

**BROWNSVILLE BOROUGH
FAYETTE COUNTY PENNSYLVANIA
JANUARY 29, 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 Pfeffer, Jackie Jackson, Paul Synuria, Tracy Zivkovich, and Beth Bock. Mayor Ross Swords, Jr. entered the meeting a few minutes late.

RECOGNITION OF VISITORS:

Visitor: Destiny Bock of 317 Middle Alley: Miss Bock and her partners, Brittany, and a few other classmates, would like to make improvements to the park (playground area) on Water Street and the baseball field. They would like to improve the park by removing all broken equipment and adding some new equipment, such as a whirl around, cozy cocoon, see saw, chipmunk & lady bug bouncers, swing set, early childhood playground, tether ball, log hoppers, and pop up tent climbers. Miss Bock estimates the cost at \$50,000, and would like to hold fundraisers to raise the funds to do these things. The equipment cost is approximately \$27,000 and the additional funds would be used to clean up and remove equipment and as a cushion for any other expenses they may run into. Suggestion by Council: come up with a name for her group, partner with Ms. Jackson as she also is doing improvements.

Visitor: Connie Gore of 131 Front Street: As a follow-up to her January 9, 2020 proposal, the Engineer came to give her a demolition evaluation for the Church at 128 Market Street. She also notes that she asked at the December 27, 2019 meeting that this be a priority over 149 High Street. Ms. Gore asks for a decision tonight. Council noted that in prioritizing what order demolitions took place, one factor was ownership and that 149 High Street has no owner which makes the demo there a simpler process. The Church at 128 Market Street is not the same situation due to elders and other factors. Council also noted that the Church at 128 Market Street is on our radar and that grants and other funding will have to come in to move it along. Ms. Gore asks that the building be posted and condemned. Jack Lawver proposes that we have Myron Nypaver evaluate the building and post and condemn if that is his recommendation.

Jack Lawver motion to accept. Second by Barbara Pfeffer.

Paul Synuria would like to amend the motion to also include the building between the drug store and the Snowden Building to be evaluated by Mr. Nypaver, and then posted and condemned if necessary.

Roll call vote was unanimous. Motion carried.

APPROVAL OF MINUTES:

Motion by James Lawver, seconded by ? to approve the December 27, 2019 meeting. Motion carried.

Motion by Beth Bock, seconded by Jack Lawver to approve the January 6, 2020 meeting. Motion carried.

MAYOR'S REPORT

Mayor reports that he has no exact numbers, but that the police have been busy with calls.

COMMITTEE REPORTS:

Finance (Tracy Zivkovich)

The proposed amended budget was presented to Council. The revisions propose an increase in revenue by \$5,000 from pension reimbursements and increased police revenue.

- Proposal to decrease Office Manager by \$23,194.
- Proposal to decrease Secretary by \$17,382.
- Proposal to add Treasurer at \$35,000.
- Proposal to add PT Temps at \$4,152.
- Proposal to decrease supplies by \$500.
- Advertisements should be increased by \$1,200.
- Borough Dues should be increased by \$350.
- Janitorial should be decreased by \$0.
- Salary Tax Collector should be increased to \$12,500.

- Police FT Officers should be increased to \$35,900.
- Police PT Officers should be decreased to \$3,000.
- Uniform Fund should be increased to \$2,400.
- K-9 should be decreased to \$0.
- Miscellaneous Consultants should be increased to \$5,000.
- Fire Contributions should be increased to \$13,500.
- Highway Overtime should be decreased to \$1,500.
- Materials Miscellaneous should be decreased to \$500.
- Tools/Equipment should be decreased to \$1,000.
- Weeds should be decreased to \$0.
- Engineering Services should be increased to \$35,000.
- Capital Outlay Equipment should be decreased to \$1,000.
- Capital Outlay Miscellaneous should be decreased to \$500.
- Soc Sec/Medicare should be increased to \$18,000.
- Non-Uniformed Pensions should be increased to \$33,576.
- Police Pensions should be increased to \$45,000.
- Insurance Police should be increased to \$42,500.
- Insurance Group Insurance should be increased to 10,000.
- Insurance Other should be decreased to \$0.

Budget re-evaluation will take place in July.

Motion to approve the revised budget by Paul Synuria, seconded by Jackie Jackson. Roll call vote was unanimous. Motion carried.

Tax Anticipation Loan has been approved and will be available to us by March.

Summary of Bills:

• Building & Grounds.....	\$12,933.14
• Street Dep	\$ 180.74
• Public Safety/Police.....	\$ 94.87
• Parks & Recreation.....	\$ 0.00
• Mayor	\$ 58.30
• Total	\$13,267.05

Motion to pay bills by Beth Bock. Second by Jack Lawver. Roll call vote was unanimous. Motion carried.

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

