

**BROWNSVILLE BOROUGH
FAYETTE COUNTY PENNSYLVANIA
July 21, 2021**

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, Jack Lawver, Lester Ward, Jackie Jackson, and Beth Bock. Barbara Peffer and Mayor Ross H. Swords, Jr. were not present for tonight's meeting.

RECOGNITION OF VISITORS

Connie Gore

Connie Gore was present in the audience and would like to discuss the banners when that topic comes up.

MINUTES

The minutes were not available.

MAYOR'S REPORT

The Mayor's Report was not available.

Tracy Sheehan Zivkovich noted that at last month's meeting, Mayor Swords presented a Golf Cart Ordinance for council to approve. At this time, President Zivkovich would like to know if there are any comments or a motion to approve the Ordinance.

Motion to approve the Ordinance by Paul Synuria. Second by Jackie Jackson. Jack Lawver asked if there were any changes made to the original Ordinance, to which President Tracy Sheehan Zivkovich noted changes were made before the advertisement.

Five yes votes; Lester Ward voted no. Motion carries.

FINANCE & ADMINISTRATION

Lester Ward reported the bank balances from June's meeting, so Council is reminded of what our balances are. Total funds at that time were \$276,021.42, including General Fund \$144,562.79, Payroll \$2,713.37, Act 13 \$14,134.48, K-9 Fund \$3,880.76, Fire Escrow \$0.00, and PLGIT \$110,730.02.

The investment account balances for June were \$516,450.73, including \$437,788.13 in Mass Mutual and \$78,662.60 in BB&T.

Monthly bills paid in June were \$78,039.30. Bills that still need paid total \$9,757.68 from the General Fund. Deposits this month totaled \$31,477.09. We are averaging a monthly expense of approximately \$60,000. At this time, Lester Ward is unsure of what the bills are, as no report was available.

Lester Ward met with Melissa S. O'Brien to review the current budget and see how things look. His notes are with Ms. O'Brien and he will review them for the next meeting. Future projects will be impacted by the updated budget. Lester Ward would like to remind Council that when someone puts a revenue item on the budget, that Councilperson is responsible for and in charge of initiating and following up on that project.

CODE ENFORCEMENT

The Code Enforcement Report was not available.

BUILDINGS & GROUNDS – PAUL SYNURIA

Paul Synuria noted the garbage contract was signed and County Hauling is now our garbage company, and they can be reached at 724-929-7694 with any future issues. Pickup will be on Monday mornings. Recycling will be either the first Monday or every four weeks. Once we have a definite date from County Hauling, he will inform everyone. There is no limit on the number of bags, but trash must be bagged. There were less than 20 issues since County Hauling started. Jack Lawver noted that he saw County Hauling pickup up trash in smaller trucks in some of our

hard to get to areas. Lester Ward asked when the new garbage pickup date would start, to which Paul Synuria noted it would be on Monday's moving forward, with the next pickup date being July 26.

Paul Synuria and Tracy Sheehan Zivkovich noted the dumpster Ordinance would be tabled until next month.

The property owner next to the ballfield would like permission to put privacy fencing up on the side of the fence that faces her property, at her cost, so that she has some privacy. Paul Synuria makes a motion to allow this, provided she has the permission of the Water Street Group to do so. Second by Lester Ward. All in favor. Motion carries.

Jackie Jackson asked what type of fencing she wants, to which Paul Synuria noted fabric or slats on the existing chain link fence to shield her property.

PUBLIC SAFETY – BETH BOCK

The police report was not available.

Beth Bock did attend a Hazardous Mitigation Meeting. Before September 1, we have to come up with a Hazardous Mitigation Plan. She has reached out to several organizations to start the process. This Plan is necessary in order for the Borough to apply for and receive funding. Tracy Sheehan Zivkovich confirmed that Beth Bock is taking the lead on this project. Beth Bock asked Jack Lawver to provide her with information on storm drains and Paul Synuria to provide anything on buildings and grounds. Jack Lawver noted that our Engineer had that information and could help.

Beth Bock spoke with Myron Nypaver on the Sweep Program. Tracy Sheehan Zivkovich asked what steps we had to take to initiate this program. Beth Bock will review the different policies regarding this program.

STREETS – JACK LAWVER

The recent storms have created havoc. The fire departments had 48 alarms last month, which is much higher than usual. Some of the dirt roads were washed out, and our storm drains need cleaned off now, and our street department is doing their best to keep up with that.

The paving project is on track to hopefully start the last week of July. Tracy Sheehan Zivkovich confirmed that this is for Convenience Street, Fifth Avenue, and Prospect Street.

Lester Ward asked if we informed the public of where they would be. Jack Lawver stated that he would inform everyone as soon as he knows. Beth Bock noted a few years ago signs were placed on the street when projects started informing residents when not to park in certain areas.

RECREATION – JACKIE JACKSON

Jackie Jackson noted the LSA grant has to be redone. This grant is for the ballpark project.

Jackie Jackson makes a motion to apply for the LSA grant. Second by Jack Lawver. All in favor. Motion carries.

Jackie Jackson makes a motion to submit a grant application to the Pittsburgh Pirates in support of a recreational project. Second by Beth Bock. All in favor. Motion carries.

