

**BROWNSVILLE BOROUGH
FAYETTE COUNTY PENNSYLVANIA
September 9, 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 6:03 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, Lester Ward, Barbara Pepper, Jackie Jackson, and Beth Bock.

RECOGNITION OF VISITORS

MIKE Asking if the Market Street roads have a timeline as to when they will be done working. When will he paving be done? Tracy Sheehan Zivkovich noted that we are concerned with the plates and holes. She also noted the tunnel has postponed some of the work. Council was notified that they believe the tunnel system is not a railroad tunnel, based upon structure, size, material, etc. The question of how to fill it in has now come up. If it is filled with concrete, it cannot be dug up in the future.

Do we have to go through 911 to call the police? Tracy Sheehan Zivkovich noted that we prefer 911 be called for police issues, but general questions should be directed to the borough office at 724-785-5761. The direct number to the police is 724-785-7334 but is NOT for emergencies. Also, Council can all be reached via phone or email, which are listed on the Borough website.

Mike noted that the quads and motorcycles are disruptive to residents and questioned the best number to call. Paul Synuria noted that quads and bikes are illegal in this area when they are on someone else's property. Tracy Sheehan Zivkovich asks that everyone spread the word about the illegality of quads and bikes. Please call 911 for all complaints, and it will be routed through to the Borough.

Resident also noted that there are small children riding on Catherine Avenue with no parental supervision. He is concerned they will get hurt. Mayor Ross H. Swords, Jr. noted that the police are aware of the situation and have photos.

Renters and landlords – would the Borough consider a list of who owns and who their tenants are so that it is easier to know who to contact.

Finally, he would like to commend this Council on their work and getting things done.

PROPOSALS

We received a sealed bid from Hunter's Excavating. However, Tracy Sheehan Zivkovich would like to extend the deadline for 2 weeks considering we only received one bid.

Motion by Tracy Sheehan Zivkovich to extend the deadline for 2 weeks to September 23, 2020. Second by Jack Lawver. All in favor. Motion passed.

MINUTES

Tracy Sheehan Zivkovich presented the August 12, 2020 minutes. Motion to approve by Beth Bock, second by Lester Ward. All in favor. Motion passed.

MAYOR'S REPORT

The police fines last month total \$2,150.81. Nothing else to report at this time.

FINANCE & ADMINISTRATION – LESTER WARD

Lester Ward noted the bank balances at this time total \$288,222.41, including General Fund \$180,284.00, Payroll \$906.37, Money Market \$42.49, Act 13 \$18,605.65, K-9 Fund \$3,757.31, Fire Escrow \$187.42, Northside Park Project \$0, and PLGIT \$84,439.17.

The investment accounts total \$492,274.15, including \$460,092.27 in Mass Mutual and \$32,181.88 in BB&T.

Monthly bills paid this month were \$41,319.26.

Bills that still need paid total \$34,855.79, which includes a bill from Bill Brown for \$450.00 Lester Ward noted that that invoice would be paid from the military fund, rather than by the Borough. This brings our new total due to \$34,405.79. Lester Ward also noted that any future expenses should be brought to the Borough prior to incurring the expense.

Motion by Lester Ward to pay bills due in the amount of \$34,405.79. Second by Jack Lawver. Roll call vote: Tracy Sheehan Zivkovich, yes; Paul Synuria, yes; Jack Lawver, yes; Lester Ward, yes; Beth Bock, yes; Barbara Pepper, yes; Jackie Jackson, yes. Roll call vote was unanimous. Motion carried.

Tracy Sheehan Zivkovich noted that, with the budget, please do not spend more than the line item has in it. Check with Melissa S. O'Brien prior to spending. Tracy Sheehan Zivkovich also noted that budget preparation needs to start and requests from Council needs to come in so that we can prepare for things going forward.

Tracy Sheehan Zivkovich noted that the TAP loan must be paid by the last day of the year. Lester Ward noted that we should start looking at next year's request and use that money if it's available. Tracy Sheehan Zivkovich would like Melissa S. O'Brien and Lester Ward to work together to apply for this loan. Lester Ward noted that we can start soon. Tracy Sheehan Zivkovich asked Melissa S. O'Brien to close out the 2020 TAP loan, and start moving on the 2021 loan application.

