

**LEETSDALE BOROUGH COUNCIL** met in Regular Session at 7:00 PM on Thursday, January 11, 2024 in Council Chambers.

Council President Napolitano called the meeting to order and announced the meeting was being recorded.

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

**PRESENT:** Council President M. Napolitano; Councilors A. Awad, B. Carroll, B. Frederick, P. Lee, R. Nanni and S. Zahner

**ALSO PRESENT:** Mayor S. Ford; D. Conlon, Esq., Tucker Arensberg Attorneys; L. Herring, Nichols & Sagle Engineering, Inc.; Chief D. Raible

**MOTION BY** Mr. Frederick to accept the Civil Service Certified List to hire Full-time Officer Celina Kelly, second by Mr. Awad  
**MOTION CARRIES**

**MOTION BY** Mr. Frederick to hire Full-time Officer Celina Kelly with a start date of February 1, 2024, second by Mr. Zahner  
**MOTION CARRIES**

Mayor S. Ford sworn in Officer Kelly

### **REPORTS RECEIVED**

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

**TREASURER'S:** November

**TAX COLLECTOR'S:** December

### **LIST OF BILLS**

**MOTION BY** Mr. Nanni to approve the December Regular and January Reorganization Sessions Minutes, second by Ms. Lee  
**MOTION CARRIES**

**MOTION BY** Ms. Lee to approve the November Treasurer's Report and the December Tax Collector's Report, second by Ms. Carroll  
**MOTION CARRIES**

**MOTION BY** Mr. Zahner to approve the list of bills, second by Mr. Frederick  
**MOTION CARRIES**

### **COUNCIL COMMITTEES:**

- a. Finance/Budget/Taxes
  - i. Chair: Scott Zahner
  - ii. Members: Maria Napolitano & Roger Nanni
- b. Organization Administration (Admin/Pensions/Benefits)
  - i. Chair: Patricia Lee
  - ii. Members: Beth Carroll & Maria Napolitano
- c. Public Safety – Police
  - i. Chair: Ben Frederick
  - ii. Members: Patricia Lee & Beth Carroll
- d. Public Safety – Fire

- i. Chair: Roger Nanni
  - ii. Members: Ben Frederick & Patricia Lee
- e. Public Works
  - i. Chair: Osman Awad
  - ii. Members: Roger Nanni & Ben Frederick
- f. Parks & Rec & Community
  - i. Chair: Beth Carroll
  - ii. Members: Osman Awad & Scott Zahner
- g. Planning/Zoning & Ordinances
  - i. Chair: Maria Napolitano
  - ii. Members: Scott Zahner & Osman Awad

Council will present the committee goals at the next workshop

#### **AUDIENCE ADDRESSING COUNCIL**

**Judy Felicion, Broad Street**, questioned the motion to appoint Doug Ford as the Animal Control Officer for the Chicken Ordinance since the Borough just hired a new Officer that comes with such a back ground, Mr. Conlon explained the purpose of the appointment to Mr. Ford to review chicken applications not act as a animal control officer.

**John Linko, Broad Street**, questioned the reports that Council receives from BIU and the transparency of the Council since Mr. Link was denied the full report recently and received a redacted report. Mr. Linko advised that he has since filed an appeal with the PA Office of Open Records and is awaiting a final determination.

#### **SOLICITOR**

**D. Conlon, Esq.**

- Mr. Conlon announced Executive Session was held prior to this meeting to advise Council on a personnel matter and Pending Litigation
- Called and confirmed the three zoning changes were received by to the Allegheny County Planning Department for their review. Once their comment letter is received then Council would consider advertising for the hearing and the consideration of adoption.

#### **ENGINEER**

**Lydia Herring, P.E.**

- Ms. Herring reviewed the Engineer's monthly report
- Council requested that Ms. Herring confirm the location of the Henle Park ADA Parking Spaces

#### **MAYOR'S REPORT**

**Sandra J. Ford**

- Mayor Ford recognized the food pantry volunteers and the Public Works Employees for their monthly dedication
- Hosted a Senior Christmas Party at the high rise on Friday, December 8, 2023

#### **FINANCE/BUDGET/TAXES**

**Scott Zahner, Chairperson**

**MOTION BY** Mr. Zahner to participate in the QVCOG/Cohon Law Group to perform the Comcast Cable Franchise Renewal Services, second by Mr. Nanni

**MOTION CARRIES**

**MOTION BY** Mr. Zahner for the Finance/Budget & taxes Committee to be check signers on all Borough Accounts and approvers of both pensions, second by Mr. Nanni

Question on the MOTION By Ms. Lee confirming the process and how many signers

**MOTION CARRIES**

**MOTION BY** Mr. Zahner to transfer the Road Tax Refunds to the General Fund in the amount of \$339.86 for the overpayment refunds, second by Ms. Lee

**MOTION CARRIES**

**MOTION BY** Mr. Zahner to transfer the Road Tax Collected from the General Fund to the Road Reconstruction Fund in the amount of \$133.65, Mr. Nanni  
MOTION CARRIES

**MOTION BY** Mr. Zahner to exonerate Thomas Belcastro from collecting the 2023 Real Este Tax and submit the Real Estate Delinquent List to Jordan Tax Service for further collection, second by Mr. Frederick  
Question on the MOTION By Ms. Napolitano, confirmed Mr. Belcastro will remain the tax collector  
MOTION CARRIES

