

SEWICKLEY HILLS BOROUGH
Monday January 4, 2016 Reorganization & General Council Meeting Minutes

CALL TO ORDER: Mayor David Malarik called the meeting to order at 7:30 p.m. at the Sewickley Hills Borough Municipal/Recreational Building, located at 349 Magee Road, Sewickley, PA 15143-9117.

PRESENT: Cynthia Phillips, Jack Faulkner, Natasha Brandenburg, Lawrence (Randy) Newman, Lucille Guttendorf, Mayor David Malarik, Arthur Leonard (Solicitor), Diana Steele (Secretary)

MEMBERS EXCUSED: N/A

CITIZENS ATTENDED: Craig Rowland, Joe Hajnas, Sr., and Joe Hajnas Jr., Steve Roberts, Karl Boyer, Sgt. Beck, Matrid Harper.

REORGANIZATION: Mayor Malarik begins the reorganization meeting with the Pledge of Allegiance and swears in newly elected Council Members: Cynthia Phillips, Jack Faulkner, and Lucille Guttendorf. Mayor Malarik asks for nominations for Council President, Mr. Faulkner nominates Mrs. Phillips, there being no additional nominations, and nominations are closed.

MOTION: A motion is made by Mr. Faulkner to nominate Mrs. Phillips Council President, with all in favor.

MOTION: A motion is made by Mrs. Phillips to nominate Mr. Faulkner as Vice President of Council, all in favor.

MOTION: A motion is made by Mrs. Phillips to nominate Mrs. Brandenburg as President Pro-Tem, all in favor.

MOTION: A motion is made by Mrs. Phillips to name the Sewickley Herald as our newspaper of record, all in favor.

MOTION: A motion is made by Mrs. Phillips to appoint Ms. Steele as the Open Records Officer, all in favor.

MOTION: A motion is made to appoint Mr. Lee Nute, Mr. Craig Rowland, Mr. Kevin Miko, Mr. Thomas Klixbull and Mrs. Cynthia Phillips to the Planning Commission, all in favor.

MOTION: A motion is made by Mr. Newman to re-appoint Karl Boyer for a three year term to the Zoning Hearing Board, seconded by Mr. Faulkner, with all in favor.

MOTION: A motion is made by Mrs. Phillips to nominate Mrs. Brandenburg to the Building Committee Chair, with all in favor.

MOTION: A motion is made by Mrs. Phillips to appoint Mr. Craig Rowland serve as the temporary Chairman of the Vacancy Hearing Board, all in favor.

MOTION: A motion is made by Mrs. Phillips to appoint Jeffrey Frazier serve as our Building Inspector, all in favor.

MOTION: A motion is made by Mrs. Phillips to appoint Allegheny County as our Sewage Enforcement Office, with all in favor.

MOTION: A motion is made by Mrs. Phillips to appoint Ms. Diana Steele as the Borough Secretary, with all in favor.

MOTION: A motion is made by Mrs. Phillips to appoint Robb, Leonard, Mulvihill, with Art Leonard as our Solicitor, all in favor.

MOTION: A motion is made by Mrs. Phillips to appoint Wayne Hyjek as the Borough Treasurer, with all in favor.

MOTION: A motion is made by Mrs. Phillips to appoint Emile Ketterer of NIRA Engineers as our Borough Engineer, with all in favor.

MOTION: A motion is made by Mrs. Phillips to appoint Fabian O'Connor of O'Connor, Pagano and Grupac as Borough Auditor, with all in favor.

MOTION: A motion is made by Mrs. Phillips to appoint Keystone Collections as our Borough Income Tax Collector, with all in favor.

MOTION: A motion is made by Mrs. Phillips to appoint John Wick of Wick Landscaping as our Road Master, with all in favor.

MOTION: A motion is made by Mrs. Phillips to appoint Brenda Kovacs as our Borough Rental Manager, with all in favor.

Code Enforcement Officer: Needs to be appointed.

All appointees, being paid employees, are at their current rates of pay or letters of agreement.

CITIZENS & GUESTS:

Mrs. Phillips asks if anyone has an issue not on the agenda to bring before Council.

Matrid Harper of 1601 Magee Road has a problem with a catch basin in front of her property. For the last 6 to 9 month she has contacted PennDOT to report the problem and was told by the PennDOT employee that it is the Borough's responsibility. Magee Road is a state road and the catch basin is also part of PennDot's responsibility. Ms. Harper is beginning to observe a medallion above her light fixture that is pulling away from the ceiling.

