

**BOROUGH OF BROWNSVILLE
FAYETTE COUNTY PENNSYLVANIA
May 11, 2022**

The Regular meeting of the Council of the Borough of Brownsville was held this evening at the Borough building in Brownsville. The meeting was called to order by President, 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, Beth Bock, Jackie Jackson, Barbara Pepper, Kasandra Ward, Mike Walters, and Mayor Ross H. Swords, Jr.

RECOGNITION OF VISITORS

Connie Gore, 131 Front Street. Ms. Gore started off by saying that she has been discussing the tree issue now for 13 months, and that she feels we wouldn't be discussing it today if the first contractor had done the job properly back in 2014. On Easter morning, a 2'x4' piece fell off of this tree, it was waterlogged and weighed about 30 pounds and she had to remove it. Ms. Gore would appreciate it this would be resolved. This all started in 2020, but nothing was done. She has been asking since 2021. Ms. Gore noted that she received a message from Tracy Sheehan Zivkovich in messenger, but did not open it so she is unsure what it was. Tracy Sheehan Zivkovich noted that she did not remember what it was.

Steven Stephens, 307 Locust Street. Mr. Stephens grew up in Smock and his father was a State Trooper in Uniontown for 20 years. He is in the process of purchasing 135 Market Street (Gazalie Building), as he sees potential opportunity in this area. There is an issue with this property due to it not passing the dye test. He would like to do a pipe burst and tap in. The Municipal Authority supports this, as stated in the letter included in everyone's packets. At this time, he is asking for Council's cooperation to do so. He is hoping to add residential and commercial units into this building. Tracy Sheehan Zivkovich questioned if there would be any cost to the Borough, which Mr. Stephens does not believe there will be, as he will be covering the cost for the sewage line. Connie Gore questioned Mr. Stephens regarding the sewage line and blocking access [unable to translate]. Paul Synuria asked where this would open up, and Mr. Stephens noted it would be on Albany Road, not Market Street. Tracy Sheehan Zivkovich noted if the sewage authority is in agreement with no objections, and Mr. Stephens is not asking the Borough to fund it or do any work on it, then the Borough agrees. Paul Synuria makes a motion to approve Mr. Stephens tap-in to the sewage, as noted by the Municipal Authority. Second by Jackie Jackson. All in favor. Motion carries.

Robert Harker, 111 Center Street, Mannington, WV. Mr. Harker grew up in Republic and went to Holy Rosary. He is a keyboard repair specialist. He inspected the keyboard at Holy Rosary and played it for hours. He would like to donate his expertise and restore this pipe organ, and also donate a grand piano to the community. He would like to see Holy Rosary be used as a Cultural Arts Center for musical recitals or wedding receptions. He would like to have support from surrounding communities before he meets with the Bishop with this request. He would like to make friends and get some advice. Tracy Sheehan Zivkovich asked for Mr. Harker's contact information, which phone number is 304-612-0769 and email at Harker.Piano@gmail.com. Holy Rosary is a beautiful building right on Main Street. It's not hidden in town, it is visible in town. If this building has a purpose, it could be a sign of hope for the whole town. The organ was silent for 10 years, and once he posted himself playing it, he had hundreds of comments of support. Tracy Sheehan Zivkovich believes this is a great idea. Redstone Township board of supervisors is in support, and if we can offer anything, we will do so as well. Barbara Pepper makes a motion to write a letter of support for Mr. Harker's project. Second by Paul Synuria. Barbara Pepper noted that with all we are doing to revitalize Brownsville, we will gladly do the same for surrounding communities. All in favor. Motion carries.

MINUTES

Motion by to Kasandra Ward to approve the minutes from April 13, 2002. Second by Jackie Jackson. All in favor. Motion carries.

MAYOR'S REPORT – Mayor Ross H. Swords, Jr.

The police fines for the month totaled \$644.61 from the MDJ and 32.72 from the County.

There were 51 calls for service, 28 citations, 17 incidents, and 4 arrests. No prisoner transports reported. A total of 1,219 miles were put on the vehicles last month.

