

Minutes for the West Kittanning Borough Council meeting held November 5, 2013 at 6:30pm at the West Kittanning Fire Hall.

Present: Cliff Neal, President
Bernie Bowser, Sr., Vice President
Nancy Capone
Ken Trudgen
Michele Cogley
Ed Morris
Andrew Sacco, Solicitor

Absent: Paula Henry
Bernie Bowser, Jr., Mayor

The meeting was audiotaped by President Neal and videotaped by Michael Holly.

Public Comment:

Michael Holly (Butler Road) said the light at the intersection of Butler Road and Arthur Street changes too quickly and the timing needs adjusted. Other folks agreed. Vice President Bowser will contact PennDOT about the issue.

Carol Augustine (Cleveland Street) asked if there had been any change orders for the new building. Councilperson Trudgen explained there was one change order for the electrical contractor to accommodate the security system. He said the change order would be acknowledged later in the meeting. Ms. Augustine asked the amount of the 2Krew contract. Councilperson Trudgen said there will likely be 4 phases of work and we've only contracted for the first phase which cost \$1,739.25. He said the grand total will be around \$8,500.

Rich Faletti (Arthur Street) brought it to the attention of the police a month ago that there is an abandoned vehicle behind his property and it is still there. He would like it removed by the winter. Officer Gahagan said he issued a warning to the owner. They have 30 days to remove the vehicle or it will be towed at their expense. Mr. Faletti asked what led Council to consider implementing a Landlord/Tenant Ordinance. He feels it will only hurt the landlord. President Neal said we want to protect the community and keep the landlords accountable. This would also ensure that we have the correct contact information for landlords on file. There are a lot of properties for sale within the Borough and we want to encourage ownership rather than rental properties. President Neal said Council could possibly work with local landlords to draft the ordinance so as to protect their interests.

Larry Smith (Northern Avenue) asked if there was a building code pertaining to the building of a carport and/or the widening of his driveway. Vice President Bowser said he would speak to Mr. Smith after the meeting. Mr. Smith asked about the status of the alley behind his property. President Neal said it is a Borough Right of Way that can be used as an alley. Mr. Smith said it is impassable and vendors and utility companies have had to park on his property. There is an electric pole, clotheslines, gardens, etc. on the area. Vice President Bowser said there are also water, gas and sewage lines on the property but it is the Borough's responsibility to open it and make it passable if the property owner wants. President Neal said we would think about it and discuss.

Patty Colberg (West Avenue) said the moving of the No Outlet sign has really worked to deter unwanted traffic on Nixon Avenue. She asked if anything had been sent to the daycare for their clients. Officer Gahagan said he visited there and they sent a flyer to each client about not entering from the wrong direction in the passing lane.

Jim Sobiski (Southern Avenue) asked if there were public copies of the minutes and President Neal pointed them out.

Council entered into Executive Session to discuss personnel and financial matters.

There was a motion by Councilperson Trudgen to approve the previous month's minutes with a 2nd by Councilperson Capone. All were in favor and the motion carried.

Mayor's Report:

The Mayor's report was read aloud by Secretary Cowan. In the month of October there were 11 traffic citations and 3 non-traffic Underage Drinking citations issued. The following criminal complaints were entered: 3 DUI, 2 thefts, 1

for bad checks and 2 drug violations. The police encouraged residents to check their outside lighting with the shortening of daylight hours and coming of the winter months. Having sufficient outside lighting could deter potential criminal acts.

Committee Reports:

Councilperson Trudgen has met with Senate Engineering several times in the last month. The situation with the walls was rectified and the general contractor will take care of the leveling of the floor at their own expense. The dry wall should be put up this coming week. Councilperson Trudgen is going to hold a Building Committee meeting soon to discuss the bids from 2Krew. Vice President Bowser said we will need a flagpole but there is a possibility of having one donated from an individual. President Neal told him to gather the details.

Vice President Bowser said the Street Department is readying for winter but needs a reliable vehicle. He is going to speak with the Finance Committee about getting a new truck in a lease-to-own situation. This is an acceptable use of the Liquid Fuels funding.

Unfinished Business:

President Neal said he has not yet been contacted by the gentleman from the Armstrong Conservation District concerning the sinkhole at the Butler Petroleum property.

