

**BROWNSVILLE BOROUGH
FAYETTE COUNTY PENNSYLVANIA
FEBRUARY 12, 2020**

The regular meeting of the Council of the Borough of Brownsville was held this evening in the Council room of the Municipal Building. The meeting was called to order by Tracy Zivkovich at 6:00 P.M. by reciting the Lord's Prayer and the Pledge of Allegiance to the flag of the United States of America.

The following members were present: Jack Lawver, Lester Ward, Barbara Pepper, Jackie Jackson, Paul Synuria, Tracy Zivkovich, and Beth Bock.

RECOGNITION OF VISITORS:

Visitor: Kim Brashear, Historical Society: Discussed the cleaning, repair and replacement of the markers around town. She would like a map of where they are located. Was informed by Jack Lawver that the National Road Society may do that, and that he will get her a number for them to speak with someone. Also noted that the Road to Redstone was a success and they plan on adding two more days of this. They have dates schedule for Cody Edgar, a weaver, who will be there on February 27 at 6:15, and Madolyn Cindrich, a former teacher at AG who wrote a book title Glass Houses, about the glass factories in the area, will also be there for public discussion. Once she has a schedule of events, dates, and times she will keep the Borough updated.

Visitor: Leah Green, 129 High Street: the stairways from Second to High Street, across from Race Street, has a large tree hanging on the lines directly over the steps. Ms. Green asked that it be removed. She also noted that there is a steel plate on Brown Street that is shifting from the vehicles driving down Market Street and there is a 2" gap already, that's pretty deep. Requesting something be done for safety reasons. Tracy Zivkovich recommended the Street Department review both matters.

APPROVAL OF MINUTES: There are no minutes to approve at this meeting as there has been no staff in the office to present them.

MAYOR'S REPORT: Mayor reports that Lt. Brant has added 2 additional citations and 2 additional arrests to the totals for January that are included in the packets. This brings the numbers to

COMMITTEE REPORTS:

Finance (Tracy Zivkovich): The revised budget was reviewed at the previous meeting. In summary, the revised budget is being presented for adoption. An increase of 2 mils is being proposed. The revised budget increases revenues in Police Fines and Police non-Pension. An increase in Expenditures is due to a new full-time Treasurer and full-time Officer being added. We added a line item for consultants. Our engineering costs have greatly increased with the demolition of 149 High Street. Additionally, our pension and medical costs have increased with the addition of new full-time administrative and police. The amount of \$10,915.72 remains unallocated in this revised budget. Jack Lawver noted for anyone curious about the \$1M budget, that \$2,950 a day to operate. Tracy Zivkovich noted that we left \$100,000 for infrastructure for improving the community. Committee Chairpersons need to follow their budgets closely to keep the budget on track.

Motion to adopt the revised budget Paul Synuria. Second by Lester Ward. Roll call vote was unanimous. Motion carried.

Finance (Lester Ward): The TAN Loan in the amount of \$75,000 has been approved. We will use it only if necessary. The total bills for January totaled \$74,398.18 plus utilities in the amount of \$7,495.99, for a total of \$81,894.17.

Buildings and Grounds (Paul Synuria): Proposal from the Brownsville Historical Society for the Borough to purchase 218 Front Street from the County Repository list, and BHS to lease it from us for \$1 per year.

Motion to move forward by Paul Synuria, seconded by Beth Bock.

Mr. Synuria notes that two other people were interested in this, but that the BHS came to us with a plan to lease, and would like to go with the BHS. Roll call vote was unanimous. Motion carried.

HVAC engineering proposal from K2 Engineering came in at \$27,900. High cost includes upgraded electrical to handle the additional HVAC equipment.

Paul Synuria wants to develop an emergency plan/outline in the event we have a falling structure in the Borough.

Public Safety/Police (Beth Bock): Existing parking ordinance discusses existing permits, fees and violations. It does not address parking kiosks. Parking lots in question are located downtown, across from the Eagles, and Market Street. Would like to update to include some type of paid parking. Borough is losing money daily without meters, kiosks, meter maid, etc. Repaving the parking lots comes from metered parking. Parking agreement with Trex was discussed. Grants mentioned. Motion to go into executive session at 7:10 p.m. Return to regular meeting at 7:14 p.m.

Beth Bock requests permission to submit information to a grant writer for a Cops Hiring Program (CHP) grant, including a DUNS number, SAM, ORI number. A 36-month grant that pays towards an officer's salary and pension.

Motion by Beck Bock, second by Jack Lawver. All in favor. None opposed. Motion carried.

Beth Bock has been trained to reach out to TAZR. BB will work with Mayor Ross Swords to update.

Beth Bock discussed Emergency Management Program for Borough Safety that goes beyond flooding and the usual, such as working with the CDC, FEMA, etc.

