

BOROUGH OF PATTERSON HEIGHTS
COUNCIL MINUTES
JUNE 18, 2014

7:00 pm Council Meeting called to order

Pledge of Allegiance was recited

Council Members

President: Bill Starn - Present
Vice President: Jim Turnbull - Present
President Pro Tem: Julie Muhlberger – Present
Rochard Evans - Present
Paul Bellan -ABSENT
Bryan Landman- Present
Richard Pegg – Present

Mayor

Phyllis Aluseo – Present

Officers

Secretary/Treasurer: Renee Cameron – Present
Solicitor: Nick Urick - Present

Police Report: Chief Jones gave his report for April & May 2014. Discussion took place.

Tax Collector Report: Sue Phillip – Read her report.

Fire Chief Report: Medlin – Not Present - Mr. Starn read the report (2) calls reported for the month of May.

Auditor Report: Lee Plummer – Read report and gave update on the status of the 2012 and 2013 audits. He discussed a list of his recommendations. **Discussion took place.**

Visitors

Larry (Fire Dept) – Requested approval for the Monument. He presented a copy of the diagram. Discussion took place. A Motion was made by Mr. Turnbull to permit the Fire Department to install the monument and maintain it for the life of the monument, 2nd by Ms. Muhlberger **PASSED UNANIMOUS.**

Caren Turnbull – 613 5th Avenue – Presented Mr. Starn records from Elaine Jansto.

Caren Turnbull - wanted a clarification on building permits and following procedures for liability purposes. **Discussion took place.** Mr. Starn requested that Ms. Cameron contact Mr. Balsler to find out if he still prepares monthly reports and if so will he send us copies.

Linda Hurley -716 8th Avenue - addressed her questions and concerns why Patterson Heights never has any crime reported in the Beaver County Times and other townships and boroughs do? Discussion took place.

Visitors – continued

Joann Signore - 627 4th Street – Inaudible on tape

Pam Barsottini – 624 4th Street – Questioned why the minutes are so long and typed verbatim. **Discussion took place.** Secretary addressed that she is not typing the minutes verbatim she is simply typing the minutes per Council’s request.

Larry Malone – 710 7th Street – Asked if we have an Ordinance for public utilities that dig up our streets. **Discussion took place.**

Code Enforcement Report: D. L. Pella not present. Mr. Starn Read the report. **Discussion took place.**

Junior Council Report: Went to PNC to set-up an account. **Discussion took place** on a few different options on how to set-up an account. Solicitor will look into it and will give a report to Council next month. A Motion was made by Ms. Muhlberger to link Jr. Council bank accounts with Council bank accounts upon Solicitor’s approval to include one Jr. Council signature and the Secretary’s signature 2nd by Mr. Landman **PASSED UNANIMOUS**

Jr. Council asked the Solicitor his opinion that during their camp program from July to August they wanted to put out waivers for liability for all children. **Discussion took place.**

Schedule changes for the Camp program will be for one week July 28th thru August 3rd from 10:00 am to 1:00 pm. **Meeting Dates: June 29th at 7:00 pm, July 6th at 7:00 pm, and July 8th at 7:30 pm.**

Communications:

Penn Dot Letter – Read by Mr.Starn will give copy to Medlin

Letter from Duquesne Light switching our street lights to LED’s – Mr. Starn read letter **Discussion took place.**

Mr. Starn received an invitation to switch to Sunoco to save 15% on fuel passed on to Mr. Pegg and his committee to review and discuss.

The Minutes a Motion was made by Ms. Muhlberger to approve the amended May 21, 2014 minutes on page 2 2nd by Mr. Landman **PASSED UNANIMOUS**

Public Safety Committee:

Mr. Landman discussed surveillance costs to run approximately \$3,800.00

Building and Grounds Committee:

Mr. Turnbull discussed some of the work that Bob has been doing around the Borough property and the clean-up. Mr. Turnbull discussed planting a tree in the park and the maintenance of the tree. **Discussion took place.** Mr. Pegg motioned to plant a tree in a safe area of the playground area to provide shade for the park 2nd by Ms. Muhlberger in honor of Tillie McCune. **Discussion took place.**

A motion was made by Mr. Turnbull to amend the motion that all future maintenance to the tree be done by the Axillary 2nd by Ms. Muhlberger - Took a Show of hands Roll Call 5 YES 1 NO

Streets and Sewers Committee:

- Federal Sign Assessment and Management Plan
- Street Sign Inventory – Mr. Starn discussed that the inventory had been completed. **Discussion took place.**
- Discussion took place about who has authorization to call Bob out for over-time. Ms. Muhlberger wanted on the record that no Council person unless given the authority should have unilateral authority to call out Bob unless it is a declarable emergency.
- 5 year maintenance and repair plan on how the roads will be maintained. **Discussion took place.**

Recreation Committee

Nothing to report

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Recycling and Refuse Committee

Mr. Evans said his committee will be meeting soon

Budget and Finance Committee

A motion was made by Mr. Pegg to get authorization for Ms. Muhlberger to attend the Budget Class at the Double Tree Hotel with reimbursement to attend the class and transportation on August 5, 2014 2nd by Mr. Turnbull – **Discussion took place. Vote took place Roll Call YES 5 NO 1**

1. **Copy of Drivers Fatigue Policy** was discussed. Mr. Starn and Mr. Landman will draft up a policy.
2. **Updated Borough inventory list** – was provided by Mr. Starn

3. **Copy of Employee/Equipment Accident Policy** – Discussion took place
4. **Copy of your Return to Work Policy** – Discussion took place.

Budget for Recreation Committee – **Discussion took place**

Budget for Buildings and Grounds – **Discussion took place**

Deposits for Community Days – **Discussion took place**

QuickBooks help for Ms. Cameron. Ms Muhlberger will provide Ms. Cameron with the contact information. Mr. Starn will provide Ms. Cameron with the web site that offers tutorials and classes.

Financial Statement of Interest – Discussion took place

Rental Prop and Maintenance Inspection Committee

Need a new signed 2014 Code Enforcement Official Agreement. **Discussion took place**

New Business

1. Renee and Training - **Discussion took place**
 - a. Borough Health Care
 - b. PA 1 Calls
 - c. Borough Building Permits
 - d. Zoning Permits
2. Bonding of check signing signatories – **Discussion took place**
3. Borough Code Changes – Ms. Muhlberger addressed the Solicitor - **Discussion took place**. Information can be found on the PSAB website

Mr. Pegg read his letter of resignation to take effect as of Thursday, June 19, 2014. A motion was made by Ms. Muhlberger to accept Mr. Pegg's letter of resignation as a Council member effected Thursday, June 19, 2014 2nd by Mr. Turnbull with regrets **PASSED UNANIMOUS**

- Discussion took place about “**The Right to Know Request Form**”.
- Discussion took place on advertising or appointing a new council member

Officer Reports

- Mayor - (Aluseo) – Discussion took place about the “Welcome Wagon”
- Zoning Board/Code - N/A (MDIA)
- COG - N/A (Muhlberger)
- Emergency Management Coordinator – N/A (Bellan)
- Solicitor – N/A (Nick Urick)

Monthly Bills: It was motioned by Ms. Muhlberger to approve the monthly bills for June, 2014 2nd by Mr. Landman. **PASSED UNANIMOUS**

The meeting was adjourned upon a motion by Mr. Evans 2nd by Mr. Landman. **PASSED UNANIMOUS** at 9:39 p.m.

Renee Cameron, Secretary/Treasurer

Bill Starn, President