New Business:

Secretary Cowan explained the change order from Current Waves that will increase the contract by \$2,175. The work is necessary to accommodate the security system. The change order was reviewed and approved by the Engineer. On a motion by Councilperson Trudgen, seconded by Councilperson Cogley and carried unanimously, the change order was acknowledged.

Secretary Cowan explained the invoice from Senate Engineering Company for \$2,636.01. The invoice will be submitted to F&M Bank for payment directly from the building loan account. There was a motion by Councilperson Trudgen to pay the invoice with a 2nd by Vice President Bowser. All were in favor and the motion carried.

Secretary Cowan explained the invoice from 2Krew Security & Surveillance for \$1,739.25. This is the first phase of the security system including prewire for the intrusion system, video surveillance, access control and data/voice. The invoice will be submitted to F&M Bank for payment directly from the building loan account. There was a motion by Councilperson Trudgen to pay the invoice with a 2nd by Vice President Bowser. All were in favor and the motion carried.

Secretary Cowan explained payment request #1 from Central Heating & Plumbing, Inc. for \$23,376.96. The invoice is for work performed through July 9 – September 30 and was reviewed and approved by the engineer. The invoice will be submitted to F&M Bank for payment directly from the building loan account. There was a motion by Councilperson Trudgen to pay the invoice with a 2nd by Vice President Bowser. Councilperson Morris opposed. The rest were in favor and the motion carried.

Secretary Cowan explained payment request #2 from Enders Plumbing for \$8,055.00. The invoice is for work performed through September 1 – October 31 and was reviewed and approved by the engineer. The invoice will be submitted to F&M Bank for payment directly from the building loan account. There was a motion by Councilperson Trudgen to pay the invoice with a 2nd by Councilperson Cogley. All were in favor and the motion carried.

Secretary Cowan explained the payment request #3 from Current Waves for \$17,869.50. The invoice is for work performed through September 25 – October 25 and was reviewed and approved by the engineer. The invoice will be submitted to F&M Bank for payment directly from the building loan account. There was a motion by Councilperson Trudgen to pay the invoice with a 2nd by Councilperson Cogley. Councilperson Morris opposed. The rest were in favor and the motion carried.

Secretary Cowan explained the payment request #4 from Infinity Crane & Excavation for \$11,699.97. The invoice is for work performed through September 26 – October 31 and was reviewed and approved by the engineer. The invoice will be submitted to F&M Bank for payment directly from the building loan account. There was a motion by Councilperson Trudgen to pay the invoice with a 2nd by Vice President Bowser. Councilperson Morris opposed. The rest were in favor and the motion carried.

Secretary Cowan explained the \$23,564.93 invoice from Force, Inc. for the annual paving project. The work was reviewed and approved by the proper PennDOT official. A total of \$5,000 will be paid from the General Fund and the

remainder will be paid from the Liquid Fuels fund. There was a motion by Councilperson Trudgen to pay the invoice with a 2nd by Vice President Bowser. All were in favor and the motion carried.

There was a motion by Councilperson Trudgen to accept the changes and revisions to the West Kittanning Police Department Policies and Procedures Confidential Manual to be effective immediately. With a 2nd from Councilperson Cogley, all were in favor and the motion carried. Officer Gahagan was thanked for his efforts in updating the manual. Vice President Bowser received a letter from Dennis Mechling, Street Department Supervisor, saying he will be retiring in December but will still work part-time, as needed, approximately 20 hours per week. Richard Cogley will be named supervisor upon Mr. Mechling's retirement. There was a motion by Vice President Bowser to give Richard Cogley a raise to \$15.50 per hour, effective the date of Mr. Mechling's retirement. There was a 2nd by Councilperson Trudgen and Councilperson Cogley abstained from the vote. All the rest were in favor and the motion carried. Mr. Mechling's pay will be reduced to \$12.00 per hour once he retires.

Secretary Cowan explained some highlights of the preliminary 2014 budget. Taxes will remain the same and there will be a 3% raise for Borough employees. There was a motion by Councilperson Cogley to advertise the preliminary 2014 budget with a 2nd by Councilperson Capone. All were in favor and the motion carried.

There was a motion by Vice President Bowser to prepare a time capsule to put into the cornerstone on the new building and to give folks a chance to submit something for inclusion into the time capsule at the grand opening/ribbon cutting ceremony. There was a 2nd by Councilperson Trudgen. All were in favor and the motion carried. Councilperson Trudgen will coordinate this with the general contractor.