CODE ENFORCEMENT – LESTER WARD

There were 26 total complaints this month, 1 home inspection, 10 court hearings, 76 citations, and 10 letters sent to residents. Fines and fees totaled \$759.60.

BUILDINGS & GROUNDS – PAUL SYNURIA

Tracy Sheehan Zivkovich has a sealed bid for the property at Cadwallader and Aubrey. Eric and Jamie Pilgreem would like to purchase said property and have submitted a bid in the amount of \$501. The Pilgreem's can be reached via phone at 412-872-1419, or via mail at 8 Aubrey Lane, Brownsville, PA 15417.

Lester Ward asked where this lot was, and Tracy Sheehan Zivkovich and Barbara Pepper noted that we advertised these properties by lot number. Tracy Sheehan Zivkovich noted that we are taking an empty lot and putting it on the tax rolls.

Motion by Paul Synuria to accept the bid. Second by Barbara Pepper. Roll call vote: Tracy Sheehan Zivkovich, yes; Paul Synuria, yes; Jack Lawver, yes; Lester Ward, yes; Beth Bock, yes; Barbara Pepper, yes; Jackie Jackson, yes. Roll call vote was unanimous. Motion carried.

Paul Synuria had a meeting about the Snowden Building. There were discussions about the shape the building is in and there are pictures at the Borough Building if anyone is interested in viewing those pictures.

Tracy Sheehan Zivkovich noted that the Borough staff has kept the wharf looking great, so wanted to thank them for their work.

Paul Synuria noted that the wharf has been used a public restroom, and if caught, they will be fined.

PUBLIC SAFETY – BETH BOCK

Beth Bock noted that for the month of August, the mileage was 463 on Unit 1 and 800 on Unit 3, for a total of 1,263 total miles. Additionally, the Police Department had 86 calls for service, 37 total citations issued, and 17 total incidents. There were 0 arrests and 0 prisoner transports.

Beth Bock note there are drug follow-ups and crime and anonymous tips at crimestoperrs.fayette.com 724-320-2042 or email to emailPBD@yahoo.com.

Beth Bock noted there will be a temporary road closure from 11-7 on Water & Race streets for a fundraiser.

There are officer trainings coming up that are free that our new officer will be doing. There are pullover procedures coming up that he will be participating in.

Tracy Sheehan Zivkovich asked if taser training has been done yet, and Mayor Ross H. Swords, Jr. and Beth Bock noted that all officers were trained.

Tracy Sheehan Zivkovich asked if there were any updates on the Use of Force Policy. Mayor Ross H. Swords, Jr. spoke with our State Police, and both Academies are not taught the chokehold in either Academy. Mayor Ross H. Swords, Jr. reviewed our Use of Force and it is not listed. There was a case in Minnesota since their officers were trained in it, but this does not apply to our officers since they are not initially trained in, therefore, no updates need done since it's not currently in our SOP. Beth Bock noted that training is available at a cost of approximately \$1,500 per officer. Mayor Ross H. Swords,

Jr. again stated that our officers are not taught this chokehold. Lester Ward wanted it on record that we are against the chokehold or any other hold that obstructs the airways.

Paul Synuria makes a motion that our Borough officers do not use any pressure on the back of the neck when detaining an individual. Second by Jackie Jackson. Roll call vote: Tracy Sheehan Zivkovich, yes; Paul Synuria, yes; Jack Lawver, yes; Lester Ward, yes; Beth Bock, yes; Barbara Pepper, yes; Jackie Jackson, yes. Roll call vote was unanimous. Motion carried.

Paul Synuria stated that our officers do not currently use this, but this is more of a future recommendation for new officers and the protection of all of our officers.

Solicitor noted that there is language out there now that specifically discusses the position the individual s being detained in.

Mayor Ross H. Swords, Jr. would like to review the Policy in full before making a decision.

Beth Bock noted that on Saturday, September 26, we are hosting a Policeman's Ball to honor our officers. The proceeds will go to Shop-With-A-Cop, and any excess will go to the K-9 Fund. Lester Ward questioned the formality of the event, and Beth Bock noted that it will be a business formal affair. Please email Beth Bock for tickets.

