

BOROUGH OF ELIZABETH

December 15, 2015

Regular Meeting of Council

Members Present: Monica Glowinski, Robin Payne-Main, Paul Shaner, Paula Stevens, Devie Rollison

Absent: Chad Rager

Also Attending: Solicitor Patricia McGrail, Jennifer Bittel, Mayor Ann Malady, Police Chief Timothy Butler

Recorded by: Pamela Sharp, Secretary

Order/Pledge of Allegiance

The regular meeting of Council was called to order at 7:00-PM by the President of Council, M. Glowinski. The Pledge of Allegiance was recited. President Glowinski stated that, prior to the Council meeting, Council members met in an executive session to discuss personnel matters. She added that, for the record, the meeting is being recorded for the purpose of minute-taking.

Presentation of Preliminary Breath Test Kits

The parents of the late State Trooper Kenton Iwaniec presented the Elizabeth Borough Police Department with two Preliminary Breath Test Kits. Trooper Iwaniec was killed by a drunken driver in a head-on collision as he was headed home from the Avondale Barracks in Chester County in 2008. In his honor, and to raise awareness of the consequences of impaired driving, his family raises funds to donate Preliminary Breath Test Kits to police departments throughout Pennsylvania.

Council Seat Vacancy

President Glowinski stated that there is a vacancy on Council that was created when Robin Miller vacated her Council seat so that she could serve on the School Board. The Borough received letters of interest for the vacant seat from the following individuals:

- Julius Brown, letter dated December 13, 2015
- Gregory Huschak, letter dated December 15, 2015

President Glowinski asked for nominations for the vacant position on Council. P. Shaner nominated Julius Brown. There were no further nominations. A motion was made by P. Shaner and seconded by P. Stevens to appoint Julius Brown for a 2-year term to fill the Council seat vacated by Robin Miller. **All in favor, motion was carried.**

Mayor Malady administered the Oath of Office to Julius Brown.

VISITORS - None

APPROVAL OF MINUTES

A motion was made by P. Shaner and seconded by D. Rollison to approve the Minutes of the November 24, 2015, regular meeting of Council. **All in favor, motion was carried.**

PAYMENT OF BILLS

President Glowinski stated that, in January 2015, Council passed a motion to pay any recurring bills that are received between Council meetings, such as utility bills and insurance premiums. No motion is required to pay these recurring bills.

President Glowinski said that there are quite a few outstanding invoices associated with the new 2016 Ford K-9 vehicle. These invoices, which total \$28,656.52, will be paid once the loan for the new vehicle has gone through. She reminded everybody that the car loan is being paid for with funds that have been raised through public donations. A motion was made by P. Shaner and seconded by P. Stevens to authorize the payment of the invoices on the Payables Report dated 12/11/15, excluding the invoices for the K-9 vehicle loan. **All in favor, motion was carried.**

REPORTS**Mayor Report**

Police Chief Butler presented the following November 2015 Complaint Report:

Monthly Complaint Report - November 2015

Alarm	7	Animal complaint	3	Assault	1	Assist citizen	7
Assist EMS	18	Assist fire	6	Assist police	23	Burglary	2
Civil complaint	1	Criminal mischief	6	Disabled vehicle	3	Disorderly conduct	2
Dispute	5	Domestic	3	DUI	5	Fraud	2
Harassment	2	Local ordinance	6	Motor vehicle crash	9	Narcotics	1
Offense/family	1	Other	4	Patrol related	1	PFA	1
Property	4	Public drunkenness	1	Suspicious person	4	Theft	5
Traffic complaint	5	Warrant	1	Weapons	2	Welfare check	7
Misc.	4	K-9 responses	9	Hazardous conditions	1	Total:	162

Citations - Non traffic		Citations - Traffic	
Noxious weed	2	Speeding	41
		Red light	1
Criminal Complaints		Driving on wrong side of road	1
Possession	3	Traffic control devices	5
Delivery of controlled substance	2	Suspended license	4
DUI	2	Expired license	2
		Permitting violation	1
West Elizabeth		Failure to surrender plates	1
Traffic citations	35	Insurance cancellation	1
Non-traffic citations	0		
Criminal arrests	4		

Police Chief Butler said that the new K-9 vehicle is equipped with a safety system for the protection of K-9 Ryker. If the vehicle gets above a certain temperature, the computer notifies him, Officer Kimmell, and the 911 Center.

