

MINUTES OF THE BIG BEAVER BOROUGH COUNCIL MEETING **December 17, 2019**
HELD AT THE BIG BEAVER MUNICIPAL BUILDING, 114 FOREST DRIVE, DARLINGTON, PA 16115

President Jason Landsbach called the meeting to order at 7:00 pm
followed by the Pledge of Allegiance and the Lord's Prayer

Roll Call:

Mayor - Don Wachter	Admin./Treas.: Debbie Ahern
President - Jason Landsbach	
Vice President - Roz Miller	Admin. Assist
Councilmen - Michelle Joy	Solicitor: Shannon Steele
Jeff Magee	Engineer: Larry Lennon
Dennis Stiteler	Code Enforcement: Dawna Pella
	Road Master: Don Reeher

Absent: Councilmen: Bob Davenport & Bart Carr

Visitors:

Mr. David McNicholas from Lindy Paving asked Council to refresh the approval of the application for lot consolidation of Lots 1 & 4. Previously approved, but it was never recorded at the Courthouse, so the approval needs refreshed. Dennis Stiteler made a motion to approve refresh of the application, seconded by Michelle Joy. All in favor, motion carried.

Linda Reeher filled out a service request regarding streetlights on Norwood. Hasn't heard anything. Wondered what was going on. Mayor stated that existing streetlights are for traffic safety purposes. Individual residents would have to pay for one in front of their residence. Michelle Mako commented that lights in the whole Borough would be a long process, studies would have to be done, look at the population on the road, cost involved, and it would not happen overnight. Roz Miller commented that some residents would complain if lights were put up because of the light pollution.

Marty Morris stated the comprehensive plan is still being looked at by the planning commission. Follow up of discussion with President Landsbach on construction of a walking/bike trail at the community park. President Landsbach stated he thought it was a good idea. He would have to walk it with someone that knows how to plan it. Marty also stated it might be a good idea to put up road litter signs to remind people not to litter. It's a state crime. President Landsbach said he would ride around to see where the best place to put them would be. Marty suggested that the Borough take an active role to find out if the Borough would get a share of the 25% penalty, \$5.3 million, that Mt Airy paid when the State did not grant their application. President Landsbach will contact Rep Marshall. Will ask a budget question during the meeting when the budget is being discussed.

Linda McFadden requested minutes from the November 19th meeting. After they are approved tonight she can have them. Thanked Jason & Council for bringing in dirt to repair her property.

Next Meeting: Monday, January 6, 2020 combine the conditional use hearing, the reorganization meeting, and the workshop meeting. All in favor.

Please review the committee list included in your packet to be discussed at the next meeting

Minutes:

The minutes from the November 19th and the December 3rd meetings were reviewed and a motion was made by Michelle Joy, seconded by Jeff Magee to accept as written. All in favor, motion carried.

Financials:

Debbie Ahern presented the November financials and a motion to accept the November financials was made by Michelle Joy, seconded by Roz Miller. All in favor, motion carried.

The prepared December Bill List was presented by Debbie Ahern. Michelle Joy made a motion, seconded by Dennis Stiteler, to approve and pay as funds become available. All in favor, motion carried.

Items that were voted on:

Marty Morris brought up that the 2019 document that he received from the office does not balance. Totals are coming out wrong. He was concerned that 2020 budget would not balance. Debbie Ahern added the 2019 and 2020 columns on the current budget document and verified that the numbers do add correctly. Whatever the error was had been corrected.

Roz Miller requested that Council receive copies of the employee letters.

Michelle Joy made a motion to approve the 2020 Budget. No second, motion failed. Shannon Steele asked if Council was going to discuss it. Roz Miller stated that usually the payroll increases are discussed in greater depth than what happened when the Budget was presented November 6th. There was no in-depth discussion about extending Virginia Binder's consulting fee. Dennis Stiteler agreed with Roz. Dennis doesn't feel it is necessary to extend Virginia Binder as consultant for six months. Jason asked where are we with hiring Secretary? Virginia would answer questions that current staff doesn't have knowledge of. Roz Miller stated that there are employees at DCED that will come in and fully train office staff. They are specialists and are very familiar with administration stuff. DCED is no charge. Michelle Joy stated that Virginia's consulting can be stopped at any time. There is no signed contract. Roz Miller suggested we cut the amount in half, 3 months. Jeff Magee feels that new things will come up everyday. Virginia's consulting approved on a month to month basis as needed. Dennis questioned a pay increase. Discussion held for executive session.

Mayor questioned why the Secretary gets an hour paid lunch and the road crew gets a half hour not paid. Michelle Joy stated this would be part of the Employee Manual, Job descriptions and Office Procedures that have been started and further discussion will take place when they are reviewed.

The 2020 Holidays were reviewed. Roz Miller made a motion, seconded by Dennis Stiteler to approve the 2020 Holiday schedule. All in favor, motion carried.

