

MONACA BOROUGH
Virtual Council Meeting Minutes
January 25th, 2022 at 7:00pm

The Regular Meeting of the Monaca Borough Council was held on the above date and time virtually via the Zoom communication application. The Meeting was opened with the Pledge of Allegiance to the Flag.

Roll Call

Mrs. Majors-present	Ken McLaughlin- present
Mr. Mitchell- present	Mr. Yothers- present
Mr. J. Wilson- present	Mr. Michel- present
Mr. LaPearle- present	Vice President Shotter- present
Mr. D. Wilson- present	President Booher- present
Mayor Antoline -present	

Others Present

Dave L. Kramer, Jr. & Rich Urick, Esq.

Engineers Report: Mr. Tony Sadaka of Widmer Engineer gave his report.

Visitors: None

Communications: **Bid Opening- 1302 Penn Ave-** Mr. Kramer opened the only bid for 1302 Pennsylvania Avenue. President Booher announced the bidder is BIL Holdings Inc. in the amount is \$25,000.00. He reiterates this is over the appraised value, which can be motioned in tonight's meeting. Solicitor Urick confirmed that is correct.

(a.) Mr. Michel **motioned** to accept bid for 1302 Pennsylvania Avenue to BIL Holdings Inc in the amount of \$25,000.00. Second by Mrs. Majors. Motion carried unanimously.

Minutes- None

Fiscal and Contractual- Mr. Wilson **motioned** to approve the monthly bills. Second by Mr. Blanarik. Motion carried unanimously.

Manager Report- Mr. Kramer gave his report. Mr. Kramer had a meeting with Jake and Jared to go over potential projects for 2022. Paving project needs to get up and running so he got a list of waterlines that would need completed. Next, he thanked Road & Water depts and office staff for all their work in the last week and half. He emphasized all the snow removal, water breaks and taking all the calls. They have been putting in a lot of work and he applauds their efforts. He has heard a lot of compliments for their work and he wanted to make it known. Next, he just received word from Penn Dot for 17th Street islands. They put a PA1 call in and will be pulling the islands out soon and putting in temporary red light regarding the bridge work. He was on two more webinars in the last week regarding the ARP funding. How will they report it and use it. They may have more flexibility with spending. He made it known Lance Grable, from the county has been out and couldn't get back to Mr. Kramer regarding the county's GIS system, so they can table the Larson Design motion tonight until he has further update on that. Mr. D. Wilson asked if he could find out from public works department, how much pipe/clamps do we currently have in stock in our yard, and how much do we use. Should we have any on reserve. He concerned with timeframe of getting pipe in right now and people cannot go without water if the Borough doesn't have the pipe on hand. Mr. Kramer announced they are currently out on a break right now on Speyer Avenue. They fixed one earlier on Grove, so there was two alone today. Mrs. Majors asked timeframe tearing out islands on 17th Street. Mr. Kramer does not, but they already did the PA1 call. Mrs. Majors wanted to salvage some of the plants but if its going to be during cold weather, they can't salvage the plants. Mr. Michel asked if they had only contacted two suppliers for Linden Street. Mr. Kramer said yes. Mr. Michel insisted they reach out to another, maybe Robinson Pipe to check availability. Mr. Kramer will check. VP Shotter asked Tony Sadaka what they are seeing on their end with delays in receiving shipment. Tony said they are seeing delays but no definite answer for waterline materials.

Borough Solicitors Report- Solicitor Urick asked Mr. Kramer to check with BIL Holding and previous bidder on Wayne/Taylor property if they are to do title search with those properties. Mr. Tislaretz from BIL Holding was in attendance to told Solicitor Urick he will have his lawyer reach out to him regarding this. Mr. Kramer said he will reach out to Mr. Bickerstaff for the other. Solicitor Urick stressed since the Mechanical Device ordinance was passed, a notice will need sent out.

Lastly, he brought up the **Covid-19 Vaccine Policy** he was asked to draft. Council, Solicitor and Mr. Kramer all gave suggestions and strong opinions about the policy, how to enforce this in the workplace, and what they legally should do

moving forward. Much was discussed. VP Shotter said in the meantime, he insisted a memo be sent to all workers with the most current CDC guidelines on workplace protocol and what to do when getting covid and how/when to properly return to work. Council discussed and council agreed the memo should be sent. More was discussed in regard to Covid-19 policy in the workplace. Discussion on the vaccine ended at 8:21pm

New Business:

1. Mr. LaPearle **motioned** to approve contract for YMCA Summer Recreation Program, starting June 13th ending August 5th, Mondays to Fridays 10AM-2PM in the amount of \$5,620.00 and an additional \$1,000.00 for additional staff if needed. Second by Mr. J. Wilson. Motion carried unanimously.
2. Mr. Michel **motioned** to approve proposal from Ohio Drilling Company for maintenance on Well #15 and pump in the amount of \$18,500.00. Second by Mrs. Majors. Motion carried unanimously.
3. Mrs. Majors **motioned** to table Larson Group Design proposal for \$13,200.00. Second by Mr. Yothers. Motion carried unanimously.
4. VP Shotter **motioned** to execute the Sales Contract for Fireman's Lot between Monaca Borough and Monaca Volunteer Fire Department #1. Second by Mrs. Majors. Motion carried unanimously.
5. Mr. LaPearle **motioned** to approve payment Application #4 to FER-PAL in the amount \$104,057.75. Second by Mr. Mitchell. Motion carried unanimously.

