REGULAR MONTHLY MEETING

TUESDAY, FEBRUARY 21, 2017

5:30 PM – PLANNING COMMISSION MTG.

JOHN TRANT, STRATEGIC SOLUTIONS

7:00 PM – BOROUGH COUNCIL CHAMBERS

MINUTES

John Trant, Strategic Solutions, was present and he went over the Zoning Map with Council and showed them the designated areas that would be incorporated on the map. The entire Planning Commission was present along with six Council members. The next Planning Commission/Public Meeting is scheduled for Thursday, April 27, 2017 at 7:00 p.m. This meeting will be advertised in the Post Gazette South on Friday, March 31 and Friday, April 7, 2017 under the legal ad section and the deadline for submittal of proposed Zoning and SALDO Ordinance to Allegheny County Planning for review is May 1, 2017. A Public Hearing will be held on Tuesday, June 20, 2017 at 6:30 p.m. for the final adoption of the SALDO and Zoning Ordinance.

All of these meetings will be advertised in the Post Gazette South Local Extra.

THE REGULAR MONTHLY MEETING OF THE GLASSPORT BOROUGH COUNCIL WAS CALLED TO ORDER BY

DAVID F. KOWALSKI, PRESIDENT OF COUNCIL.

PLEDGE OF ALLEGIANCE

ROLL CALL: Bradley, present; DiMarco, present; Hickman, present; Norelli, present; Skiba, present; Trunzo, absent; Kowalski, present; Mayor Bradley, present.

PUBLIC COMMENTS: (Agenda Items Only – Action Items Only)

Prior to the meeting Prasad Bandhu – owner of the Hot Spot was present. Said the he would like to put a grocery store or food market/laundromat/medical building in the empty lot across from the Hot Spot.

Elaina Skiba said we should meet with you this week. The Mayor did mention that you did purchase this lot.

Prasad said that the property did have a lot of liens and issues. The only thing pending is the taxes.

Council asked if Prasad had met with the school board on the taxes. He said no, but that he would.

Prasad mentioned that he has medical people in his family and he could possibly put a clinic, dentist office, family practice, etc. That corner would be very good for a store or a medical office. There would be fifteen parking spots.

Ange Norelli, Council asked that the sign be removed from the building at Sixth and Monongahela Avenue where the Magistrate used to be.

Dave Kowalski said that the meeting will be after 4:00 p.m.

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APPROVAL OF MINUTES:

Motion: DiMarco seconded by Bradley

Motion to approve the Minutes of the Regular Monthly Meeting of Tuesday, January 17, 2017.

Motion Carried.

**COMMITTEE REPORTS:**

**Sanitation Committee – Chair/Council – Dennis Hickman**

Waste Management will be offering “free” disposal for events registered with Keep Pennsylvania Beautiful during Pick It up PA Days. They will be offering a discounted container rate to WM customers.

Roll-Off containers will be available for $175 for the first five containers. To receive free disposal and the discounted container rate, clean up events must take place April 18 to May 8. The Borough

Usually has their clean up around April 22 on a Saturday.

**Motion:** Norelli seconded by DiMarco

To set the date of April 22, 2017 for Spring Clean Up in the Borough.

Motion Carried.

The Borough is accepting volunteers for Apring Clean Up on April 22. There will be a sign in sheet for interested individuals that could possible volunteer their time between 8 am and Noon to clean up blight areas of town. We will provide the gloves, vests, and bags for this event along with a small refreshment continental breakfast. We encourage residents to take advantage of this spring cleanup day. A list of what you will not be allowed to dispose of will be placed on each dumpster.

Please place your garbage out on Sunday night for Monday pickup. Do not put your garbage out any sooner or you will be cited. All garbage must be properly bagged and placed in a garbage can with lid to prevent the animals from ripping the bags open. Do not dispose of tires, oil, wood, block, brick or any other building materials. Paint cans can be placed out for the garbage if they are empty. If you cut out the sidewalls of the tires they can be put out. We have a newspaper bin or paper bin at the Borough Garage. Do not put glossy paper in the bin. We have a white item bin at the Borough garage for disposing of refrigerators, stoves, washers, dryers, etc. You do not have to remove the Freon from your refrigerators. This will be done by Tube City. Do not place televisions out into the alley. We have door to door service for this through Waste Management. Please contact them and they will come and pick up your television.

