

BOROUGH OF EDGEWOOD
INDEX TO THE MINUTES OF THE MEETING OF COUNCIL HELD
AUGUST 1, 2011

	MOTION	PAGE
Adjournment	6	8
Bills, Motion to Authorize Payment	1	3
Accept SHACOG Purchasing Alliance Joint Salt Bid	2	3
2011 Budget Line Item Transfers	3	3
Lift the Ban on Alcohol at Koenig Field for Community Day	4	8
Part Time Office Staff- Wage adjustment	5	8

**BOROUGH OF EDGEWOOD
MINUTES OF MEETING HELD
August 1, 2011**

Council President Schaefer called the Meeting of the Borough of Edgewood to order on Monday, August 1, 2011 at 7:35 PM in the Municipal Building.

ROLL CALL

Borough Manager Warren Cecconi called the roll and the following responded: Mr. Bright, Mr. Bowers, Mr. Wilson, Ms. Gleba, Mr. Fuller, Ms. Schaefer.
Ms. Waldock was absent

Mayor Hellett and Solicitor Barry were also present.

PLEDGE

The Pledge of Allegiance was recited.

ITEMS FROM THE FLOOR

Mike Taiani

Mr. Taiani stated that he was running for District Magistrate in the newly created district that included Edgewood and Wilkinsburg. Mr. Taiani stated that he wanted to introduce himself to Council and tell them a little about himself. Mr. Taiani thanked the Borough Council for their time and stated that he would be happy to make himself available for any questions.

President Schaefer stated that the Council appreciates the role of the District Magistrate and has much respect for the office. She stated that Edgewood Borough and the District Magistrate work together in helping with community service and working with local police departments.

AUTHORIZATION TO PAY BILLS

M-1 Ms. Gleba moved to authorize the payment of bills, for goods and services received by the Borough, having been reviewed and approved by the General Government Committee in the amount of \$27,681.27 from the General Fund and \$4,454.76 from the Sewer Fund for a total of \$32,136.03, Second by Mr. Wilson.

DISCUSSION: None.

Upon roll call vote, the following was recorded: Mr. Bright, Mr. Bowers, Ms. Gleba, Mr. Wilson, Mr. Fuller, Ms. Schaefer voted yes. **Motion carries.**

COMMITTEE ACTION

M-2 Mr. Fuller moved to accept the SHACOG Joint Salt Bid of \$55.83 per ton of Rock Salt delivered to the Borough, Second by Mr. Bowers.

DISCUSSION: Mr. Wilson asked how many tons of salt the Borough was planning to purchase this year.

Manager Cecconi stated that the Borough would likely purchase between 800 and 1000 tons of salt, and that the bid for this year was approximately \$4.00 more per ton than last year's price.

Mr. Bowers asked if salt could be ordered throughout the year.

Manager Cecconi stated that it could.

President Schaefer asked if salt shortages were a problem.

Manager Cecconi stated this has not been a problem lately, and that salt is ordered as it is used, instead of waiting until the supply becomes low.

Solicitor Barry stated that the motion should indicate the name of the successful bidder.

Mr. Fuller withdrew his motion. Mr. Bowers withdrew his Second.

Mr. Fuller Moved to accept the SHACOG Joint Salt Bid from Cargill, Inc. in the amount of \$55.83 per ton of Rock Salt delivered to the Borough, Second by Mr. Bowers.

Upon roll call vote, the following was recorded: Mr. Bright, Mr. Bowers, Ms. Gleba, Mr. Wilson, Mr. Fuller, Ms. Schaefer voted yes. **Motion carries.**

M-3 Ms. Gleba moved to make the following 2011 Budget Line Item Transfers:

From: Expense

Police Medical-01-410-152	\$ 2,400.00
Public Works Medical-01-420-152	\$18,620.00
Public Works Medical-08-420-152	\$ 7,980.00
Administration Medical-01-401-152	\$21,500.00
Retired Police Medical 01410-154	<u>\$ 1900.00</u>
TOTAL	\$52,400.00

To: Expenses

Building Maintenance-01-426-235	\$44,400.00
---------------------------------	-------------

Borough Solicitor-01-403-160	<u>\$ 8,000.00</u>
TOTAL	\$52,400.00

Second by Mr. Fuller.

DISCUSSION: Ms. Gleba explained that the original 2011 budget estimated that medical expenses would be similar to the previous year. She stated, however, that the Borough was fortunate to have savings due to a change in how the Borough purchases insurance. Ms. Gleba stated that more expenses occurred in building and maintenance than was budgeted for so the savings from medical insurance were going to be used because repairs are needed now.