Pres. Booher asked if Mr. Yothers and VP Shotter must abstain from the motion for Mason and Tanner's raises due to being related. Solicitor Urick said no, only if the employee does not have an obligation to pay them from their wage. Pres. Booher handed the gavel to VP Shotter to handle the motions for pay raises as he is part of the SYRP Committee who decides these.

6. Mr. LaPearle **motioned** to authorize Dave L. Kramer, Jr. Borough Manager, at an annual yearly salary of \$75,081.41, retro-active to January 1st, 2022. Second by Mr. Michel. Motion carried unanimously.
7. Mr. Mitchell **motioned** to authorize Curt DiGiovine, Wastewater Treatment Plant Superintendent, at an annual yearly salary of \$78,000.00, retroactive to January 1st, 2022. Second by Mr. J. Wilson. Motion carried unanimously.
8. Mr. Michel **motioned** to authorize James Iorio, Public Works Road Foreman at an annual yearly salary of \$62,100.00, retroactive to January 1st, 2022. Second by Mr. McLaughlin. Motion carried unanimously.
9. Mr. LaPearle **motioned** to authorize Gabby Hernandez, Water Utility Clerk, at an annual yearly salary of \$46,800.00, retroactive to January 1st, 2022. Second by Mr. Michel. Motion carried unanimously.
10. Mr. Kramer explained Gabby's new responsibilities for the borough and the reason of receiving this new stipend. She will be accounts receivable clerk moving forward. Pres. Booher **motioned** to authorize Gabby Hernandez, Water Utility Clerk at a stipend of \$6,000.00 retroactive to January 1st, 2022. Second by Mr. Mitchell. Motion carried unanimously.
11. Mr. LaPearle **motioned** to authorize Brittany Bologna, Administrative Assistant at an annual yearly salary of \$39,520.00, retroactive to January 1st, 2022. Second by Mr. McLaughlin. Motion carried unanimously.
12. Mr. Kramer explained Brittany's new responsibilities for the borough and the reason of receiving this new stipend. As she has been doing this past year, she will take on the role of H.R., payroll, insurance claims and permitting for the borough. Pres. Booher **motioned** to authorize Brittany Bologna, Administrative Assistant at a stipend of \$4,000.00 retroactive to January 1st, 2022. Second by Mrs. Majors. Motion carried unanimously.
13. Mr. Mitchell **motioned** to authorize Nick Vorrias, Neighborhood Service Officer, at an hourly rate of \$19.38, effective January 1st, 2022. Second by Mr. Michel. Motion carried unanimously.
14. Mrs. Majors **motioned** to authorize Mary Lou Turbish, Treasurer, at an hourly rate of \$20.60, effective January 1st, 2022. Second by Mr. Michel. Motion carried unanimously.
15. Mr. McLaughlin **motioned** to authorize Paul Polce, seasonal employee, at an hourly rate of \$16.00, effective January 1st, 2022. Second by Mr. Yothers. Motion carried unanimously.
16. Mrs. Majors **motioned** to authorize Angel Zampogna, seasonal employee, at an hourly rate of \$17.00, effective January 1st, 2022. Second by Mr. Michel. Motion carried unanimously.

Mentioned prior to the meeting, VP Shotter announced the hourly rates for Mason Elmer and Tanner Hoenig (part-time laborers) are incorrect, and need changed, which will be put on next agenda per Solicitor Urick. The hourly rate is to be \$12.50 instead of \$15.50.

17. Mr. Mitchell **motioned** to table Mason Elmers raise to next agenda with the correct hourly rate. Second by Pres. Booher. Motion carried unanimously.
18. Mr. McLaughlin **motioned** to table Tanner Hoenig's raise to next agenda with the correct hourly rate. Second by Mr. Yothers. Motion carried unanimously.
19. Mr. LaPearle **motioned** to authorize Susan Polce, to annual salary of \$1,500.00 effective January 1, 2022. Second by Mr. Michel. Motion carried unanimously.

Citizens: None

Announcements: Mayor Antoline read the announcement: Christmas Tree recycling in the Borough will end on January 31st.

Executive Session: VP Shotter **motioned** to go into Executive Session under Personnel at 8:38pm. Second by Mrs. Majors. Motion carried unanimously.

*Due to being unable to let the Public back into the Zoom meeting, the Executive Session and meeting of January 25th, 2022 was continued to the next regular meeting of February 1st, 2022 which a quorum was present. Council voted to adjourn Executive Session and returned to regular session at which a **motion** was made by VP Shotter and second by Mr. McLaughlin to adjourn the meeting.

Respectfully Submitted,

Brittany Bologna, Secretary