

**BROWNSVILLE BOROUGH
FAYETTE COUNTY PENNSYLVANIA
October 7, 2020**

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 6:02 p.m. by reciting the Lord's Prayer and the Pledge of Allegiance.

The following members were present: Mayor Ross H. Swords, Jr., Council President Tracy Sheehan Zivkovich, Council Vice President Paul Synuria, Jack Lawver, Barbara Pepper, Jackie Jackson, and Beth Bock. Lester Ward was not feeling well, and therefore, not in attendance.

RECOGNITION OF VISITORS

ADAM ARENA (724-914-5858) of 519 Pearl Street, regarding Ordinance Section 301-3, O-4-96, Subsection 1.

Mr. Arena would like to discuss the chickens on his property. He has been cited two times now regarding the noise his chickens make and does not understand why he is being cited for a noise ordinance. The ordinance states that chickens are not allowed in the Borough at all, but he has a fenced in yard and has a chicken coop, and only one chicken and it is not loud. Tracy Sheehan Zivkovich reminded him that the Ordinance states that chickens are not allowed in the Borough at all, but he states that his citation was for a noise ordinance rather than having the chickens. Tracy Sheehan Zivkovich noted that she would review the Ordinance and speak with our Code Officer, Edward Nicholson, and then get back in touch with Mr. Arena.

PROPOSALS

We received bids for the catch basin replacements from both Hunters Excavation in the amount of \$16,760 and GeoEnergy Tech Services in the amount of \$19,880. The bids were open by Paul Synuria, Barbara Pepper and Jack Lawver on Wednesday, October 1, 2020. Motion by Jack Lawver to accept the bid by Hunters Excavation, second by Barbara Pepper. Roll call vote: Tracy Sheehan Zivkovich, yes; Paul Synuria, yes; Jack Lawver, yes; Beth Bock, yes; Barbara Pepper, yes; Jackie Jackson, yes. Roll call vote was unanimous. Motion carries. This expense will be paid from the liquid fuel funds.

Barbara Pepper opened the bid for parcel 02-06-0114. There was only one bid submitted from Ron Beckman in the amount of \$1,511.11. Mr. Beckman stated that he can satisfy all Borough requirements and will be combined with an adjoining property that he currently owns. Motion by Beth Bock to accept the bid, second by Paul Synuria. All in favor. Motion carries.

MINUTES

Tracy Sheehan Zivkovich presented the September 9, 2020 minutes. Motion to approve by Jack Lawver, second by Jackie Jackson. All in favor. Motion carries.

MAYOR'S REPORT

The police fines last month total \$1,003.15. Nothing else to report at this time.

SCANNING PROJECT

Joe Barantovich would like to commend Lew Hosler as he has gone above and beyond his job duties in helping with the cleanup duties around town. The cleanup project is a volunteer project and Lew has stepped up to help on several occasions.

Saturday breakfast at the American Legion starts at 7 a.m. Cleanup starts at 9 a.m. All are welcome to attend.

The partially funded scanning project with the Workforce Initiative Board and the Business Education Initiative. The money that the Borough gave encouraged the other entities to contribute as well. Working with the students and teachers in the district, and the funds have exceeded \$40,000 at this time. They originally had space for 10 students and 3 teachers, but the response was so great, that they increased it to 15 students and 4 teachers. There are 2 IT teachers in the STEAM department and 2 are History teachers. Their first workshop is next Friday, October 16 at noon, and all are welcome to attend while they start the scan project. This project will allow students to see how the Union Station Building looked 50 years ago. There will be prototype developed and then submitted to Epic Games, who are offering grants in \$100,000 increments and they have committed to \$100M in grants. Only 4 seniors were chosen so that underclassmen can carry on the project in future years.

This project can possibly be used in the future for tourism. If the Borough has any ideas of how this project can help, Joe is willing to present the idea to them and help to move forward. This is a STEAM

project helping students interested in gaming, so they can take those interests and move into other fields. This project will help with publicity and marketing in the Borough.

The project would like to thank the Borough for their initial investment, as without them, they would not have made it to this point.

