

BOROUGH OF BROWNSVILLE
FAYETTE COUNTY PENNSYLVANIA
January 12, 2022

The Regular meeting of the Council of the Borough of Brownsville was held this evening at the Sons of Italy in Brownsville. The meeting was called to order by Tracy Sheehan Zivkovich at 6:00 p.m. by reciting the Lord's Prayer and the Pledge of Allegiance.

The following members were present: Council President Tracy Sheehan Zivkovich, Council Vice President Paul Synuria, Jackie Jackson, Barbara Pepper, Kasandra Ward, Mike Walters, and Mayor Ross H. Swords, Jr. Not present was Beth Bock.

RECOGNITION OF VISITORS

Tim Berdar, 1701 17th Street. PAWC. The water company is doing a few projects in the Borough, such as Middle Alley, Brown & Frick Streets. These will be done in 2022. He spoke with Council and the Street Department on these projects to try and get things in order. A letter was sent to Paul Synuria to vacate a piece of 17th Street and River Road, where the water plant is, as the Water Company has been having parking issues. Mr. Berdar would like to Borough to consider letting the Water Company move their gate to Hood Street so they block off River Road. They will plow and protect it, in order to protect their assets. Tracy Sheehan Zivkovich asked that we wait until we get to that correspondence in our packets. Paul Synuria would like to discuss Second Avenue and Mill Street, as they do follow our Ordinance.

James Bittner, 24 E Main Street, Uniontown. Fayette County EMA. He is here with Jordan Sealy, who has been the Deputy appointed by Council, along with Woody Nicholson and Lew Hosler. Jordan has taken it upon himself to receive his certification taking 2 classes and 8 independent study courses. Mr. Bittner presented a Certificate to Jordan Sealy for completing this course. Jordan is one of only 4 people out of 52 municipalities. Congratulations Jordan!

Betty Costantino, 6 David Street, Brownsville. Ms. Costantino came to ask to get more driveway spaces. She had an addition put on her home, but it took some of her yard. She would like to widen her driveway somehow. Tracy Sheehan Zivkovich looked at a picture of the driveway Ms. Constantino is referring to. Paul Synuria noted that Ms. Constantino originally only asked for 2 handicap spots. Driveways must be handled through McMillen Engineering. Ms. Constantino's request changed multiple times during the home addition stage. The Borough can only give one handicap spot at that location, but anyone else in the area needing a handicap spot would be permitted to park there. The Borough does not allow sidewalk parking. Ms. Constantino noted she will reach out to Vince Vicites for help with her parking situation.

Connie Gore, 131 Front Street, Brownsville. Ms. Gore asked if there was a motion to correct her minutes from October 14. If they were corrected, she would like to hand in a Right to Know to receive those updated minutes. Tracy Sheehan Zivkovich noted that there was no motion to correct the minutes. The December 8 minutes include Ms. Gore's request.

The other issue is the Borough tree. The tree is diseased with wood boring insects. Ms. Gore is asking the Borough to please hire a licensed and insured tree removal person to take care of this tree so her home is not in danger. Ms. Gore would also like to know the status of the compliance issue with 128 Market Street and Market Street Property Trust, which was deeded on November 29. Tracy Sheehan Zivkovich noted that she does not have any of this information with her tonight. Solicitor, Mitch Mitchell asked if there a complaint, to which Ms. Gore stated she filed a complain in September. Ms. Gore stated it has been a long time. She has asked the Borough six times to take care of the diseased tree. She is going to continue to come every month until she gets some resolution here.

MINUTES

Motion by Jackie Jackson to approve the minutes from November 22, December 8, December 29, and January 3. Second by Barbara Pepper. Paul Synuria asked if the minutes that Ms. Gore is referencing are available, to which they are not. All in favor. Motion carries.

MAYOR'S REPORT – MAYOR ROSS H. SWORDS, JR.

The Mayor noted that the police fines for the month totaled \$929.46. Lt. Brant had nothing to report.

FINANCE & ADMINISTRATION – MIKE WALTERS

Mike Walters reported the total funds at this time are \$204,489.55, including General Fund \$10,829.56, Payroll \$2,234.80, Petty Cash \$273.51, Act 13 \$21,391.85, K-9 Fund \$5,441.30, Fire Escrow \$1.00, Parking Authority \$1,920.59, PLGIT \$18,571.47, ARPA Grant Fund \$116,392.16, and Comprehensive Plan Fund \$27,343.31.