**Municipal Buildings/Property Honor Roll Committees/Del. RE – Angelo Norelli, Chair/Chairman**

Monthly Delinquent Tax Collector’s Report for January, 2017

Total Collections……………………………………………………………………….$3,124.86

Costs Collected…………………………………………………………………………$ 110.52

Total Collections……………………………………………………………………….$3,235.38

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Postage and or costs advanced…………………………………………………$ 1,622.87

Total Remitted to Borough……………………………………………………….$ 1,612.51

Military Banner Program is going on now. You must be a son of Glassport at the time you entered the service and have an Honorable Discharge. If you want your name on the Honor Roll you must present your DD214. So far we have 28 banners. The deadline to purchase a banner is April 11. They will go up for Memorial Day. You don’t have to pay every year. You get two small yard banners in addition to the big banner being displayed on the main street with the picture on one side. You can buy additional banners for each child so that they have one of their own. The cost is $10 each.

**Street & Light/Steel Rivers COG – Elaina Skiba, Chair/Council**

The following is the Street Department Report for the Month of January, 2017:

Cleared roads, sidewalks and steps from snow

Performed routine maintenance on all vehicles

Took lockers from old station to the new station

Removed Christmas decoration

Clean top of catch basins

Cleaned weeds and garbage from vacant properties

Worked on sewer line Dollar Tree

I received a message from Angela from the Community Food Bank today. She has left a few messages for Steve Miller regarding purchasing produce from him. I also left him a message today so hopefully they can connect and come up with some type of agreement. She also wants to discuss them setting up later on Wednesday, maybe after they are in Clairton.

I do not have a report for B.I.U. however everyone on Council should have received the list of properties that have been turned over to them.

**Parks & Recreation – Keith DiMarco, Chair/Council**

Past two Sundays held seasonal signups for baseball. We will hold the last one this Sunday the 26th at the Community Center unless otherwise needed.

**Police & Ordinance Committees – David F. Kowalski, President of Council**

The Residential Rental License Tax is due by February 28, 2017. Every landlord is responsible for paying for each tenant a rate of $35 per unit. If you have an empty apartment, but are planning on renting it during the year you still have to pay the $35. You must fill out the forms completely, not partially. This includes all of your tenants names for each apartment. You must obtain a copy of the residential rental ordinance and sign a paper that you have received and understand that if you do not comply with what was in the ordinance you will be cited.

The amusement tax letters were sent out to each establishment that has amusement machines such as (pool tables, juke boxes, pinballs, video games, etc.). We have an ordinance that each establishment

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must pay for each machine that they have. The deadline to pay was February 15, 2017. If you have not paid this fee, you will be asked to remove your machine or taken to the Magistrate.

We have noticed a lot of liter around town. Everywhere you look there are ice tea cartons, papers, cigarette buts, trash which people are just throwing anywhere in town. If you are caught littering, you will be fined by the police. Especially in our Borough Honor Roll. We are showing respect for the individuals that fought for this country and this area should be immaculate. Keep your dogs out of the Honor Roll and pick up after your animals if you are walking them. If you are caught walking your dog and do not clean up after your dog you will be cited.

We cannot have a nice town if you do not help us keep the town nice. We have in front of the Borough Building a cigarette butt holder and people do not use it. If you are standing and waiting for the bus do not throw your cigarette butts on the ground in front of the Borough Building. This is why we have the dispenser there.

Keep your cats indoors. There are a lot of stray cats running around. We have been receiving a lot of complaints. Please put a collar on your cat.

Received a letter from Glassport Assembly of God thanking Council for permission to use the Honor Roll last year for their 5th annual free outdoor Christian music concert. Pastor Patrick Pugh is asking again to host the 6th annual outdoor contemporary Christian music concert on August 12th from 3:00 to 8:00 p.m.

Mark Kapsha would be in charge of the music.

The Chief of Police is asking for another set of steps to be placed closer to the new police station to gain access to the Borough Building in place of the old steps that are closer to the Honor Roll. This would be paid out of Parks and Recreation.

**Sewage Committee – Thomas W. Bradley, Jr. – Vice President of Council**

We will be advertising for proposals for new sewage collection.

