**BOROUGH OF ELIZABETH**

March 27, 2018

Regular Meeting of Council

**Members Present:** Devie Rollison, Paul Shaner, Robin Payne-Main, Chad Rager, Cynthia Morris

**Absent:** Julius Brown, Gregory Huschak

**Also Attending:** Solicitor Krisha DiMascio, Police Chief Timothy Butler, and Mayor Barry Boucher

R**ecorded by:** Pamela Sharp, Secretary

**Order/Pledge of Allegiance**

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

**VISITORS**

**Gabriel Nowak** said that he has officially purchased several of the Legeza properties which are adjacent to the empty lot that he recently bought. The County agreed to split the Legeza parcels rather than to sell them all as a block. He purchased the big building, the Tanner Alley property, and the two properties directly behind it. As he discussed at the February Council meeting, his intent is to move his body shop, which is currently located in Clairton, to the vacant lot located at 3rd & Market. Mr. Nowak said that his body shop is quite modern and is equipped with an automotive refinishing system that is water-based. This system meets today’s most stringent VOC regulations, so volatile fumes will not be an issue.

Mr. Nowak said that he spoke with the Zoning Hearing Board’s Solicitor, Amy Schrempf, and she advised him that the Board will be meeting in private to discuss the zoning changes that he is proposing. After the private meeting, they will be in touch to schedule a date for his hearing. Solicitor DiMascio asked Mr. Nowak to let her know when this hearing will take place because Council Member Cindy Morris would like to attend. Vice President Shaner said that he also wishes to attend this hearing.

Solicitor DiMascio added that, after the hearing, the Zoning Hearing Board will notify Council in writing of its zoning recommendations for these properties. If the Board decides that a zoning ordinance amendment is in order, then the matter will go back to the Planning Committee and, from there, Council will review and vote on the amendment. This zoning ordinance amendment process may take between 60 and 90 days to complete.

**APPROVAL OF MINUTES**

A motion was made by C. Rager and seconded by C. Morris to approve the Minutes of the February 27, 2018, regular meeting of Council. **All in favor, motion was carried.**

**PAYMENT OF BILLS**

Regarding the Payables Report dated March 23, 2018, a motion was made by Vice President Shaner and seconded by C. Morris to authorize the payment of the two Cargill rock salt invoices from the Liquid Fuels Account in the amount of $6,725.05, and to pay the remainder of the invoices on the Payables Report with the exception of the invoices from Steel Rivers COG and the Southeast Regional EMS. **All in favor, motion was carried.**

**REPORTS**

**Mayor Report**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Monthly Complaint Report - February 2018** | | | | | | | | | | |
| Alarm | 7 |  | Animal complaint | 2 |  | Assault | 3 |  | Assist citizen | 4 |
| Assist EMS | 20 |  | Assist fire | 6 |  | Assist police | 27 |  | Burglary | 2 |
| Civil complaint | 3 |  | Criminal mischief | 1 |  | Detail | 3 |  | Disabled vehicle | 8 |
| Disorderly conduct | 1 |  | Dispute | 2 |  | Disturbance | 2 |  | Domestic | 2 |
| DUI | 7 |  | Harassment | 1 |  | Hazardous conditions | 7 |  | Local ordinance | 5 |
| Motor vehicle crash | 5 |  | Motor vehicle theft | 1 |  | Narcotics | 1 |  | Other | 4 |
| PFA | 1 |  | Public drunkenness | 1 |  | Pursuit | 2 |  | Runaway | 1 |
| Suspicious person | 9 |  | Theft | 1 |  | Traffic complaint | 6 |  | Utility complaint | 2 |
| Warrant | 3 |  | Welfare check | 4 |  | Subject stop | 3 |  | Lifesave | 1 |
| PSC tran | 1 |  | K-9 | 13 |  |  |  |  | **Total:** | **172** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Citations** | | | | |
| Traffic | 56 |  | **West Elizabeth** | |
| Non-traffic | 2 |  | Traffic | 21 |
| **Criminal** | |  | Non-traffic | 3 |
| DUI | 4 |  | Criminal arrests | 4 |
| Possession | 1 |  |  |  |

Vice President Shaner read the following Treasurer’s Report:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **02/24/18 - 03/23/18** | | | | |
| **Bank Account** | **Bank Balance** | **Income** | **Expense** | **Ending Balance** |
| General Fund | 37,517.58 | 27,980.62 | 49,021.26 | 16,476.94 |
| Payroll | 143.60 | 25,725.00 | 25,718.06 | 150.54 |
| Special Projects | 699.22 | - | 77.48 | 621.74 |
| K-9 Fund | 11,611.51 | 2,955.00 | 2,779.94 | 11,786.57 |
| Liquid Fuels | 3,093.68 | 51,837.19 | 25.00 | 54,905.87 |
| Money Market | 5,007.73 | 0.19 | - | 5,007.92 |
| Totals | 58,073.32 | 108,498.00 | 77,621.74 | 88,949.58 |
|  |  |  |  |  |
| **Loans** | **Maturity Date** | **Loan Amount** | **Principal Paid** | **Balance Owed** |
| FCB - TAN | 12/31/2018 | 75,000.00 | 597.00 | 74,403.00 |
| FCB - Car Loan | 9/6/2018 | 38,000.00 | 33,218.79 | 4,781.21 |
| PNC - Car Loan | 5/1/2019 | 39,500.00 | 29,646.44 | 9,853.56 |
| PNC - Mortgage | 3/31/2023 | 115,000.00 | 19,185.11 | 95,814.89 |
| PNC - K-9 Car Loan | 2/4/2021 | 55,431.52 | 21,196.22 | 34,235.30 |
| Totals | - | 322,931.52 | 103,843.56 | 219,087.96 |

