

BOROUGH OF VANDERGRIFT

MINUTES OF THE VANDERGRIFT COUNCIL MEETING

SEPTEMBER 8, 2020

The Council of the Borough met in the Council Chambers of the Municipal Building at 7:00 pm, with President Chvala presiding. The Pledge of Allegiance to the Flag was recited. Due to the Governor's directive to stay at home, the regular public meeting will take place in a virtual setting utilizing "Zoom" format for online meetings.

MEMBERS PRESENT:

Lenny Collini	Christine Wilson
Thomas Holmes	Karen McClarnon
John Uskuriatis	Casmier Maszgay
Kathy Chvala	

OTHER OFFICIALS:

Barbara Turiak, Mayor	Stephen DelleDonne, Secretary
Alaine Generelli, Solicitor	Theresa Geltz, Asst. Secretary
Lucian Bove, Engineer	Joseph Caporali, Police Chief

MINUTES:

The minutes of the August , 2020 meeting were approved by motion of by Mr. Holmes, second by Mr. Maszgay. Motion carried.

VISITORS:

A motion was made by Mrs.Wilson, second by Mr. Collini, to hear from visitors at this time. Motion carried.

Ashley Hannigan, 188 Washington Ave., question if the Borough could begin collecting leaves of Washinton Ave.

Mrs. Wilson stated that plans are being ready to start collecting leaves.

A motion was made by Mr. Uskuaritis, second by Mr. Collini, to return to the regular order of business. Motion carried.

MAYOR'S REPORT:

No Report

SECRETARY'S REPORT:

The Secretary presented and reviewed the Boro's Financial Requirement and Minimum Municipal Obligation (MMO) to the Police Pension Plan for 2021. (See pages 2A & 2B) He stated that this is an increase of \$47,654 over the 2020 MMO.

A motion was made by Mr. Maszgay, second by Mr. Uskuaritis, to accept the Secretary's Report. Motion carried.

CODE OFFICER'S REPORT:

The Secretary reported that the Code Officer issued 29 notice violations, filed 2 citations, and gave out 3 certificates of appreciation.

A motion was made by Mr. Holmes, second by Mr. Maszgay, to accept the Code Officer's Report. Motion carried.

COMMUNICATIONS & CORRESPONDENCE:

Exhibit 1-A: Janice Oberdorf, 120 East Adams Avenue.

Subject: Requesting permission to remove and replant a tree at her expense.

Mrs. McClarnon stated that this matter was in the hands of Larry Loperfio.

Mr. Uskuaritis questioned why the Tree Committee could make this decision without the existence of a Shade Tree Commission. He also stated that if Mrs. Oberdorf is willing to pay for the removal and replanting of new tree, there is no issue other than the this being approved.

Mrs. Wilson stated that Mrs. Oberdorf can be granted approval as long as the Tree Committee approves the type of tree to be planted, and that she have the contractor provide the proper certificates of insurance. She also stated that this tree is a nuisance tree.

Mrs. McClarnon stated that she will have a Tree Committee meeting next week for the purpose of handling this matter.

**BOROUGH OF VANDERGRIFT POLICE RETIREMENT PLAN
FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL OBLIGATION
FOR 2021 MUNICIPAL BUDGET**

A. Normal Cost

1. Normal Cost as a Percent of Payroll	22.885%
2. Estimated 2020 Payroll for Active Participants	\$ <u>502,260</u>
3. Normal Cost (A1 x A2)	\$ <u>114,942</u>

B. Financial Requirement

1. Normal Cost (A3)	\$ 114,942
2. Anticipated Insurance Premiums	0
3. Anticipated Administrative Expense	28,629
4. Amortization Payment, if any	<u>0</u>
5. Financial Requirement (B1 + B2 + B3 + B4)	\$ <u>143,571</u>

C. Minimum Municipal Obligation


1. Financial Requirement (B5)	\$ 143,571
2. Anticipated Employee Contributions (6.23% of Estimated Payroll)	31,291
3. Funding Adjustment, if any	<u>10,987</u>
4. Minimum Municipal Obligation (C1 - C2 - C3)	\$ <u>101,293</u>

NOTES:

1. 2021 General Municipal Pension System State Aid may be used to fund part or all of the municipal obligation and must be deposited within 30 days of receipt. Any remaining balance must be paid from municipal funds.
2. Deposit into the Plan's assets must be made by December 31, 2021 to avoid an interest penalty.
3. Any delinquent Minimum Municipal Obligation from prior years must be included in the 2021 budget along with an interest penalty.

