussion took place. Salt will be purchased from City of Beaver Falls \$70/ton.
- Replacing the door with a “Panic Door” – Discussion took place
- New Fax machine, file cabinet, and keys for outside the Secretary’s office – Discussion took place

Recreation Committee – N/A

Recycling and Refuse Committee -

- Purchasing recycle bins for the residents – Discussion took place.

Budget and Finance Committee

- Health Insurance policy approved for 2015. **A motion was made by Ms. Muhlberger to approve the basic High Mark Premiere Balance PPO \$0 Platinum Community Blue Flex Plan for Renee and Nathan at \$886.20 per month with the option for Renee and Nathan to take the Eye and Dental benefits at their own expense payroll deducted 2nd by Mr. Turnbull PASSED UNANIMOUS**
- Development of 5-year Borough Comprehensive Plan
 - a) Budget and Finance will drive this effort
 - b) Once developed, updated every year, constant and ongoing
 - c) Allows for budgeting of large expenses

Mr. Lee Plummer – Auditor - Updated Council on the status of the 2013 audit report.

Discussion took place about accepting Mark Turnley’s proposal. Ms. Cameron will contact Mr. Turnley to verbally let them know that their proposal was accepted.

Rental Prop and Maintenance Inspection Committee

- 2015 Rental applications will be mailed out to all Heights Landlords this month.
- Rental Inspections: Pending/on hold

Property Maintenance

- Code Enforcement Officer – Discussion took place

A motion was made by Ms. Muhlberger to retire to Executive Session, 2nd by Mr. Turnbull PASSED UNANINMOUS

Executive Session 8:52 p.m.

A motion was made by Ms. Muhlberger to end Executive Session 2nd by Mr. Turnbull PASSED UNANIMOUS

Resumed regular meeting @ 9:11 p.m.

A motion was made by Ms. Muhlberger to approve D. L. Pella as the Code Enforcement Officer for 2015 and Solicitor will write-up a contract for approval, 2nd by Mr. Turnbull PASSED UNANIMOUS.

New Business

- Ms. Muhlberger addressed Solicitor on the duties of President of Council and Chairing Committees. **Discussion took place. All Chairs will remain as is.**

Old Business

- Mr. Turnbull gave his update on purchasing tires for the truck. Two tires were already purchased and 4 have been ordered.

Officer Reports

- Mayor - (Aluseo) - Nothing to report
- Zoning Board/Code - N/A (MDIA)
- COG - N/A (Muhlberger)
- Emergency Management Coordinator – N/A (Bellan)
- Solicitor – (Chad McMillen)
 - a) Solicitor presented a draft to amend Ordinance #244. Solicitor asked that Council review his draft of #244 and asked Council to email him back with any feedback and he will finalize the Ordinance.
 - b) Solicitor discussed letter that was sent to the Borough by the Law Office who was representing the Borough in the 2011 Lawsuit. Solicitor advised that the Borough needs to verify the information that was sent. Solicitor suggested that he can contact the attorney to discuss who should sign the form. Solicitor will reach out to the attorney and will get back to Council.

ANNOUNCEMENTS - N/A

Monthly Bills: A motion was made by Mr. Landman to approve the monthly bills for January 2015, 2nd by Mr. Evans PASSED UNANIMOUS.

The meeting was adjourned upon a motion by Mr. Evans, 2nd by Mr. Turnbull **PASSED UNANIMOUS** at 9:44 p.m.