The 24 hour samplers have been installed at the sewage plant and we are in compliance.

Sewage Report for the Month of January, 2017

Total Revenue for the Month of January, 2017………………………………………………..$ 54,887.50

Year to Date Revenue………………………………………………………………………………………$ 54,887.50

Total Expenses for the Month of January, 2017……………………………………………….$ 38,477.27

Year to Date Expenses……………………………………………………………………………………..$ 38,477.27

Delinquent Sewage Collected…………………………………………………………………………..$ 21,731.96

We have just obtained a new list of water shut offs from Pennsylvania Municipal Service Company. The bill is $21 a month. Pay your bill.

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**Fire, Water and Ambulance Committee/Senior Citizens Report – Read by Elaina Skiba**

Citizen’s Hose Company #1 – Monthly Report for January, 2017

27 Calls for the Month of January, 2017

Incident types:

Fire, other……………………………………………………………………….9

Building fire…………………………………………………………………….2

Motor vehicle accident with injuries……………………………….3

Motor vehicle accident with no injuries………………………….2

Search for lost person, other…………………………………………..1

Gas leak (natural gas or LPG)…………………………………………..1

Carbon monoxide incident………………………………………………2

Arcing, shorted electrical equipment………………………………2

Good intent call, other…………………………………………………….1

Dispatched & cancelled en route…………………………………….1

Steam, other gas mistaken for smoke, other……………………1

Smoke scare, odor of smoke……………………………………………1

False alarm or false call, other………………………………………….1

A letter from Bruce Snyir, Fire Chief regarding the visual inspection at 605 and 607 Monongahela. A request was made to relocate the propane cylinders to the 6th Street side of the building.

Reminder of the Fish Fry starts March 1st and continues every Friday through lent from 10 am to 8 pm.

The company would like to thank everyone for their support for the McCullough family during the spaghetti dinner which was held on Sunday, January 29.

Next Bingo will be Tuesday, March 7th. Doors open 5:30 p.m., bingo starts at 7 p.m., everyone is welcome.

Free Tax service is being offered every Tuesday through April 11th. Very few openings remain. Call the Center for more information.

Thanks to the Borough Street Department for keeping our sidewalks clear during bad weather. The Seniors truly appreciate it.

**Mayor’s Report – Mayor Rosemary Bradley**

Report for January, 2017 – There were 503 calls

Miscellaneous Expenses……………$1,817.00 Arrests by Officer………………. 34

Report Fees………………………………$ 90.00 Juvenile Report was read by Mayor.

Magistrate Fines……………………….$3,089.77

Parking/Meter…………………………..$ 336.00

Total………………………………………….$5,332.77

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January UCR Reports Available Upon Request

1. Chief LaFever and Officer M. McDanel completed instructor level Active Shooter, Solo Entry
2. Sale of 2010 Chevrolet Impala
3. Having issues with speedometer in Crown Vic, mileage not accurate
4. Received a $100 donation from Winters Haven

We have three officers that have obtained the full time rank.

Annual Report for 2016 for the Glassport Police Department was submitted by Chief LaFever.

There is a mission statement, vision statement, and core values report that was read by Mayor Bradley as submitted by Chief LaFever. A 2016 Operations Report letter was read by Mayor Bradley.

Very nice letter from the Chief. There were a total of 5,237 calls for service in 2016. The actual budget spent in 2016 was $685,159.58 and we were under budget in all categories.

Couple things that we need – steps and generator for new station and recreation center.

Received the covenant. It has to be executed.

Centennial Book – we are giving them 3 weeks to respond to the letter. It went out certified mail.

We received a building inspector report on 608 Vermont Avenue and 605 Monongahela Avenue.