EXECUTIVE SESSION

Mayor Ross H. Swords, Jr. asked to go into Executive Session at 6:22 p.m. to address a personnel matter. Second by Paul Synuria. Motion by Paul Synuria to return from Executive Session at 6:33 p.m. Second by Beth Bock.

Motion by Paul Synuria to move Officer Doug Brighton from full- to part-time, at our current rate of pay. Second by Jackie Jackson. Roll call vote: Tracy Sheehan Zivkovich, yes; Paul Synuria, yes; Beth Bock, yes; Jackie Jackson, yes; Barbara Pepper, yes; Michael Walters, yes; Kasandra Ward, yes. Votes are unanimous. Motion carries.

Progress on the Yellow Line Ordinance is halted as we are looking to revise our current ordinance.

The PennDOT right-of-way is for the traffic signal enhancement project. PennDOT would like to temporarily rent space to replace a traffic signal pole and move it to the other side of the street. PennDOT is offering the Borough a total of \$2,600 for this right-of-way and easement.

Mayor Ross H. Swords, Jr. would like to see about a motion to purchase another police vehicle using the ARPA money. There is a strict set of guidelines of what we can use that money for, and police vehicles are on that list. We had a vehicle go down and when that happens it leaves the department with only one vehicle, which makes it difficult to patrol. Mayor Ross H. Swords, Jr. has a quote from Tri Star for the vehicle and upfitting for \$45,750.09. This would be an unmarked vehicle, as we had in the past.

Tracy Sheehan Zivkovich noted the Mayor is asking Council for approval to purchase another vehicle. Kasandra Ward asked what expenditures are allowed, and Tracy Sheehan Zivkovich noted we can get that information to her. Beth Bock asked what else we can use it for, for the police. Kasandra Ward and Michael Walters would like to see the ARPA approved expenditures list.

Motion by Paul Synuria to allow the Mayor to purchase a car using the ARPA funds, not to exceed \$45,800. Second by Jackie Jackson. Paul Synuria asked if we would be keeping the old car or selling it. Mayor Ross H. Swords, Jr. stated he would like to sell the Crown Vic. The total is for the car and the upfitting. There would be no decals or anything on it. Mike Walters asked what we would have in service after this purchase, which would be the 2019 car, the 2021 SUV, and a new unmarked 2022 SUV. The Crown Vic worked because it blended in being an unmarked vehicle, so we are hoping to do the same with a new, low profile vehicle. Kasandra Ward would like to see more about ARPA before she votes. She is not opposed but would like to see what we can do before that time.

Tracy Sheehan Zivkovich noted that the ARPA guidelines talk specifically about public safety. Kasandra Ward noted public works is also listed in there, specifically road maintenance and infrastructure. Mike Walters noted a concern that if we do not spend it, we may not get anymore. Mike Walters is good with a new police car, but would like to see what other departments are allowed to get from the ARPA funds. What

Roll call vote: Paul Synuria, yes; Beth Bock, no; Jackie Jackson, yes; Barbara Pepper, yes; Mike Walters, yes; Kasandra Ward, yes; Tracy Sheehan Zivkovich, yes; Votes are 6-1. Motion carries. Paul Synuria wanted to remind everyone that this is not tax money, this was government funding to all municipalities. Tracy Sheehan Zivkovich noted that we do want to be sure to allocate these funds so we do not lose them or have to repay them.

Mayor Ross H. Swords, Jr. thanked everyone and excused himself from the meeting at this time.

FINANCE & ADMINISTRATION – MIKE WALTERS

Mike Walters reported the total funds at this time are \$492,789.88, including General Fund \$284,396.33, Payroll \$1789.77, Petty Cash \$450.74, Act 13 \$21,404.65, K-9 Fund \$5,442.64, Fire Escrow \$1.00, Parking Authority \$1,920.59, PLGIT \$57,048.73, ARPA Grant Fund \$108,716.11, and Comprehensive Plan Fund \$11,619.32.

Monthly bills paid were \$56,658.96. Bills that still need paid total \$1,822.83 from the General Fund, \$7,429.38 from the ARPA Grant Fund, \$80.16 from PLGIT, \$21,769.00 from various other grants, and \$35,000 to the TAN loan for a grand total of \$61,101.37. Deposits this month totaled \$274,261.11.