Vice President Bowser acknowledged and commended the fact that the Street Department employees have been injury-free for 5 years and 234 days, in work days. He said this has amounted to a substantial amount of savings. The Street Department works hard to accommodate the residents and provide quite a bit of services. Councilperson Capone suggested we get a plaque for in the new building to signify the years accident-free.

Councilperson Cogley said there are currently a lot of homes for sale in the Borough and she would like to form a committee with members of Council and residents to devise a plan to offer an incentive to homebuyers. One option could be to offer a tax reduction if the buyer meets certain criteria. Councilperson Cogley said if we encourage home buying rather than rental property situations, it would improve the value of all homes in the Borough.

Councilperson Trudgen asked who Rod Shick was on the bill list. President Neal explained that he lives adjacent to the empty house at 305 Northern Avenue and mows the lawn. There was a motion by Vice President Bowser to pay the bills with a 2nd by Councilperson Trudgen. All were in favor and the motion carried.

On a motion by Councilperson Cogley, seconded by Councilperson Morris and carried unanimously, the meeting was adjourned.

Respectfully submitted,



Carly J. Cowan
Secretary/Treasurer/RTKO

NOVEMBER 2013

ACCOUNT BALANCES

EXPENSES

GENERAL FUND

Balance Ending 11/30/2013 \$225,283.65

STREET REPAIR FUND/LIQUID FUELS

Balance Ending 11/30/2013 \$19,471.29

Force, Inc.

 2013 paving projet (portion) 18,564.93

Morton Salt, Inc. 1,527.00

SPECIAL PROJECTS FUND

Balance Ending 11/30/2013 \$5,350.00

BUILDING ACCOUNT

Balance Ending 11/30/2013 \$9.12

Infinity Crane & Excavation #4 11,699.97

Current Waves #3 17,869.50

Central Htng & Plumbing #1 23,376.96

Enders Plumbing #2 8,055.00

2Krew Security & Surveillance 1,739.25

Senate Engineering 2,636.01

Total 65,376.69

GENERAL FUND

PEOPLES TWP - 9/12-10/10/2013 \$ 80.54

DENNY MECHLING - time clock ribbon \$ 10.95

FORCE INC. - 2013 PAVING PROJECT \$ 5,000.00

STAPLES - office supplies \$ 82.27

AMERIHEALTH - December premium \$ 1,518.22

AUTOZONE - misc. supplies \$ 22.61

BRADIGANS - POLICE DEPT - OCTOBER (B) \$ 105.45

BRADIGANS - POLICE DEPT - NOVEMBER(A) \$ 68.88

BRADIGANS - STREET DEPT - OCTOBER (B) \$ 270.13

BRADIGANS - STREET DEPT - NOVEMBER(A) \$ 186.75

BUSY BEAVER - misc. supplies \$ 198.67

ESS INS - December Package premium \$ 675.00

F&M BANK - October loan payment \$ 659.52

GRECO GAS - propane \$ 6.91

JAWCo. FIRE INC. - annual service \$ 63.50

KISKI VALLEY UNIFORMS - Airgood pants \$ 88.50

MOBILE RADIO SVC - police radio install \$ 495.52

MOBILE RADIO SVC - install old radio \$ 149.00

PAT RITROSKY - catch basin Harrison/First \$ 450.00

TRANSUE'S CUSTOM FRAMING \$ 828.14

VOGEL DISP. SVC. - haul & disposal 10/17 \$ 436.56

WALSH EQUIP. - misc. signs \$ 332.23

WINDSTREAM - Circuits - November \$ 44.23

WINDSTREAM - phone/internet - Nov. \$ 196.17

WORTHINGTON HARDWARE - catch basin \$ 105.00

XEROX - September base charge & usage \$ 57.74

XEROX - October base charge \$ 55.70

VERIZON - police cell/aircard - November \$ 187.54

WEST PENN POWER - TRAFFIC SIGNAL \$ -

 - PONY FARM RD \$ 14.07

 - ARTHUR STREET \$ 39.20

 - BORO BLDG \$ -

 - TRAFFIC LT. RT .268 \$ 3.97

 - STREET LIGHTS \$ 2,133.13

 - BUTLER RD. LIGHT \$ 7.16

TOTAL \$ 14,573.26