President Schaefer stated that these savings were possible due to the hard work and due diligence of Council and Manager Cecconi.

Upon roll call vote, the following was recorded: Mr. Bright, Mr. Bowers, Ms. Gleba, Mr. Wilson, Mr. Fuller, Ms. Schaefer voted yes. **Motion carries.**

BUSINESS MEETING

VOLUNTEER FIRE DEPARTMENT- Mr. Halle

Mr. Halle stated that the VFD has a busy month, with 51 calls. Mr. Halle reported that in 2010, the Fire Department had received 178 calls by the end of July, as opposed to the 250 year-to-date calls it received by the end of July in 2011. Mr. Halle stated this increase is due mainly to the fire department's First Responder status and outside communities calling for help.

Mr. Halle said that the Fire Department would be preparing wings and fried dough at this year's Community Day. Mr. Halle stated that the Fire Department had received a FEMA grant to create a website, which will be up by the end of the week. The address is: www.station137.com.

Mr. Halle stated that the Fire Department was working to receive its recue certification through the state, which would enable eligibility for more EMS and fire grants. He stated that the Fire Department currently has more members than seats on its trucks.

President Schaefer said that the success of the Volunteer Fire Department is a tribute to leadership and hard work to elevate the quality of response.

Mr. Halle stated that he believes the work of the fire department has been life changing to the residents of Edgewood, and that the Fire Department has a 1-2 minute response time.

President Schaefer gave many thanks to Mr. Halle and the Department for dedicating their time to make the community better. President Schaefer said that the police and fire departments working together has lead to success and that the community appreciates this effort.

Mr. Halle stated that the police officers and firefighters work together well.

President Schaefer asked if the Edgewood Foundation had been in touch with the fire department yet about their plans for Oktoberfest.

Mr. Halle stated that they had not yet, but he knew the Foundation had suggested splitting funds with the fire department. Mr. Halle said that the fire department would be more than happy to help with the event, but did not want to split the proceeds, and would like to see it all go toward the new playground.

Police Update

Chief Payne informed Council that a vehicle burglary had occurred, and that the police department had called in the crime lab to check for fingerprints once the stolen car was recovered. Chief Payne stated that it is rare to find a readable print, but that one was recovered from the vehicle, and the police department now has a suspect in the case.

President Schaefer stated that Council had received some feedback about the message on the Borough's marquee reminding residents of safety. President Schaefer stated that this sign was just a reminder, and that no crime spree or anything alarming had occurred in the Borough. She stated that summer is just the time of year when windows and doors tend to be left open, and so the sign was a reminder to close them.

Mr. Bowers stated that the sign could have been worded differently.

RECREATION REPORT

Manager Cecconi reported that soccer would start up in September and we are now taking registrations. He stated that softball season is currently winding down.

President Schaefer asked in the soccer teams were going to have sponsors. Manager Cecconi replied that he was currently looking for sponsors for the teams.

WATER AUTHORITY REPORT- Mr. Fuller

Mr. Fuller had nothing to report.

PLANNING COMMISSION – Manager Cecconi

Manager Cecconi reported that the Planning Commission met to discuss the Giant Eagle store renovations, and would have a recommendation for Council at its August 15th meeting. Manager Cecconi stated that the Planning Commission wanted Giant Eagle to review its handicap parking and sidewalks in light of its renovation. Manager Cecconi said that signage for the store was a separate application that would be

discussed later, and that the renovations were more than \$7 million and included seven currently empty store fronts.

COG REPORT- Mr. Wilson

Mr. Wilson had nothing to report

President Schaefer reported that the July CONNECT meeting was held in Edgewood, she received many compliments on the Borough's green spaces and the Edgewood sign at the parkway exit ramp. She wanted to extend thanks to the department of public works employees for making the community look so nice.

LIBRARY REPORT

Nothing to report

SOLICITOR'S REPORT

Mr. Barry had nothing to report.

BOROUGH MANAGER'S REPORT

Manager Cecconi reported that Movie Night was held on July 25, but had low turn-out due to rain.

Manager Cecconi stated the phone lines in the Borough Building were currently under review to determine what lines were necessary. Manager Cecconi reported that after reviewing the Borough's phone bills, he found a relay switch that we were being charged for that is no longer in use. This switch was removed.