Mike Walters spoke on the budget noting that most things seemed to be on budget. Approximately 1/3 of the year is gone, and we are at approximately 1/3 of our revenues and expenditures for the year. Expenditures under General Government are at 28.55%, the Police Department is at 29.57%, and the Street Department is at 35.84%. Things are looking good from the Finance Chair standpoint.

Motion by Mike Walters to accept the Treasurer's Report and pay \$1,822.83 from the General Fund, and the \$80.16 from PLGIT. Second by Beth Bock. Roll call vote: Tracy Sheehan Zivkovich, yes; Paul Synuria, yes; Beth Bock, yes; Jackie Jackson, yes; Barbara Pepper, yes; Mike Walters, yes; Kasandra Ward, yes. Votes are unanimous. Motion carries.

BUILDINGS & GROUNDS – MIKE WALTERS

Tracy Sheehan Zivkovich noted that the information on 149 High Street has been reviewed by the Solicitor and returned to the state. This was ratified last month, and the document was signed tonight. The demolition should start soon on this building. Paul Synuria noted there is a letter in our packets from South Brownsville's Chief expressing his concerns with this building. There is not start date yet, but the Borough has agreed to the Pennsylvania Historical Society's terms. The engineering company started

the process. If it moves in any way, shape, or form, we will notify the state that it will come down by Emergency Declaration. It is now in the Engineer's hands. Tracy Sheehan Zivkovich will reach out to the engineers to see where things stand now and what our timeline is. Mike Walters would like to see if we can get a more concrete answer on what the status is. Beth Bock asked if we had a detour planned, which Paul Synuria noted we will have to discuss that with the engineers as well.

The borough parking lot signage and overnight parking has no update.

The Northside parking lot needs to be resurfaced. Mike Walters would like to express his concerns. He believes that one or both of the buildings near that lot need to be taken down. The lot needs fixed, but he is concerned with redoing it if a demolition will take place. Mike Walters would like to know if those buildings need to come down, which Tracy Sheehan Zivkovich noted would be at the owner's expense. Mike Walters stated they are the two buildings going up Market. Paul Synuria noted it could take years to get a demolition order. Mike Walters would like to discuss this with the current owners to see what their plan is. Mike Walters asked Council for permission to do so. Tracy Sheehan Zivkovich agrees that this is a wonderful idea.

Paul Synuria stated there is no additional information available from Fiddles, and now asks that we remove it from the Agenda.

There is no update on the stage rental or dog clean up signs.

Melissa S. O'Brien discussed recent Borough audits. The Act 13 report is done and filed. The AG 385 report was reopened by the state auditor and adjusted, at the state's request. The ARPA report was due April 30, and was filed with issues. We are unable to finalize the filing. Our street and police audits are very detailed, time-consuming audits and are still in the works; this is a large audit. The public employment survey is finalized. And finally, PennDOT has just requested an audit of our pension files, which will happen in the next month.

CODE ENFORCEMENT – PAUL SYNURIA

There were 25 complaints answered this month, 3 house inspections, 6 court hearings, 67 citations, and 13 letters issued. Monies collected at the MDJ were \$248.69.

Motion by Paul Synuria to move forward with implementing the SWEEP Ordinance. Second by Mike Walters. Beth Bock asked if the sample that was originally sent to Council was updated to show that it was for the Borough of Brownsville. All in favor. Motion carries.

Beth Bock asked if we had to order tickets or have an Appeals Board, to which Paul Synuria noted in the affirmative for both. Paul Synuria would like to have Myron Nypaver attend the next meeting to discuss with anyone who has questions. Tracy Sheehan Zivkovich noted that we need an implementation plan with steps needed to get things in order.

There are still a considerable number of delinquent garbage bills, but we are getting more off the list.

FIRE – PAUL SYNURIA

For the month of March, Northside responded to 20 total calls, including 4 fires, 10 rescue and EMS calls, 3 hazardous conditions, 2 service calls, 1 good intent call, and 0 false alarms.

For the month of March, South Brownsville responded to 20 total calls, including 2 fires, 11 rescue and EMS calls, 3 hazardous condition, 4 service calls, 0 false alarms, and 0 special incidents.