Treasurer's Report

President Glowinski read the following Treasurer's Report dated December 11, 2015:

Treasurer's Report 12/11/15

Bank Account	Bank Balance	Income	Expense	Ending Balance
General Fund	114,769.71	27,812.66	74,175.11	68,407.26
Payroll	174.27	13,060.00	13,154.43	79.84
Special Projects	1,970.22	-	-	1,970.22
K-9 Fund	2,795.16	1,200.00	22.09	3,973.07
Liquid Fuels	7,369.63	0.13	-	7,369.76
Totals	127,078.99	42,072.79	87,351.63	81,800.15

Loans	Loan Amount	Payments	Interest & Fees	Balance Owed
TAN - FCB	75,000.00	76,179.94	1,179.94	(0.00)

Money in the General Fund that belongs to the Plum Street Committee

5,412.35

A motion was made by R. Payne-Main and seconded by P. Shaner to accept the Treasurer's Report dated December 11, 2015. **All in favor, motion was carried.**

Solicitor

Solicitor McGrail stated that she is still working on the closing with regard to the new building. This is expected to close on or before January 31st.

Solicitor McGrail said that Council needs to authorize the advertisement of the following 2016 Tax Levy Ordinance:

An Ordinance of the Borough of Elizabeth, County of Allegheny, Commonwealth of Pennsylvania, levying taxes for the fiscal year beginning January 1, 2016, and ending December 31, 2016.

A motion was made by P. Shaner and seconded by P. Stevens to authorize the advertisement of the 2016 Tax Levy Ordinance. **All in favor, motion was carried.**

President Glowinski noted that there are no tax increases for 2016.

Solicitor McGrail stated that Council needs to vote on approving the 2016 TAN loan in the amount of \$75,000. A motion was made by P. Shaner and seconded by P. Stevens to approve the 2016 TAN loan in the amount of \$75,000. **All in favor, motion was carried.**

Building Inspector Report

No report.

Animal Control

No report.

COMMITTEES

Finance and Budget

President Glowinski said that the 2016 budget has been advertised, and she asked for a motion to adopt the 2016 budget in the amount of \$765,467. A motion was made by P. Shaner and seconded by D. Rollison to adopt the 2016 budget in the amount of \$765,467. **All in favor, motion was carried.**

President Glowinski said that there is not enough time remaining in 2015 to increase the LST from \$10 to \$52 for 2016. She recommended that Council move forward at this time to approve an increase in the LST for the year 2017. A motion was made by P. Shaner and seconded by P. Stevens to authorize the advertisement of an ordinance to increase the LST rate from \$10/year to \$52/year, effective January 1, 2017. **All in favor, motion was carried.**

Public Safety – No report.

Public Works – No report.

Parks and Recreation - No report.

Ordinance

This was discussed earlier.

Personnel - No report.

Economic Development

D. Rollison said that she attended the EADC meeting on December 9th. At this meeting, EADC discussed its goals for the Borough of Elizabeth. These include the following:

- Commercial development
- Historic heritage
- Attraction and assistance of businesses
- Neighborhood stabilization and outreach
- Grow community pride
- Embrace our recreational amenities

Their next meeting is on Saturday, January 9th at 9-AM. She invited everybody to attend.

Planning – No report.

OLD BUSINESS

None.

NEW BUSINESS

2016 Package Policy

President Glowinski said that the package policy renewal premium is almost \$18,000 higher than last year's premium. The increase in the work comp policy alone was over \$16,000. Our agent, Cusumano Insurance Agency, did great job of shopping for quotes but, because of our past claims experience, all

other work comp carriers declined to quote. Work comp premium is based on claim payments made over the past three years and, unfortunately, there were three fairly large work comp claims processed in the past two years, and one of them is still open. President Glowinski asked for a motion to authorize the 2016 insurance package policy renewal in the amount of \$90,803. A motion was made by P. Shaner and seconded by P. Stevens to authorize the 2016 insurance package policy renewal in the amount of \$90,803. **All in favor, Motion was carried.**

2016 Council Meeting Schedule

President Glowinski asked for a motion to advertise the 2016 Council Meeting Schedule. A motion was made by D. Rollison and seconded by P. Shaner to advertise the 2016 Council Meeting Schedule. **All in favor, Motion was carried.**

Resignation of Monica Glowinski

President Glowinski offered her letter of resignation effective 12/31/15. Her husband received a job promotion to a position that is located in South Carolina, so she and her family are relocating to Columbia, South Carolina in January 2016. Everybody who was present thanked President Glowinski for all of her hard work and dedication to the Borough of Elizabeth, and everybody wished her well. Solicitor McGrail stated that it was truly an honor and a privilege to work with her.

PUBLIC COMMENTS

None

GOOD OF THE ORDER

None

ADJOURNMENT

With no other business before this Council, a motion was made by P. Shaner and seconded by P. Stevens that the meeting be adjourned at 7:45-PM. **All in favor, motion was carried.**

I enter these Minutes into the public record having been duly recorded and accepted at a public meeting.

Respectfully submitted,



Pamela J. Sharp, Secretary