

Minutes for the West Kittanning Borough Council meeting held Monday, May 2, 2022 at 6:30pm at the municipal building at 229 Arthur Street.

Present: Vince Cappo, Vice President
Jake Martin
Kevin Hetrick
Mickey Langham, Mayor

Bob Venesky
Jim Sobiski
Bernie Bowser, Jr.

Absent: Henry Mores, President

The meeting was opened with the pledge of allegiance.

Public Comment:

Chris Beck (West Kittanning Fire Dept) gave the monthly report. There were three calls for West Kittanning in March and April. They have had 32 calls year to date.

There was a motion by Councilperson Bowser to approve April's minutes with a 2nd by Councilperson Martin. Councilperson Sobiski abstained from the motion. All the rest were in favor and the minutes were approved.

Mayor's Report:

Lieutenant Pitzer read the police report for April aloud. There were three traffic citations and two written warnings.

Committee Reports:

Police: Mayor Langham said Officer Lewis was certified last Thursday.

Finance/Insurance: Councilperson Venesky said the committee met and reviewed the bills and everything looks good.

Special Projects: Councilperson Sobiski gave a recap of the meeting held on April 20th with Gary Pinkerton from Jeffrey Associates regarding the playground grant project. Mayor Langham said she and Gary met with Rick Cogley at the playground site to discuss the work that would be done by our employees.

Public Works: Vice President Cappo said there was a pre-bid meeting with the potential bidders for the Pine Hill project hosted by Sally Conklin with Mecall. The bids were opened earlier today and will be presented under Unfinished Business. Vice President Cappo said we are ready for the trash days this Friday and Saturday. Jeff Livengood will be working Saturday. Secretary Hileman read the list of unacceptable items. There will be a separate dumpster for recyclable materials, appliances, scrap metal, etc. He asked folks not to bring any trash after 4pm. The new truck is still being built then will be sent for the hydraulic work to be done.

There was a motion by Councilperson Martin to enter executive session at 6:40pm to discuss legal matters. There was a 2nd by Councilperson Hetrick. All were in favor and the motion carried.

There was a motion by Councilperson Martin to resume the regular meeting at 6:50pm. There was a 2nd by Councilperson Bowser. All were in favor and the motion carried.

Unfinished Business:

The 1997 Ford dump truck was recently listed on Municibid. The highest bid was \$11,710 from Travis McClure from New Hampshire. There was a motion by Councilperson Martin to accept the \$11,710 bid from Travis McClure with a 2nd by Councilperson Hetrick. All were in favor and the motion carried.

Williams and Willman Line Painting gave an estimate of \$2,141.80 to paint the necessary street lines, intersections and arrows. Vice President Cappo confirmed with PennDOT that double lines are not required. There was a motion by Councilperson Hetrick to accept the quote from Williams and Willman. There was a 2nd by Councilperson Martin. All were in favor and the motion carried.

There was some discussion about a potential ordinance requiring each residence to have a 911 address sign. Vice President Cappo obtained a copy of Manor Township's ordinance and tweaked it for our purposes. The special projects committee will review the ordinance and then Secretary Hileman will send it to the solicitor for review. Sally Conklin (Mecall Services) said the bids were opened today at the commissioners' public meeting. She reviewed all the bids and checked the math and that the specs were met. There were three bids received:

CH&D Enterprises, Inc. – New Stanton, PA - \$287,205

Holbein, Inc. – Sarver, PA - \$221,215

Sure Shot Excavating – Kittanning, PA - \$155,612

The project must be completed by 10/7/2022 or there is a penalty of \$885/day. Ms. Conklin said she has worked with Sure Shot Excavating and they are very responsive and easy to work with. There was a motion by Vice President Cappo to accept the bid from Sure Shot Excavation with a 2nd by Councilperson Bowser. All were in favor and the motion carried.

At last month's meeting, there was a motion to accept the \$575 quote from McCutcheon Enterprises for a 30-yard dumpster rental. They need 5-7 weeks' notice so they would not be able to provide us a dumpster in time for the trash days. Vice President Cappo made a motion to rescind the motion in April accepting the quote from McCutcheon Enterprises. There was a 2nd by Councilperson Martin. All were in favor and the motion was rescinded. Phill It Up Disposal provided a quote of \$300 to rent a 15-yard dumpster. They don't need any advance notice to have a dumpster available. They will also provide a 15-yard dumpster for recyclable household items and scrap at no cost. There was a motion by Councilperson Bowser to rent up to six 15-yard dumpsters. There was a 2nd by Councilperson Martin. All were in favor and the motion carried.

There was some discussion about the Donatelli right of way issue. The magistrate ruled in favor of Mr. Donatelli and the borough appealed the ruling. There is not yet a date for the appeal hearing.

New Business:

Secretary Hileman presented the agreement with Town & Country Transit for fixed route bus service for fiscal year 2022/2023. The borough's share is \$5,496, and was included in the 2022 budget. There was a motion by Councilperson Bowser to approve the agreement with Town & Country Transit for \$5,496 with a 2nd by Councilperson Hetrick. All were in favor and the motion carried.

Vice President Cappo said he met with Rick Cogley and James Breggenti from PennDOT and they came up with a list of street and alleys to be paved. He passed out maps and detailed the areas. There was a motion by Councilperson Martin to advertise for bids for paving. There was a 2nd by Councilperson Bowser. All were in favor and the motion carried.

Vice President Cappo got a quote from Stephenson Equipment Inc. for the street signs that are needed: 26 "All Way" stop signs for a total of \$518.95, 24 regular stop signs for a total of \$1,191.36, 5 "Diagonal Parking" signs for a total of \$208.55 and 3 Fire Station signs for a total of \$125.01. The grand total is \$2,043.87. There was a motion by Councilperson Bowser to purchase all the necessary signs from Stephenson Equipment, Inc. There was a 2nd by Councilperson Martin. All were in favor and the motion carried.

Eric Kunkle, EMA Coordinator, presented the updated emergency operations plan. He updated the contact information; a lot of things were outdated. There was a motion by Councilperson Bowser to approve the resolution adopting the updated emergency operations plan. There was a 2nd by Councilperson Martin. All were in favor and the motion carried. Council thanked Mr. Kunkle for his hard work.

Secretary Hileman presented the agreement for professional services with Bankson Engineers for the playground grant. The agreement is required by DCNR and states that engineering fees for the project cannot exceed \$10,000. The borough solicitor reviewed the agreement. There was a motion by Councilperson Martin to accept the agreement. There was a 2nd by Councilperson Sobiski. All were in favor and the motion carried.

Secretary Hileman presented a resolution that would increase the fee for a tax certification letter from \$10.00 to \$15.00 and establish a fee of \$5.00 for a duplicate tax bill. The tax cert letter fee has not been raised in 7 years and \$15 is consistent with other municipalities, as is the duplicate tax bill fee. There was a motion by Councilperson Martin to adopt the resolution with a 2nd by Councilperson Hetrick. All were in favor and the motion carried.

There was a motion by Councilperson Bowser to pay April's bills with a 2nd by Councilperson Martin. All were in favor and the motion carried.

Letters to be Read:

Secretary Hileman announced that some members of the West Kittanning Grace Brethren Church would be conducting a prayer walk on Saturday, May 14th from 10:00am – 12:00pm.

On a motion by Councilperson Bowser, seconded by Councilperson Martin and carried unanimously, the meeting was adjourned at 7:38pm.

Respectfully submitted,

Carly J. Hileman

Carly J. Hileman, Secretary/Treasurer/RTKO