

**SEWICKLEY HILLS BOROUGH**  
**Tuesday, June 9, 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, Jack Faulkner, Cynthia Phillips, Michael Lepore, Teresa Hartle, Andrew Shannon (Solicitor), Mayor Malarik, Diana Steele (Secretary), Betsy Rengers (Treasurer)

ABSENT:

GUESTS: Craig Rowland, Tom Klixbull, Hunter Hopkins, Sgt. Beck

CITIZENS & GUESTS: Mr. Hajnas asks if there is anything not on the agenda to be discussed. Mr. Hopkins stated he has met with Mr. Hajnas regarding five (5) black cherry trees that abut his property at 65 Pacer Drive and Borough public lands surrounding the Maronda Plan. Mr. Hunter stated that one in particular is leaning toward his yard and is asking for the Borough's responsibility in the removal of the five (5) black cherry trees. He has obtained a bid from a third party for \$1,500 to remove the trees. Atty. Shannon will pursue an agreement regarding if Mr. Hopkins is willing to have the trees cut down the Borough is responsible for any property damage that occurs.

**MOTION: A motion is made by Mr. Faulkner to spend up to \$1,750 to remove the five (5) black cherry trees adjacent to Mr. Hopkins property at 65 Pacer Drive, the trees being located on Borough public lands, seconded by Mr. Lepore, roll call is taken and motion is carried with all in favor.**

MINUTE APPROVAL: Mr. Hajnas asks if Council has reviewed May 26, 2020 meeting minutes for approval.

**MOTION: A motion is made by Mr. Lapore to approve May 26, 2020 meeting minutes, seconded by Mr. Hajnas, motion is carried with all in favor.**

Mr. Hajnas asks if Council will approve the meeting minutes from April 14, 2020. Mr. Hajnas asks if there were any amendments made to the April 14, 2020 meeting minutes, Ms. Steele answered "no". Ms. Phillips stated there no

changes made to the meeting minutes sent to Council members and requested that Ms. Steele listen to the tape made by Mrs. Rengers of that meeting and amend them accordingly. Ms. Steele stated again that she has not amended the April 14, 2020 minutes as emailed to Council. Ms. Phillips stated that the motion made at that meeting regarding Mrs. Kovacs renumeration during the COVID-19 pandemic shut-down was not clear.

**MOTION: A motion is made to table the meeting minutes from April 14, 2020 by Mr. Lepore, seconded by Ms. Phillips, motion is carried with all in favor.**

Mr. Hajnas asks if Council will approve the meeting minutes from May 12, 2020. Mr. Hajnas stated that he has some things to verify for this meeting prior to approval and asks that the approval be tabled.

**MOTION: A motion is made to table the meeting minutes from May 12, 2020 by Mr. Lepore, seconded by Ms. Hartle, motion is carried with all in favor.**

POLICE REPORT:

Mayor Malarik states there were a total of 14 calls to the OTPD in May, with three (3) being medical emergencies and three (3) animal complaints. Sgt. Beck stated there was nothing to report.

ENGINEER'S REPORT:

**Crack Sealing:** Mrs. Ketterer reported to Mr. Hajnas the bid from Tough Seal for crack sealing Borough roads was the recommended and lowest at \$6,735.00.

**MOTION: A motion is made to accept the Tough Seal bid for crack sealing at \$6,735.00 by Ms. Phillips, seconded by Mr. Lepore, roll call is taken with all favor.**

SOLICITOR'S REPORT:

Atty. Shannon stated the attorney for the Reserve development has been in touch with his office regarding drafting a Developer's Agreement, Atty. Shannon stated they will not be starting construction this year. There is no time limit for the Developer's Agreement to be submitted.

TREASURER'S REPORT:

Mrs. Rengers stated there were two (2) checks to be refunded for cancelled rental reservations outside of the COVID-19 period, one was for June 19, 2020 with a \$100 refund, the other is for June 26, 2020 with a \$200 refund.

Mr. Hajnas stated he would like a motion to extend for another three (3) months the original letter to grant the Building Manager, Brenda Kovacs, in the matter of COVID-19 that was approved previously.

**MOTION: A motion is made by Mr. Lepore to extend for an additional three (3) months the Building Manager's original letter approved on March 10, 2020, seconded by Ms. Phillips, motion is carried with all in favor.**

Mrs. Rengers has a check that was issued three months ago the recipient has not received it, she is asking permission to void and re-issue the check for \$300.00, the original amount. Decision made by Council to void and re-issue.

Mrs. Rengers also reported the Auditor suggested moving funds from accounts with balances in excess of the FDIC ceiling amounts. Mrs. Phillips suggests investing in PLGIT, Mr. Hajnas stated that some of their investments are not FDIC insured. Mrs. Rengers suggests inviting Tamara, the PLGIT contact, to attend a Council meeting. Mr. Hajnas suggested, based on the Auditor's report the ½ mil allocated for roads be taken out of the General Fund and placed in a separate account. Mr. Faulkner mentioned another source could be PSAB and suggested they be contacted for advice on investments.

APPROVAL OF BILLS:

Mr. Hajnas asks for a motion to approve the bills as written.