Tracy Sheehan Zivkovich noted that part of this was to engage students and teachers, as well as pay teachers and students for their work. There is currently \$40,000, as noted, that will help with this. Tracy Sheehan Zivkovich also noted that marketing the Union Station Building is a benefit for the Borough.

Joe Barantovich noted that the building next door has been scanned twice now. These scans are accurate to $\frac{1}{16}$ of an inch, and if the structure is moving, the scans will show that. There is a safety feature to this as well.

Paul Synuria asked if we could get a list of students who are participating, and the kids working on the park project, and Students in Action. It would be nice to recognize them at the next meeting. Jackie Connors would like to thank Nathan (last name unknown) who helped him downtown with volunteer projects.

EXECUTIVE SESSION

Jack Lawver makes a motion to go into Executive Session at 6:30 p.m. regarding a legal matter. Jack Lawver makes a motion to resume regular session at 6:40 p.m., second by Beth Bock. All in favor. Motion passes.

FINANCE & ADMINISTRATION – TRACY SHEEHAN ZIVKOVICH

Tracy Sheehan Zivkovich noted the bank balances at this time total \$261,576.49, including General Fund \$186,748.47, Payroll \$4,199.77, Money Market \$42.49, Act 13 \$18,605.65, K-9 Fund \$3,877.31, Fire Escrow \$187.42, Northside Park Project \$0, and PLGIT \$47,915.38.

The investment accounts total \$489,770.79, including \$457,588.65 in Mass Mutual and \$32,182.14 in BB&T.

Monthly bills paid this month were \$31,723.56. Bills that still need paid total \$5,254.09.

Motion by Paul Synuria to pay bills due in the amount of \$31,723.56. Second by Jack Lawver. Roll call vote: Tracy Sheehan Zivkovich, yes; Paul Synuria, yes; Jack Lawver, yes; Beth Bock, yes; Barbara Pepper, yes; Jackie Jackson, yes. Roll call vote was unanimous. Motion carries.

Motion by Paul Synuria to pay remaining bills, second by Jackie Jackson. Roll call vote: Tracy Sheehan Zivkovich, yes; Paul Synuria, yes; Jack Lawver, yes; Beth Bock, yes; Barbara Pepper, yes; Jackie Jackson, yes. Roll call vote was unanimous. Motion carries.

Tracy Sheehan Zivkovich noted that the budget needs to be reviewed closely throughout the remainder of the year.

CODE ENFORCEMENT – PAUL SYNURIA

There were 31 total complaints this month, 3 home inspection, 6 court hearings, 72 citations, and 11 letters sent to residents. Fines and fees totaled \$277.58.

Paul Synuria noted that in the future, we will be handing code violations differently, in that multiple offenders will be discussed at Council meetings so that the public knows we are taking the calls seriously.

Jackie Jackson noted that she has repeatedly spoken to our Code Officer and he has fined people, but nothing seems to be resolved.

Tracy Sheehan Zivkovich noted that there is a program, SWEEP, that allows us to just fine people, rather than cite them, and go to the MDJ.

Beth Bock noted that in some areas after a set number of notices, the Borough or Township would take care of the problem and then put a lien on the property.

Solicitor suggested possibly speaking with the MDJ to see if we can start fining people rather than dismissing the cases.

BUILDINGS & GROUNDS – PAUL SYNURIA

Paul Synuria would like to remind everyone that community service is available to those who cannot pay their fines. Please contact the Borough if interested.

Paul Synuria received an email from someone on Front Street regarding the stop sign that is not yet secured. Paul Synuria asked that everyone please be sure the doors are locked when Council leaves after hours.

PUBLIC SAFETY – BETH BOCK

Beth Bock noted that for the month of September, the mileage was 602 on Unit 1 and 811 on Unit 3, for a total of 1,413 total miles. Additionally, the Police Department had 92 calls for service, 46 total incidents and 37 citations issued. There were 9 arrests and 1 transport.

Beth Bock makes a motion to inventory all old police equipment and put it up for sale, second by Paul Synuria. Discussion was about old tasers, K-9 cage, and other unused equipment. All in favor. Motion carries.

