

**SEWICKLEY HILLS BOROUGH**  
**Tuesday, July 10, 2018 Public Hearing and**  
**General Council Meeting Minutes**

CALL TO ORDER: Mrs. Phillips 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: Cynthia Phillips, Jack Faulkner, Lucille Guttendorf, Joseph H. Hajnas, Mayor David Malarik, Arthur Leonard (Solicitor), Emile Ketterer (NIRA), Charlie Guttendorf (Treasurer), Diana Steele (Secretary)

ABSENT: Michael Lepore

CITIZENS ATTENDED: Craig Rowland, Chief Joe Hanny, Don Fogel, Michael Ott

MINUTE APPROVAL: Mrs. Phillips asks if Council has reviewed June 12, 2018 meeting minutes for approval. Mrs. Phillips stated that Mr. Hajnas pointed out that approval was given for purchase of an CPR KIT for the Borough Building, the change to be made to the June 12, 2018 meeting minutes

**MOTION: A motion is made by Mrs. Guttendorf to approve, the meeting minutes of June 12, 2018, as amended, seconded by Mr. Hajnas, motion is carried with all in favor**

CITIZENS & GUESTS: Mrs. Phillips asks if there is anything not on the agenda to be discussed, Michael Ott would like to discuss his lot line change, Craig Rowland would like to discuss the meeting he attended regarding fracking. Mr. Lapore stated that he attended the meeting and it was suggested to the local municipalities that they tighten the existing Ordinance as it pertains to gas and oil drilling. It will be discussed later in the meeting by Mr. Rowland.

ENGINEER'S REPORT: **Hunt Road:** Mrs. Ketterer reported the "Notice to Proceed" was received in her office yesterday and the contract has been signed. The Allegheny County Conservation District has awarded \$8,000 in additional funds for the Hunt Road project, bringing the total of the Grant to \$48,000. Mrs. Ketterer is awaiting shop drawings from Martino, Inc. before proceeding with the project. In light of the Audubon Road closure to begin on July 16, 2018 and continue through July 27, 2018 the Hunt Road project is not expected to interfere with the PennDOT project.

SOLICITOR'S REPORT: **Solicitation Ordinance:** Atty. Leonard stated he received correspondence from an attorney representing Aptiv, regarding our Ordinance limiting solicitations to between 9 a.m. and 5 p.m., the attorney's client is threatening legal action against the Borough. Atty. Leonard temporarily suspended the time limit to allow solicitation to 9 p.m., he suggested that we amend our Ordinance to "solicitation to be from 9 a.m. to dusk. Atty. Leonard stated there would be a Public Hearing to update the Solicitation Ordinance.

Mr. Hajnas researched Ohio Township's Solicitation fees and suggested updating our fees, they are now set at \$30.00 for a day, week, or month.

**Michael Ott:** Mr. Ott is looking for input from Atty. Leonard on the status of his request, to the Planning Commission, to move a lot line at his lot 13R on Legacy Drive. Atty. Leonard stated his correspondence was sent to the Planning Commission and they are the ones to release this information, if they so desire.

TREASURER'S REPORT: Mr. Guttendorf reported the following bank balances:

PNC	\$ 8,623.95
FNB	\$ 367,686.21
Capital Reserve	\$ 82,467.00
Sanitary Account	\$ 40,714.64

Mr. Guttendorf stated he has verified Ms. Steele's vacation days remaining for 2018 as four, six were used.

Mr. Guttendorf asked to transfer \$26,337.42 from the Liquid Fuels account to the General Fund for winter maintenance.

**MOTION: A motion is made by Mrs. Guttendorf to transfer \$26,337.42 from the Liquid Fuels account to the General Fund for winter maintenance which includes Wick Landscaping invoices and road salt, seconded by Mr. Faulkner, roll call is taken with all in favor.**

Mr. Guttendorf asked to transfer \$100,000 from the General Fund to the Money Market. Mr. Guttendorf is meeting with representatives from PNC Bank and Citizens Bank to see if they will offer a better return on the funds in the Borough accounts, he stated that actually FNB is giving a fairly good return on our accounts.

**MOTION: A motion is made by Mr. Hajnas to transfer \$100,000 from the General Fund to the Money Market account, seconded by Mr. Faulkner, motion is carried with all in favor.**

Mr. Fogel asked the status of the Sanitary Sewer account. Mrs. Phillips stated the Borough borrowed funds from the General Account and the monies will be reimbursed, right now Council is awaiting the decision of Sewickley LLC, the developers of the Reserve at Sewickley Hills to reimburse the Borough for funds expended in the past that should have been the responsibility of the Villages at Sewickley Hills that went bankrupt before they made good on their commitment.

APPROVAL OF BILLS:

**MOTION: A motion is made by Mr. Hajnas to pay the bills as presented, seconded by Mrs. Guttendorf, Mrs. Guttendorf abstains from approving her check and Mr. Guttendorf, Mr. Lapore abstains as he is teleconferencing into the meeting, roll call is taken with all in favor.**

POLICE REPORT:

Ms. Steele states there were 10 Police calls in June, they were all minor issues Chief of Police Hanney confirms.

