

**Monaca Borough  
Workshop Meeting Minutes  
November 7<sup>th</sup>, 2018 at 7:04pm**

The Work Shop Meeting of the Monaca Borough Council was held on the above date and time. The Meeting was opened with the Pledge of Allegiance to the Flag.

**Roll Call**

Mr. Snyder- <b>absent</b>	Mr. Rebich- present
Mrs. Majors - present	Mr. Blanarik- present
Mr. McGown- <b>absent</b>	Mr. Michel- <b>absent</b>
Mr. LaPearle- present	Vice President Shotter- present
Mr. Wilson- present	President Booher- present

**Others Present**


Mayor Short; **absent**, Mario N. Leone, Jr.;

**Manager's Update:** Borough Manager Mr. Leone gave his report. The Planning Commission Committee is scheduled to meet on December 4<sup>th</sup> to review the Blight Survey for the TIF. He is trying to coordinate a PennDot meeting to discuss Smart Grant/DCED \$3million dollar grant. November 19<sup>th</sup> or 21<sup>st</sup>, meeting will be scheduled with Baker Engineering, SGA consultants and himself. Mr. Leone was also asked by the PSAB to sit in on one of their talk show's November 14<sup>th</sup> in Harrisburg. The first Municipal Complex/Fire Building Committee meeting will be held Monday, November 19<sup>th</sup> at Borough. Mr. Shotter asked if the consultant could get an agenda together as an introduction for the meeting. Lastly, Friday November 9<sup>th</sup> the Borough will hold a meeting with Anchor Hocking in regards to their metering line system.

**Old Business:** Resource Officer was discussed by Council and Chief Piuri. Chief first announced that Officer Gene St. Clair has confirmed he is interested in the Resource Officer position for the CV Middle School. Chief stated the Physical Agility test is scheduled for next Thursday. Realistically they will not have an eligibility list until late January 2019 to fill Officer St. Clair's position. Chief said he will manage to fill his position with part-timer's for the time being, until the eligibility list is provided and a full time officer can be hired. Mr. Wilson asked what type of grant they received. Chief said the Dept. of Education Grant which this grant is specifically for a Resource Officer at the CV Middle School. Mr. Wilson asked and council discussed what other grants could be submitted as another route of funding such as the Dept. of Justice (DOJ) grant. Vacation, time off, and snow days were discussed. They also touched base on considering what to do with Act 80 Days within the school district. Mr. Rebich asked about summer time duties. Chief stated the way the rotation is now, Officer St. Clair will be able to go back into his normal shifts at the station as a Fulltime officer during summer. Part-time officers are flexible and will be used during summer months especially to fill vacation time. Mr. Shotter asked about the vehicle plan. Chief stated out of the two new vehicles to be purchased in 2019, they will take the better of the two to be the Resource Officer's vehicle. Mr. Shotter stated there is no formal negotiation with the School district as of yet. Council discussed specifics of the grant and possibly asking the school district to help with splitting costs of the benefits. Chief reiterated the grant is specifically for Resource Officer's wage only for the 180 days in the school year which wage is based off of a Full-time officer's salary. Chief said the next step is that the Borough should set up a meeting with the School District where they could bring these negotiations and other questions to the table. Mr. Wilson said the next school board meeting is November fourteenth. Mr. Shotter **motioned** to authorize Borough Manager to enter into negotiation with Central Valley School district for a Fulltime School Resource Officer. Second by Mrs. Majors. President Booher asked the audience three times if they had any questions or concerns in regards to the motion. There were none. Motion carried unanimously.

**Items to Discuss:**

Mr. Leone touched base on a proposal from Reno Bro.'s for boiler replacement at the Road Garage. The new unit has better quality that will be vented from the outside and pulling air from outside will be more efficient. Going forward this will be regularly maintained. Mr. Leone said this item is pressing. He did get another bid from Climate Control but it was more than Reno. It was confirmed this boiler would come with a warranty. Mr. Shotter requested to start a Preventative Maintenance Program for all Borough equipment so that each item can be documented per month as to when it needs maintained going forward. Council discussed the program. Mr. Leone took note. Mr. Blanarik **motioned** to approve proposal from Reno Bro's in the amount of \$7,920.00 for road garage boiler replacement and President Booher added "and any further inquiries for the boiler". Second by Mr. Rebich. Motion carried unanimously.



**The 2019 Budget** was discussed. Borough Treasurer Dave Kramer was present to answer any budgetary questions. Vice President Shotter and Mr. Wilson began by voicing together their request for a list of 2019 Projects from the Road department, which has not been distributed to council yet. Mr. Leone said council should make the decision of which roads to be paved in 2019. Mr. Wilson and Mr. Shotter asked that the Project manager Jake Iorio should use his expertise and compose a list of roads first. Then council can work off of his list and come up with a final to be repaired in 2019. Mr. Leone took note and will let Jake know.