STREETS – JACK LAWVER

Jack Lawver noted that the street crew has been working on complaints on Mill, Ruth and Rebecca Streets. The Committee has been trying to fix the Mill Street road since the last heavy rainstorm. The Committee decided to spend money for stone to stabilize the roads and a new drain on one of the roads. Cemetery Road has been an ongoing complaint.

Jack Lawver noted that a load of stone is around \$5,000, possibly \$500 for barriers, and pipe which he does not have pricing on.

Jack Lawver makes a motion to purchase these things from the liquid fuel fund, around \$6,000, second by Paul Synuria. Tracy Sheehan Zivkovich asked if we could move any of the Liquid Fuels money to next year for any other projects. Paul Synuria stated that these streets are in desperate need of repair, and we are working to fix everything, but these are horrible. Jack Lawver noted they may be the worse streets in town.

All in favor. Motion carries.

Northside Project is moving along nicely. Sidewalks and curbs are being repaired. We are down to the brick road and we can call them to discuss. Jack Lawver called PennDOT regarding Market Street. The fill all the way up to the tunnels is done. They are now discussing how to complete the project.

Beth Bock asked about the curb in front of the funeral home, which Jack Lawver noted was not fixed. Beth Bock also asked about the oil spill, which Jack Lawver stated is unknown at this time. The curb has to be added, as it was not on the original list.

The street department union contract is included in everyone's packets. There are questions that the Committee has. Tracy Sheehan Zivkovich noted that if we are in negotiations, it may not be finalized by the last day of the year. Jack Lawver noted that in the past, contracts remained the same if they extended past the deadline.

RECREATION – JACKIE JACKSON

Jackie Jackson received a call from Bobbie Braddock stating that Larry Lincoski received a tax bill for the property they wanted to donate to us. Jackie Jackson was trying to figure out what happened, but we have not heard from the Solicitor. Tracy Sheehan Zivkovich asked Solicitor to follow-up.

Jack Lawver received an email from Lori Barron at the Library. They would like to use the stage on October 24 for a story hour. Jackie Jackson will advise her to contact the Borough to complete the packet.

Jackie Jackson makes a motion to apply for the Rivers of Steel Grant (matching grant), second by Jack Lawver. All in favor. Motion carries.

ECONOMIC DEVELOPMENT – BARBARA PEFFER

Barbara Pepper has a property that she would like to put out for bid. Parcel 02-06-0124-01. This property does not have a street, but is listed as Brown Street on the assessment site. It is a child property of a deeded property. This would be an adjoining property. Barbara Pepper and Jack Lawver discussed the surveys. Barbara Pepper would like to advertise for a minimum of \$1,500. Second by Jack Lawver. All in favor. Motion carries.

The deadline is noon on Wednesday, November 11, 2020.

Paul Synuria asked if it was a small property. Barbara Pepper noted it may be a subdivision from a prior parcel. Beth Bock feels that \$1,500 is too high. If we drop it down to \$500 we will get income taxes from it. Barbara Pepper feels that we already set a precedent on these surveyed properties.

LIBRARY – PAUL SYNURIA

We received a letter from Lori Barron, at the library, asking for continued funding and support. Motion by Paul Synuria to donate our budgeted amount of \$8,000 to the Library. Second by Jack Lawver. Roll call vote: Tracy Sheehan Zivkovich, yes; Paul Synuria, yes; Jack Lawver, yes; Beth Bock, yes; Barbara Pepper, yes; Jackie Jackson, yes. Roll call vote was unanimous. Motion carries. This expense will be paid from the liquid fuel funds.

The library newsletter is included in packets. Paul Synuria noted that there is a Story Walk this Saturday. The Newsletters are available at the Library and the Borough Building.

FIRE DEPARTMENTS – BETH BOCK

Beth Bock noted Northside's total number of incidents for September were 8 fires, 14 rescue & EMS, 2 hazardous conditions, 8 service calls, 5 good intent calls, and 0 false alarms. The monthly total is 37 calls.

