

**SEWICKLEY HILLS BOROUGH**  
**Tuesday, January 10, 2017 General Council Meeting Minutes**

CALL TO ORDER: Mrs. Phillips 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, Lucille Guttendorf, Arthur Leonard (Solicitor), Emile Ketterer (Engineer), Wayne Hyjek (Treasurer), Diana Steele (Secretary)

MEMBERS EXCUSED: Natasha Brandenburg , Lawrence (Randy) Newman, Mayor David Malarik

CITIZENS ATTENDED: Craig Rowland, Joe Hajnas Jr., Chief Micklos, Don Fogel, Hunter Hopkins, Karl Boyer

CITIZENS & GUESTS: Mrs. Phillips asks if there are any issues not on the agenda that anyone would like to discuss.

MINUTE APPROVAL: Mrs. Phillips asks if Council has reviewed December 13, 2016 meeting minutes for approval.

**MOTION: A motion is made by Mrs. Guttendorf to approve the meeting minutes from December 13, 2016, seconded by Mr. Faulkner motion is carried with all in favor.**

TREASURER'S REPORT: Mr. Hyjek states the following balances in the Borough's bank accounts:

PNC	\$ 55,681.53
FNB	\$273,479.69
A/R	\$ 600.00 – owed by Sanitary Sewer customers
Sanitary	\$40,452.75
Capital Reserve	\$85,788.35

Mrs. Phillips questions Mr. Hyjek regarding miscellaneous revenues showing an increase of 600%, Mr. Hyjek stated that was the \$183,834.00 Maintenance bond of Brooktree Holding Co., Inc.

POLICE REPORT: Ms. Steele reports in the absence of Mayor Malarik. She stated it was pretty normal report except for one DOA, Chief Micklos reported there was one person on Glenfield Road.

Mrs. Phillips asks if Council has reviewed the bills to be paid.

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

ENGINEER'S REPORT: Mrs. Ketterer reported the MS4 report will be submitted by the end of the year, she will submit to obtain the waiver again this year.

**OTSA:** Mrs. Ketterer reported that the camera work has been completed on the sanitary sewer lines by OTSA, there were no problems.

Atty. Leonard reported the signed agreement states that OTSA assumed all responsibilities for the sanitary sewer lines. The deed transfer went to OTSA, Atty. Leonard stated the OTSA solicitor does not know if the deed transfer has been recorded to date.

Mr. Hyjek reported the only outstanding invoice to be paid from the sanitary account is an invoice from NIRA Engineers for \$200.00

SOLICITOR'S REPORT: **Woods of Sewickley Hills Cash Maintenance Bond:** Atty. Leonard stated his recommendation to release the cash Maintenance bond on the Woods of Sewickley Hills to Mr. Pelly to be replaced by a Maintenance bond, that bond to expire on August 9, 2017. Mrs. Ketterer will inspect the Woods before releasing the Maintenance bond.

**MOTION: A motion is made by Mr. Faulkner to release the cash Maintenance bond in the amount of \$183,834.00, for the Woods of Sewickley Hills to be replaced by a Maintenance bond, seconded by Mrs. Guttendorf, the motion is carried with all in favor.**

**2017 Budget and Tax Rate:** Atty. Leonard stated there needs to be an Ordinance #1 of 2017 accepting the 2017 Budget and the real estate tax rate of 2.84 mills.

**MOTION: A motion is made by Mr. Faulkner to approve Ordinance 1 of 2017 accepting the 2017 Budget and real estate tax rate, seconded by Mrs. Guttendorf, motion is carried with all in favor.**

**Mr. Newman's resignation from Council:** Atty. Leonard stated Mr. Newman's resignation will be accepted by the Council on February 14, 2017 to allow sufficient time to find a replacement to his seat.

ADMINISTRATIVE REPORT:

Ms. Steele had nothing to report.

COUNCIL MEMBERS:

**Post card to fill Council seat and Zoning Hearing Board seat:** Mrs. Phillips asked for approval to mail postcards to the residents to fill the Council seat and a seat on the Zoning Hearing Board.