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**ORGANIZATION ADMINISTRATION****Patricia Lee, Chairperson**

**MOTION BY** Ms. Lee to reappoint Mayor Ford as the Delegate and appoint Mr. Awad as the Alternate Delegate for the Allegheny County Boroughs Association, second by Mr. Frederick  
MOTION CARRIES

**MOTION BY** Ms. Lee to appoint Ms. Carroll as the Delegate and Ms. Napolitano as the Alternate Delegate to the Quaker Valley Council of Governments, second by Mr. Frederick  
MOTION CARRIES

**MOTION BY** Ms. Carroll to submit a grant application for the LGA Municipal Internship Program, second by Mr. Awad  
MOTION CARRIES

**MOTION BY** Ms. Carroll to apply for the DCNR Small Communities Grant for park improvements and DCNR Rivers Conservation, Communities and Watershed Master Site Plan Grant for the Leetsdale Boat Dock Area, second by Mr. Frederick  
MOTION CARRIES

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**PUBLIC SAFETY/POLICE****Benjamin Frederick, Chairperson**

- Chief Raible reviewed the Police Department's monthly and yearend report

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**PUBLIC SAFETY/FIRE****Roger Nanni, Chairperson**

- Chief James reviewed the Fire Department's monthly report and introduced some members of the department

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**STREET DEPARTMENT/BOROUGH PROPERTY****Osman Awad, Chairperson**

- Code Enforcement Officer Job Description

**MOTION BY** Mr. Awad to approve the COSTAR quotes to purchase a new 2024 F-550 Chassis, \$70,750.00 and upfit, \$49,354.00, total amount \$120,104.00, second by Mr. Frederick  
MOTION CARRIES

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**PARKS, RECREATION AND COMMUNITY****Beth Carroll, Chairperson**

- The Rec Board hosted Christmas Caroling on December 10, 2023

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**PLANNING/ZONING & CODE ENFORCEMENT****Maria Napolitano, Chairperson**

- Received the Building Inspections and Code Enforcement Monthly Report

**MOTION BY** Ms. Carroll to adopt the Comprehensive Plan Resolution, second by Ms. Lee  
MOTION CARRIES

- The Planning Commission provided a recommendation for Council's consideration for the QVSD plan
- A Zoning Officer needs appointed for 2024

**MOTION BY** Mr. Nanni to adopt the Resolution for the Buncher Building #27 Subdivision/Consolidation Plan for parcels 601-A-170 and 601-G-20, approved April 13, 2023, second by Mr. Awad

MOTION CARRIES

#### **OTHER BUSINESS**

- Requested a letter from Hussey Cooper to access their property for the Washington Street Alternative Exit. Mr. Awad is working to form a committee with Ambridge Borough Council
- One vacancy on the Zoning Hearing Board, Alternate, term ending 2023
- Two vacancies on the Parks & Rec Board, terms ending 2024

#### **CORRESPONDENCE**

- Local Government Academy Newly Elected Officials Course started December 2, 2023
- PSAB is offering Newly Elected Municipal Officials Boot Camp, January 26-27, 2024 located in Greensburg
- PSAB is offering Newly Elected Municipal Officials Boot Camp on February 16 & 17, 2024 located in Cranberry
- The ACBA Annual Banquet is February 3, 2024 at the Rivers Casino, tickets are \$85.00

**MOTION BY** Ms. Lee to purchase a Half Page Ad in the ACBA Yearbook for \$350.00, second by Ms. Carroll

ROLL CALL: Mr. Awad, Yes; Ms. Carroll, Yes; Mr. James, Yes; Ms. Lee, Yes; Mr. Nanni, Yes; Mr. Weatherby, Yes; Ms. Napolitano, No

MOTION CARRIES

**MOTION BY** Mr. Nanni for Mr. Awad, Mayor Ford, Scott Zahner, Ms. Simek and Chief Raible to attend the ALOM Spring Conference at Seven Springs, April 4-7, at a cost of \$1,185.00 per person, second by Mr. Awad

Question on the Motion by Ms. Carroll confirmed that no policy in place only allowing the attendance to a limited conference. Ms. Lee confirmed that the number of councilors attending is not against the Sunshine Law

MOTION CARRIES

- Received the December QVCOG Executive Director's Report

#### **AUDIENCE ADDRESSING COUNCIL**

**Suzie Falcon, 11 Winding Road**, confirmed that when the sewer lines are replaced along Winding Road would be straight not like the existing curve

**Jim Gilbert, 3 Main Street**, suggested that Council consider sending letters requesting donations to cover the splash pad water bill.

**Craig Zahner, Victory Lane**, advised that a speed hump is broken on Victory Lane and needs repaired and requested another speed hump be installed at the end of the lane.

**James DeGori, Washington Street**, confirmed Elite Towing violations still in court, next hearing in February 2024.

#### **ADJOURNMENT**

**MOTION BY** Mr. Awad to adjourn at 9:13 P.M., second by Ms. Carroll

MOTION CARRIES

Respectfully submitted,

Jennifer Simek



Jennifer Simek  
Borough Secretary/Treasurer