STREETS – JACK LAWVER

Jack Lawver noted that Catherine Avenue drains are in, and it will be blacktopped within a week, weather permitting. This project is right on schedule.

Columbia Gas installed the stop sign on the Northside and the blacktop and sidewalk repairs will be done soon. Beth Bock questioned the "children at play" sign, to which Jack Lawver noted that sign will be installed.

There are no used bricks available, so we may need to purchase new ones. Tracy Sheehan Zivkovich noted that we are putting bricks back down on Fifth Street because that's what was previously there, and we want to keep the brick streets in use.

Jack Lawver and Paul Synuria were on Cemetery Road due to complaints regarding subsidence. Since we are delaying the storm drains, maybe we can put out a request for bids to repair to this area of town.

Jack Lawver noted he received an alert regarding storm drains. Motion by Jack Lawver to send a letter to our State senator and representative to support the storm drain Senate Bill 101. Second by Lester Ward. All in favor. Motion passes.

Tracy Sheehan Zivkovich clarified that this bill will have the state pay for storm drain repairs, rather than the Borough.

Jack Lawver stated there is a request for a letter of support not allowing heavy trucks on the roads. Motion by Jack Lawver to draft and send a letter, signed by all of Council. Second by Paul Synuria. All in favor. Motion passes.

Paul Synuria asked if the letter would list everyone, and Jack Lawver thought it would be best if all Council signed off on it.

Lester Ward questioned how bad Market Street is. Tracy Sheehan Zivkovich believes we can move forward with repairs now.

RECREATION – JACKIE JACKSON

Jackie Jackson noted she received an email from Sue Martin regarding projects. We received two donations from Vince Vicites and Steven Beckman to the playground fund. Jackie Jackson and Barbara Pepper sat down with Terry McMillen regarding the playground, and Mr. McMillen noted that he will do at least the first draft at no cost. He is trying to put as much equipment as possible into the project, without using funds for engineering. Jackie Jackson spoke to someone in the Pittsburgh Pirate Charities, and would like to request their support, for a matching grant.

Motion by Jackie Jackson to request the Pirate Charities grant in the amount of \$15,000. Second by Jack Lawver. Roll call vote: Tracy Sheehan Zivkovich, yes; Paul Synuria, yes; Jack Lawver, yes; Lester Ward, yes; Beth Bock, yes; Barbara Pepper, yes; Jackie Jackson, yes. Roll call vote was unanimous. Motion carried.

Jack Lawver noted that some of the grants out there are matching funds, and we can look into them as well. Paul Synuria noted that there will be a fundraiser to help raise money for the Water Street Park. It will be held on September 19 from 10 am to 6 pm at Steele Hall.

Tracy Sheehan Zivkovich noted that Miss Destiny Bock was live on Facebook and doing a great job getting help from volunteers for this project.

ECONOMIC DEVELOPMENT – BARBARA PEFFER

Motion by Barbara Pepper, second by Jack Lawver, to put property 02-06-0114 (Shady Avenue and Jackson Street) up for bid, advertising it at a minimum bid of \$1,500, removing the liability from the Borough and getting the property back on the tax rolls. Bidders must have no outstanding taxes or violations. All in favor. Motion carries.

Jack Lawver noted that engineering costs may be an issue. There were previously five or six properties in the last engineering cost, amounting to several thousand dollars.

Sealed bids would be due by noon on Wednesday, October 14, 2020.

Barbara Pepper would like to remind everyone that the Team Liv dinner is coming up this weekend, from 12 pm to 6 pm, and she is asking for everyone's support.

Barbara Pepper noted there is space to lease, so anyone with a business who would like to move into Brownsville, please contact her.

LIBRARY – PAUL SYNURIA

The Students in Action program started. The library is starting a horror section. The library is starting a "return your book" with no fines, just asking for books to be returned. This applies to books that haven't been returned prior to today's date and will run through December.

FIRE DEPARTMENTS – BETH BOCK

Beth Bock noted Northside's totals for August were 3 fires, 7 rescue & EMS, 3 hazardous conditions, 5 service calls, and 1 good intent call for a total of 19 incidents. There were 19 alarms in the month of August and a total of 201 alarms for the year.