ECONOMIC DEVELOPMENT – BARBARA PEFFER

Barbara Pepper noted there was a film crew to do various shots around the Borough, at no cost to the Borough. They spoke with various business owners throughout the Borough. Once complete, the film crew will give all rights to the Borough to use for tourism. We have a gentleman from North Carolina who does animatronics and special effects for horror movies and he is interested in bringing a production company here. Barbara Pepper noted they looked around at available properties this week. Mike Walters noted they started at the Flatiron Building, the Sandwich Shop, Pickers, the Wharf, Maria's Lovers House. They then broke up into teams and visited the old Northside hospital location, some had drones. They captured quite a bit of footage. Mike Walters and Barbara Pepper are hoping that this is beneficial to economic development and tourism. One of the directors noted that he hopes to show available properties to investors. We tried to show that Americon Construction is working hand-in-hand with the Perennial Project. The Sandwich Shop is working hand-in-hand with the Maria's Lovers house by naming a plate for the house.

LIBRARY – PAUL SYNURIA

The IdentiGo fingerprinting machine is up and running at the Library. They have had around 18 people in already. Beth Bock asked if they got paid for doing that, which Paul Synuria noted there was a minimal fee, possibly \$1, and then the workers get a minimal percentage too.

PUBLIC RELATIONS – BETH BOCK

Beth Bock did not have anything to report.

PUBLIC WORKS – Kasandra Ward

Kasandra Ward noted that potholes are killing us. We are working on them, but it is very labor-intensive. Please just bear with us. We assisted the EQT program workers when they did the sidewalks from the Borough Building to the A-Plus picking up trash. It looks good.

Kasandra Ward met with Stephanie Whitlatch at PennDOT, and she now has a database of streets that she can keep track of. During her daily walks, Kasandra Ward noted that she sees streets that have horrendous potholes or areas that may need paved, maybe not a complete street, but just a block or so. She is planning to inventory the streets and their conditions, and see where to start. Her goal is to pave at least one street a year so that we can make some progress. Tracy Sheehan Zivkovich asked if that would be funded through liquid fuels, which Kasandra Ward said she would look into. Beth Bock noted the water company would be doing Middle Alley this year. Mike Walters asked if it would be possible to do a rating system that would evaluate all streets. Kasandra Ward wants to do a street and keep moving. Mike Walters understands that Hollow Road needs addressed, but they think our taxpayers would be happy to see a street near their home repaved. Mike Walters feels the rating would help when people ask why one street and not another is being done. Barbara Pepper agrees that neighborhood streets need done, but does not want to lose focus of Hollow Road as it has been pushed back more than once. We should be looking for ways to fund that or find grants for it.

Jackie Jackson noted that Pearl Street is always taken care of, but side streets are not done. Beth Bock asked how far in advance we know when utility companies are doing a project. Kasandra Ward noted she has to talk to them to see when and where they will be. She is unsure at this time. Tracy Sheehan Zivkovich noted that they often tell us ahead of time, but we have not historically used that to our benefit.

Kasandra Ward spoke with PennDOT regarding an agility agreement. There was never a plan associated with this agreement. She has asked PennDOT to give us a copy of the agreement so we can work with it. Tracy Sheehan Zivkovich noted that agility agreements were mentioned at the grant workshop she attended last month. Beth Bock asked if we were able to put any signage up there at the cloverleaf, which Tracy Sheehan Zivkovich noted we do not own it.

Stephanie from PennDOT mentioned the Fayette County Conservation District (dirt and gravel roads), and suggested Kasandra Ward speak to them. Tracy Sheehan Zivkovich noted they have funding available, and we can submit grant requests to them. That comes directly from the Conservation District. Kasandra Ward must be certified in dirt and gravel, which Tracy Sheehan Zivkovich noted is offered at Penn State.

Kasandra Ward noted our street crew must be certified as a flagger. Our workers are not currently certified and this is a PennDOT requirement.

Our street signs are out of date, non-reflective. We are trying to come up with an inventory to replace them, but they are expensive. Tracy Sheehan Zivkovich noted the reflective signage is for safety, so it is something that the ARPA money may possibly cover.

