

**SEWICKLEY HILLS BOROUGH**  
**Tuesday, April 11, 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, Joseph H. Hajnas, Mayor David Malarik, Arthur Leonard (Solicitor), Emile Ketterer (NIRA), Diana Steele (Secretary)

MEMBERS EXCUSED: Natasha Brandenburg , Wayne Hyjek (Treasurer)

CITIZENS ATTENDED: Craig Rowland, Joe Hajnas Sr., Chief Micklos, Tom Klixbull, Hunter Hopkins, Joseph Warick, Ed Knittel (PSAB)

CITIZENS & GUESTS: Mrs. Phillips asks if there are any issues not on the agenda that anyone would like to discuss. Mr. Warick would like to discuss the OTSA turnover, Mrs. Phillips asks if it can be discussed during the Engineer Report. Mr. Rowland mentions the seven (7) issues regarding the McLaughlin Distillery request for a conditional use change; Mrs. Phillips states she will discuss this issue during her report.

MINUTE APPROVAL: Mrs. Phillips asks if Council has reviewed March 14, 2017 meeting minutes for approval.

**MOTION: A motion is made by Mrs. Guttendorf to approve the meeting minutes from March 14, 2017, seconded by Mr. Hajnas; motion is carried with all in favor.**

TREASURER'S REPORT: Ms. Steele states the following balances in the Borough's bank accounts:

PNC	\$ 41,687.72
FNB	\$281,180.06
Sanitary	\$40,308.67
Capital Reserve	\$85,479.25

Mr. Hyjek's report states that all amounts due the Sanitary Account have been received and deposited. Ms. Steele added that all the past due amounts have been collected.

Mr. Hyjek's report stated that Form AG-385 Municipal Pensions and Fire Relief Report have been filed with the Auditor General. First quarter payroll reports have been filed.

POLICE REPORT: Mayor Malarik states there were 27 Police related calls in March; most of the calls were weather related due to trees down and high winds. Chief Micklos has nothing to add.

ENGINEER'S REPORT: Mrs. Ketterer reported that she has reviewed the Sugarbush Plan and is beginning her review of the G7 Properties submission. Mr. Warick asked for information regarding the sanitary sewers, Mrs. Ketterer reported that she has had no information since the complete transfer. There were no issues at the time of the turnover.

Mr. Warick asked if there was going to be a reconciliation of the sanitary account prior to the closing of the sanitary account. Mrs. Phillips stated that she would schedule a meeting including her, Mr. Warick, Mr. Hyjek, and Mr. Klixbull to reconcile the account. Mrs. Phillips asks Ms. Steele to contact Fabian O'Connor and ask if he found any problems with the sanitary account.

SOLICITOR'S REPORT: Atty. Leonard had nothing to report.

ADMINISTRATIVE REPORT: Ms. Steele reminded all members of Council the Statement of Financial Interests are due at the Borough by May 1, 2017.

**St. James School soccer:** Ms. Steele reported a representative from St. James School soccer league approached the Borough regarding using the fields for one night a week from now until the end of June from 6 to 7:30 p.m. The Council, at this time, would prefer to keep the fields open due to the bookings for the use of the Borough building. It could be visited again next season.

**25 m.p.h. Sign Replacement:** Wick Landscaping put in a bid for eight (8) 25 m.p.h. signs on Magee Road to replace the 30 m.p.h. signs presently in place the bid is for \$97/each plus two (2) posts need to be replaced for an additional \$50/each. Mr. Faulkner to contact "The Big House" to get a bid for the signs from them and report back to Council.

**Constable Position:** Alan Dufala, the Borough Constable, has sold his Sewickley Hills home and will be moving shortly leaving the Constable's position open. Atty. Leonard stated it is not necessary for the Borough to fill the Constable position, however, anyone interested should acquire ten (10) resident signatures endorsing them, and Atty. Leonard would then take this to the Court of Common Pleas. Mr. Faulkner to approach a resident showing interest in the position and report back to Council.

Ms. Steele reported the Newsletters went into the mail on Friday April 7, 2017.

COUNCIL MEMBERS:

**McLaughlin Distillery:** Mrs. Phillips reported that Steve Victor representing the McLaughlin Distillery was asked at the previous Council meeting to address five (5) issues prior to the Public Hearing and Council vote on May 9, 2017. The issues are:

1. *Notarized document with original signatures signed by Mr. McLaughlin, Mr. Victor, and Mr. Ray Ott with regard to submission on date 10-16-2015 and 2-3-2017*
2. *Copy of dye test of the septic system as previously requested by Atty. Leonard*
3. *An agreement that it is stipulated there will be no group tastings or tours on the premises, with more than six in any group or tour*
4. *Occupancy restrictions on the building will be provided by the Fire Marshall in conjunction with the PLCB*

*A memo answering the following questions:*

- a. *Is external lighting for security necessary?*
- b. *Is an ADA bathroom facility required?*
- c. *Will the HVAC system be screened from the main building?*

**Borough Road Repairs:** Mr. Faulkner reported that he, Mrs. Ketterer and Mrs. Phillips plan on touring the Borough roads to determine what steps are to be taken for repairs. Mr. Faulkner will report at the next Council meeting.

Mrs. Ketterer stated that bid packets need sent out to paving companies.

**PSAB Representative:** Mr. Faulkner introduced Ed Knittel from the Pennsylvania State Association of Boroughs (PSAB); Mr. Knittel discussed the services available through the PSAB and encouraged Council to use the services.

**Insurance for Borough:** Mrs. Guttendorf reported she gathered information from other insurance companies for bids to insure the Borough properties.

**MOTION:** A motion is made by Mrs. Guttendorf to move our insurance needs in 2017-2018 to Richard Diemart Insurance Company, seconded by Mr. Faulkner; motion is carried with all in favor.

**Borough Fee Schedule:** Mr. Hajnas stated that he is updating the Borough's Fee Schedules. He also suggested the Borough may want to engage outside legal counsel for the Zoning Hearing Board.

**Bills to be paid:** Mrs. Phillips asks if there are any questions regarding the bills being passed to Council for payment.

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

ADJOURNMENT:

**MOTION:** A motion is made by Mrs. Guttendorf to adjourn the meeting at 9:16 p.m., seconded by Mrs. Phillips, motion carried with all in favor.

*Respectfully submitted*  
*Diana Steele-Secretary*