

**BOROUGH OF PATTERSON HEIGHTS**  
**COUNCIL MINUTES**  
**August 17, 2016**

7:00 pm Council Meeting called to order by President, Mr. Starn. Meeting was recorded.

**I. OPENING EXERCISES**

**1. Pledge of Allegiance was recited**

**2. Roll Call**

**Council Members**

President: Bill Starn - Present  
Vice President: Jim Turnbull - Present  
Tim Weisenburger - Present  
Frances Levinger - Present  
Bryan Landman - Present  
Connie Klein - Absent  
Sue Pokego - Absent

**Mayor**

Phyllis Aluseo – Present

**Officers**

Secretary/Treasurer: Janet Miklos - Present

Solicitor: Nick Urick – Present

**3. Visitors:**

**Xander Wilkinson** - 504 4th Ave. - commended Fran Levinger on Community Days. Echoed by Fire Chief Medlin and a round of applause from all in attendance.

**Jake Barsottini** - 624 4th Street – listen to tape of the meeting and was very displeased with comments made at last Council meeting. Provided Council with documents pertaining to 2014 conducted by Turnley CPA and 2015 Audit conducted by the elected Auditors for compare and contrast. Debt always reported as Cash. There is no material discrepancy. He stated his belief that people misread audits and there was a lack of understanding of what municipal audits are. He pointed out that the time to appeal the 2015 Audit has expired. Mark Saunders of DCED was contacted about filing deadlines. 2015 Audit submitted and approved May 18<sup>th</sup> by Saunders and later filed with the Court on June 17<sup>th</sup> after a minor change was made. He would like a public apology. Regardless, auditors have to rely on information provided by management.

**4. Police Report:** Chief DeLuca – Absent

Mr. Starn reported that there were 6 calls for service in the month of July. Report on file. Mayor and Mrs. Levinger brought up that several cars were broken into, smashing windows and slashing tires, all of which was reported to Police. Mr. Turnbull said he believes Patterson Twp police caught the perpetrators.

**5. Tax Collector Report:** Susan Philipp - Present - Report for the month of July showed collections in the amount of \$2,519.20. Tax report on file. Mr. Starn asked when the bulk of real estate taxes are collected and Ms. Philipp responded March, April and May.

**6. Fire Chief Report:** Chief Medlin - Present - Mr. Medlin reported 7 calls for service in the month. Report on file.

**7. Code Enforcement Report:** D. L. Pella – Absent – Mr. Starn provided overview of the Code Enforcement report for July of (2) Court Proceedings. Council should direct Solicitor Urick to follow up on Nixon property with Dawna. Report on file.

**8. Communications:** Read by Ms. Miklos

- Confirmation from WesBanco that truck loan is paid off
- First National Insurance Agency Policy renewal info - soliciting other quotes as well
- Resource Guide on MS4 (Stormwater) - required by September 2017
- Road Maintenance Guide on Salt
- Ended our relationship with Direct Energy, dealing directly with Duquesne Light - less money
- PNC Cash Flow Analysis for the Month
- Various promotional newsletters and flyers
- Mr. Starn received a call from Commissioner Sandie Egley asking for donation to Veterans' Affairs - maybe include as line item in next year's budget

**9. Secretary/Treasurer: Janet Miklos** - (Financials were provided to Council, Mayor, Tax Collector and Solicitor on YTD Budget vs. Actual, YTD Profit & Loss, Balance Sheet and Cash Flow current as of today's date.) Continuing as part of the planning committee for the Beaver County Local Government Conference to be held September 22<sup>nd</sup> at the Park Inn by Radisson in Beaver Falls. 250 elected and appointed officials plus vendors are expected to attend. Experienced some unfortunate IT problems and working with IT techs to resolve. Fire hazard with wiring solutions and camera access still ongoing. Eligible for a grant to improve sanitary sewer. Recycling grant also a possibility. Working with Mr. Weisenburger (Finance Chair) to resolve financial issues.

## II. MINUTES

Motion by Mr. Turnbull, seconded by Mr. Landman, to approve the Meeting Minutes for July 20, 2016, as prepared by Janet Miklos. Motion carried.