Southside did not submit a report prior to the meeting.

Northside received a grant of a generator with telescoping lights which will help at fires. Beth Bock noted that donations are still welcome by the fire departments, so please consider helping.

Tracy Sheehan Zivkovich asked about the gas that we pay for, and asks that the fire departments stay within their budgets for the remainder of the year.

TAX BUREAU – LESTER WARD

Nothing to report.

CORRESPONDENCE

Nothing to report.

OLD BUSINESS

Jack Lawver spoke with the Peton's and they are having their property surveyed before moving forward with anything discussed at August's meeting.

NEW BUSINESS

Tracy Sheehan Zivkovich would like to discuss a Deferred Pension Plan, and requests that Council considers reviewing and discussing this.

The Mass Mutual police pension fund is not gaining, and of concern to us.

Tracy Sheehan Zivkovich

Jack Lawver makes a motion that we search for other pension plans. Second by Beth Bock. All in favor. Motion passes.

Both Luzerne Park and the Municipal Authority minutes are included in the packets. Tracy Sheehan Zivkovich questioned the dye test rules, as there is a complaint that a property owner was tested three times, twice in one day.

Paul Synuria makes a motion that we request a report of who all was tested in a weekly period. Second by Lester Ward.

Tracy Sheehan Zivkovich noted that there was a \$300,000 grant awarded to the Authority. She would like to have them talk to us about where that money will be spent.

Paul Synuria noted that the Park vendors all signed coronavirus waivers. He was in attendance for 90-120 minutes and none of the vendors and most of the participants did not have masks on. While understanding that the numbers are down, he would like to recommend that events such as this should require them to follow the state recommendations. Tracy Sheehan Zivkovich asked Melissa S. O'Brien to remind the Park that they had waivers signed by these vendors, but no one seems to have followed up.

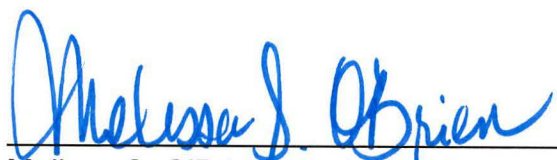
Beth Bock makes a motion to start accepting letters to create a Civil Service Board for the Police. Second by Jack Lawver. All in favor. Motion carries.

Tracy Sheehan Zivkovich noted that the Board would be open to anyone in the community interested. They would screen applicants and be sure they are qualified. A letter from members interested in doing this is all we need. We could do 1-, 2-, and 3-year appointments so they do not all end in service at the same time.

Paul Synuria did note that all firemen had masks on at this weekend's events.

MEETING ADJOURNMENT

Motion to adjourn by Lester Ward. Second by Barbara Pfeffer.



Melissa S. O'Brien, Secretary/Treasurer





TREASURER'S REPORT

September 2020

BANK ACCOUNTS (adjusted through September 9, 2020)

General Fund	\$	180,284.00
Payroll	\$	906.37
Money Market	\$	42.49
Act 13	\$	18,605.65
K-9 Fund	\$	3,757.31
Fire Escrow	\$	187.42
Northside Park Project	\$	-
PLGIT	\$	84,439.17
TOTAL	\$	288,222.41

INVESTMENT ACCOUNTS (adjusted through August 31, 2020)

Mass Mutual	\$	460,092.27
BB&T	\$	32,181.88
TOTAL	\$	492,274.15

DEPOSITS (adjusted through September 9, 2020)

Mayor Ross H. Swords, Jr.	Fines & Fees	\$	2,150.81
Code Enforcement	Fines & Fees	\$	759.60
Clerk of Courts	Fines & Fees	\$	531.03
Brownsville Police	Police Reports	\$	60.00
Brownsville Police	Parking Violations	\$	-
Fayette County	Judicial Sale	\$	-
Fayette County	Local Service Tax	\$	122.06
Fayette County	Delinquent Real Estate Taxes	\$	6,212.57
Fayette County	Delinquent Fire Hydrant Taxes	\$	345.78
Fayette County	Delinquent Street Light Taxes	\$	1,118.32
Tena Congelio	Real Estate Taxes	\$	4,758.85
Tena Congelio	Fire Hydrant Taxes	\$	278.30
Tena Congelio	Per Capita Taxes	\$	73.50
Tena Congelio	Street Light Taxes	\$	857.90
Recorder of Deeds	Real Estate Transfer Tax	\$	1,262.34
SWRTB	Earned Income Tax	\$	15,172.52
Commonwealth of PA	Amusement Tax	\$	250.00
Lapisardi	Rent	\$	150.00
First National Bank	Interest	\$	39.44
Erie Family Life	Insurance Reimbursement	\$	75.10
Various	Street Digs	\$	870.00
Various	Mechanical Devices	\$	1,840.00
Various	No Lien Letters	\$	30.00
TOTAL		\$	36,958.12

