

**BROWNSVILLE BOROUGH
FAYETTE COUNTY, PENNSYLVANIA**

JULY 10, 2019

An Executive Session was called by Council President **Jack Lawver** at 6:00 P.M.

The Regular meeting of the Council of the Borough of Brownsville was held this evening in the Council room at the Municipal Building. The meeting was called to by **President-Jack Lawver** at 6:12 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, James Lawver, Ronald Bakewell, Lester Ward and Paul Synuria**,. Also present was: **Elizabeth Lawver**-Borough Manager/Treasurer and **Krishna DeMascio** -Solicitor.

RECOGNITION OF VISITORS:

Laura Patterson; Resident of Redstone Township and explained how she was associated with those conducting the Kids Festival scheduled for Friday July 12, 2019. Joe Barantovich reported on what has been going on in town. Mr. Ward remarked that when this had begun they were notified of listing the Borough as the second insured on the events and that the Borough did not have the event form nor the insurance certificates which are needed should someone get hurt. Brianne Mitchell then stated that she and Joe had met with Jeff who instructed them what was needed and had given them the Event's Form (insurance request). She stated that this was done and she handed this in. The Manager Treasurer asked her who she had handed this to as the Insurance Company had informed the office on Monday that they had not received anything regarding this event. She stated she handed it in to the office. The Manager Treasurer informed her that it was not handed in to her and she stated she had given it to Jeff four weeks ago along with the insurance certificates and that he had told them this has to be handed in twenty four hours before the event. The Manager Treasurer showed her the e-mail from the insurance company where this was sent to Brianne and a copy to Joe which both stated they had not received. Mr. Ward explained that the Event Form and insurance certification with the Borough listed as second insurer was needed by the Event Sponsor in order to send to our insurance carrier in case someone should get hurt on Borough property. Brianne stated that she had copies that she would turn in again which was not a problem. The Manager Treasurer informed her that all the paperwork has to be handed in to the insurance company prior to the event. Mr. Ward stated that once the form is filled out along with the insurance coverage that the Borough sends it to the insurance company. Mr. Synuria asked that since the event being Friday could you come in tomorrow with the paperwork. Mr. Ward again stated that we do not have it and the Manager Treasurer informed them that the event form along with the insurance certificates need to be sent to our insurance carrier. Brianne stated they would bring in the copies to the office tomorrow. Mr. Barantovich wanted to send the paperwork digitally but the Manager Treasure informed him that we need a copy in the office. The Solicitor informed them to bring the paperwork in tomorrow. Mr. Lawver instructed for them to call him when they were coming in he would meet them down here as he was going to find out where the original copy was adding that the office was known to lose files. Mr. Synuria asked for clarification of the flag in the parking lot. Mr. Barantovich explained that this was a google dot to find out where you are which was student driven adding that this was long term and would be made available to other places. He showed pictures during clean up days and planting day and would turn them into vinyl mural which is going to go up and come down eventual y trying to bring attention to town along with other things. A lot has been posted on instagram. Mr. Synuria remarked that the only problem was with putting this in the park and others wanting to do the same. James Lawver stated that questions had been asked regarding this and no one here seemed to know about it. Jack Lawver stated he would shoulder the blame on this as they showed this to him on Saturday and he hadn't forwarded it. They stated they are new to this and would know what to do in the future. Jack Lawver thanked them for their efforts. Paul Synuria and James Lawver thanked everyone involved. The Manager Treasurer again asked that they let the office informed so that we can answer calls made to the office. Mr. Mitchell remarked that in the future they could come to a meeting to get events approved.

Mr. Ward questioned the sign at the location it was placed adding that they could have considered by the stage adding that if there are digs there needs to be a call to Pa-One call. Mr. Mitchell asked if there is a regulation by the Borough that addresses this issue and he was instructed by the Solicitor that a permit is needed when there are digs. Jack Lawver stated that the grand opening of the Caboose the sign could be placed there. Motion by James Lawver, seconded by Paul Synuria to permit the google sign to be placed where needed. Mr. Bakewell asked if they were going to be responsible to move it around and was told yes and if other groups took over this could be amended. Motion carried.

James Lawver makes a motion to approve the June 12 2019 minutes. **Paul Synuria** seconds the motion. Motion carries.

Mayor's Report: June 2019 \$1,435.82 (Police \$1,309.60 / CEO \$126.22)

James Lawver makes a motion to accept the mayor's reports. **Lester Ward** seconds the motion. Motion carries.

