**LEETSDALE BOROUGH COUNCIL** met in Regular Session at 7:00 PM on Thursday, February 8, 2018 in the Council Chambers

Council President Belcastro called the meeting to order and announced the meeting was being recorded. Mr. Belcastro thanked all who was in attendance.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT:** Council President T. Belcastro; Councilors O. Awad, B. Frederick, W. James, J. Weatherby, J. McGurk and T. Michael

**ALSO PRESENT:** Mayor P. Poninsky; M. Turnbull, Esq., Goehring, Rutter and Boehm; D. Slagle, P.E., Nichols & Slagle Engineering, Inc.; Chief D. Raible, Leetsdale Police; Douglas Ford, Street Commissioner

**REPORTS RECEIVED**

**MINUTES:** December Regular Session, January Reorganization and Regular Sessions

**TREASURER’S REPORT:** December

**MOTION BY** Mr. James to accept the December Regular Session, January Reorganization and Regular Session Minutes, second by Mr. Michael

MOTION CARRIES

**MOTION BY** Mr. Weatherby to accept the December Treasurer’s Report, second by Mr. McGurk

MOTION CARRIES

Mayor Poninsky introduced Shawn Schreckengost, new part-time officer to council. Mr. Schreckengost was sworn in last week and began training with the department.

**AUDIENCE ADDRESSING COUNCIL**

**Judy Felicion, 186 Broad Street,** advised Council that due to conflicting interests she is withdrawing her name for consideration on the Civil Service Commission.

**SOLICITOR** **Megan Turnbull, Esq.**

* Ms. Turnbull has reached out to the attorney for property donation located at 268 Beaver Street (Parcel 704-A-9) and has not had a response, a letter will be mailed to the property owner requesting contact since the Borough is interested in the property.
* Ms. Turnbull stated that the following parcels; 704-F-111 and 704-F-112 are ready for transfer to Mr. & Mrs. Aughinbaugh.

**MOTION BY** Mr. McGurk to release the Escrow for Building 182, pending final reconciliation of professional fees and related costs, second by Mr. Awad

MOTION CARRIES

* Turnkey Taxes has requested that the Borough have the Tax Payers Bill of Rights available on the Borough Website for review. Ms. Turnbull advised that she would provide the information to the Borough Office for posting.

**ENGINEER** \_\_\_\_ \_\_ **Dan Slagle, P.E.**

* Washington Street ADA Sidewalk PHI Project – The project started 12/11/2017 and was extended by QVCOG/ACDD until Spring 2018.

**MOTION BY** Mr. Weatherby to accept Estimate No. 1 in the amount of $1,350.00 to Jim Palmieri Construction for the Washington Street ADA Sidewalk PHII Project, second by Mr. Frederick

MOTION CARRIED

**MOTION BY** Mr. James to accept Estimate No. 1 in the amount of $742.50 to A. Folino Construction for the Monroe Way Reconstruction Project, second by Mr. Michael

MOTION CARRIED

**MOTION BY** Mr. Weatherby to advertise the 2018 Paving Projects with a bid opening in March 2018, second by Mr. James

MOTION CARRIED

* DCNR Boat Launch Ramp Grant Application – We have designed the boat launch ramp project (50% DCNR Grant) which will be bid out once DCNR approves the Bidding Documents
* Municipal Separate Storm Sewer System (MS4) – The next Annual Progress Report is due May 30, 2018
* Zoning Map Update – We need to verify the zoning along Monroe Way with Mr. Luff
* Edgeworth Water authority Waterline Replacement Project – We wil contact Edgeworth Water Authority regarding the overlay for Victory Lane
* Miscellaneous Borough Projects – We contacted Border Patrol and authorized the work along Beaver Street
* 2018 QVCOG/ACDD Grant Applications – Final Grant Applications were prepared/submitted on November 6, 2017
  + Washington Street Sidewalk Reconstruction Project Phase III
  + 2018 Housing Demolition Project (324 Beaver St)
  + Borough Building ADA Sidewalk/Ramp Project
  + Henle Park Playground Equipment Project

**MAYOR’S** **REPORT**  **Peter A. Poninsky**

* The Leetsdale Food Bank received a $660.00 donation from a resident. The resident would like to remain anonymous, Mr. Belcastro suggested that Council place a tree in Henle Park in honor of this resident’s donations.
* Ehrlich’s services has increased $2.00 for their monthly service which is needed for the food bank
* Received a clock from PSAB for the Borough’s Membership

**MOTION BY** Mr. James to advertise and allow the Civil Service Commission to create an eligibility list for a Full-time Patrolman Position, second by Mr. Awad

MOTION CARRIED

**MOTION BY** Mr. Frederick to adopt the Resolution to work along with Allegheny County to accomplish the goals of the Live Well Allegheny Campaign, second by Mr. Awad