The other matter that was discussed with PennDOT was road bonding. Heartland travels our roads and does not repair them. This is something we would like to look further into.

The bucket truck is not in the possession of the Public Works Department. It is currently housed at the Northside Fire Station, and it should be back at the shed. Beth Bock asked if the street crew moved it, which Kasandra Ward noted they did not.

Playground equipment at the park is in deplorable condition. One of the swings was rotted, we have benches that are in terrible condition. Tracy Sheehan Zivkovich noted the street crew needs to remove them and dispose of them.

A gentleman at the bank building volunteered to purchase paint and paint the benches, which Kasandra Ward said would be considered community service.

The Aubrey Lane sign is in, and the street crew will be taking the barriers down and putting the sign up.

Tracy Sheehan Zivkovich noted that we voted last month to advertise the Street Opening Ordinance. Kasandra Ward has questions as it seems the revised Ordinance is not clear when it discusses the width, length, curb-to-curb, or curb-to-seam requirements, and she would like more information before she offers this Ordinance to be voted on. Kasandra Ward also feels that the \$100 fee is not enough. Barbara Pepper feels that curb-to-seam is not feasible as she feels it will cause issue when they pave. Tracy Sheehan Zivkovich stated that the new Ordinance has to be reasonable. Aesthetics are not something we can consider. Kasandra Ward stated that we have to make sure the utility companies are told how to do the repair. If it is not repaired as required, we have the right to go back to them. Mike Walters noted that the condition of our current streets does not help, and we do not want to say to them put it back the

way it was. We want to fix the wording to clarify that the repair does not take the street back to the way it was, but rather repair it to a safe and acceptable manner. Michael Walters recommends possibly finding an inspector that is in this line of work that can approve the final work. Additionally, we should be asking for a two-year warranty on that work, which language is included in the revised recommended Ordinance. Kasandra Ward would like to meet again and fine-tune what we have.

Tracy Sheehan Zivkovich noted we advertised a draft Ordinance. We had some feedback from utility companies and Council on some things that they liked and did not like. Mike Walters feels that if we keep working on it, we will get it to a point where the new Ordinance is beneficial to everyone involved. Tracy Sheehan Zivkovich noted this could take this out of our hands. Each of us can look at a project and have a different opinion. Beth Bock referred to the qualifications of an inspector too. Solicitor, Mitch Mitchell noted that this would also support us if we ever had to litigate the matter. Mike Walters noted an inspector would take all liability out of the Borough and put it onto an inspector. Paul Synuria stated the better our Ordinance is now, the less chance it will need changed in the future.

Solicitor, Mitch Mitchell suggests inquiring who does this type of inspection, and what their fees are so that we update our Ordinance to reflect this. Mike Walters noted there is a PennDOT standard that he did some research into, and there are multiple companies that do that type of thing. PennDOT has bridge inspections and road inspections done all the time.

RECREATION – JACKIE JACKSON

Jackie Jackson noted that BARC is hosting their Ducky Race on August 6.

Jackie Jackson met with Art Capella, Tammy at McMillen, and Jack Lawver regarding a trail. Jack Lawver stated that 10 years ago, there was an evaluation done on that property by the DCNR. They are putting a hold on the grant until they can figure out how to extend the playground trail. The basic playground plan is what we are going with for now.

The deed for Fenwick Park is now filed and in the Borough's name.

There is no additional information at this time on the LSA grant. The playground equipment is on hold also until she has estimates and confirmation.

Paul Synuria asked if McMillen would be charging us to continue this work. We need a better understanding of what is and what is not billable when we are working with McMillen.

Tracy Sheehan Zivkovich mentioned that McMillen noted in-kind services for Fenwick Park, and that does not reflect in their invoices. Melissa S. O'Brien noted that McMillen has already billed \$15,757 for Fenwick Park, which leaves less than \$35,000 for the improvements. Jackie Jackson noted she would ask if they would be charging. Tracy Sheehan Zivkovich noted that administrative money awarded in the grants would be available to us, but it appears that McMillen has exceeded the amount of that administrative money. Tracy Sheehan Zivkovich stated that we also have to look at the flow of money. We have to be in some control of that, rather than McMillen controlling it. In the past the Borough did not want to handle this, but after speaking with Melissa S. O'Brien, we can handle this draw down in-house, rather than outsource it while paying for it. For the Charles Street Bridge, can we have people come in and bid on that work, and Ron Herrington noted they would be doing the design and engineering. We have \$500k for Charles and Second Street, and we have to be careful because the engineering fees add up really fast.