A motion was made by Vice President Shaner and seconded by R. Payne-Main to accept the Treasurer’s Report dated March 23, 2018. **All in favor, motion was carried.**

**Solicitor**

Solicitor DiMascio asked the Borough Secretary whether the issue with Mrs. Boyd and her complaint about an abandoned house had been handled. The Borough Secretary said that the Building Inspector sent a letter to the property owner listing all of the Building Code violations that needed to be fixed. Since the property owner did not address these issues by the deadline that was imposed by the Building Inspector, Mark Reis will be issuing a citation to the property owner.

**Building Inspector Report**

No report.

**Animal Control**

No report.

**COMMITTEES**

**Finance and Budget**

No report.

**Public Safety**

President Rollison said that Officer Antonio Miller submitted his letter of resignation. His last day of work will be March 31, 2018. Police Chief Butler said that Officer Miller lives north of Newcastle, and he was able to find a job that was closer to his home. A motion was made by Vice President Shaner and seconded by C. Morris to accept the resignation of Officer Antonio Miller. **All in favor, motion was carried.**

C. Rager said that he was in town when the car got stolen at the BP gas station. Officer Daine Lower got the 911 dispatch while he was at the Fire Hall, and he responded immediately and caught the perpetrator. C. Rager said that Officer Daine Lower did a great job. Members of Council publically thanked Officer Lower for his service to the Borough.

*Mayor Boucher left the meeting at 7:34-PM.*

Solicitor DiMascio stated that the Municipality of Bunola had a fire department that closed down, so they asked our fire department to extend its coverage to Bunola. In addition, Bunola gave our fire company approximately $200,000 worth of equipment and other assets. C. Rager said that the Elizabeth Borough Volunteer Fire Company received a fire truck and some portable equipment from the former fire company. A motion was made by Vice President Shaner and seconded by C. Morris to authorize the Elizabeth Borough Volunteer Fire Company to extend its coverage to Bunola. **All in favor, motion was carried.**

C. Rager stated that the Elizabeth Borough Volunteer Fire Company is currently talking with West Elizabeth about a possible merger with the West Elizabeth Volunteer Fire Company. A successful merger will entitle the Elizabeth Borough Volunteer Fire Company to receive additional State grant money.

**Public Works**

C. Rager said that there are two active projects down at the Riverfront. The first project is with the Elizabeth Borough Municipal Authority for re-doing the waterfront area that was damaged from a broken sewage line. Also, the Borough was just awarded a $22,600 grant for the installation of a new underground electrical service, a new electrical control box, a new LED floodlight, and repairs to asphalt and concrete where needed. The low bid was from Allegheny City Electric. A motion was made by Vice‑President Shaner and seconded by President Rollison to approve the bid from Allegheny City Electric in the amount of $22,600 for updating the lighting and electrical service down at the Riverfront. **All in favor, motion was carried.**

C. Rager said that he is looking into additional grants for this area. He said that, ultimately, he would like to see a boardwalk down at the Riverfront.

**Parks and Recreation**

No report.

**Ordinance**

No report.

**Personnel**

No report.

**Economic Development**

President Rollison said that the annual Clean-up Day is being held on Saturday, April 21, 2018, from 9:00-AM until Noon. Volunteers should meet at the Borough Building at 9:00-AM. There will be pizza afterwards for all of the volunteers.

**Planning**

No report.

**OLD BUSINESS**

None

**NEW BUSINESS**

President Rollison stated that the Borough received a handicapped parking space application for 514 South 3rd Avenue. The Borough Secretary stated that Police Chief Butler has already reviewed the applicant’s information and has found everything to be in order. A motion was made by C. Rager and seconded by Vice President Shaner to approve the handicapped parking space for 514 South 3rd Avenue. **All in favor, motion was carried.**

The Borough Secretary said that she will send a letter to the resident to advise her of Council’s decision and to request payment of the non-refundable processing fee in the amount of $25, per the Borough’s new Handicapped Parking Ordinance.

**PUBLIC COMMENTS**

None

**GOOD OF THE ORDER**

None.

**ADJOURNMENT**

With no other business before this Council, a motion was made by Vice President Shaner and seconded by R. Payne-Main that the meeting be adjourned at 7:47-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**