

**SEWICKLEY HILLS BOROUGH**  
**Tuesday, April 14, 2020**  
**General Council Meeting Minutes**

CALL TO ORDER: Mr. Hajnas called the meeting to order with the Pledge of Allegiance at 7:30 p.m. at the Sewickley Hills Borough Municipal/Recreational Building, located at 349 Magee Road, Sewickley, PA 15143-9117.

PRESENT: Joseph H. Hajnas, Teresa Hartle, Cindy Phillips, Andrew Shannon (Solicitor), Jack Faulkner, Betsy Rengers (Assistant Secretary)

ABSENT/EXCUSED: Michael Lepore, Diana Steele (Secretary), Mayor Malarik

GUESTS: Craig Rowland

MINUTE APPROVAL: **MOTION: A motion is made by Mr. Faulkner to table the approval of the meeting minutes from February 11, 2020, and March 10, 2020 due to the Coronavirus, seconded by Mrs. Phillips; motion is carried with all in favor.**

POLICE REPORT: Mr. Hajnas, in the absence of the Mayor, reports the calls to OTPD for March were mostly tree and medical related. Chief Hanney had nothing to add.

ENGINEER'S REPORT: Mrs. Ketterer was excused and had nothing to report.

SOLICITOR'S REPORT: Atty. Shannon reported that he will be looking at the rental contract agreement as it pertains to refunds to individuals.

TREASURER'S REPORT: Mrs. Rengers is asking for a motion to approve purchasing 500 checks at a cost of up to \$250.00.

**MOTION: A motion is made by Mr. Faulkner to approve up to \$250.00 to purchase 500 checks, seconded by Mrs. Hartle; roll call is taken and motion is carried with all in favor.**

Mrs. Rengers reported the 2020 Liquid Fuels Allocation was \$20,637.35 received in March, 2020.

Mrs. Rengers reported the 20202 PURTA annual report was filed, and the 1<sup>st</sup> quarter taxes. She met with the Auditor regarding the 2020 DCED Audit, it has been filed and the Borough received a copy. There are a few comments

that should be reviewed at the next Council meeting. Permission to run an ad in the paper for this report will be requested at that time.

Mrs. Rengers reported the 2018 Liquid Fuels Audit found no deficiencies and a copy if available in the Borough office.

COUNCIL MEMBERS:

**Coronavirus:** Mr. Hajnas asked to address the COVID-19 issues beginning with Ms. Steele's pay during the pandemic. He stated she would be working from home and coming into the office periodically. He suggests paying Ms. Steele her regular pay/hours for the next three pay periods until the Council meeting to be held on May 12, 2020. Ms. Hartle asked if she would be tracking her hours, Mr. Hajnas stated she is tracking her time. Mrs. Phillips stated that Ms. Steele's regular hours have been budgeted for and believes it is the correct thing to pay Ms. Steele her regular hours, Mr. Faulkner and Ms. Hartle agree.

**MOTION:** A motion is made by Mr. Faulkner to pay Ms. Steele regular pay from the pay period ending April 10, 2020, seconded by Mrs. Phillips, roll call is taken with all in favor.

Ms. Hartle suggested that Ms. Steele be approved for one pay period at a time due to the situation with the pandemic. Mr. Hajnas stated that regular pay would be extended to her through May 8, 2020. This subject will be discussed further at the May 12, 2020 Council meeting.

**MOTION:** A motion is made by Mrs. Phillips to pay 100% - 20 hours a week for two pay periods, ending May 8, 2020, seconded by Ms. Hartle, roll call is taken with all in favor.

**Deposit refunds on rentals:** Mr. Hajnas stated there is an issue with people who have rented the Borough building during this pandemic wanting to cancel the reservations or reschedule as necessary, this causing Mrs. Kovacs extra time to accomplish this task. Mr. Hajnas stated that for COVID-19 cancellations, for the time being that to reschedule, the building manager, receive half again of the booking fee which is \$22.50.

**MOTION:** A motion is made by Ms. Hartle for COVID-19 related cancellations and/or rescheduling the building manager receive ½ again the booking fee which is \$22.50, seconded by Mrs. Phillips, roll call is taken with all in favor.

APPROVAL OF BILLS:

Mr. Hajnas stated that Mayor Malarik suggests that recurring bills be paid, Atty. Shannon is not in agreement. Mrs. Phillips spoke with Ed Knittle of PSAB regarding retroactively approving of bills after they are paid, Atty. Shannon again is not in agreement stating if there would be a problem if the bill was

improper. Mrs. Rengers stated that the utilities for the Borough are on auto pay.

Mr. Hajnas stated that Stewart drilling will service the Geo-Thermal unit this week for the season at a cost of \$150.00. This is a bi-annual service provided by Stewart Drilling.

**MOTION:** A motion is made to approve up to \$150.00 by Ms. Hartle to have Stewart Drilling service the Geo-Thermal unit, seconded by Mr. Faulkner, roll call is taken with all in favor.

**MOTION:** A motion is made by Ms. Hartle to approve the bills as written, seconded by Mrs. Phillips, roll call is taken with all in favor.

A conversation regarding the reauthorization of a Borough resolution regarding the Fairhill Road Grant ensues, the decision is made to look at our options prior to the Resolution due to the bid being in excess of \$230,000. The decision is made to table the matter for the time being.

ADJOURNMENT:

**MOTION:** A motion is made to adjourn the meeting by Mr. Faulkner, seconded by Ms. Hartle ; motion is carried with all in favor.

*Respectfully submitted*  
*Diana Steele- Secretary*