The investment account balances were \$513,960.97.

Monthly bills paid were \$72,392.50. Bills that still need paid total \$14,888.76 from the General Fund, \$0 from the Comprehensive Plan Fund, and \$0 from PLGIT, for a grand total of \$14,888.76. Deposits this month totaled \$38,036.97.

Motion by Paul Synuria to pay the remaining bills. Second by Jackie Jackson.

Roll call vote: Tracy Sheehan Zivkovich, yes; Paul Synuria, yes; Mike Walters, yes; Kasandra Ward, yes; Barbara Pfeffer, yes, Jackie Jackson, yes. Votes are unanimous. Motion carries.

BUILDINGS & GROUNDS – MIKE WALTERS

Paul Synuria spoke on the agenda items. The phone transition has started. There are a few glitches to work out, but the installation is done.

The 149 High Street Demo can finally get started. We just received the deed. Tracy Sheehan Zivkovich noted we can now bid this out for demolition.

We are still waiting on a letter from Fiddles before we can move forward with the concrete poles.

Paul Synuria has been in touch with West Penn Power regarding the light behind the Market Street demo. WPP is recommending running electricity to that pole, but if we want a light that can be turned on and off, we will need to do that on one on our own poles, as WPP cannot support that type of lighting.

Tracy Sheehan Zivkovich spoke on this area noting that the money for a park-type area is coming from a state grant.

Mike Walters asked if we were currently accepting bids, to which Tracy Sheehan Zivkovich noted McMillen is writing specs so that we can get to contractors. The money is in the hands of the RACF.

Mike Walters asked for clarification about the light pole, which Paul Synuria noted was the one by the Union Station building.

CODE ENFORCEMENT – KASANDRA WARD

There were 343 total complaints this YEAR, 38 home inspections, 67 court hearings, 670 citations, and 140 letters sent to residents.

There were 25 total complaints this month, 1 home inspection, 5 court hearings, 64 citations, and 9 letters sent to residents. Fines and fees for this month totaled \$233.46.

PUBLIC SAFETY – KASANDRA WARD

Nothing to report.

FIRE DEPARTMENTS – KASANDRA WARD

Northside's total number of incidents for the month were 30, which includes 1 fire, 21 rescue and emergency medical services, 3 hazardous conditions, 2 service calls, and 3 false alarms.

Northside reported a total of 339 incidents for the year, which included 39 fires, 164 rescue and emergency medical services, 33 hazardous conditions, 59 service calls, 15 good intent calls, 28 false alarms, and 1 special incident types.

South Brownsville's total number of incidents for the month were 31, which includes 2 fires, 22 rescue and emergency medical services, 2 hazardous conditions, 2 service calls, and 3 false alarms.

South Brownsville reported a total of 362 incidents for the year, which included 49 fires, 168 rescue and emergency medical services, 42 hazardous conditions, 47 service calls, 3 good intent calls, 48 false alarms, and 5 special incident types.

ECONOMIC DEVELOPMENT – BARBARA PEPPER

Nothing to report.

LIBRARY – PAUL SYNURIA

The library does not currently have any writers coming in. They are doing curbside services at this time.

PUBLIC RELATIONS – BETH BOCK

Nothing to report.

PUBLIC WORKS – PAUL SYNURIA

The department report is available to everyone. During our first snowfall, both trucks were down for a short period. The streets were plowed extremely well for having issues with both trucks.

Paul Synuria would like to move forward with closing Aubrey Lane. He will have to get word out regarding the closure. If anyone does not want it closed, they can come to a meeting to speak.

He spoke to the guy who wants to do the LaFayette Sign, and Paul Synuria feels that across from the Flatiron Building, on Front Street, would be a good location considering the future walking trail. Originally, the gentleman told him there was no cost involved, but is now seeking a \$1,000 donation. Tracy Sheehan Zivkovich stated it was a representation of places LaFayette actually traveled. Tracy Sheehan Zivkovich noted we are asking the community if they have any suggestions on donations or locations, to please reach out to the Borough.

Paul Synuria would like to adopt a sled riding Ordinance and there is concern with children sledding in the middle of the street. Solicitor, Mitch Mitchell asked if there was anything in our Ordinance or Code at this time, to which Lt. Brant stated he was unaware of anything.