I hereby certify that the above calculations, to the best of my knowledge, are true, accurate, and conform with the provisions of Chapter 3 of Act 205 of 1984.

Certified By:


Chief Administrative Officer

Sept. 8, 2020
Date

Prepared using the January 1, 2019 Valuation.

2-B

Gabrielle Slaughaupt <gabrielle.slaughaupt@mbgbenefits.com>

8/5/2020 12:14 PM

2021 MMO vs 2020 MMO

To Stephen J. DelleDonne <vgborosec@comcast.net> Copy Quinn Hood <quinn.hood@mbgbenefits.com>

Hi Steve,

You asked me for an explanation for the significant increase in the MMO. There are 2 main reasons.

1. The 2020 MMO was based off the 2017 valuation while the 2021 MMO was based off the 2019 valuation. The 2019 valuation showed 2 higher cost components than the 2017 valuation.

Valuation Date	Normal Cost % of Payroll	Admin. Expense % of Payroll	Amortization Payment / (Func Adjustment)
1/1/2019	22.885%	5.7%	(\$10,987)
1/1/2017	18.268%	4.3%	(\$9,960)
Change	4.617%	1.4%	(\$1,027)

The normal cost percentage increased primarily due to 2 reasons:

- a. a reduction (from two to one) in the number of participants working past assumed retirement age. No normal cost is recognized for these participants because they are assumed to retire, but their payroll is still included in the calculation of the normal cost percentage for state reporting purposes which leads to a lower normal cost percentage.
- b. An assumption change (the interest rate was lowered from 6.25% to 6.00%).

2. The payroll provided for the 2021 MMO was nearly 30% higher than what was provided in 2020.

As you know, state aid is provided to the Borough to help with MMO costs. It is based off the lesser of the need of the Borough's pension plans shown in the 1-1-2019 Act 205 forms that correspond with the valuation or the Unit Value (an active police participant is 2 units). The unit value for 2020 will be released in late August, or early September. The unit value for 2021 will not be released until late summer 2021. As requested, we will perform an 2021 estimated state aid analysis in early fall to help you with budgeting purposes.

I hope this helps!

Gabrielle

Gabrielle Slaughaupt
Consulting Senior Analyst

Mockenhaupt Benefits Group
420 Fort Duquesne Blvd., Suite 1475
Pittsburgh, PA 15222
Direct: 412.394.9387 Fax: 412.394.6339
Gabrielle.Slaughaupt@MBGbenefits.com



Exhibit 1-A

8-4-2020

Vandergrift Borough Council

Earlier this year, I submitted a letter to Council asking permission to remove a tree located on Harrison Avenue. I purchased and planted the Bradford Pear tree over fifteen years ago – unknown to myself that by planting it between the sidewalk and the street, it became borough property.

I had gotten several quotes from licensed and insured tree removal companies. Prior to the council meeting, I was assured that I would hear back after the council meeting and would be given permission to remove the tree at my expense by Karen McClarnon. During this phone call, Karen had indicated that there was going to be a new tree commission established.

At the meeting where my letter was read, Karen McClarnon told council that the tree committee would take care of this.

At the July council meeting, Council did not approve a tree commission – so can I cut this tree down at my expense using a licensed insured company?

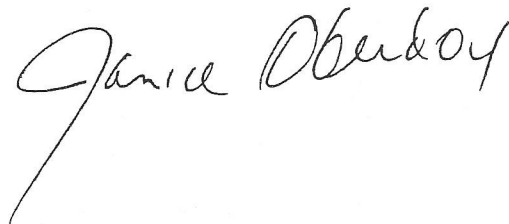
Additionally, I have asked for and was promised a copy of the tree commission paperwork by Karen McClarnon but after four requests – still haven't gotten a copy of this – two to Karen and two to Marilee Kessler.