Mrs. Phillips asks that Mr. Faulkner and Ms. Steele compose a letter to PennDOT stating the problem and asking for a timely response to this issue.

MINUTE APPROVAL:

Mrs. Phillips asks if Council has reviewed December 8, 2015 meeting minutes for approval.

MOTION: A motion is made by Mrs. Guttendorf to approve the meeting minutes from December 8, 2015, seconded by Mr. Faulkner; Mrs. Brandenburg abstains, with all in favor.

POLICE REPORT:

Mayor Malarik states the Police Report for December included eight calls.

ENGINEER'S REPORT:

Mrs. Ketterer had nothing to report at this time.

SOLICITOR'S REPORT:

Zoning Hearing Board: Atty. Leonard states the Zoning Hearing Board will hold a meeting on January 14, 2016 at 6:00 p.m. to consider a variance for property at 3799 Blackburn Road for ordinances pertaining to parking and loading restrictions in the Commercial Industrial Zone; the topography of the property needs to be taken into consideration for the variance. Mrs. Phillips recommends having Atty. Leonard's present at the Zoning Hearing Board.

Mr. Rowland asks what the next step in the approval process for the McLaughlin Distillery, Atty. Leonard answers: McLaughlin Distillery is asking the Planning Commission to grant a Conditional Use and approve the Site Plan and to approve the Site Plan the variance must be approved.

OTSA Turnover: Mrs. Guttendorf asks the status of the turnover of the sanitary lines to OTSA, Atty. Leonard states that all of the paperwork has been signed and sent to OTSA's Solicitor, he is awaiting their response.

TREASURER'S REPORT:

Mr. Hyjek had nothing to report at this time.

ADMINISTRATIVE REPORT:

American Flag Replacement: Ms. Steele stated the American Flag needs to be replaced.

MOTION: A motion is made by Mrs. Brandenburg to spend up to \$80 to replace the 5 x 8 foot flag, seconded by Mr. Faulkner, roll call is taken with all in favor.

Mr. Faulkner mentioned he knows of a business that sells American made flags that were donated to veterans for approximately \$20 each and will explore the possibility of obtaining a couple for our use at the Borough building.

MOTION: A motion is made by Mrs. Brandenburg to approve up to \$80 to replace the American flag, but, Mr. Faulkner may purchase one from the Veteran's Thrift Store for \$20, seconded by Mr. Faulkner, with all in favor.

Fire Extinguisher: Ms. Steele states that Mrs. Kovacs brought it to the Council's attention that the fire extinguishers in the borough building are non-functional. Mrs. Phillips asks that Ms. Steele call Jeff Frazier, the Fire Chief and ask for his input and report at the next meeting.

Mrs. Brandenburg asks to have Brenda Kovacs check the fire extinguishers once a month to make certain they are operational.

Mrs. Brandenburg asks about the meeting between QVRA and Sewickley Hills Borough. Mrs. Phillips states it is on her agenda for January.

Mrs. Brandenburg asks about the situation with an in operational septic system on Hunt Road. It has been tested and the owners are taking the appropriate action to rectify the situation.

Newsletter: Mrs. Phillips asks that Council review the newsletter emailed to them over the weekend and give their comments to Mrs. Brandenburg by Monday, January 11, 2016.

MOTION: A motion is made by Mrs. Guttendorf to pay the bills as presented, seconded by Mr. Newman; roll call is taken with all in favor.

Mr. Faulkner reports there is a problem with a pothole on Magee Road that he experienced about a month ago. He reports further that all issues with Borough roads owned by either PennDOT or the County be reported to OTPD and the borough office. Mr. Faulkner spoke to a PennDOT representative regarding his accident on Magee Road; he was informed that there had been no previous notifications of a problem on Magee Road. Mr. Faulkner talked with the chief of OTPD and was told there had been previous complaints regarding the pot hole situation.

Atty. Leonard stated that if Allegheny County or PennDOT were notified or were onsite for a problem then these entities have records of these notifications, maintenance, complaints or inspections that are kept for one year and a right-to-know request can be submitted.

ADJOURNMENT:

MOTION: A motion is made by Mr. Faulkner to adjourn the meeting at 8:32 p.m., seconded by Mrs. Guttendorf, with all in favor.

Respectfully submitted
Diana Steele-Secretary