The 2020 tax mill rate was reviewed. Roz Miller made a motion, seconded by Jeff Magee, to adopt the 2020 tax millage rate of 12.5 Mills. All in favor, motion carried.

Michelle Joy made a motion, seconded by Roz Miller, to appoint Debbie Ahern as the Chief Financial Officer for Pension. All in favor, motion carried.

Roz Miller made a motion, seconded by Dennis Stiteler, to approve the Beaver County Humane Society 2020 contract. All in favor, motion carried.

Roz Miller made a motion, seconded by Dennis Stiteler, to make a payment of \$300.00 to Ben White for work done on the backhoe door. All in favor, motion carried.

Roz Miller made a motion, seconded by Dennis Stiteler, to purchase a cell phone for garage to be used when Roadmaster is on vacation. All in favor, motion carried.

Roz Miller made a motion, seconded by Dennis Stiteler to purchase a new desk phone for garage

Jeff Magee made a motion, seconded by Dennis Stiteler, to approve Beverly Lynch, US Census Bureau to use Council chambers May 6th – 16th to do training for the people they hire to take the census in this area. Set up the rules in writing. All in favor, motion carried.

Michelle Joy made a motion, seconded by Roz Miller, to approve the day after Christmas as a gift for employees. All in favor, motion carried.

Roz Miller made a motion, seconded by Jeff Magee, to have employees work the full day on New Year's Eve. All in favor, motion carried.

Reappointments for 2020: Tabled for the reorganization meeting

Cottrill/Arbutina Auditors

Mike Groves -SEO

LSSE – Engineering

Shannon Steele - Solicitor

Pella Consultants – Code Enforcement/Zoning

Kathy McClure – Planning Commission

Dr. Jonathan McClure – Zoning Hearing Board

Streets & Roads / Buildings & Equipment:

NEW: Road master Report

The radiator on the road grader is leaking. Will have to be sent out for repairs.

Dennis Stiteler asked where the tires for grader are purchased Don Reeher stated at B & P.

Dennis said go ahead and order. Don Reeher left at 8:15 p.m.

Parks & Recreation:

Michelle Joy has talked with John Hyle and he has all the information to redesign the park.

Planning Commission:

No Meeting on 12/11

Dennis Stiteler's resignation from the Planning Commission was accepted.

Roz Miller made a motion, seconded by Dennis Stiteler to appoint Katie Damaska to the Planning Commission. All in favor, motion carried. A telephone vote was taken on November 21st to rescind the denial of Pitt Race Office Complex application. A letter was sent to Sol Harris/Pitt Race on November 22nd granting the extension request.

Municipal Authority:

Everyone has the report. Jeff wasn't present at the meeting, but looks like a standard meeting. No issues.

Zoning:

Monthly Report submitted. Three citations issued that Council voted on last month. Ramada Inn sign is removed. Lindy Paving moving the garage across the road. Owen has a checklist in the office that tracks where everything is at. Roz asked if the delay & confusion with Lindy Paving was due to them needing a Conditional Use hearing? No, Lindy did not follow through with recording the previous lot consolidation. Dawna and Owen are teaching a class at the statewide convention. Any suggestions on what she could include. If Owen is not needed, due to the casino not coming, the decision is up to Council if he continues to have hours. Mayor Wachter is happy with the way things are moving along. He has had no complaints from people not being able to reach Zoning. No motion needed to continue to have him here two days a week.

Solicitor:

Conditional use hearing for Lindy Paving scheduled for the first Monday, January 6th at 7:00 p.m.
Monthly Report

Engineer Lennon:

Monthly Report (See Hand Out)

Draft of Zoning ordinance. Planning Commission is reviewing the use table. The County has to comment then it would be adopted and sent to everyone.

Issued review letters approving West Gate Lot 6 and Dominion Energy.

Street opening ordinance suggestion to update detail for restoration and bonding requirement. Performance and Maintenance bonds would cover future failure. Council is okay with Larry Lennon working on a new ordinance. Should include that inspection cost and legal fees would be passed on. Subdivision plan is the last thing they are reviewing,

Dennis asked how long will Norwood Drive repairs take. Property owner needs to sign an easement. Thirty days for bids Summer due to waiting for it to dry out.

Mayor's Report:

Mayor talked to the President of Koppel council. Something changed the timing of the traffic light. Mayor called Penndot. They sent someone out. They said they didn't change the timing. Roz Miller asked about significant explosions at the shredder. Sunday nights are the worst. This past Sunday, 10:10, was so bad it shook Kim Wagner's house and a gas log fell out of the fireplace. Dawna Pella advised that she previously investigated and it is an approved use in the area.

Fire Dept Report: handout

Executive Session: Personnel Time in: 8:56 p.m., Time out 9:32 p.m.

Dennis Stiteler made a motion, seconded by Jeff Magee, to approve the 2020 budget.

Meeting adjourned 9:35 p.m.

Respectfully submitted,

Debbie Ahern