MOTION CARRIED

* The Public Safety Meeting was held on Tuesday, February 6, 2018 and the members discussed the following; Photo Name Badges, NARCAN and the Leetsdale VFW Parking Lot.
* Council requested that Mr. Slagle address the manholes that need lifted along Beaver and Broad Streets

**FINANCE/BUDGETS Thomas Belcastro, Chairperson**

**MOTION BY** Mr. Weatherby to transfer $2,110.00 from the Borough Reconstruction Fund to reimburse the General Fund for Nichols & Slagle Engineering Invoice, second by Mr. McGurk

MOTION CARRIED

**PERSONNEL & ADMINISTRATION Thomas Belcastro, Chairperson**

* Nothing new to report

**BENEFITS & PENSIONS Jeffery Weatherby, Chairperson**

* The Police Pension was charged in the amount of $898.85 for quarterly maintenance

**PUBLIC SAFETY/POLICE Osman Awad, Chairperson**

* Chief Raible reviewed the Police Department’s Monthly Report

**PUBLIC SAFETY/FIRE Wesley James, Chairperson**

* Mr. James reviewed the Fire Department’s Monthly Report
* Friday, February 16, 2018 begins the Annual LVFD Fish Fry every Friday during Lent

**STREET DEPARTMENT/BOROUGH PROPERTY Benjimen Frederick, Chairperson**

**MOTION BY** Mr. Frederick to give a pay increase to the Part-time Public Works Employee in the amount of $3.00, making the hourly rate $15.00, second by Mr. McGurk

MOTION CARRIED

**MOTION BY** Mr. Frederick to advertise the hiring of a Full-time Public Works Employee when needed, second by Mr. McGurk

MOTION CARRIED

**MOTION BY** Mr. Frederick to have the Borough Property surveyed at Henle Park to determine the property lines for the parking lot, second by Mr. McGurk

MOTION CARRIED

**MOTION BY** Mr. Frederick to purchase Leetsdale Borough Embroidered Polo Shirts for Council, Mayor and Borough Secretary, not to exceed a cost of $500.00, second Mr. Awad

MOTION CARRIED

**PARKS, RECREATION AND COMMUNITY Joe McGurk, Chairperson**

* The Recreation Board will be hosting the Annual Community Easter Egg Hunt at Henle Park on Saturday, March 24th with an rain date of Sunday, March 25th

**PLANNING, ZONING, CODE ENFORCEMENT & ORDINANCES Thomas Michael, Chairperson**

* Review the Monthly Code Enforcement Report by Jim Ivancik and the Monthly Building Inspection Report by Joe Luff
* Mr. Ivancik will review the Fence Ordinance with Joe Luff for possible changes to make it more current
* Mr. Michael advised that he will organize the Planning Commission to meet to reorganize and discuss anything on hand. The Commission is scheduled to meet as needed on the 4th Thursday of each month

**NEW BUSINESS**

**MOTION BY** Mr. Frederick to appoint Mr. Thomas James to the Civil Service Commission with a term ending 2023 and to appoint Mrs. Barbara Aughinbaugh to the Civil Service Commission with a term ending 2021, second by Mr. Awad

MOTION CARRIES

* Board Vacancies
  1. Edgeworth Water Authority until 2018
  2. Planning Commission until 2020
  3. Recreation Board until 2020
* Mayor Poninsky was awarded President to the Allegheny County Boroughs Association on Saturday, February 3, 2018 at the Rivers Casino Dinner.
* Mr. Weatherby attended the QVCOG Meeting on Saturday, February 3rd for the Strategic Planning Session
* Mr. Poninsky suggested that Council consider a Fire Marshall for the Borough. Mr. Michael asked if there is a budgeted amount for this position and Mr. James stated that the Code Enforcement Officer might be able to fill both positions.

**MOTION BY** Mr. James to work with the Borough Solicitor to update the Fire Ordinance, second by Mr. Weatherby

MOTION CARRIES

**OLD BUSINESS**

* Estimates are needed for the proposed maintenance on the Michele Maruca Memorial Overpass

**CORRESPONDENCE**

* Statement of Financial Interests Forms are due to the Borough Office no later than May 1st
* Received letter from Fern Hollow Nature Center thanking Council for their generous donation of $750 for the Borough’s 2018 Community Membership.
* Newsletter Articles are due to the Borough Office by the end of February

**LIST OF BILLS**

**MOTION BY** Mr. Weatherby to accept the List of Bills, second by Mr. Frederick

MOTION CARRIES

**ADJOURNMENT**

**MOTION BY** Mr. Weatherby to adjourn at 8:07 PM, second by Mr. Awad

MOTION CARRIES

Respectfully submitted,



**Jennifer Simek**

Jennifer Simek

Borough Secretary/Treasurer