To date as far as I know, I have not gotten permission to remove this tree. I would like to get this done before the tree loses its leaves in the fall. Can I remove this tree?

Janice Oberdorf

120 East Adams Avenue

Vandergrift, PA

A handwritten signature in cursive script that reads "Janice Oberdorf". The signature is written in dark ink and is positioned below the typed name and address.

REGULAR & STATED BILLS:

A motion was made by Mr. Uskuriatis, second by Mr. Maszgay, to pay all stated and approved bills. Motion carried.

STREET & SANITATION REPORT:

Chairperson Wilson reported that the two old gravelly tractors have been sold for \$440.00. She stated this was the highest bid of the 20 bids received.

A motion was made by Mr. Uskuraitis, second by Mr. Holmes, to accept the Street & Sanitation Report. Motion carried.

ENGINEER'S REPORT:

Engineer Bove presented Payment #4 in the amount of \$4,684.25 to RenoSys Corporation regarding the final payment for the pool liner. (See page 3-A)

A motion was made by Mr. Holmes, second by Mr. Collini, to approve the aforementioned payment. Motion carried with Mrs. Wilson abstaining.

Engineer Bove stated that the Council will need to execute an agreement with Dave O'Bartol regarding his forester services to Timber Project 70.

Solicitor Generelli stated that Council will need to adopt Ordinance No. 5-2020 prior to executing an agreement with Mr. O'Barto.

A motion was made by Mr. Holmes, second by Mr. Uskuraitis, to authorize the advertisement of Ordinance No. 5-2020. Motion carried.

Engineer Bove stated that the Borough has received approval from the County to move forward with the advertisement of bids for the reconstruction of Franklin Avenue, from East Madison to First Street. He stated that the earliest bids can be opened is September 24th. He explained that the funding of this project from the CDBG Grant Funding.

A motion was made by Mr. Holmes, second by Mr. Collini, to recess the meeting until September 24th, beginning at 7:00 pm, for purpose of opening bids regarding the reconstruction of Franklin Avenue. Motion carried with Mrs. Wilson abstaining.

Mr. Uskuraitis questioned if a motion is needed to move forward with earthwork at the pool, funded through the DNCR Grant.

A motion was made by Mr. Holmes, second by Mr. Uskuraitis, to advertise for bids to perform the earthwork project at the Vandergrift Pool. Motion carried.

3-4

VANDERGRIFF BOROUGH

2019

JOSEPH A. PETRARCA MEMORIAL POOL
SWIMMING POOL LINER INSTALLATION PROJECT
USING

DCED GRANT & BOROUGH FUNDS

Contractor: Aquatic Renovation Systems, Inc.
(DBA RenoSys Corporation)
September 3, 2020

PAYMENT ESTIMATE NO. 4 (RETAINAGE ONLY)
PERIOD ENDING: May 21, 2020

COST SUMMARY

ORIGINAL CONTRACT AMOUNT	\$93,685.00	
FINAL ADJUSTED CHANGE ORDER*	\$0.00	
PRESENT VALUE OF CONTRACT	\$93,685.00	
TOTAL WORK THIS ESTIMATE		\$0.00
PLUS TOTAL PREVIOUS ESTIMATES		\$93,685.00
EQUAL TOTAL WORK TO DATE		\$93,685.00
(LESS 0% RETAINAGE)		\$0.00
SUBTOTAL		\$93,685.00
(LESS PREVIOUS PAYMENTS)		(\$89,000.75)
AMOUNT DUE THIS PAYMENT		\$4,684.25

CHANGE ORDER SUMMARY

Final Adjusted Change Order:	_____	Date	_____	Addition	_____	Deduction	_____
Net Change:	_____						

NOTE:

Contractor has provided a two-year Maintenance Bond in the amount of 20% of the Present Value of Contract.

Contractor will provide the Membrane System Warranty as specified.

Recommended:


Lucier Rive, P.E.

9/3/2020
Date

Accepted:

(see attached signed invoice)
Aquatic Renovation Systems, Inc.