**WRITTEN REPORTS OF BOROUGH OFFICIALS:**

**Jennifer Bell, Tax Collector**

Balance Collectable…………………………………………………………….$213,249.48

Less: Face Collected for the Period…………………………………….$ 5,393.43

Balance Collectable – End of Period……………………………………$207,856.05

Business Privilege……………………………………………………………….$ 4,000.00

Face Amount of Collections………………………………………………..$ 5,393.43

Plus: Penalties……………………………………………………………………$ 525.36

Total Cash Collected per Column………………………………………..$ 5,918.79

Total Remitted This Period………………………………………………….$ 9,918.79

**Borough Treasurer’s Report – Linda Aquilante, Month of January, 2017**

FIRST COMMONWEALTH BANK

Community Youth Center

Balance as of January 1, 2017…………………………………..$ 2,386.29

Fire Escrow Account

Balance as of January 1, 2017…………………………………..$ 5,062.76

General Fund Checking Account

Balance as of January 1, 2017…………………………………..$296,929.89

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Deposits/Credits (108)……………………………………………….$317,046.10

Checks/Debits (121)\*…………………………………………………$537,431.50

Balance as of January 31, 2017………………………………….$ 76,544.49

\*From the date of the closing of the January statement, 13 additional checks have cleared totaling $3,251.29; three checks have not yet cleared totaling $7,485.50. Several deposits for taxes and fees have been deposited. A positive balance is maintained in the account.

Payroll Account

Balance as of January 1, 2017……………………………………$ 21,840.07

Deposits/Credits (2)…………………………………………………..$ 79,168.16

Checks/Debits (28)…………………………………………………….$ 78,803.53

Balance as of January 31, 2017………………………………….$ 22,204.70

\*Includes $60.37 Account Analysis Fee

There are no outstanding checks for the month and a positive balance is maintained in the account.

FIRST COMMONWEALTH BANK

Sewer Fund (Home Town Money Market Account)

Balance as of January 1, 2017……………………………………$ 2,860.54

Interest paid………………………………………………………………$ .12

Balance as of January 31, 2017………………………………….$ 2,860.66

Sewer Maintenance Reserve Fund

Balance as of January 1, 2017……………………………………$ 52,297.42

Deposits/Credits (12)………………………………………………..$ 54,887.50

Checks/Debits (28)……………………………………………………$ 43,552.17

Balance as of January 31, 2017…………………………………$ 63,632.75

\*Since the closing of the January statement, six additional checks have cleared totaling $7,956.59.

One check in the amount of $750.00 has not yet cleared. Two deposits from PAMS have been made.

A positive balance is maintained in the fund.

First Commonwealth Money Market Account

Balance as of January 1, 2017……………………………………$190,284.69

Deposits/Credits (2)………………………………………………….$292,500.00

Interest Paid……………………………………………………………..$ 11.57

Balance as of January 31, 2017………………………………….$482,796.26

(2017 Year to Date Interest Paid: $11.57)

\*(The two deposits are transfers from the General Fund of the Tax Anticipation Note and Proceeds from EQT for tower lease)

S & T Bank

Glassport 2015 Projects

Balance as of December 29, 2017……………………………$569,627.26

Deposits and Other Additions………………………………….$ 39.52

Checks Paid and Other Subtractions (9)\*…………………$ 63,670.05

Balance as of January 27, 2017………………………………..$505,996.73

(2017 Year to date Intereset paid: $4.52

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\*(Six payments were on the Swimming Pool Demolition Project, two payments were on the Police Station Project and one payment was on the Street Paving Project.)

Four checks totaling $70,482.23 were outstanding as of the closing date of the January statement.

A positive balance is maintained in the account.

Commonwealth of Pennsylvania

Treasury Department

Investment Program for Local Governments

General Fund and Special Street Account (Liquid Fuels)

January 2017

General Fund 01

Beginning Balance as of January 1, 2017……………..$0.01

Liquid Fuels 02

Beginning Balance as of January 1, 2017……………..$0.00

Total Market Value as of December 31, 2016:…….$0.01

To have the Sales Tax Check Direct Deposited into INVEST Treasury Account No. 01 – General Fund

Motion: DiMarco seconded by Bradley

Motion Carried.

Motion to approve the Monthly Financial Report for January, 2017.

Motion: Hickman seconded by Norelli

Motion Carried.

Motion to approve and pay bills for the Month of January, 2017 in the amount of $172,895.67 (Gen. Fd.)

Motion: DiMarco seconded by Norelli

Motion Carried.

Motion to approve and pay bills for the Month of January, 2017 in the amount of $38,477.27 (Sewage Fd.)

Motion: Bradley seconded by DiMarco

Motion Carried.