FINANCE & ADMINISTRATION:

Chairman, **Lester Ward**-gives the Financial Report for July 2019: Department Bills \$13,242.00, Utilities \$18,166.57 for a total of \$31,408.57. Account balances as of 06/28/19. Spendable Accounts: Liquid Fuels \$97,136.83 and General Fund \$150,551.22 for a total of \$247,688.05. Accounts allocated for Specific Projects: Payroll \$16,238.08, Police Pension Fund \$30,401.41, Fire Escrow \$227.42, K-9 \$3,725.09, Northside Park Project \$11,112.85 and Act 13 \$23,797.05 totaling \$85,491.90. **Lester Ward** makes a motion to pay the bills. **James Lawver** seconds the motion. Roll call: **Paul Synuria**, yes; **Ronald Bakewell**, yes; **James Lawver**, yes; **Lester Ward**, yes and **Jack Lawver**, yes. Motion carries

INFRASTRUCTURE:

Chairman, **James Lawver** – reported that the repairs on the sidewalk at Fifth Avenue was completed. He also reported that the following bids had been received for the roof at the Borough Garage: \$19,500 Crow Construction: \$20,000 Cuzzi: \$23,400 Ron Davies. Jack Lawver asked that the Finance Chairman review the finances before this is awarded. James Lawver also reported that a bid for the block glass windows had been received for \$2500.00. The Solicitor stated that if the money is available that they could go forward on this. James Lawver reported that the north side paving is scheduled for next week. The committee had met with the Gas Company and told they had to go by the ordinance for repairs to the sidewalks and the roads adding that damaged storm drains had to be repaired also.

PUBLIC SERVICE:

Chairman, **Paul Synuria**- gave the following police report. Calls for Service: Unknown, 0; Brownsville Township;3, Brownsville Borough, 67; Out of Town, 7 Total 72. Citations: Out of Town, 0; Brownsville Township, 0; Brownsville Borough, 11 Total 11. Total Incidents: Brownsville Township, 0; Brownsville Borough, 11; Out of Town, 0 Total 11. Arrests-2. Prisoner Transports-1. Mileage: Unit #1-635 and Unit #2-191 Total Miles-826. He also reported that Car 3 is down with approximately \$2000 in repairs. Motion by Paul Synuria, seconded by James Lawver to hold off on the repairs until matters are settled with the police department. Motion carried Mr. Ward questioned if they were recording a log on the police car and Mr. Synuria informed him that they were doing this. Mr. Synuria reported that a letter had been sent to the police department requesting the schedules for Tuesday through Saturday 11:00 A.M. to 7:00P.M. and 7:00 P.M. to 3:00 A.M. This scheduling was to begin on the 16th of July. Jack Lawver stated he had a meeting with the Mayor who promised to adhere to it questioning the part time officers to fill in the gaps also questioning overtime. Paul Synuria remarked that we need police coverage Fridays and Saturday nights. James Lawver asked why not get with the Police Committee to discuss this and the Solicitor stated she had offered this. The Solicitor stated she had talked to the Mayor and all are on the same page and also told him we can't dictate who he puts there but are asking that it be covered. Jack Lawver remarked that a meeting be scheduled for the main goal is coverage is for Friday and Saturday nights. She also stated that it had been brought to her attention that the vests had been brought up to date and was told that is so. Mr. Ward stated that this had been going on for a long time and action needs to be taken immediately and he would push for this because at the last meeting it was voted to have action taken immediately. James Lawver stated that Jack Lawver had sent a letter right after the last meeting that this was to take effect immediately. Paul Synuria asked if this hasn't taken place by next weekend could they take action. The Solicitor answered "yes" by going through proper procedure and thought they need to meet with Paul and the Mayor. James Lawver stated that this was already done. Mr. Ward asked to set a date. The Solicitor will meet with the Mayor. Motion by James Lawver, seconded by Lester Ward to begin the new scheduling on the 16th of July. Motion carried. Mr. Synuria questioned the location of the GPS's that were in the other vehicles.

BUILDING & GROUNDS:

Chairman, **Robert Kovach**-Not Present

UTILITY SERVICES:

Chairman, **Ronald Bakewell** –Nothing to report.

ECONOMIC DEVELOPMENT:

Chairperson, **Tracy Zivkovich** – Not Present. Woody's Report by **Lester Ward**: Complaints, 28; Inspected Houses, 2; Court Hearings, 6; Citations issued, 62; and Letter Sent, 17.

The Solicitor wanted put on record, not giving names for privacy reasons, that she and the Borough had received correspondence from a citizen that is making some comments that she felt is not legal that is claiming not to be responsible for abiding by our laws, going on their property and not paying taxes. We have received e-mails as well.

She wanted to make it aware is that all our personnel need to do our job and do it in the safest possible way adding that the police be brought there also. Jack Lawver informed John Brant who was present that we would give him information on this. The Solicitor stated that all emergency services should be made aware of this (James Lawver reported this to the 911 Center after the meeting). - Mr. Ward reported a children's day on Friday. Jack Reported that work is being done for the Community Days before the next meeting. Tickets are being sold to raise funds. Brownsville Fire Company #1 and BARC is co-sponsoring the Ducky Race on August 3rd. The Manager Treasurer reported that paperwork had been received for the LSA Grant. Jack Lawver asked the committee to get together and decide how this could be used. Mr. Synuria reported that the 5K race will be held also. Jack Lawver informed Paul that the St. Peters Church should be recognized by a proclamation.

LIBRARY:

Representative, **Paul Synuria**- reported that the Library will be closed Friday and Saturday for a painting job. He also reported that Laurie has moved into the temporary director position adding that she is a great Librarian. Ronald Bakewell asked if she was qualified for this position and Mr. Synuria state that she is taking the proper schooling for it.