5/21/2020
Date

Approved:

Stephen J. DelleDonne, Borough Secretary

_____ Date

A motion was made by Mr. Uskuraitis, second by Mr. Holmes, to accept the Engineer's Report. Motion carried.

BUDGET & FINANCE REPORT:

Chairperson Maszgay distributed budget proposals for the fiscal year 2021 to all committee chairmen. He requested that the budget requests be returned to the Secretary by the first of October.

The Secretary presented and reviewed a revenue comparison between August 31, 2019 and August 31, 2020, of which, shows a decline in anticipated revenues. (See page 4-A)

A motion was made by Mr. Holmes, second by Mr. Collini, to accept the Budget & Finance Report. Motion carried.

POLICE & PUBLIC SAFETY REPORT:

Chairperson Holmes presented the name of Danny Anthony for the position of part-time police officer. He stated that the Committee had the opportunity to interview Mr. Anthony and found him to be qualified candidate for this position.

A motion was made by Mr. Holmes, second by Mr. Collini, to hire Danny Anthony, as an extra police officer on a part-time basis for the Borough of Vandergrift from time to time on an hourly or daily basis as needed. Motion carried.

Mrs. McClarnon question why members of Council need not have prior information on Mr. Anthony.

Mr. Holmes stated that the procedure has been for the Police & Safety Committee & the Police Chief to interview any candidate and to bring forth their recommendation to Council for final approval.

Chief Caporali stated that during the month of August the Department answered 464 calls, issued 8 non-traffic citation, issued 18 traffic citations, issued 8 illegal parking tickets, and files 10 criminal arrest charges.

A motion was made by Mr. Collini, second by Mr. Uskuraitis, to accept the Police & Public Safety Report. Motion carried.

BUILDING & GROUNDS REPORT:

Chairperson Collini stated that the roof at the No. 2 Fire Department is incurring leaks and needs to be addressed. He also stated that the windows are leaking at the Vandergrift Library.

To 8/31/20

4-A

Taxes	2019	2020	D.A.
Property Tax	598,898	571,411	
Selling Prop.	45,714	23,587	
Realty Transfer	17,278	22,015	
Wage Tax	271,591	262,895	
Local Service Tax	28,517	26,056	
	961,998	905,964	(-) 56,034
Fines			
Magistrate	8,258	5,061	
Parking Fine	1,080	220	
	9,338	5,281	(-) 4,057
Royalties	15,177	9,590	(-) 5,587
Meters	7,400	2,700	(-) 4,700
Refuse			
Current	426,448	415,186	
Delinq	20,806	22,781	
	447,454	437,967	(-) 9,487

Boro of Vand

Mr. Collini stated that he will be holding a Committee meeting sometime next week.

Mr. Uskuraitis stated that the Committee will also be looking into certain alterations within the Municipal Building.

A motion was made by Mr. Uskuraitis, second by Mr. Holmes, to accept the Building & Grounds Report. Motion carried.

TREE & LIGHT REPORT:

Chairperson McClarnon reported that she is waiting for bid proposals regarding the trimming and removal of various trees in town.

Mrs. McClarnon stated that MaryLee Kessler was told by Solicitor Loperfito not to mention anything about the tree commission to Ms. Oberdorf.

Mrs. Wilson questioned why the downed tree at the corner of Sherman & Columbia has not been addressed.

Mrs. McClarnon stated that she is waiting on three bids for the removal of said tree.

A motion was made by Mr. Holmes, second by Mr. Maszgay, to accept the Tree & Light Committee. Motion carried.

GENERAL GOVERNMENT REPORT:

No Report

RECREATION REPORT:

Chairperson Uskuraitis reported that the park has been closed for the season and that the winterizing will begin shortly.

Mr. Uskuraitis stated that he would like to hold 2 "Movies in the Park" at Kennedy Park whereby vehicles can drive on the park, something like a drive-in, social distance would be maintained. He also stated that he would like to have food trucks.

Mrs. McClarnon questioned the cost to hold these events.

Mr. Uskuraitis stated that the cost would be about \$600 per movie, of which would be offset by donations from businesses & the public attending the events.