Jackie Jackson makes a motion to hold a local farmers market. Second by Lester Ward. All in favor. Motion carries.

Lester Ward asked if the Farmer's Market would be a one-time thing. Jackie Jackson would like to hold it as often as possible, rather than just once. Paul Synuria asked if this was a Council project or a Water Street Park Project. Tracy Sheehan Zivkovich noted the Water Street Park Project is a Borough project. The Borough cannot raise money itself. The money has to go through an organization. Lester Ward asked and Tracy Sheehan Zivkovich confirmed that it is a Council project. Muriel Nuttall, along with the Chamber of Commerce, is assisting. The Farmer's Market will be held downtown.

ECONOMIC DEVELOPMENT – BETH BOCK reporting for Barbara Pfeffer

Barbara Pfeffer met today with roofers at the Union Station building and is awaiting a report in the next few days with costs. Once received, she will meet with Andrew French. Tracy Sheehan Zivkovich commented on this matter regarding a grant that Barbara Pfeffer is applying for.

Solicitor Mitchell commented that we are still waiting on information on other matters. Also that the signed deed was received on the Market Street donation.

Tracy Sheehan Zivkovich noted that on Monday, August 2 at 4:00 p.m., the Perennial Project is having a meeting on a strategic plan. This is open to the public. On Tuesday, August 3 at 3:00 p.m., there is a comprehensive plan meeting headed by Dennis Martinak. Beth Bock asked to be conferenced in as she will be out of state. Additionally, there is a community walk scheduled for the week. This Saturday, August 7 we are hosting Community Days, which everyone is invited to.

LIBRARY – PAUL SYNURIA

The library will be holding a short horror story contest for kids 12-18. Paul Synuria will have information in the next week. The intent is so the kids can learn how to submit to a publisher. The horror section of the library has been greatly expanded with the intent of having the largest horror section in a public library locally.

FIRE DEPARTMENTS – BETH BOCK

Tracy Sheehan Zivkovich would like to congratulate both fire stations on a job well done during the convention. This event brought a lot of people to town. Paul Synuria noted that he really enjoyed the fireworks downtown.

Northside's total number of incidents for the month were 48, which includes 9 fire, 15 rescue and emergency medical services, 3 hazardous conditions, 17 service calls, 1 good intent call, and 3 false alarms.

Southside did not report for the month.

TAX BUREAU

Nothing to report.

EXECUTIVE SESSION

Motion by Tracy Sheehan Zivkovich to go into executive session at 7:33 p.m. Second by Beth Bock.

OLD BUSINESS

Nothing to report on borough properties.

The pension plan was approved last month. Melissa S. O'Brien met with the new pension people and has been setting up multiple new bank accounts to get money moved into the appropriate places. The police pension plan is ready to move. The street pension plan is going through their annual audit at this time.

Paul Synuria asked if everyone could please write down what their Chair seat takes care of so that he can create a list of duties for all Chairs.

NEW BUSINESS

Under the banner project, Tracy Sheehan Zivkovich asked for input from Connie Gore in the audience. Tracy Sheehan Zivkovich noted that this is not our project, but we are thrilled they are going up. Ms. Gore asked when the poles would be available – when will the senior banners be taken down? She noted that Lenora Byrd has an outside vendor willing to hang the banners. Since there is an outside source hanging them now, will the \$10 be waived. Paul Synuria noted that there was never a \$10 fee, but rather a \$5 fee to put up and take down. This was miscommunicated over the last few months. This was only a fee for our truck, so if they are not using the Borough's truck, there will not be a fee. Paul Synuria also noted that the senior banners were not a Borough project, so we are not responsible for removing them. Council will find out when the party responsible will be removing them. Paul Synuria reminded everyone that the banner projects were never a Council project, and that there has been some issue and backlash towards Council over these projects. Tracy Sheehan Zivkovich noted that Council does not have the authority to govern or set rules or prices on banners. She is pleased that someone took over this project. Council cannot approve or deny banner placement. Ms. Gore noted that other

communities were involved in their banner projects. Jack Lawver stated that we cannot comment on banner projects in other municipalities. All Council members received calls regarding banners when the projects were run by others. Paul Synuria stated if our truck would be used, the \$5 fee would be charged. Tracy Sheehan Zivkovich said that a Facebook post stated a vendor was found to hang them, and that is fine with Council. Ms. Gore asked for final clarification on the \$5 fee, and it was clarified that it was only to be charged if our truck was being used. Beth Bock offered to speak to Ms. Gore after the meeting to discuss the banner projects in more detail. Jack Lawver commended the fire stations for taking on this project and volunteering all of their time to help hang banners in the past. Ms. Gore stated that donations can be sent to the Brownsville American Legion at 119 Brownsville Avenue. Tracy Sheehan Zivkovich reminded the community that donations made will be in support of the veteran's banner project.

Tracy Sheehan Zivkovich discussed the Fayette County Chamber and reminded Council that we are not currently members. Jack Lawver stated that we have always had members on the Chamber.