The stage rental and dog cleanup signs are ordered.

Paul Synuria went down to River Street, but there is physically no street there. If the water company gets the property they are asking for, it will not affect any residences. Mr. Berdar noted that the water company is the last building on that street, and that they are the last structure before the river. Lew said a street does exist, but it is grown in at this time. Tracy Sheehan Zivkovich asked Solicitor, Mitch Mitchell about the Borough Road, and Solicitor, Mitch Mitchell asked if it was a paper alley or a real street. Solicitor, Mitch Mitchell noted there is a process to go through to do this. The water company can petition Council and request a hearing to grant them that property. The water company just wants to close off 17th Street so pedestrians no longer have access to their facility. Solicitor, Mitch Mitchell feels we can probably do this by way of Resolution with some type of maintenance agreement. Mr. Berdar thanks Council for their consideration.

Paul Synuria makes a motion for Solicitor, Mitch Mitchell to put an agreement together for next month's meeting. Second by Jackie Jackson. All in favor. Motion carries.

RECREATION – JACKIE JACKSON

Jackie Jackson and Tracy Sheehan Zivkovich met with Terry McMillen and Mike Cetera from the ballpark. They met to discuss how to proceed with the Fenway Park project. The first phase is excavating so there is a parking area, walkway, handicap parking area and possibly moving the batting cages. The 2nd phase will include kids' activities. The youth group met with Mr. McMillen a few months ago to discuss what they wanted. The 3rd phase would include possibly a walkway or water park. They are hoping to start Phase 1 in a few months.

Jackie Jackson makes a motion to apply for a Tree Grant. Second by Barbara Pepper. Paul Synuria would like to make sure the trees will not become a nuisance in the future. Kasandra Ward asked about the grant writer, to which Tracy Sheehan Zivkovich noted Art Capella is the county grant writer and he does it for free. Tracy Sheehan Zivkovich noted that Jackie Jackson is talking about a \$70k project for Phase 1. \$50k is coming from the DCNR, \$10k from the Borough, and \$10k from the LSA Grant. This phase of the project is fully funded. By spring we will be digging dirt at Fenway Park! Congratulations to Jackie Jackson for making this happen.

TAX BUREAU – TRACY SHEEHAN ZIVKOVICH

Nothing to report.

EXECUTIVE SESSION

Motion by Barbara Peffer to go into Executive Session for a legal matter at 6:58 p.m. Second by Mike Walters. All in favor. Motion carries.

Motion by Tracy Sheehan Zivkovich to reconvene at 7:28 p.m.

OLD BUSINESS – TRACY SHEEHAN ZIVKOVICH

The Cast Iron Bridge construction is the \$519k grant, with no match. Paul Synuria and Tracy Sheehan Zivkovich signed the contract this week and we are expecting that money soon.

Included in your packets are the Committee Appointments. We have three Civil Service seats available, Mr. Jackson has expired, Mr. Hosler has expired. Jordan Sealy expired but we appointed him last month at the Reorganization Meeting. We are taking candidates for the open Board seats on the Municipal Authority Board and the Park Board.

The Civil Service Commission is required for the police department. Anyone out there interested, please let us know.

The Comprehensive Plan meeting will happen next Friday. Everyone is invited to attend.

Nothing to report on the laptop grant or the litter fees.

We did budget \$50k for the LSA grant. As of this moment, this grant has not yet been decided, but we did budget for it with the anticipation of receiving it.

The Market Street/Hotel property deed has not yet been sent to the Borough.

We are still asking Council to consider a paperless office for the meetings. Mayor Ross H. Swords, Jr. noted that we used two reams of paper plus the color paper for the meeting, plus the manhours to assemble packets. Solicitor, Mitch Mitchell noted he can do a paperless packet. Tracy Sheehan Zivkovich noted the same. Paul Synuria would like a physical packet.

The Perennial Project was here last month to present information on the archway on Brownsville Avenue and the grant they received. This project will start in early spring.

Nothing to report on the speed safety corridors. Kasandra Ward would like to remove this from the Old Business.

Paul Synuria is removing the state police non-response from the agenda.

The street department pension audit is still in discussion.

Tracy Sheehan Zivkovich asked if the Committee Chairpersons could put their responsibilities down for everyone to see the duties.

The wharf grant was applied for. We are unsure of the amount of the grant or the match at this time.