Manager Cecconi stated that no official documents exist for pensions. Currently loose papers and ordinances exist, but no official collection of documents exists. Manager Cecconi said that he's surprised that auditors have not made the recommendation to the Borough to prepare pension plan documents. He stated that the Borough needs to take action to engage a firm to prepare documents. If we paid for the documents from the pension funds, which is acceptable this would require the Borough to issue a request for proposals. If we paid for the plans out of the general fund this would not require a request for proposals. Manager Cecconi pointed out that if it is funded from the pension fund, the pension fund would just become even more underfunded. Manager Cecconi stated that this would be discussed more at a later point.

Manager Cecconi reported that State Pipe had used a vactor truck to clean out catch basins and find blockages.

Manager Cecconi stated that he has requested three estimates for the boiler repair work, since the work is under \$10,000.00

Manager Cecconi stated that he attended a meeting on Act 32 Board. He reported that the main concern seemed to be that employers know about and understand the new process of collecting taxes. Manager Cecconi stated that information might be distributed to employers through mass mailings, or information

could be included with water bills. Since Act 32 represents a change in how employers take out taxes, Manager Cecconi stated that their understanding of the law is crucial.

Manager Cecconi distributed to Council two sample ordinances for Act 20 delinquent real estate tax collection. He explained that one ordinance triggers fees for certain items, such as adding a set fee for when a letter is mailed, and the other ordinance charges a flat fee. Manager Cecconi reported that the Borough had \$152,000 in delinquent real estate tax, but that some of that was uncollectable, leaving approximately \$100,000-\$110,000 in collectable delinquent real estate tax. He stated that sending courtesy letters does not accomplish much, and that legal letters should be sent out.

Mr. Bowers asked if recently passed laws can be used to collect this money.

Manager Cecconi stated that it could be used, but that he believes the best way to collect delinquent real estate tax is to use the process under Act 20.

President Schaefer asked Ms. Gleba, as head of the General Government Committee, if she would prefer to have presentations for delinquent tax collection companies made in a committee of the whole, or just to the General Government Committee.

Ms. Gleba asked Manager Cecconi how long these presentations take.

Manager Cecconi stated that Council can tell the companies how long they would like the presentations to last, and suggested 15 minutes. He stated that it is important to meet with the companies and choose one that Council feels comfortable with, because it's a new relationship as the company is representing the Borough.

Ms. Gleba suggested having the presentations at a committee of the whole before a regularly scheduled council meeting.

President Schaefer stated that the presentations would take place August 15, 2011 at 6:00 PM.

Manager Cecconi stated that it's important to try and contact delinquent taxpayers early and if necessary get them on a payment plans, as this represents the best chance of collecting the whole amount.

President Schaefer agreed, stating that people might be unaware the Borough is willing to work with them on a payment plan option.

Solicitor Barry stated his support of Manager Cecconi's comments, and stated that the flat fee ordinance is based upon a sample ordinance provided by the Pennsylvania State Association of Boroughs, and that he does not believe the ordinance has any prior ownership. Solicitor Barry stated that the remedy for collecting taxes should be limited to the specific property. He stated that the Borough would want to

threaten sheriff sale on some properties, and for others it might be best to go after an owner's personal assets and get a judgment.

NEW BUSINESS

M-4 Mr. Bowers moved to lift the ban on alcohol at Koenig Field for Community Day, Second by Ms. Gleba.

DISCUSSION: None.

Upon roll call vote, the following was recorded: Mr. Bright, Mr. Bowers, Ms. Gleba, Mr. Wilson, Mr. Fuller, Ms. Schaefer voted yes. **Motion carries.**

EXECUTIVE SESSION-

Executive Session was called at 8:31 PM to discuss personnel matters.

The session ended at 9:39 PM.

M-5 Mr. Bowers moved to adjust the hourly rate of the part time office staff position to \$13.00 per hour since this position was now assuming bookkeeping duties, Second by Ms. Gleba.

DISCUSSION: None.

Upon roll call vote, the following was recorded: Mr. Bright, Mr. Bowers, Ms. Gleba, Mr. Wilson, Mr. Fuller, Ms. Schaefer voted yes. **Motion carries.**

ADJOURNMENT

M-6 It was moved by Ms. Gleba and seconded by Mr. Wilson to adjourn at 9:40.

DISCUSSION: None.

Upon roll call vote, the following was recorded: Mr. Bright, Mr. Bowers, Ms. Gleba, Mr. Wilson, Mr. Fuller, Ms. Schaefer voted yes. **Motion carries.**

Warren Cecconi
Borough Manager