**MOTION: A motion is made by Mrs. Phillips to approve an expenditure of up to \$50.00 to mail postcards to residents to fill the Council seat and a seat on the Zoning Hearing Board, seconded by Mr. Faulkner, roll call is taken with all in favor.**

**PSAB Webinar:** Mr. Faulkner stated there will be a Webinar sponsored by the PSAB on January 11<sup>th</sup> and 12<sup>th</sup>, 2017 outlining the duties and responsibilities of Council.

**Mini-Cell Tower:** Mr. Rowland stated Natausha Horton of the Cohen Law Group forwarded the following information regarding the Mini-Cell Towers. "We recently learned that four wireless companies (Sprint, AT&T, Verizon, and T-Mobile) have drafted a bill for introduction in the Pennsylvania General Assembly that would: 1) strip municipalities of their right to control the construction and location of wireless facilities in the public rights-of-way; and 2) effectively eliminate the right of municipalities to assess fees for such facilities."

Atty. Leonard suggested the Borough write letters to the PSAB, local Senator and Representative asking what is being done to stop this bill from passage.

NEW/OLD BUSINESS:

**Reappointments:** The following reappointments were passed.

**MOTION: A motion is made by Mrs. Guttendorf to make the following appointments, seconded by Mr. Faulkner, with all in favor.**

- To appoint Natasha Brandenburg as Building Committee Chair.
- To appoint Diana Steele as Open Records Officer.
- To appoint Doug Throckmorton as Vacancy Board.
- To appoint Lee Nute as Chair of the Planning Commission.
- To appoint Joe Hajnas, Jr. to a three year term on the Zoning Hearing Board.

**MOTION: A motion is made by Mr. Faulkner to make the following appointments, seconded by Mrs. Guttendorf, with all in favor.**

- To appoint the Post-Gazette as the Borough Newspaper of Record.
- To appoint Diana Steele as Borough Secretary at a rate of \$18./hour
- To appoint O'Connor, Pagano, Grupac as the Borough Auditor at the new rate.
- To appoint Robb, Leonard, Mulvihill as the Borough Solicitor at the new rate.
- To appoint Keystone Collection as the tax collector, at rate specified.

**MOTION: A motion is made by Mrs. Guttendorf to make the following appointments, seconded by Mr. Faulkner, with all in favor.**

- To appoint Wick Landscaping as Road Master, at the agreed upon rate.
- To appoint NIRA Engineers as the Borough Engineer, at the new established rate.
- To appoint Jeff Frazier as the Code Enforcement Officer, at the current rate.
- To appoint Jeff Frazier as the Building Inspector, at the current rate.
- To appoint Allegheny County Health Department as the Sewage Enforcement Agency.
- To appoint Brenda Kovacs as Building Rental Manager, at the current rate.

Mrs. Phillips stated the Treasurer's position is to be reduced in rate from \$1000/monthly to \$800/monthly due to the decrease in responsibilities since the sanitary account has been handed over to OTSA and the Aleppo Water Penn Vest loan has been paid in full. Mr. Hyjek stated that was "unacceptable" and that he would turn in his resignation at the end of the month.

EXECUTIVE SESSION:

At 8:21 p.m. Council went into Executive Session. At 8:55 p.m. Council came out of Executive Session. Atty. Leonard stated during the Executive Session was a personnel matter with no decisions made or votes taken.

Mrs. Phillips stated that Mr. Hyjek asked for a raise of \$100/month, Council is unwilling to give a raise, Council will compromise at \$1000/month, his current rate, but it is his decision whether to accept. Mrs. Phillips states in the meantime we will look at potential replacements for his position. Mrs. Phillips asks for a motion to retain Mr. Hyjek at \$1000/month.

**MOTION: A motion is made by Mr. Faulkner to retain Mr. Hyjek at his present rate of \$1000/month, seconded by Mrs. Guttendorf, motion passes with all in favor.**

ADJOURNMENT:

**MOTION: A motion is made by Mrs. Phillips to adjourn the meeting at 8:56 p.m., seconded by Mrs. Guttendorf, motion carried with all in favor.**

*Respectfully submitted*  
*Diana Steele-Secretary*