FIRE COMPANIES:

Representative, **Jack Lawver** reported that PennDot has approved the banners for Kennywood. He reported that the Firemen's Convention is scheduled for July 14th thru the 30th. A memorial service is being held at the St Joan of Arc Church in Farmington on the 20th to honor the member of the deceased the Firefighter's Association. Kennywood is August 1st and tickets are on sale. He commended Joseph Zosky for saving two young firemen from a wall collapse at recent fire in Hiller adding that Joe is a mentor for the young firemen. Two of the young firemen Lawson and Coban made it to full fledge firemen and Ben Lawver is in training to complete his. Fire company's are dwindling and need volunteers. He reported that people are generous and contribute to the fire department during emergencies. James Lawver stated he would contact Super Value to see if they will donate water.

TAX BUREAU

Representative, **Lester Ward**- School taxes have been raised.

CORRESPONDENCE:

Letters from PennDot/ Keramida Association and Mackin Engineering.

OLD BUSINESS:

Mr. Synuria reported that the Lapisardi's had started paying rent as they didn't feel right about no doing so. Nothing has been done about the theft and destruction of their property to date. Motion by Paul Synuria, seconded by James Lawver to drop their rent to \$175.00 per month as they only had the jail cells and the Kindermusic section due to the police taking over the garage where they had things stored. Motion carried. James Lawver stated they were doing an extensive inventory and had to wait until they talked to their daughter as to what was missing as well as the state police. The delay on this was because of health issues. The Solicitor suggested talking to Mrs. Lapisardi.

NEW BUSINESS:

Letter of resignation as of July 11th at 12:01 A.M. from Council had been received from Robert Kovach. A call had been made to him and he is firm on this. Motion by Ronald Bakewell, seconded by Lester Ward to accept the resignation. Roll call vote as follows: **Paul Synuria**, yes; **Lester Ward**, yes; **James Lawver**, no adding that he was a hard worker and a letter should be sent to him, **Ronald Bakewell**, yes with regrets. **Jack Lawver**, yes since Jim had said no. Motion carried. The Solicitor stated that Council as thirty days to fill the position (by August 10th) Motion by James Lawver, seconded by Paul Synuria to advertise a Special meeting for July 24th asking for letters of interest to fill this position and handed into the office no later than July 23rd. Motion carried. Jack Lawver stated that this position is open until December 31st at midnight and those who apply need to fill out a financial statement and a certificate of residency. Paul Synuria remarked that there is a need to use the committees and that not one person should make decisions. Lester Ward stated that all calls need to go through the Borough office. Jack Lawver stated that a receipt be given when receiving paperwork at the office.

Lester Ward and Paul Synuria stated that everyone needs to know when things come up and be up front about them.

Motion to adjourn by **James Lawver** and second by **Lester Ward**. Motion passes.


Borough Secretary

TREASURER'S REPORT

REGULAR GENERAL FUND

BANK BALANCE	06/28/19	150,551.22
Outstanding Checks		<u>4,090.68</u>
BANK BALANCE	06/28/19	146,460.54
 CASH BALANCE	 06/01/19	 166,525.24
Receipts		<u>41,958.38</u>
		208,483.62
Expenditures		<u>57,932.40</u>
CASH BALANCE	06/28/19	150,551.22

JUNE 2019 RECEIPTS

Mayor Ross Swords	(Fines/Forfeits)	1,132.00
Code Enforcement	(Fines/Forfeits)	254.89
Various	(Occupancy Permits)	40.00
Beth Bock	(Right To Know Request)	4.00
County of Fayette	(Delinquent RE Tax)	7,088.90
Clerk of Courts	(Fines)	61.86
Recorder of Deeds	(R.E. Transfer Tax)	864.85
SWRTB	(EI Tax)	8,353.14
Commonwealth of Pennsylvania	(State Police Fines)	874.04
Brownsville Municipal Authority	(Sewage Rebate)	1,719.88
Teen Anget Productions	(Parking Lot Rental)	6,500.00
Market Street Academy	(Rental)	250.00
Tena Congelio	(RE Tax)	14,705.91
Tena Congelio	(Per Capita)	10.50
Interest Credit	(General Fund)	<u>98.41</u>
		41,958.38

MONTHLY BILLS JUNE 2019

FINANCE

De Lage Landen	144.58
Dodaro, Matta & Cambest, P.C.	725.00
PSAB	25.00

BUILDING

Terminex	40.00
Luzerne Township	712.50
Do It Best	42.51

CODE ENFORCEMENT

RECREATION

POLICE

Bevard	295.17
S & D Calibrations	30.00
Trapuzzano's	390.00

STREET

Bevard	153.00
Fayette Parts	2.88
US Municipal	1,265.00
Hunter Excavating	8,698.57
Do It Best	199.28

FIRE

Center Independent North Side Fire	214.71
Center Independent South Side Fire	303.80

Total	\$13,242.00
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