Michael Walters and Beth Bock noted there was an LSA Grant for Fenwick Park was for \$10,000, plus money raise from the kids, and the DCNR Grant for \$50,000. Michael Walters would like to remind Jackie Jackson that at this time, however, McMillen has already billed the Borough \$15,575, which means she has less than \$35k from that \$50k grant. Tracy Sheehan Zivkovich noted that Art Capella wrote that grant for Jackie Jackson and it was to be at no cost. In writing the grant, Mr. Capella called McMillen for information, and then the Borough was billed for that time. Jackie Jackson stated that was not to be billed, but it was. Tracy Sheehan Zivkovich noted that we need to have a discussion this with McMillen regarding the amount of the bills, as well as hidden costs, such as Mr. Capella's questions to them being billed. We need clarity so McMillen knows there is not an open-ended budget.

Mike Walters would like a Proposal from McMillen moving forward, rather than just invoicing us after the fact. We do not have an open checkbook to continue to write checks.

Tracy Sheehan Zivkovich noted that the Borough originally committed \$10,000 for Fenwick prior to Jackie Jackson getting these grants. We agreed to this amount in a prior meeting. After that, Jackie Jackson went out and got more grants, but the Borough still offered a commitment of \$10k. Mike Walters wants to be sure that Jackie Jackson is retaining the majority of the money for that work. McMillen is not the only grant writer out there, so if we could get proposals for our grants, we can save some money. Paul Synuria noted that he asked McMillen a question about another grant and they were more than willing to take on our grant projects. They are doing a great job on grants, but we do have to watch our money.

Tracy Sheehan Zivkovich agrees we need to set some boundaries with McMillen.

Paul Synuria excused himself from the meeting at 8:27 p.m.

TAX BUREAU – TRACY SHEEHAN ZIVKOVICH

There is one Repository Sale property that needs to be voted on. Melissa S. O'Brien noted there are liens on this property, but the new owner, from Texas, has hired a local contractor who has already cleaned up the property. Solicitor Mitch Mitchell noted that a new owner could be a positive thing, and they can take care of any violations or liens.

There are four properties that have been appealed through the county, included in everyone's packets.

SOLICITOR'S REPORT – MITCH MITCHELL

The DOL violation notice response was emailed today, but they want a follow-up inspection. They would like to come back in for a secondary inspection. Michael Walters has been speaking with Ron White to seek proposals for a forced air unit. Tracy Sheehan Zivkovich clarified that we would not be fined, which Solicitor Mitch Mitchell confirmed. Michael Walters noted that he would be gaining proposals for a gas forced air unit prior to winter. If this is able to be paid from ARPA funds, we can look to that too. The DOL noted that some of our piping is in the floor of the basement, and we should look to replacing rather than repairing. We can also look into mini-splits for the main floor. Beth Bock noted there were proposals in the past for this.

OLD BUSINESS

Barbara Pepper asked about the nuisance tree on Connie Gore's property. Melissa S. O'Brien noted that we did not receive any sealed bids, and all we have are the bids from last month. Mike Walters noted that a copy of the invoice was sent into the Borough but it was still addressed to Ms. Gore. Ms. Gore thinks the contractor may have thought that we just needed a copy sent in to us, but Mike Walters noted that he left a detailed message that he needed a sealed proposal sent to the Borough. If the tree is on Borough property, the invoice needs to be addressed to the Borough. Beth Bock noted that we were under the threshold and should be able to get phone proposals. Tracy Sheehan Zivkovich noted that we adopted a policy in the last few years where sealed bids were required. Michael Walters noted with the proposal still addressed to Ms. Gore, it gives the appearance that the tree is on Ms. Gore's property, and not Borough property.

Beth Bock excused herself from the meeting at 8:35 p.m.

Tracy Sheehan Zivkovich noted that we are not ready to look at an Ordinance to legalize cannabis.