Paul Synuria motions to join the Chamber at a cost not to exceed \$125, and also to have a person representing Council at the meetings. Second by Beth Bock. Roll call vote: Tracy Sheehan Zivkovich, yes; Paul Synuria, yes; Jack Lawver, yes; Lester Ward, yes; Jackie Jackson, yes. Votes are unanimous. Motion carries.

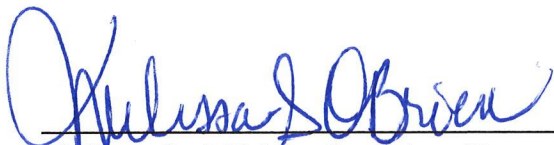
Beth Bock questioned the use Borough equipment. Beth Bock questioned the fee for use of the bucket truck, and whether we should also have a use fee on the high lift and other equipment. Tracy Sheehan Zivkovich asked if she could come up with a list of equipment and come up with a fee for each. Paul Synuria asked if there was equipment we were letting people borrow, to which Jack Lawver stated there was not. Beth Bock noted the Northside Fire Station used the truck to paint the doors, to which Jack Lawver stated it was a Borough entity, so there would not be a charge. Beth Bock wanted to make sure everything was straight across the board and that there were clear lines. Tracy Sheehan Zivkovich asked for the list to also include some type of sign-out sheet or location if equipment was moved.

CORRESPONDENCE

Nothing to report.

MEETING ADJOURNMENT

Motion to adjourn by Beth Bock. Second by Lester Ward. Meeting adjourned.



Melissa S. O'Brien, Secretary/Treasurer



TREASURER'S REPORT
July 2021

BANK ACCOUNTS (adjusted through July 21, 2021)

General Fund	\$	214,641.64
Payroll	\$	6,239.16
Act 13	\$	21,376.02
K-9 Fund	\$	3,881.67
Fire Escrow	\$	-
PLGIT	\$	110,733.24
TOTAL		\$ 356,871.73

INVESTMENT ACCOUNTS (adjusted through June 30, 2021)

Mass Mutual	\$	437,788.13
BB&T	\$	82,314.38
TOTAL		\$ 520,102.51

DEPOSITS (adjusted through July 21, 2021)

Brownsville Police	Police Reports	\$	90.00
Brownsville Police	Parking Violations	\$	102.00
Brownsville Police	Misc Deposits	\$	150.00
MDJ	Code Fines & Fees		
Various	Amusement Permits	\$	1,900.00
Various	Occupancy Permits	\$	40.00
SWRTB	Local Service Tax	\$	64.80
SWRTB	Per Capita Tax	\$	53.40
TOTAL		\$	2,400.20

BOROUGH OF BROWNSVILLE				
MONTHLY BILLS - July 2021				
DEPARTMENT	VENDOR	FOR	AMT.	TOTAL
Finance	Atlantic Broadband	Phone & Internet Services	\$ 537.76	
	DeLage Landen Financial	Copier Lease	\$ 166.49	
	EMC Insurance	Insurances	\$ 4,363.21	
	First National Bank	TAP Loan	\$ 2,500.00	
	Guardian Life	BEO Insurance	\$ 12.98	
	Herald Standard	Advertising	\$ 274.43	
	IRS	Federal Income Tax	\$ 5,059.36	
	Microsoft	Office 365	\$ 37.50	
	Mitch Mitchell	Solicitor Fees	\$ 1,000.00	
	PA Department of Revenue	PA Taxes	\$ 359.89	
	PA UC Fund	Unemployment Insurance	\$ 37.64	
	PSAB UC Plan	Unemployment Insurance	\$ 204.23	
	Quickbooks	Payroll	\$ 31.80	
	SWRTB	EIC	\$ 805.15	
	UPMC	Employee Insurance	\$ 8,512.32	
				\$ 23,902.76
Buildings	Brownsville Municipal	Sewage	\$ 136.00	
	Columbia Gas	Gas Bill	\$ 63.31	
	Kiss My Grass	Lawncare	\$ 140.00	
	PA American Water	Building	\$ 68.00	
	Terminix	Pest Control	\$ 63.00	
	West Penn Power	Building & Grounds	\$ 401.43	
				\$ 871.74
Code Enf.	Gaydos-Behanna Kennels	Animal Control	\$ -	
				\$ -
Police	BB&T	Police Pension	\$ 1,146.24	
	Bevard	Gas	\$ 580.95	
	S&D Calibration	Vascar Certification	\$ 64.00	
	Van Divner Towing	Police Car Repairs	\$ 1,825.65	
				\$ 3,616.84
Streets	Bevard	Gas	\$ 384.53	
	JG Services	Gas	\$ 284.15	
	LCFOWPA	Pension	\$ 2,108.64	
	PA One Call	Street Openings	\$ 21.17	
	West Penn Power	Street Lights	\$ 4,251.93	
	West Penn Power	Traffic Lights	\$ 125.38	
				\$ 7,175.80
Fire	Center Independent	Gas	\$ 589.20	
	PA American Water	Hydrants	\$ 1,154.83	
	West Penn Power	Fire Whistle	\$ 22.18	
				\$ 1,766.21
	TOTAL BILLS PAID			\$ 37,333.35