NEW BUSINESS – TRACY SHEEHAN ZIVKOVICH

There is a letter from SWIF regarding a discount for Workers' Comp. Paul Synuria does not feel that the savings is worth it as they always find things for you to spend money on. Mike Walters agrees and states that they can recommend purchases that can far exceed the savings.

There is interest from a resident to purchase Borough-owned property. Tracy Sheehan Zivkovich noted that we cannot just take independent bids. Paul Synuria noted the resident would like to get the process started. Mayor Ross H. Swords, Jr. noted the tax assessment office has it valued at \$6,050. Tracy Sheehan Zivkovich noted that Council can make a motion to entertain offers to be considered at the February meeting. Motion by Paul Synuria to accept offers on parcel #02-07-0277 with a minimum bid of \$500. Second by Jackie Jackson. Mayor Ross H. Swords, Jr. noted we should use the assessed value as a minimum. We are not in the position to give away property. Council agreed to table this until next month, giving the public the opportunity to comment.

We received a complaint from Jamie Bogol regarding parking in front of a hydrant and too close to the intersection. Mayor Ross H. Swords, Jr. noted he has been in discussion with Paul Synuria to fix these things. Paul Synuria also noted that the Street Department. Tracy Sheehan Zivkovich asked the Mayor for a follow-up on the hydrant parking. Lt. Brant stated this is illegal parking. Mayor Ross H. Swords, Jr. stated the officers will all be made aware and will enforce ticketing if they see this illegal parking.

There is correspondence from Hilltop. Tracy Sheehan Zivkovich asked the Mayor to review and see if anything needs done as far as public safety goes.

The Tri County Borough Association's monthly meeting will be held on Thursday, January 20 at 7 pm. Melissa S. O'Brien noted the Borough is responsible for hosting the March meeting.

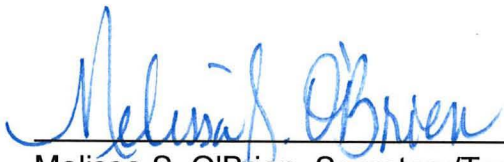
Paul Synuria would like to make a motion to approve the request that we have on file from Durce Jackson for the Sewage Board, if no one else applies by the next meeting. Second by Barbara Peffer. All in favor. Motion carries.

SOLICITOR'S REPORT – HERB MITCHELL

Nothing to report.

MEETING ADJOURNMENT

Motion to adjourn by Jackie Jackson. Second by Paul Synuria. Meeting adjourned.



Melissa S. O'Brien, Secretary/Treasurer



TREASURER'S REPORT

January 2022

BANK ACCOUNTS (adjusted through January 12, 2022)

General Fund	\$	10,829.56
Payroll	\$	2,324.80
Petty Cash	\$	273.51
Act 13	\$	21,391.85
K-9 Fund	\$	5,441.30
Fire Escrow	\$	1.00
Parking Authority	\$	1,920.59
PLGIT	\$	18,571.47
ARPA Grant Fund	\$	116,392.16
Comprehensive Plan Fund	\$	27,343.31
TOTAL	\$	204,489.55

INVESTMENT ACCOUNTS (adjusted through December 31, 2021)

PSAB Police Municipal Retirement Trust	\$	513,960.97
TOTAL	\$	513,960.97

DEPOSITS (adjusted through January 12, 2022)

Mayor Ross H. Swords, Jr.	Fines & Fees	\$	929.46
Clerk of Courts	Fines & Fees	\$	75.76
Brownsville Police	Parking Violations	\$	165.00
Brownsville Township	Police Protection	\$	3,750.00
MDJ	Code Fines & Fees	\$	233.46
Various	No Lien Letters	\$	15.00
Various	Occupancy Permit	\$	40.00
Fayette County	Delinquent Real Estate Taxes	\$	2,171.33
Fayette County	Delinquent Fire Hydrant Taxes	\$	98.55
Fayette County	Delinquent Street Light Taxes	\$	303.92
Tena Congelio	Real Estate Taxes	\$	6,878.15
Tena Congelio	Fire Hydrant Taxes	\$	375.10
Tena Congelio	Per Capita Taxes	\$	73.50
Tena Congelio	Street Light Taxes	\$	1,156.30
Recorder of Deeds	Real Estate Transfer Tax	\$	1,879.37
SWRTB	Local Service Tax	\$	62.86
SWRTB	Per Capita Tax	\$	416.52
SWRTB	Earned Income Tax	\$	16,888.12
Tena Congelio	Phone Bill	\$	178.47
First National Bank	Interest	\$	12.99
Lapisardi	Rent	\$	150.00
PAWC	Street Digs	\$	672.00
Various	Sale of Assets/Properties	\$	1,511.11
TOTAL		\$	38,036.97