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SOLICITOR’S REPORT – Falco Muscante (Maiello Brungo and Maiello)

**Resolution No. 1 (1-17-2017)** – Ratify Action for appointment of Dennis Hickman to the Council seat of Anna Kudla.

Motion: Bradley seconded by DiMarco

Motion Carried.

**Resolution No. 1 (2-21-2017)** – Police Station Site Plan

Motion: Bradley seconded by Norelli

Motion Carried.

**Ordinance No. 1163** – Business Privilege Tax late fee for non-payment

Motion: Norelli seconded by Bradley

Motion Carried.

**Ordinance No. 1164** – To advertise to amend the 2017 wages of the Borough Fire Chief and Borough Assistant Fire Chief and repeal all prior inconsistent ordinances.

Motion: Bradley seconded by Hickman

Motion Carried.

**Ordinance No. 1165** – To advertise to amend the supplement to the Code of Ordinances.

Motion: Norelli seconded by Hickman

Motion Carried.

Question: Mayor Bradley asked what does that mean declaring an emergency?

Solicitor said he would take a look at it.

Motion to approve all the properties that were up for demolition at the Public Hearing of Tuesday, February 14, 2017. John & Margaret Finney, 2302 Scenic Street, Jaclyn DiCicco, 725 Peach Alley, Buford Cooper, 740 ½ Oak Way, Steve & Flo Ganchuk, 702 Maryland Avenue, Thomas & Michael Rodgers, 743 Oak Alley, Dennis Aaron, 743 Vermont Avenue, Erin Zebroski, 740 Oak Way.

Steve & Flo Ganchuk - 702 Maryland Avenue (Tore Down)- Remove from list.

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Motion: Bradley seconded by Norelli

To proceed with the demolition list of the properties listed above and keep an eye on Jaclyn DiCicco property at 725 Peach Alley because they obtained a building permit to remodel the property and both the owner and contractor were present at the Public Hearing held on February 14, 2017, to defend the

Property.

Motion Carried.

Motion to sign and accept the new contract for animal control with Sable Kennels which is a takeover from CAMO Kennels till the end of the year and to pay the invoices for December, 2016 in the amount of $75.00 and January, 2017 in the amount of $75.00 to Sable Kennels.

Motion: Hickman seconded by DiMarco

Motion Carried.

The language for Legal Tax Service is not available for this evening for the collection of the delinquent Borough Real Estate. Table not to act on this evening.

**ACTION ITEMS THAT NEED MOTIONS TO ADVERTISE:**

Motion to lease a copy machine and 2 Kyocera printers for the Borough Office from Precision Copy Products of Clairton, PA for $140.45 per month for 60 months. Includes 2,000 copies per month, all of the ink and toner. Will buyout the current lease and return the current printer to Kyocera at no additional charge.

Motion: Norelli seconded by Bradley

Motion Carried.

To advertise for proposals for the collection of the delinquent sewage.

Motion: Norelli seconded by Bradley

Motion Carried.

Motion to Honorably discharge employee number 25124.

Motion: Hickman seconded by Bradley

Motion Carried.

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**COMMUNICATIONS:**

Received from Steel Rivers COG the Maintenance Bond of TBI Contracting, Inc., Certificate of Insurance, Surety Bond, Power of Attorney, Contractor’s Affidavit, and Contractor’s Release for the police station close out documents. The final completion letter to Allegheny County Planning Division that the

Borough has accepted the new police station and has made final payment for the construction and that the Borough has received all required bonds and insurances.

A thank you card has been received from the Paul Trunzo family for the support during the passage of his mother.

The Certification Form for Glassport has been submitted to the Division of Elections as signed by the solicitor and Borough Secretary.

Real Estate Transfer Tax for the Month of January, 2017 was $2,160.92, but there was a mistake on the report. The County has accidentally submitted a Glenshaw property to the Borough in the amount of $940.80. The tax collector will notify the Deed Registers Office that this mistake has been made.

Waste Management Company has continued our performance bond for trash services covering periods 1/18/2017 thru 2/17/2018 and they have extended the household hazardous waste program door to door program for two years until January 1, 2019 or until the end of the collection contract with Waste Management.

A letter has been sent to the Allegheny County Office of Assessment, Tax Collector, Post Office, South Allegheny School Board, and US Postal Service Change Office in Pittsburgh, for the Glassport Retirement Residence from 219 Ohio Avenue to 220 Erie Avenue.