ADMINISTRATIVE REPORT:

**Aggregate in Parking Lot:** Ms. Steele states that John Wick presented a bid to spread the aggregate left over from the paving project in the Plan, for \$200, this being \$80 less than bid from Ken McFarland.

**MOTION: A motion is made by Mrs. Guttendorf to have John Wick spread the aggregate in the parking lot, not to exceed \$200, seconded by Mr. Faulkner, roll call is taken with all in favor.**

**Cracks the Line Painting Parking Lot:** Ms. Steele obtained a bid of \$900 from Pave-Rite to fill the cracks in the parking lot. Mr. Fogel stated he has a company he recommends and will get the information to Ms. Steele.

**Easter Bunny Breakfast:** Ms. Steele stated that Mrs. Kovacs is holding April 13<sup>th</sup> of 2019 for the Easter Breakfast. Mrs. Phillips asked to have Friday, April 12<sup>th</sup> saved for the Easter Breakfast to allow for set-up.

**Damage to Building:** Ms. Steele reported the renters from June 22, 2018 did extensive damage to the building. Greg Walko gave a bid of \$35 to spackle, sand, and re-paint the damage to the hallway. Ms. Steele asked if he could be paid from Petty Cash, Atty. Leonard stated it would be paid by check.

**Great Room Closet:** Ms. Steele obtained bids from Greg Walko to repair the rear wall of the closet in the Great Room. He gave a bid of \$375.00 plus materials. Mrs. Guttendorf suggested the repair work be completed prior to the carpet installation.

**MOTION: A motion is made by Mrs. Guttendorf to approve up to \$500 to repair the Great Room closet, seconded by Mr. Hajnas, roll call is taken with all in favor.**

COUNCIL MEMBERS:

**Damages from Rentals:** Mrs. Guttendorf stated there have been significant damages, caused by renters, to the Borough building and contents. Recently, the renters hung photos on the hallway walls with tape and upon removal damaged the paint, they did not vacate the building until past midnight, there was broken glass on one of the lithographs hanging in the

hallway and upon further inspection, the lithograph was actually scratched as it fell to the floor. Our rental contract states that any damage or loss has occurred, the entire damage deposit will be forfeited. It was discovered by a Council member that a subsequent renter dug horseshoe pits in the side yard. Due to the infractions to our building recently, Mrs. Guttendorf has offered to update our rental contract to include "damages incurred inside and on the grounds of the Borough Building.

**Carpet Update:** Mrs. Phillips reported that she has been in touch with the salesman and the installation manager re: the carpet delivered June 25, 2018. The installers stated there was not enough carpet to lay from the doorway into the Great Room to the wall by the flag, that it was measured to run it from the front of the building to the back. Mrs. Phillips has made numerous phone calls to Empire Carpet and has not received a return call as of this date.

**Stormwater Management:** Mrs. Phillips is submitting a Grant request from Allegheny County to prepare a DEP approved Stormwater Management Ordinance update. The new ordinance must be approved by December 1, 2018.

**Road Salt:** Mr. Lapore has been working with neighboring boroughs and townships to find a solution to our road salt storage and acquisition.

**Fracking Meeting:** Mr. Lapore and Mr. Rowland from the Borough attended a meeting regarding fracking in Sewickley Hills Borough. He reported that South Fayette Township has prepared the "gold standard" for ordinances regarding the restriction of fracking. The Planning Commission may have to look at our Oil and Gas Ordinance and update it.

**Computer for Treasurer:** Mrs. Guttendorf reported that Hunter Hopkins has given us the option of three quotes for computers. Mrs. Phillips stated that we may have to rebuy Microsoft. Mrs. Phillips also did research, one particularly from New Egg, all the computers she researched have a seventh generation intel i-5, 7400 chip in it, with windows pro, they all have blue tooth capability, they have a wired mouse and keyboard. The ones Mr. Hopkins quoted have 12 gigabytes of memory, New Egg has 32 gigabytes. Mrs. Phillips stated Dell vs. HP, she has not had an issue with either. Mrs. Phillips stated to install office programs on the computer is a fee of \$200, does not include upgrades, if we use Microsoft Office 365 that is \$99 per year, covering both computers, keeping all software up to date, which also include a terabyte of cloud storage, in which case we could get rid of Carbonite. Mrs. Phillips suggests that a couple of people get together and look into the options available. Mrs. Phillips asks Mr. Guttendorf to see if the Quickbooks program we have can be installed on the new computer or if we have to purchase a new program.

**MOTION: A motion is made by Mrs. Guttendorf to approve up to \$1,500 to buy a new computer units for the treasurer, seconded by Mr. Faulkner, roll call is taken with all in favor.**

ADJOURNMENT:

**MOTION: A motion is made by to Mr. Hajnas adjourn the meeting at 9:45 p.m., seconded by Mrs. Phillips; motion is carried with all in favor.**

*Respectfully submitted*  
*Diana Steele-Secretary*