BROWNSVILLE BOROUGH				
MONTHLY BILLS - August 2020				
(for bills paid August 13 - September 9)				
DEPARTMENT	VENDOR	FOR	AMT.	TOTAL
Finance	Atlantic Broadband	Internet & Phone	\$501.75	
	DeLage Landen Financial	Copier Lease	\$150.98	
	Dodaro, Matta & Cambest	Solicitor	\$5,487.50	
	Erie Family Life	Life Insurance	\$174.75	
	Herald Standard	Advertising	\$322.54	
	Microsoft	Office 365	\$75.00	
	Nationwide	BEOP Insurance	\$36.90	
	Quickbooks	payroll service	\$33.92	
	Trek Development	Reassessment Refund	\$2,500.00	
	UPMC	Employee Insurance	\$7,973.19	
				\$ 17,256.53
Buildings	Columbia Gas	Gas Bill	\$28.08	
	K2 Engineering	Building HVAC study	\$6,950.00	
	PA American Water	Water Bill	\$88.42	
	Terminix	Pest Control	\$110.00	
	West Penn Power	Street Lights	\$4,682.32	
				\$11,858.82
Code Enf	Gaydos-Behanna Kennels	Animal Control	\$ -	
				\$0.00
Recreation			\$ -	
				\$0.00
Police	Bevard	Gas	\$740.83	
	Lexis	Updates	\$164.70	
	Local 491	Union Dues	\$182.00	
	S&D Calibration	Vascar Certification	\$60.00	
	SPJ	Uniform Reimbursement	\$163.95	
	Verizon Wireless	Police Phone	\$ 40.01	
	WatchGuard	Video System	\$ 4,020.00	
	West Penn Power	Traffic Lights	\$334.42	
				\$5,705.91
Streets	Bevard	Gas	\$515.78	
	Brownsville Hardware	Chainsaw chains & weedwacker string	\$91.98	
	LCFOWPA	Pension	\$4,462.19	
	Local 373	Union Dues	\$78.00	
	PA One Call	Street Openings	\$12.60	
				\$5,160.55
Fire	Center Independent	Gas	\$228.41	
	PA American Water	Hydrants	\$1,094.37	
	West Penn Power	Fire Whistle	\$14.67	
				\$1,337.45
	TOTAL BILLS PAID			\$ 41,319.26
BROWNSVILLE BOROUGH				
FINANCIAL REPORT - September 2020				
	Bills paid this month total	\$	41,319.26	
The following bills are due before the end of the month:				
	Bill Brown Electric	Electrical at Amphitheater	\$450.00	
	DMC	Solicitor Invoice	\$1,187.50	
	JG Service Station	Gas	\$185.99	
	Middletown Tractor Sales	Hydraulic repair (split with Township)	\$965.22	
	NAPA	Parts	\$18.94	
	NAPA	Parts	\$93.99	
	PA American Water	Hydrants	\$1,094.37	
	PA American Water	Building	\$126.63	
	PA American Water	Shed	\$20.37	
	Perennial Project	3D documentation & prototypes	\$5,000.00	
	Team Force	camera installation	\$400.00	
	US Municipal	parts	\$179.61	
	Waste Management	Dumpster rental (2019)	\$515.98	
	West Penn Power	Building	\$355.61	
	West Penn Power	Street Lights	\$4,669.58	
				\$15,263.79
The following bills are due from the PLGIT Account:				
	Hunter's Excavating	Catch basin replacements	\$19,592.00	
				\$19,592.00
	TOTAL BILLS DUE			\$34,855.79