

CHESWICK BOROUGH COUNCIL MEETING

October 17, 2023

A meeting of Cheswick Borough Council was held on Tuesday, October 17, 2023, at the Cheswick Borough Building, 220 S. Atlantic Avenue, Cheswick, Pennsylvania. Brad Yaksich called the meeting to order at 7:00 PM.

<u>PRESENT</u>	<u>ABSENT</u>
Brad Yaksich	Frank Meledandri, Acting President
Dan Carroll, Mayor	Kathy Gillard
Shawna Ecker	Jeff Curti, Zoning Officer
Karen Matisz	
George White	
Bill Kuzmirek	
Matthew Pitsch, Engineer	
CharLee Rosini, Solicitor	
Lorraine Zebrine, Secretary	

There were no residents or reporters in attendance.

OPPORTUNITY FOR CITIZENS TO BE HEARD:

MINUTES:

- George White motioned to approve the September 12,2023 Caucus and September 19,2023 Council meeting minutes. Motion seconded by Karen Matisz and carried.

AVJSA REPORT:

Brad Yaksich had nothing new to report, but reminded Council to expect rate increases in 2024.

AVRPD REPORT:

Brad Yaksich had nothing new to report.

MAYOR'S REPORT:

Dan Carroll commented on the need to act on the vacant home on Highland Avenue (203 N. Highland).

ZONING OFFICER'S/ INSPECTOR'S REPORT:

None

TREASURER'S REPORT:

Lorraine Zebrine delivered the treasurers report for September activity summarizing the revenues, expenditures, open Accounts Payable and bank balances.

**ENGINEER’S REPORT:**

Matt Pitsch commented/updated on the following:

- The work on the salt shed was progressing, the opening was moved as planned and the contractor was waiting for delivery of the metal siding to complete. The township had started moving salt from their Williams Street location to the Parkway site.
- He is working on 2 bids for waterlines on Pine and Hill Avenue.
- Suggested the borough budget to have the sewers lines inspected by camera referring to the recent results reported by Robinson Pipe from the October 18<sup>th</sup> call to camera Linden and Hill Avenue.
- Referenced grant availability, statewide LSA and the PA Small Water and Sewage grants for N. Highland.
- Advised Council to anticipate rate increases from the Allegheny Valley Sewage Authority.

**SOLICITOR’S REPORT:**

CharLee Rosini commented on her conversation with Jeff Curti related to the letter drafted to the business owners regarding the beautification project suggesting a less aggressive approach. After discussion Shawna Ecker agreed to email to Council the 2 drafted letters, one with reference to specific code chapter/section and the other without, for consensus.

Charlee also suggested entering executive session to discuss potential litigation.

**COMMITTEES:**

**BUDGET & FINANCE:**

- Karen Matisz motioned to approve bill due list #10.23, bills posted 09/13/23 – 10/10/23. Motion seconded by Bill Kuzmirek and carried.

Brad Yaksich reviewed the “hard” projects list and proposed to set aside money to camera the sanitary line as a preventative measure. He suggested the Borough look for grants to complete the projects and if unsuccessful, start addressing the fixes gradually. Council came to consensus to request the following projects into the 2024 preliminary budget:

Water Meters:	\$170K
Highland Ave. Water Line:	\$ 50K
Highland Ave. Paving:	\$ 20K
New Utility Tractor:	\$ 35K
Rachel Carson Park Improvements:	\$ 10K*
Tree Trimming:	\$ 12K

\* Reduced from \$20K after it was established that a vault for the water in Rachel Carson Park was not needed.

Shawna Ecker presented the “soft” projects list in 2 parts, “park maintenance” and “large” projects. Council agreed that the items on the “park maintenance” and that totaled \$24K were necessary. After discussion on the “large” project the consensus of Council was to request the following into the 2024 preliminary budget:

Street Signs:	\$ 65K
Bathrooms at Rachel Carson Park:	\$100K

In addition to the \$24 K for “park maintenance”

Shawn had included stop signs, but Council felt that they should part of the Public Works budget.

#### FACILITIES:

George White updated Council commented on the Lead and Copper rule and the need to get all players together to understand what/how the inventory will be taken.

#### GENERAL OFFICE ADMINISTRATION:

Lorraine Zebrine updated Council on the status of the Q3 water billing which resulted in 6 shut-offs due to non-payments.

#### GRANTS:

#### PERSONNEL:

Karen Matisz relayed that there has not been any interest in filling the vacancy on the Zoning Hearing Board. Through discussion it was suggested that she contact the alternates to see if there was any interest in filling the vacancy. Lorraine Zebrine agreed to provide contact details for Carla Sims.

#### PUBLIC HEALTH, SAFETY & UTILITIES:

#### PUBLIC WORKS:

- George White motioned to approve the ARCGIS online system setup, data transfer of feature layers and map creation, and training at the quoted cost of \$4,511.00. Motion seconded by Karen Matisz and carried.
- Bill Kuzmirek motioned to approve the hiring of Joseph Driscoll and Samuel Thurber as part-time Seasonal Winter Maintenance employees (substitute snow-plow drivers) at a rate of \$30/hour effective November 15, 2023 through April 15, 2024 conditional on successfully passing physicals and background checks. Motion seconded by George White and carried.
- Karen Matisz motioned to approve the appointment of Codi Newcamp as Public Works Winter Road Maintenance Laborer (Season), as needed, effective November 15, 2023 for 20 weeks at a rate of \$37.00/hour for winter road maintenance worked outside of normal work hours, said

pay to be non-cumulative with, and not in addition to, his rate as a Public Works Part-Time Laborer. Motion seconded by Bill Kuzmirek and carried.

#### RECREATION & COMMUNITY DEVELOPMENT

Shawn Ecker commented on the success of the fall festival event at MacLean Parklet and requested feedback from Council on what the committee should keep doing, stop doing or improve on.

#### COMMUNITY RELATIONS:

Karen Matisz commented on the success of the sold-out murder mystery event held October 14<sup>th</sup> and the committee's new action to provide welcome baskets.

#### INFORMATION TECHNOLOGY & SERVICES

None

#### ZONING & CODE ENFORCEMENT:

- Karen Matisz motioned to amend the agenda so that Council may consider appointing Dan Carroll to the AVRPD Board to do so prior to the November regular scheduled meeting of the AVRPD Board. Motion seconded by Bill Kuzmirek and carried.
- Karen Matisz motioned to appoint Dan Carroll to the AVRPD Board to replace Bob Kristoff for the term set to expire 12.31.2024. Motion seconded by George White and carried.

#### COG:

#### OLD BUSINESS:

Brad Yaksich asked Council to review the two sample ordinances drafted by the solicitor regarding short-term rentals and be prepared to discuss it in an upcoming meeting of Council. Lorraine Zebrine was asked to send the samples to Shawna Ecker, Bill Kuzmirek and Karen Matisz as they were absent from the meeting when originally presented.

#### NEW BUSINESS:

#### EXECUTIVE SESSION:

- Karen Matisz motioned to go into executive session at 9:02 PM to discuss potential litigation issues. Motion seconded by Bill Kuzmirek and carried.
- Karen Matisz motioned to adjourn executive session at 9:15 PM. Motion seconded by George White.

ADJOURNMENT:

Motion made by Bill Kuzmirek to adjourn at 9:16 PM, motion seconded by Karen Matisz George White and carried.

Respectfully submitted,

Lorraine Zebrine, Secretary