BOROUGH OF BROWNSVILLE				
MONTHLY BILLS PAID - January 2022				
DEPARTMENT	VENDOR	FOR	AMT.	TOTAL
Finance	AMPB	Dues	\$ 60.00	
	Atlantic Broadband	Phone & Internet Services	\$ 537.76	
	Exquisite Design	Social media graphics	\$ 1,500.00	
	Guardian Life	BEO Insurance	\$ 42.16	
	Herald Standard	Advertising	\$ 186.27	
	IRS	Federal Income Tax	\$ 1,771.68	
	Microsoft	Office 365	\$ 37.50	
	Mitch Mitchell	Solicitor Fees	\$ 3,000.00	
	PA Department of Revenue	PA Taxes	\$ 316.35	
	PSAB	Website Maintenance	\$ 389.00	
	Quickbooks	Payroll	\$ 31.80	
	Quill	Office Supplies	\$ 144.45	
	Staples	Office Supplies	\$ 68.62	
	UPMC	Employee Insurance	\$ 5,864.26	
				\$ 13,949.85
Buildings	Brownsville Municipal	Sewage	\$ 136.00	
	Columbia Gas	Gas Bill	\$ 1,455.64	
	PA American Water	Building	\$ 124.95	
	Terminix	Pest Control	\$ 63.00	
	West Penn Power	Building & Grounds	\$ 354.27	
				\$ 2,133.86
Police	Bevard	Gas	\$ 346.87	
	Giannetti	Inspections	\$ 84.00	
	Local 491	Union Dues	\$ 160.00	
	PSAB	Police MMO	\$ 36,908.10	
	PSAB	Police Pension	\$ 1,142.00	
	S&D Calibration	Vascar Certification	\$ 32.00	
	Bob Sumeral	Tires	\$ 544.00	
	Verizon Wireless	Police Phone	\$ 40.05	
				\$ 39,257.02
Streets	AM	Uniform Reimbursement	\$ 287.03	
	American Rock Salt	Salt	\$ 3,150.00	PLGIT
	Bevard	Gas	\$ 228.17	
	Coolspring Stone Supply	Aggregate	\$ 2,218.98	PLGIT
	Gebe & Skocik	Tires	\$ 912.00	PLGIT
	JG Services	Coal	\$ 185.00	
	Local 373	Union Dues	\$ 78.00	
	NAPA	Supplies	\$ 81.09	PLGIT
	PA American Water	Water	\$ 26.89	
	PA One Call	Street Openings	\$ 14.60	
	West Penn Power	Street Lights	\$ 4,584.24	
	West Penn Power	Traffic Lights	\$ 148.18	
				\$ 11,914.18
Fire	Center Independent	Gas	\$ 296.62	
	PA American Water	Hydrants	\$ 1,154.83	
	SWIF	Workers' Comp	\$ 3,665.00	
	West Penn Power	Fire Whistle	\$ 21.14	
				\$ 5,137.59
	TOTAL BILLS PAID			\$ 72,392.50
BOROUGH OF BROWNSVILLE				
MONTHLY BILLS DUE - January 2022				
	Bills paid this month total	\$ 72,392.50		
The following bills are due this month:				
	DeLage	Copier Lease	\$ 158.02	
	IRS	Federal Taxes	\$ 4,206.13	
	LCFOWPA	Street Pension	\$ 2,551.76	
	PA Department of Revenue	PA Taxes	\$ 715.65	
	PA UC	Unemployment	\$ 38.18	
	PSAB	UE	\$ 51.36	
	SWRTB	EIT	\$ 651.14	
	PA Water	Borough Water	\$ 119.29	
	PA Water	Shed Water	\$ 18.25	
	PA Water	Hydrant Water	\$ 1,154.83	
	West Penn Power	Electric	\$ 5,224.15	
	TOTAL BILLS DUE THIS MONTH			\$ 14,888.76