A motion was made by Mr. Uskuraitis, second by Mr. Holmes, to approve the aforementioned matter by the end of the month, with dates to be determined. Motion carried.

Mr. Uskuraitis stated that the cameras at the parks need to be installed as soon as the camera ordinance is adopted if there is enough money in the budget. He stated that there has been vandalism has increased at Kennedy Park.

Mrs. McClarnon questioned who would have access to the camera feeds.

Mr. Uskuraitis stated that the live feeds directly to the police department and can be viewed only with the discretion of Chief of Police.

Solicitor Generelli stated that through the "Right to Know", viewing of feeds could be accessed for certain reasons.

A motion was made by Mrs. Wilson, second by Mr. Collini, to accept the Recreation Report. Motion carried.

SOLICITOR'S REPORT:

Solicitor Generelli presented for adoption Ordinance No. 2-2020, which enacts regulations and setting policies for camera surveillance in the Borough.

A motion was made by Mr. Holmes, second by Mr. Uskuraitis, to adopt Ordinance No. 2-2020. Motion carried

Solicitor Generelli presented for adoption Ordinance No. 3-2020, which establishes rules and guidelines for the creation and installation of driveways.

A motion was made by Mr. Holmes, second by Mr. Maszgay, to adopt Ordinance No. 3-2020. Motion carried.

Solicitor Generelli presented for adoption Resolution No. 10-2020, which sets certain fees regarding Ordinance No. 3-2020.

A motion was made by Mr. Holmes, second by Mrs. Wilson, to adopt Resolution No. 10-2020. Motion carried.

Solicitor Generelli presented for adoption Ordinance No. 4-2020, which makes no parking on both side of 23rd Street, from West Madison to West Monroe Avenues.

A motion was made by Mr. Holmes, second by Mrs. Wilson, to adopt Ordinance No. 4-2020. Motion carried.

Solicitor Generelli prepared a Declaration of Disaster Emergence to be extended from September 8th to October 5th.

A motion was made by Mrs. Wilson, second by Mr. Holmes, to approve the aforementioned declaration. Motion carried.

In regards to Olmstead Commons Project, Solicitor Generelli stated that everything has been submitted to ShelbyMichalek, Redevelopment Authority of Westmoreland County.

Engineer Bove stated that he has submitted the needed specifications and plans to the Department of Conservation and Natural Resources.

A discussion was held on the type of design rendering to be used for this project.

A motion was made by Mr. Holmes, second by Mr. Uskuraitis, to direct the Engineer to prepare design renderings for Council's review and approval. Motion carried.

Solicitor Generelli stated that the adoption of a burning ordinance will be on hold at this time.

Mr. Holmes stated that he will meet with the fire departments regarding this issue. He also stated that the proposed fines need to be increased and the enforcement of police should be addressed.

In regards to the Stormwater Ordinance, Engineer Bove stated that he has the final draft ready at the October meeting.

In regards to a timber ordinance, a motion was made by Mr. Uskuraitis, second by Mr. Holmes, to advertise for adoption Ordinance No. 5-2020. Motion carried.

Mr. Uskuraitis reported that he has been working with Jackie Vigna regarding the establishment of a working e-mail system for members of Council. He stated that the present system works and that all of the forwards have been removed from everyone's e-mails so not being forwarded to your personal e-mail.

In regards to the web page, Mr. Uskuraitis stated that he will work with Mrs. Geltz to maintain the system.

A motion was made by Mr. Uskuraitis, second by Mr. Holmes, to bring back the Borough's Web site and e-mail. Motion carried with Mrs. McClarnon & Mrs. Chvala abstaining.

Mr. Uskuraitis and Mrs. Chvala thanked Jackie Vigna for all help and support regarding the aforementioned matter.

Solicitor Generelli questioned if anyone had any comments regarding sidewalk issues, but none were received.

A motion was made by Mr. Holmes, second by Mr. Collini, to accept the Solicitor's Report. Motion carried.