Southside reported 7 fires, 15 rescue & EMS, 6 hazardous conditions, 8 service calls, 1 good intent call, and 6 false alarms. The monthly total is 43 calls.

TAX BUREAU – LESTER WARD

Tracy Sheehan Zivkovich reported, with Mr. Ward being absent. The Church hearing is tomorrow and we are sending the Solicitor.

There were 4 assessment hearings that occurred since the last Council meeting. Tracy Sheehan Zivkovich asked if Bocker Capital paid any taxes yet, but Melissa S. O'Brien is unaware if they have or not.

Paul Synuria asked if anyone could attend the hearing, to which the Solicitor said they are open hearings and he should be able to sit in but not speak.

CORRESPONDENCE

Nothing to report.

OLD BUSINESS

Deferred Pension Plan – no discussion.

CABT Letter was signed by all of Council and will be sent out.

Stop sign repair was discussed earlier.

NEW BUSINESS

LERTA. Barbara Pepper would like to propose a 5-year LERTA at 0% for those 5 years, and she feels that the school board and the county will agree. This is for economic development and cannot be backdated. Barbara Pepper makes a motion to advertise a draft Ordinance to offer this program, second by Beth Bock. All in favor. Motion carries.

Jack Lawver questioned what properties. Paul Synuria noted it would be any commercial property. Jack Lawver asked if there are guidelines for employee increases or anything like that. Tracy Sheehan Zivkovich stated that she does not believe this is the case.

Jack Lawver makes a motion to advertise the Civil Service Ordinance, second by Paul Synuria. Tracy Sheehan Zivkovich noted that legal representation will need to be sought out for guidance. Beth Bock noted these are citizens, not elected officials. Jack Lawver stated there are classes they must take.

There was a resident interested in storing and repairing the docks. No decision at this time.

MVA Letter, Luzerne Park Treasurer's Report, and the Municipal Authority Minute were all included for Council.

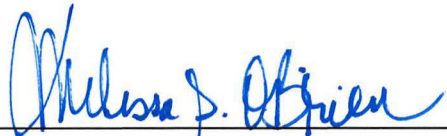
Mayor Ross H. Swords, Jr. noted that he declared September 17, 2020 as Constitution Week.

Mayor Ross H. Swords, Jr. also noted that Trick or Treat will be held on Saturday, October 31, 2020 from 4-6 p.m. The parade lineup will start at 6:30 p.m. at the South Brownsville fire department, and begin at 7 p.m.

Beth Bock noted tickets for kids will be handed out near the beginning of November, drawing near the end of the month, and Shop with a Cop in December. Tracy Sheehan Zivkovich thanks the Committee for this program.

MEETING ADJOURNMENT

Motion to adjourn by Jack Lawver. Second by Jackie Jackson.



Melissa S. O'Brien, Secretary/Treasurer



main to - main

TREASURER'S REPORT

October 2020

BANK ACCOUNTS (adjusted through October 7, 2020)

General Fund	\$	186,748.47
Payroll	\$	4,199.77
Money Market	\$	42.49
Act 13	\$	18,605.65
K-9 Fund	\$	3,877.31
Fire Escrow	\$	187.42
Northside Park Project	\$	-
PLGIT	\$	47,915.38
TOTAL	\$	261,576.49

INVESTMENT ACCOUNTS (adjusted through September 30, 2020)

Mass Mutual	\$	457,588.65
BB&T	\$	32,182.14
TOTAL	\$	489,770.79

DEPOSITS (adjusted through October 7, 2020)