## III. STANDING COMMITTEES, NEW BUSINESS, OLD BUSINESS, OFFICERS REPORTS

**Public Safety Committee:** Nothing to Report

**Building and Grounds Committee:** Mr. Turnbull reported that the Playground Improvements came in \$900 under budget. He commended Mr. Landman and Shawn Galbreath and Alex Parsons for their labors to complete everything before Community Day. Should be in good shape because of these improvements for several years. Plans for next year include painting the equipment and repairing the steps on the slide.

Mr. Landman reported that the Backhoe boom leaks and bucket has retracting issues which will cost \$300-\$800 to repair per CAT (Cleveland Brothers). Should possibly consider selling it and buying a smaller piece of equipment. He estimated the value of a trade-in to be around \$18-25k with a smaller machine costing between \$10-18k.

**Streets and Sewers Committee:** Mr. Landman reported 23 catch basins need rebuilt (had estimated only 4 earlier, all need cleaned, several are washed out, and a couple are starting to collapse.

**Recreation Committee:** Mrs. Levinger thanked Mr. Landman, Mayor Aluseo, Xander Wilkinson and Mr. Starn for their help during Community Day. Thinks everything went well and it was a good day. Next year, if in charge, she coming up with ideas already.

**Recycling and Refuse Committee** – Ms. Miklos asked members of Council about their interest in expanding the recycling program by adding a drop off box near the Municipal Building for mixed use paper and a cardboard only bin at no cost. Mr. Starn expressed concern for the pavement in the parking lot. By expanding beyond the collection of yard waste the Borough would be eligible to apply for a 904 grant for equipment such as a leaf composter.

**Budget and Finance Committee** - Mr. Weisenburger expressed concern about the negative cash balance in the general fund. Mr. Starn and Mr. Weisenburger independently of each other roughed up estimates - wages, utilities, police, loan payments - and came up relatively close to the same amount of \$\$\$ needed to get through the end of the year. Road loan debt took a big chunk out of our funds.

**Rental Prop and Maintenance Inspection Committee** - Inspections to begin in August depending on John Balser's (MDIA) availability.

### **NEW BUSINESS**

**Motion** by Mr. Weisenburger, seconded by Mr. Landman to Transfer **\$15,000 from the EIT Account to the General Fund** to pay the bills. Mr. Starn stated that typically this transfer does not happen until the end of the year. Ms. Philipp said there was \$23k, plus or minus, of uncollected taxes. After further discussion, Motion passed unanimously.

**Motion** by Mr. Weisenburger, seconded by Mr. Landman to approve **Resolution 8-2016-1** to Appoint the **Secretary/Treasurer as the Point of Contact for Berkheimer**. Motion passed unanimously.

### **OLD BUSINESS**

**PNC Credit Card Resolution 8-2016-2** – voted on and approved last month; needs signed and submitted to PNC

**Codification** - Mr. Starn stated the Codification could proceed with American Legal Publishing if Council wishes to make a \$1,000 down payment and enter into a payment plan for the balance of \$5,775.

**Streets and Sewers** - 4th St. Outfall – addressed last month.

### **OFFICER REPORTS**

**Mayor Aluseo** – Letter of thank you sent to Chief DeLuca for Officer David Johnson, bike patrol, and his participation and involvement with Community Day.

**Zoning Board/Code** – Nothing (MDIA)

**COG** – Mr. Starn reported that Dunn & Associates presentation on Insurance was very interesting and suggested the Sec/Treas should contact them to get a quote. Ms. Miklos brought up various COG surveys and event notifications she had received.

**Emergency Management Coordinator** – Nothing

**Solicitor** - There will be an Executive Session to discuss personnel matters.

**ANNOUNCEMENTS** - None

**IV. FISCAL AND CONTRACTUAL**

Motion by Mr. Turnbull, seconded by Mr. Weisenburger, to approve the Monthly Bills for August 2016. Motion passed unanimously.

**EXECUTIVE SESSION** - To discuss Personnel matters. No votes or actions were taken.

Motion by Mr. Weisenburger, seconded by Mrs. Levinger to adjourn into Executive Session at 8:07pm. Meeting resumed at 9:07p.m.

**MEETING ADJOURNMENT**

The meeting was adjourned upon a motion by Mr. Turnbull, seconded by Mr. Weisenburger. **PASSED UNANIMOUSLY** at 9:07p.m.

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Submitted by Janet Miklos, Sec/Treas  
Date

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William Starn, Council President  
Date