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

ADMINISTRATIVE REPORT:

**Zoning Hearing Board:** Ms. Steele reported Rocco Grimaldi is asking to appear before the Zoning Hearing Board for approval of a variance for 550 gallon fueling tank on property at 1011 Glenfield Road, the Zoning Hearing Board is scheduled for June 17, 2020 at 6:00 p.m. Mr. Grimaldi is not the owner of said property but plans on purchasing it at a future date. Mr. Hajnas stated that Mr. Grimaldi will also need to present his case before the Planning Commission for a Conditional Use and approval.

COUNCIL MEMBERS:

**Zerorez and COVID issues:** Mr. Hajnas recognized and thanked all of the Election Day workers. Mr. Hajnas reported that on June 3, 2020 the building had been disinfected by Zerorez of Pittsburgh and Mrs. Kovaks has spent many hours disinfecting and deep cleaning the Borough building. Mr. Hajnas stated that due to the disinfecting of the building and the current COVID pandemic the key situation has been updated to encourage the public to make appointments to enter the building and social distance as much as possible. Mr. Hajnas asked Atty. Shannon to add COVID related language to the rental contract to address cancellations in the future.

**Mulch:** Ms. Steele stated that Jennifer Carlin asked if Council could approve funds for mulching the driveway entrance garden.

**MOTION:** A motion is made by Ms. Hartle to approve up to \$250.00 for mulch, seconded by Mr. Lepore, roll call is taken with all in favor.

**Hose Connector:** Mr. Hajnas reported the hose connector and items for building and grounds maintenance for the irrigation system for the front porch plants needs to be replaced.

**MOTION:** A motion is made by Ms. Hartle to spend up to \$50.00 for a hose connector and items for building and grounds maintenance, seconded by Ms. Phillips, roll call is taken with all in favor.

**Computer:** Ms. Phillips reported that she and Ms. Hartle have explored estimates for the new secretary computer. Up and Running gave an estimate of \$1,481.00, Ms. Phillips and Ms. Hartle agree on the estimate. Mr. Hajnas asked Up and Running for an estimate on them maintaining the computers of the secretary and treasurer.

**MOTION:** A motion is made by Mr. Lepore to purchase a computer for \$1,481.00, seconded by Ms. Hartle, roll call is taken with all in favor.

**Dead Bolts:** Ms. Phillips stated that she tried to access the utility room on election day to get an extension cord and discovered the dead bolt locks had been added and questioned who had keys at this time. Mr. Hajnas stated that it is an interim policy until the total reopening of the state due to COVID-19.

**Election Day:** Ms. Phillips stated on election day there were 120 voters from Sewickley Hills during the 14 ½ hour day. There was an expenditure of up to \$300.00 approved by Council at the May 12, 2020 meeting to purchase masks, pens, sanitizers and lunch and dinner for the election employees in total \$192.52 was spent.

**Brian's Property Management:** Ms. Phillips stated Brian's Property Management is available to clean the catch basins in the Borough that are clogged, trim trees, and do basic maintenance and has submitted a quote to accomplish these tasks. Mr. Hajnas to look at Brian's bid.

**Report on Secretary's Computer repairs:** Ms. Phillips stated that she has been the sole IT Department for Sewickley Hills Borough for approximately 15 years, 8 ½ years ago she set up/configured the new secretary's computer. Approximately January 2015 the Borough enlisted Up and Running Computer to fix problems and do diagnostic testing. Ms. Phillips stated in January 2020 the secretary reported having problems with the computer and Mrs. Rengers reported the administrative password was not working, the Council approved up to \$750 for Up and Running to run diagnostics on the secretary's

computer. There have been attempts made by Mr. Hajnas, Ms. Phillip's son, Alex, who has an IT degree, to repair the issues with the computers not operating correctly. Ms. Phillips is asking for \$100 for repairs made to Ms. Steele's computer by Alex Phillips. Mr. Hajnas stated he has questions and would like to review the repairs made by Alex Phillips. Mr. Hajnas stated he would like to have a copy of the official report of work done by Alex Phillips, Ms. Phillips stated she would provide it. Ms. Phillips requested a report of work done to Ms. Steele's computers by Mr. Hajnas' IT representative. Mr. Hajnas conferred with Atty. Shannon as to whether or not Mr. Hajnas had to provide this information, Atty. Shannon replied affirmatively.

**Salt Storage:** Mr. Lepore reported the agreement with Sewickley Heights Borough for salt storage was initiated in October 2018 for one year with an automatic renewal for one year at a rate of \$500 per month. Mr. Lepore stated that John Wick is named in this agreement as the licensee. Mr. Hajnas stated that Mr. Wick may no longer be able to service the Borough for snow removal, he is still under contract with Sewickley Hills. Mr. Hajnas stated should the need arise an ad will have to be placed to hire another contractor for snow removal. Mr. Lepore stated that in the past year the Borough used less than 150 ton of salt at a cost of \$80 per ton.

ADJOURNMENT:

**MOTION:** A motion is made by Mr. Lapore to adjourn the meeting at 9:18 p.m., seconded by Mr. Hajnas; motion is carried with all in favor.

*Respectfully submitted*  
*Diana Steele-Secretary*