Mayor Ross H. Swords, Jr.	Fines & Fees	\$	1,003.15
Code Enforcement	Fines & Fees	\$	277.58
Commonwealth of PA	Fines & Fees	\$	1,393.12
Fayette County	Fines & Fees	\$	58.47
Brownsville Police	Police Reports	\$	15.00
Brownsville Police	Parking Violations	\$	-
Brownsville Township	Police Protection	\$	3,750.00
Fayette County	Judicial Sale	\$	-
Fayette County	Local Service Tax	\$	-
Fayette County	Delinquent Real Estate Taxes	\$	5,496.28
Fayette County	Delinquent Fire Hydrant Taxes	\$	399.30
Fayette County	Delinquent Street Light Taxes	\$	1,216.87
Tena Congelio	Real Estate Taxes	\$	-
Tena Congelio	Fire Hydrant Taxes	\$	-
Tena Congelio	Per Capita Taxes	\$	-
Tena Congelio	Street Light Taxes	\$	-
Recorder of Deeds	Real Estate Transfer Tax	\$	2,008.01
SWRTB	Per Capita Tax	\$	42.72
SWRTB	Earned Income Tax	\$	-
First National Bank	Interest	\$	67.03
Commonwealth of PA	Fireman's Relief	\$	8,789.05
Brownsville Township	Equipment repair (split cost)	\$	965.21
Lapisardi	Rent	\$	150.00
Various	Sale of Assets/Properties	\$	501.00
Various	Street Digs	\$	802.00
Various	Mechanical Devices	\$	1,300.00
Various	Occupancy Permits	\$	160.00
Various	No Lien Letters	\$	90.00
TOTAL		\$	28,484.79

BROWNSVILLE BOROUGH				
MONTHLY BILLS - August 2020				
(for bills paid September 10 - October 7)				
DEPARTMENT	VENDOR	FOR	AMT.	TOTAL
Finance	Atlantic Broadband	Internet & Phone	\$ -	
	DeLage Landen Financial	Copier Lease	\$309.96	
	Dodaro, Matta & Cambest	Solicitor	\$1,187.50	
	EMC Insurance	Insurances	\$4,088.38	
	Erie Family Life	Life Insurance	\$ -	
	Guardian	BEOP Insurance	\$73.80	
	Microsoft	Office 365	\$37.50	
	Quickbooks	Payroll Service	\$16.96	
	Staples	Office Supplies	\$28.64	
	UPMC	Employee Insurance	\$7,973.19	
				\$ 13,715.93
Buildings	Brownsville Hardware	Supplies	\$17.98	
	Columbia Gas	Gas Bill	\$35.60	
	PA American Water	Water Bill	\$147.00	
	Terminix	Pest Control	\$ -	
	Waste Management	Dumpster	\$515.98	
	West Penn Power	Building & Shed	\$66.52	
	West Penn Power	Street Lights	\$4,669.58	
				\$5,452.66
Code Enf	Gaydos-Behanna Kennels	Animal Control	\$ -	
				\$0.00
Recreation	West Penn Power	Memorial Lights	\$14.56	
				\$14.56
Police	Bevard	Gas	\$380.49	
	Local 491	Union Dues	\$182.00	
	NAPA	Supplies	\$18.94	
	Staples	Office Supplies	\$148.35	
	Team Force	Camera Installation	\$400.00	
	Verizon Wireless	Police Phone	\$40.02	
	West Penn Power	Traffic Lights	\$355.61	
				\$1,525.41
Streets	Bevard	Gas	\$316.25	
	Brownsville Hardware	Supplies	\$84.93	
	JG Services	Gas & Oil	\$185.99	
	LCFOWPA	Pension	\$ -	
	Local 373	Union Dues	\$182.00	
	NAPA	Supplies	\$93.99	
	PA One Call	Street Openings	\$14.00	
				\$877.16
Fire	Brownsville Fire Relief	State Money	\$8,789.05	
	Center Independent	Gas	\$268.98	
	PA American Water	Hydrants	\$1,094.37	
	West Penn Power	Fire Whistle	\$ -	
				\$10,152.40
	TOTAL BILLS PAID			\$ 31,723.56
BROWNSVILLE BOROUGH				
FINANCIAL REPORT - October 2020				
	Bills paid this month total	\$ 31,723.56		
The following bills are due before the end of the month:				
	Giannetti Motors	Inspection	\$40.00	
	PSAB	Annual Dues (half price)	\$225.00	
	West Penn Power	Building & Shed	\$308.56	
	West Penn Power	Street Lights	\$4,680.53	
				\$5,254.09
The following bills are due from the PLGIT Account:				
	N/A		\$ -	
				\$0.00
	TOTAL BILLS DUE			\$5,254.09