Melissa S. O'Brien asked about the Fenwick Park grant and whether we are using State or Federal funds. It matters and we have to report this to the DCNR. Tracy Sheehan Zivkovich said we can discuss this later.

Tracy Sheehan Zivkovich noted the \$500k for the bridge project was still in question as far as how payments would be issued.

NEW BUSINESS

Michael Walters noted that the footers for the Snowdon Arch and the work at Hope Park will both be started on Saturday.

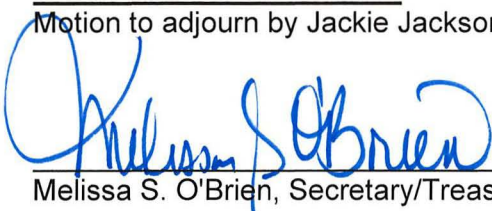
Tracy Sheehan Zivkovich noted that we just got word that an additional \$50k was awarded for the Wharf Grant. Michael Walters asked if we knew the process for getting this done, and Melissa S. O'Brien noted that she did reach out to Fredericktown Borough at Mr. Walter's request, and gathered some information on how they got started on their wharf project. Michael Walters would like to do all of our due diligence now so that when the money finally comes in, we are ready to move forward.

CORRESPONDENCE – TRACY SHEEHAN ZIVKOVICH

The TCBA annual banquet will be held on Saturday, May 21 and they are asking for an RSVP since it is an annual banquet.

MEETING ADJOURNMENT

Motion to adjourn by Jackie Jackson. Second by Mike Walters.


Melissa S. O'Brien, Secretary/Treasurer



TREASURER'S REPORT
May 2022

BANK ACCOUNTS (adjusted through May 11, 2022)

General Fund	\$	284,396.33
Payroll	\$	1,789.77
Petty Cash	\$	450.74
Act 13	\$	21,404.65
K-9 Fund	\$	5,442.64
Fire Escrow	\$	1.00
Parking Authority	\$	1,920.59
PLGIT	\$	57,048.73
ARPA Grant Fund	\$	108,716.11
Comprehensive Plan Fund	\$	11,619.32
TOTAL	\$	492,789.88

DEPOSITS (adjusted through May 11, 2022)

Mayor Ross H. Swords, Jr.	Fines & Fees	\$	644.61
Clerk of Courts	Fines & Fees	\$	32.72
Brownsville Police	Parking Violations	\$	50.00
MDJ	Code Fines & Fees	\$	248.69
Various	No Lien Letters	\$	15.00
Various	Occupancy Permit	\$	210.00
Various	Building Permit	\$	135.00
Fayette County	Delinquent Real Estate Taxes	\$	3,342.89
Fayette County	Delinquent Fire Hydrant Taxes	\$	159.90
Fayette County	Delinquent Street Light Taxes	\$	493.00
Tena Congelio	Real Estate Taxes	\$	219,740.14
Tena Congelio	Fire Hydrant Taxes	\$	10,701.60
Tena Congelio	Per Capita Taxes	\$	1,891.40
Tena Congelio	Street Light Taxes	\$	21,403.20
Recorder of Deeds	Real Estate Transfer Tax	\$	1,799.03
SWRTB	Local Service Tax	\$	163.35
SWRTB	Per Capita Tax	\$	106.80
SWRTB	Earned Income Tax	\$	10,077.35
Columbia Gas	Street Digs	\$	262.00
County Hauling	Garbage Franchise Fee	\$	2,610.24
First National Bank	Interest	\$	24.19
Lapisardi	Rent	\$	150.00
TOTAL		\$	274,261.11