Mayor Swords discussed Crime Stoppers and asked Councils permission to be our representative at their next meeting on March 6, 2020.

Motion by Tracy Zivkovich, second by ?. All in favor. None opposed. Motion carried.

Streets/Infrastructure (Jack Lawver): Checked out storm drains that need attention. With weather permitting we plan to get one storm drain a week cleaned out. Storage building needs updated for safety. Estimates are coming in from contractors to put a new roof on it.

Estimates also coming in for coating roofs. First estimate is \$9,200 in the salt shed.

Gutters and downspouts need added. Estimate from the roofer is \$1,700, which we budgeted for.

Met with gas company today to discuss Northside sidewalks and other issues.

Anti-skid and salt are good for now.

Recreation (Jackie Jackson): Jackie spoke with Von and Bobbi Braddock about a property. The Braddock's noted that they would be willing to donate the property to the Borough, at which time we could then pursue grants to update it. Borough would have to pay deed transfer fee for this donation. Motion by Paul Synuria to accept donated property provided it costs the Borough less than \$1,200. Second by Jack Lawver. Roll call vote was unanimous. Motion carried.

Jackie asked about changing the name of the park. Jack noted that the original donation language will probably stop us from doing so but that we can possibly name the t-ball field instead.

Economic Development (Barbara Pfeffer): Barb met with the K2 Engineering on the demolition of 149 High Street. Cost estimates should be sent to us soon. K2 will also check out the downtown Market Street building.

Barb also met with the county grant writer, Sue Martin, to see what funding is available for any future upcoming projects for first responders. Barb will continue to research grants and put Committee heads in touch with Sue Martin if she finds any.

The library held an event with the Students in Action team where they were presented with a DCED award for their work at the library. Barb commended the group for their achievements and enthusiasm in bettering the town.

Question from Tracy Zivkovich regarding the demolition projects and funding through the grant programs. Paul Synuria noted the demolition would cost over \$200,000.

Tracy Zivkovich thanked everyone for their attendance at the meeting, as well as attending community events.

NEW BUSINESS: Jack Lawver made a motion that the President and Finance Chairman can sign all checks to get bills paid until a new treasurer is hired to do so. Second by Jackie. Motion carried.

OLD BUSINESS: Motion by Paul Synuria to hire Melissa O'Brien as a full-time Treasurer at a rate of \$42,000 plus benefits, as of February 3, 2020. Second by Beth Bock. All in favor. Motion carried. It was asked to keep this off the live video until Ms. O'Brien has time to notify to her employer that she

has accepted another job. Tracy Zivkovich noted that more than 30 applications were received for this position and 10 applicants were interviewed.

Jack Lawver noted that the Brownsville Fire Companies was involved with 6 others to secure a \$560,000 grant and received \$100,000 for new radios.

Jack Lawver will provide everyone with a schedule of events for downtown.

Discussion about advertising to sell a parcel. We spoke to the interested party about his request for the alley and roads. He will discuss it with his partner because we can only offer exactly what was advertised, which did not include the alley or road.

Motion made by Beth Bock to advertise for a new police officer. Second by ?. All in favor. None opposed. Motion carried.

Beth Bock asked for clarification of committees. Tracy Zivkovich will prepare for the next meeting.

MEETING ADJOURNMENT: Motion by Paul Synuria, seconded by Beth Bock to adjourn the meeting. Motion carried. Meeting adjourned.



Tracy Sheehan Zivkovich, Council President

TREASURER'S REPORT

February 2020

CASH ACCOUNTS

General Fund	\$	57,283.04
Payroll	\$	19,522.87
Money Market	\$	42.49
Act 13	\$	12,241.27
K-9 Fund	\$	1,355.09
Fire Escrow	\$	187.42
Northside Park Project	\$	29,912.85
PLGIT		

INVESTMENTS

Mayor Ross Swords	Fines & Fees	\$	98.03
Code Enforcement	Fines & Fees	\$	-
MDJ Defino	Fines & Fees	\$	949.43
Clerk of Courts	Fines & Fees	\$	-
Brownsville Police	Police Reports	\$	-
Fayette County	Judicial Sale	\$	6,765.43
Recorder of Deeds	Real Estate Transfer Tax	\$	4,242.76
SWRTB	Earned Income Tax	\$	8,080.40
SWRTB	Per Capita Tax	\$	389.82
Lapisardi	Rent	\$	150.00
Atlantic Broadband	Franchise Fee	\$	3,911.00
American Rocksalt	Overpayment Reimbursement	\$	3,022.15
Sprowls Insurance	Bond Reimbursement	\$	1,283.00
Metropolitan Reporting	Insurance Reimbursement	\$	15.00
Various	Occupancy Permits	\$	200.00
Various	No Lien Letters	\$	95.00
TOTAL		\$	29,202.02

