

**BOROUGH OF ELIZABETH
MEETING OF COUNCIL
FEBRUARY 22, 2022
MINUTES**

CALL TO ORDER

Vice President Rager called the meeting to order at 7 p.m.

PLEDGE OF ALLEGIANCE

Vice President Rager led all in the Pledge of Allegiance.

ROLL CALL

Present – Mr. Rager, Mrs. Turner, Mr. Smith, Mr. Buchina and Mrs. Cress

Also Present – Solicitor Krisha DiMascio, Chief William Sombo, and Secretary Jean Warren

Absent – President Guffey and Mrs. Gephart

ANNOUNCEMENTS

Executive sessions were held on February 16, 2022 and February 22, 2022 to discuss personnel and litigation issues.

VISITORS

Dennis Martinak, Rebecca Bradley, and Harry Freucht from D. Martinak Planning & Consulting presented the results of the Strategic Management Planning Program report. Highlighted recommendations include hiring a borough manager through the DCED program to share costs for the first three years; codification of ordinances; a comprehensive plan; the tax collector's bond; per capita collection; police personnel files and policies & procedures; improving gateways; riverfront development; and addressing blighted property.

COMMENTS ON AGENDA

None

APPROVAL OF MINUTES

Motion to accept the minutes of the January 19, 2022 Workshop Meeting and January 22, 2022 Council Meeting:

- Motion – Mr. Smith
- Second – Mr. Buchina
- Voice Vote - All in Favor

PAYMENT OF BILLS

Motion to pay the bills as presented and holding C. Harper check for the police vehicle as it was towed there again:

- Motion – Mr. Buchina
- Second – Mr. Smith
- Roll Call Vote – All in Favor

REPORTS

Mayor

No report.

Treasurer

No report.

Solicitor

Mrs. DiMascio reported the demolitions are moving forward and that Keystone Collections will attend a meeting to discuss delinquent real estate and per capita taxes. She also reported that all of her other items were covered in Executive Session.

Building Inspector

No report.

Chief of Police

Chief Sombo asked if Council had any questions on his report. He updated Council on the vehicle that was towed to C. Harper and reported that quality of life notices started this week and they are posting the property next to the donut shop. He also reported he is sending notices to collect mechanical device fees and reminded Mrs. DiMascio that a follow-up needs to be done regarding Sam Vargo's status per the State Dog Warden.

Animal Control

Sam Vargo's report was in the packet.

REPORT OF COMMITTEES

Budget & Finance

No report.

Public Safety

Mr. Smith provided an emergency services report.

Mr. Rager reported there were 20 calls in January for the fire department and provided an update ice rescue training and equipment.

Public Works

Mr. Buchina reported the monthly report was emailed to Council and added that the sign hit by a vehicle was repaired.

Parks & Recreation

Mrs. Turner stated the committee is starting to get some ideas together for summer such as food trucks and a kids' day.

Mr. Rager provided an update on the Army Corps of Engineers project as the riverbank will be gone once the dam is removed. The project will include redoing the barge and making sure fishing will still be possible.

Ordinance

Mrs. DiMascio discussed initiating the codification of ordinances.

Personnel

Mr. Guffey reported the Borough does not have an ad for a Borough Manager and Mr. Rager stated he would request a sample from Michael Foreman at DCED.

Economic Development

No report.

Planning

Mrs. Cress provided an update on the Keystone Planning Grant, which would include a review of historic buildings for rehab.

OLD BUSINESS

Motion to ratify the vote of Council to authorize the Secretary to transfer \$29,641.89 from the American Rescue Plan Fund to the General Fund based on lost revenues due to COVID:

- Motion – Mr. Smith
- Second – Mr. Buchina
- Voice Vote – All in Favor

NEW BUSINESS

Motion to approve invoice 200404 from Martinak Planning & Consulting for \$14,409.14 for submission to PA DCED for payment:

- Motion – Mrs. Cress
- Second – Mr. Smith
- Roll Call Vote – All in Favor

Motion to approve Special Event Application for Sounds of Summer on Plum from June 1 through September 2; Elizabeth Community Chorus on June 17 and June 24; and Blanc En Plum on July 17 with COVID release and fully executed application submitted with a certificate of insurance:

- Motion – Mr. Smith

- Second – Mrs. Turner
- Voice Vote – All in Favor

Motion to adopt Ordinance 2022-01 amending Ordinance 634, Section 6(d) providing for the establishment of the requirement for paving surfaces for streets, sidewalks, and alleys, as advertised in *The Mon Valley Independent*:

- Motion – Mrs. Turner
- Second – Mr. Buchina
- Voice Vote – All in Favor

Motion to authorize the President of Council to sign the rules, regulations, and liability waiver for the Steel Rivers COG Regional Training Complex:

- Motion – Mr. Smith
- Second – Mrs. Turner
- Voice Vote – All in Favor

Motion to authorize Mockenhaupt Benefits Group to accept the actuarial assumption change(s) as recommended for 2021 and proceed with the January 1, 2021 actuarial report on that basis:

- Motion – Mr. Smith
- Second – Mr. Buchina
- Voice Vote – All in Favor

Motion to accept the proposal from Ford Office Technology for managed network services with the fee paid from ARP funds for the remainder of 2022 at a monthly rate of \$400:

- Motion – Mr. Buchina
- Second – Mrs. Turner
- Roll Call Vote – All in Favor

Motion to open a line of credit with a limit of \$500 at R.C. Walter following the credit card policy:

- Motion – Mr. Smith
- Second – Mrs. Turner
- Roll Call Vote – All in Favor

Motion to approve payment to C. Harper of \$1,696.97 for the repair of the 2016 Ford Explorer police vehicle:

- TABLED

Motion to close the PNC Debit Card account:

- Motion – Mr. Smith
- Second – Mrs. Turner
- Roll Call Vote – All in Favor

Motion to approve the EADC tax appeal of \$17,100 for the Moose property:

- Motion – Mr. Smith
- Second – Mrs. Cress
- Roll Call Vote – All in Favor

Motion to submit a Keystone Planning Grant for historic and preservation work with the Borough's share not to exceed \$10,000:

- Motion – Mrs. Turner
- Second – Mr. Smith
- Roll Call Vote – All in Favor

PUBLIC COMMENTS

None

GOOD OF THE ORDER

None

ADJOURNMENT

- Motion – Mr. Smith
- Second – Mr. Buchina
- Voice Vote – All in Favor