BOROUGH OF BROWNSVILLE				
MONTHLY BILLS PAID - May 2022				
DEPARTMENT	VENDOR	FOR	AMT.	TOTAL
Finance	DeLage	Copier Lease	\$ 316.04	
	Elmo's	Computer repair	\$ 89.99	
	EMC Insurance	Insurances	\$ 5,127.59	
	FayCo Tax Assessment	Tax Collector Books	\$ 368.79	
	First National Bank	TAN Loan Payment	\$ 5,137.55	
	Guardian Life	BEO Insurance	\$ 42.16	
	IRS	Federal Income Tax	\$ 6,041.69	
	Legislative Reference Bureau	Council Handbook Supplements	\$ 18.00	
	Microsoft	Office 365	\$ 37.50	
	Mitch Mitchell	Solicitor Fees	\$ 1,000.00	
	PA Department of Revenue	PA Taxes	\$ 890.35	
	PA UC Fund	Unemployment Insurance	\$ 40.37	
	PSAB	Management Caucus Membership	\$ 25.00	
	PSAB	Pension	\$ 1,050.00	
	PSAB UC Plan	Unemployment Insurance	\$ 3,078.71	
	Quill	Office Supplies	\$ 451.61	
	RHS	Office Supplies	\$ 173.99	
	Sprowls Insurance	Employee Bond	\$ 764.00	
	UPMC	M/D/V Insurance	\$ 8,206.41	
	UPMC	Deductibles	\$ 383.97	
	UPMC	Deductibles	\$ 223.04	
				\$ 33,466.76
Buildings	Brownsville Municipal	Sewage	\$ 136.00	
	Columbia Gas	Gas Bill	\$ 811.07	
	PA American Water	Building	\$ 100.18	
	Terminix	Pest Control	\$ 66.00	
	West Penn Power	Electric	\$ 1,035.03	
				\$ 2,148.28
Police	Bevard	Gas	\$ 475.31	
	Local 491	Union Dues	\$ 166.00	
	Sherry Nicholson	1st Aid & CPR Training	\$ 70.00	
	PSAB	Police Pension	\$ 1,212.36	
	S&D Calibration	Vascar Certification	\$ 64.00	
				\$ 2,027.68
Streets	Bevard	Gas	\$ 418.01	
	Giannetti	Inspections	\$ 42.00	PLGIT
	LCFOWPA	Pension	\$ 4,810.16	
	Local 373	Union Dues	\$ 80.00	
	NAPA	Supplies	\$ 660.52	PLGIT
	PA American Water	Water	\$ 23.07	
	Bob Sumarel	Tires	\$ 823.00	PLGIT
	US Municipal	Repair & Maintenance	\$ 86.15	PLGIT
	West Penn Power	Street Lights	\$ 9,326.06	
	West Penn Power	Traffic Lights	\$ 320.00	
				\$ 16,588.97
Fire	Bearcom	Repairs	\$ 140.00	
	Center Independent	Gas	\$ 494.27	
	PA American Water	Hydrants	\$ 1,154.83	
	Rudik Communications	Repairs	\$ 45.00	
	SWIF	Workers' Comp	\$ 568.00	
	West Penn Power	Fire Whistle	\$ 25.17	
				\$ 2,427.27
	TOTAL BILLS PAID			\$ 56,658.96
BOROUGH OF BROWNSVILLE				
MONTHLY BILLS DUE - May 2022				
	Bills paid this month total	\$ 56,658.96		
The following bills are due this month:				
The following bills are due from the ARPA Grant Account:				
	FNB Equipment Finance	Car Payment	\$ 7,429.38	
				\$ 7,429.38
The following bills are due from the General Fund:				
	PA Water	Borough Water	\$ 74.02	
	PA Water	Shed Water	\$ 25.98	
	PA Water	Hydrant Water	\$ 1,154.83	
	SWIF	Workers Comp	\$ 568.00	
				\$ 1,822.83
The following bills are due from the PLGIT Account:				
	US Municipal	Street Sign	\$ 80.16	
				\$ 80.16
The following bills are due from Various Grant Funds:				
	McMillen Engineering	149 High Street	\$ 2,359.50	
	McMillen Engineering	Charles St. Bridge	\$ 879.25	
	McMillen Engineering	Fenwick Park	\$ 15,757.00	
	Mitchell Law Offices	Fenwick Park Deed Recording	\$ 102.00	
	McMillen Engineering	Wharf Grant	\$ 2,671.25	
				\$ 21,769.00
	TOTAL BILLS DUE			\$ 31,101.37
The following bills are due before year-end:				
	First National Bank	TAN Loan	\$ 30,000.00	
				\$ 30,000.00
	TOTAL BILLS DUE THIS MONTH			\$ 61,101.37