A letter from the Pennsylvania Liquor Control Board regarding the transfer of a liquor license from Robert Wawrzeniak to BLB Foods, Inc., Flaherty & O’Hara 610 Smithfield Street Ste 300 Pittsburgh, PA.

Remarks: Mayor Bradley said that there are delinquent taxes and sewage owed on this property. The solicitor should send them a letter to try and collect these since they got money from the liquor sale.

A fully signed original of TBI Contract, Inc., approving the $68,926.73 and Change Order No. 2 as approved by Senate Engineering Company has been forwarded to the Borough for our records. The check for $68,926.73 has been forwarded to Steel Rivers COG which represents the Borough’s local share payment due the contractor.

Remarks: Mayor Bradley said yes, as conditions set forth by the engineer. She commented that a letter is to be sent from the contractor about the roof.

A Planning Commission/Public Meeting will be held on Thursday, April 27, 2017, at 7:00 p.m., to have the Zoning/SALDO ordinance review and recommendations.

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Valley Mirror Newspaper – This paper has a lot of information in it. We have to talk about it in the next couple months. We can save a lot of money on Legal Notices. If you see it please pick one up you might like it.

CITIZENS CONCERNS AND REQUESTS:

Mike Thomas – 410 Manorwood Drive, Homestead/Munhall, PA

You gave permission for 608 Ohio to have a dumpster and to tear down the building. I was in there one year ago. I didn’t know you gave him a demolition permit. The sides are kicking out. He doesn’t have any insurance on this property.

The solicitor said he has every right to apply and to do the work himself. We can’t make the property owner carry insurance. We don’t require you to have insurance. It is on him if something happens.

Tom Bradley, Council, said it is his property. He is the owner and it is his problem. It is his property.

Mike Thomas asked I don’t need insurance to rip down a property?

Elaina Skiba said we finally have a property owner that wants to demolish a property and you have a problem with that.

The solicitor said he is the one that is responsible. That is his decision to do this.

Tom Bradley said he came down with a plan. It is not a cost to us. The dumpster cost is $150.00. I will pay for the dumpster myself.

Mayor Bradley said we have had a couple houses that have been torn down by the property owners. I am sure that they did not get any insurance. You can help him. He is looking for people to help.

Mike Thomas talked about the residential rental licenses. What if these people don’t want to sign these papers that are renting? I don’t think that they should come down on the landlords for the tenants actions. The tenants should get arrested. This shouldn’t be put on the landlords. I am in the process of throwing someone out. I just paid a Sheriff $200 to wait another month to get someone out of there. Are you going to have an officer come down to Pittsburgh with me to testify? I am never notified when the police are called to one of my apartments about my tenants. How many times do you go up there before they get cited. I know I am not the perfect citizen, but I will put their stuff out to the street. I am not going through the system. I can’t do my job if nobody tells me what is going on. If the police have been coming to my property numerous times I want to know. I am losing $550 a month.

Mayor Bradley asked how do you screen your tenants?

Tom Bradley said you have tenants that aren’t going to sign. We have to deal with the issue of them in the Borough. The Borough is not going to stand for it anymore. We are moving forward with this ordinance. We have to try something because we are losing the battle. We had a landlord meeting and you weren’t there. As a landlord you should have been there.

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Anthony Piccioni – We need to help move them along. Take action to evict them.

Solicitor said you have to distinguish between just a police call and a strike. If someone just makes a call to the police, this isn’t a strike.

Michael Thomas talked about the Business Privilege Tax. He is only open seasonally. What about the ice cream man that comes around in a truck. Does he pay?

I am going to do something for the Borough on Clean Up Day. I will give hot dogs. This is the fifty year anniversary of the Darie Delite. I am going to give five teams free ice cream all season for baseball. I will also have a special buy 5 and get one for free.

Motion: Norelli seconded by Bradley

The meeting is adjourned to the call of the chair.

Motion Carried.

Submitted by:

BOROUGH OF GLASSPORT

Nancy M. Piazza-Whaby

Borough Secretary

Approved by:

BOROUGH OF GLASSPORT

David F. Kowalski

President of Council

Dated: March 7, 2017