President Booher also suggested council to consider getting the road dept. their Hot Box with the winter season approaching. Mr. Shotter also included the Water department to provide a list of 2019 projects. All agree that each department's lists may change come the New Year when winter takes its toll and higher priority projects arise. Continuing on the budget, Mr. Leone brought up purchasing a Jet truck verses using Robinson Pipe to camera lines. It's a process when waiting for their service rather than having the proper equipment and doing it themselves. Council discussed. Mr. Wilson asked Mr. Leone to provide a list of equipment that the Road departments need. Mr. Shotter then said provided these lists, council needs justification as to why the Borough is budgeting for certain pieces of equipment. Mr. Shotter touched base on the duties and responsibilities of each department lead and what is expected of them. Mr. Blanarik asked Mr. Kramer about the highway budget and where the extra cost is going to, which then lead to council's discussion of the staff. They discussed part-time and full-time employee's duties within the public works department. Council then discussed with Mr. Kramer when one employee transfers from Road dept. to Water dept. per-se, where are the monies being pulled from. Mr. Shotter also asked for a "ball park" number of how many hours are being allocated from water to public works per week. Mr. Leone reiterated that he believes the borough is properly staffed. If the Borough is to acquire another employee, all is needed is possibly another part-time employee, 4 days a week. He does not see a need for another Full-time employee. Council discussed. Mr. Shotter reiterated that he is asking for justification of how they are going to spend the budget for next year in terms of what are next year's project for a general idea and the hours spent working them. Mr. Leone confirmed he will ask Curt, Jake and Jared for a list of 2019 Projects for their departments, but capital Projects are for council to decide, not for Jake to decide. President Booher asked about the bonds. Mr. Leone stated there is not an immediate opportunity to refinance the bonds at this time.

Mr. Kramer gave the K-9 fund update. He opened up a new K-9 fund due to not being able to change the signatures on the old account. He states this is a \$4,000 account. The Police spend it and replace it with donations as they go. It does not need to be a line item. Mr. Leone reiterated you have to keep it separate and cannot be a line item due to accepting donations. Mr. Kramer confirmed this account was audited and has always been audited.

#### **Items to Discuss cont'd:**

**The Duquesne Light Co. letter** for \$20 deposit was briefly discussed once more. Mr. Leone stated the letter has been reviewed and Ok'd by Solicitor Rich Urick. He just wants them to a line for President Booher's signature upon council's approval. Council discussed the time frame and reason for the \$20,000 deposit. The money is for DLC to design the underground utilities in town which is the Borough's ultimate desire. Mr. Leone stated a couple multimodal grants he will be submitting for this project which if funding received will be able to go toward undergrounding. Mrs. Majors asked what happens if they don't go forward with the deposit. Mr. Leone explained why they need DLC to be on board. They will be able to do a study for the borough which will provide a firm cost of the underground utilities project which they do not have at this time. Mr. LaPearle said the board needs to confirm if they want to do undergrounding or do a "Clean-up" in town. Mr. Leone states the purpose of creating a TIF is for the infrastructure of the improvements. Mr. Leone confirmed he will hear results of the grants around February. Council discussed the wording in the letter and that it's not specific in telling the Borough what the money is for; "undergrounding" or clean-up? Mr. Blanarik reiterated that he too wants clarity if the letter is for undergrounding or could be retained for the next project in town. Mr. Leone will find this information out.

**Sewer Jet Truck** is from the Pittsburgh Airport. They are going to put money into repairs on the truck and the asking price is \$70,000. If borough is interested in the truck, the process is to put it out for bid per the specification and would have to be advertised. Currently they are holding it for the Borough and have not shown it to any interested parties. Mr. Rebich asked if this was in the budget for this year. Mr. Leone stated this would come out of the sewer bond. Mr. Wilson asked how much is in the bond. Mr. Leone stated \$2.4 million dollars which is also accruing interest. Council discussed the action of the Jet truck and what it can do in town such as clean catch basins and the like. It will be put on the next agenda. Mr. Leone will also check with WWTP superintendent and ask which type of equipment he desires for the plant to utilize some of the bond money.

Mr. Leone reiterated once more the two Grants are due on November 15<sup>th</sup> (one for undergrounding and the resubmittal of 14<sup>th</sup> street intersection improvement) and formality will be to adopt resolutions as they did so for the last multimodal grant. He stated the Resolution for undergrounding will be contingent until council votes next week on DLC letter.

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Mr. Wilson brought up Mr. Wass's water meter that was to be discussed in the meeting. Mr. Leone explained how he remedied the problem in office.

Mr. Shotter asked status on the Parking Meter Ordinance since he was absent from October 23<sup>rd</sup> meeting. The ordinance had been tabled for revisions and he wanted explanation as to why. Mr. Leone briefly elaborated that revisions needed to be made. He also confirmed parking signs have been ordered and delivered. Mr. Shotter asked council going forward all to sign the drafts of the ordinances that way he can see that everyone has read through the ordinance not so much for approval but so he knows all has read the material. He also brought up Quality of Life ordinance and asked if NSO Nick Vorrias could keep a spreadsheet of tickets from the start.

Lastly, Council discussed their outlook on the Streetscape Project as a whole to reach clarity as to where they stand on future decisions going forward. Mr. Leone pointed out funds that are available through grant monies received which totals 5.5million, including the Roundabout on the 17<sup>th</sup> Street corridor. Council pondered what the core of this project is whether it be to remove telephone poles and replace with underground utilities, or clean up the Main Street such as replacing sidewalks, or is the core just the roundabout itself. Council debated and more was discussed on funding and needing clarity on the DLC letter along with the \$20,000 if they decide to go to clean-up instead of undergrounding.

**Announcements:** Mr. LaPearle read the announcements. Food truck Thursday will take place in the plaza November 8<sup>th</sup> from 4-8pm. Borough office is closed November 12<sup>th</sup> in observance of Veteran's Day.

**Adjournment**

There being no further business, Mr. Shotter motioned to adjourn at 10:30pm. Second by Mr. Rebich. Motion carried unanimously.

Respectfully Submitted,



Brittany Bologna, Secretary