UNFINISHED BUSINESS:

In regards to Denise Lewandowski's Holiday Town Extravaganza, Mr. Uskuraitis stated that the event will be held on December 4th, 5th, and 6th from 10 am to 9 pm. He also stated that she is requesting to close Grant Avenue, from Farragut to Columbia Avenues and the event will be self-insured. Also, he stated that the merchants are in support of this event. Mr. Uskuraitis also stated that there will be 5K race, of which there will need the police assistance.

A motion was made by Mr. Uskuraitis, second by Mr. Collini, to approve the aforementioned event. Motion carried.

Mr. Uskuraitis stated that the garden group at Franklin Park is requesting additional space for next year, of which will be inside the fenced area of the Park.

A motion was made by Mr. Uskuraitis, second by Mr. Collini, to approve the aforementioned request. Motion carried.

NEW BUSINESS:

Mr. Maszgay stated that Kiski Area will be contacting the Borough in regards to have Mr. Uskuraitis and himself to have a walk through at Davis Field sometime next week. He stated that he would like to have the Borough Engineer take part of the walk through.

Mrs. Wilson stated that something needs to be done about businesses posting their signs on the telephone poles. She stated that the power companies do not want this to continue. She therefore, questioned if the Solicitor contact these business to advise them to cease future posting of their signs.

RECESS:

A motion was made by Mr. Holmes, second by Mr. Uskuraitis, to recess the meeting until Thursday, September 24th, beginning at 7:00 pm, for the purpose of opening bids received for the Franklin Avenue Street Reconstruction Project. Motion carried,

The meeting was recessed at 8:22 pm.

NOTICE OF ABSTENTION

I, Kathleen Chiodo, Councilperson for the Borough of Vandergrift located in the County of Westmoreland and Commonwealth of Pennsylvania, do hereby set forth this affirmative declaration of abstention regarding any matter involving Bove Engineering. I am employed by Bove Engineering and as such, under the Ethics Act, I shall not engage in any restricted activities as is set forth under Section 1103 of the State Ethics Act. Pursuant to said section of the Ethics Act, I set forth this written memorandum, filed with the Borough Secretary of the Borough of Vandergrift advising that I am unable to take any action on a matter involving Bove Engineering. I acknowledge that I have a conflict regarding matters that would financially impact Bove Engineering and cannot participate and must comply with the disclosure requirements of Section 1103(j) of the State Ethics Act. I acknowledge that my conflict in this matter, includes making motions and voting, and also includes actions such as lobbying other members, speaking as to motions or advocating for a certain result.

I do hereby execute this document in accordance with the requirements of the Pennsylvania State Ethics Commission disclosure requirements and apply the same to all actions, on behalf of Bove Engineering which may arise before the Council of the Borough of Vandergrift as of the date, time and meeting identified in the minutes of the Borough meeting.

Kathleen A Chiodo

Abstain from motion to continue with
emails & websites

NOTICE OF ABSTENTION

I, Christine A. Wilson, Councilperson for the Borough of Vandergrift located in the County of Westmoreland and Commonwealth of Pennsylvania, do hereby set forth this affirmative declaration of abstention regarding any matter involving Bove Engineering. I am employed by Bove Engineering and as such, under the Ethics Act, I shall not engage in any restricted activities as is set forth under Section 1103 of the State Ethics Act. Pursuant to said section of the Ethics Act, I set forth this written memorandum, filed with the Borough Secretary of the Borough of Vandergrift advising that I am unable to take any action on a matter involving Bove Engineering. I acknowledge that I have a conflict regarding matters that would financially impact Bove Engineering and cannot participate and must comply with the disclosure requirements of Section 1103(j) of the State Ethics Act. I acknowledge that my conflict in this matter, includes making motions and voting, and also includes actions such as lobbying other members, speaking as to motions or advocating for a certain result.

I do hereby execute this document in accordance with the requirements of the Pennsylvania State Ethics Commission disclosure requirements and apply the same to all actions, on behalf of Bove Engineering which may arise before the Council of the Borough of Vandergrift as of the date, time and meeting identified in the minutes of the Borough meeting.

Christine A. Wilson
CHRISTINE A. WILSON

- ① PAYMENT ON POOL LINEA
- ② FRANKLIN AVE CD BIDS
ADVERTISE SPECS
- ③ POOL GRANT PHASE 3