

**BRIDGEVILLE BOROUGH
COUNCIL MINUTES
DECEMBER 9, 2019
REGULAR MEETING 7:00 PM**

Council President Tolmer opened the meeting with the Pledge of Allegiance and a moment of silence for the sick, handicapped, departed and military personnel of the community.

ROLL CALL – Roll was called with the following present except as noted below.

Council President, Michael Tolmer	Mayor, Betty Copeland
Council Vice President, Bruce Ghelarducci	Solicitor, Thomas McDermott
Council Member, William Henderson	Borough Engineer, Kevin Brett
Council Member, Joseph Colosimo	Borough Manager, Lori Collins
Council Member, Joseph Verduci	Assistant to the Borough Manager, Cheryl Glowark (absent)
Council Member, Nino Petrocelli, Sr.	Police Chief, Chad King
Council Member, Virginia Schneider	Fire Chief, Raymond Costain
	Southbridge EMS, Dan Miller (absent)

ORTITAY CHECK PRESENTATION

Pennsylvania State Representative Jason Ortitay presented the Borough will two GEDF Grant checks totaling \$350,000.00. He urged the Borough to apply again when the grants open early 2020.

Michael Tolmer thanked Representative Ortitay and stated he was instrumental in getting this money for the Borough.

COMMENTS FROM THE FLOOR

Bob Fryer – Resident of Bridgeville Towers. Mr. Fryer discussed his concerns regarding the central business district parking and regulations.

BUSINESS

A motion was made by B. Ghelarducci, seconded by N. Petrocelli, Sr., and carried to approve the November 11, 2019 regular meeting November 19, 2019 Budget Workshop Meeting Minutes as submitted. All in favor, motion passed 7-0.

A motion was made by J. Verduci, seconded by J. Colosimo, and carried to approve the December 2019 Bill List. All in favor, motion passed 7-0.

A motion was made by B. Ghelarducci, seconded by N. Petrocelli, Sr., and carried to approve the December 13, 20, 27, 2019, and January 3, 2020 payrolls. All in favor, motion passed 7-0.

A motion was made by W. Henderson, seconded by N. Petrocelli, Sr., and carried to adopt **Ordinance No. 1012** of Bridgeville Borough amending Ordinance No. 1005, pertaining to general rates charged for sewage services given to the customers of the Allegheny County Sanitary Authority within the Borough. All in favor, motion passed 7-0.

	<u>2019 Rates</u>	<u>2020 Rates</u>
ALCOSAN RATE	\$7.92 per 1,000 gallons of water used	\$8.50 per 1,000 gallons of water used
BOROUGH RATE	\$6.23 per 1,000 gallons of water used	\$6.73 per 1,000 gallons of water used
ALCOSAN		
SERVICE CHARGE	\$16.69 per quarter	\$17.86 per quarter

Remarks: The ordinance has been duly advertised and a public hearing was held December 9, 2019 to receive public comment.

A motion was made by J. Verduci, seconded by V. Schneider, and carried to adopt **Ordinance No. 1013** of Bridgeville Borough fixing the tax rate and levying Borough taxes for the Fiscal Year 2020 and re-enacting all other revenue acts. All in favor, motion passed 7-0.

Remarks: No increase in Borough Real Estate Taxes is proposed. The ordinance has been duly advertised.

A motion was made by J. Verduci, seconded by N. Petrocelli, Sr., and carried to adopt **Resolution No. 2019-15** of Bridgeville Borough approving the budget for the Fiscal Year 2020 and adopting the same. All in favor, motion passed 7-0.

Remarks: A Budget Workshop Meeting was held November 19, 2019, with the proposed budget available for public review beginning November 25, 2019, meeting the ten-day requirement per Borough Code.

A motion was made by J. Colosimo, seconded by N. Petrocelli, Sr., and carried to adopt **Resolution No. 2019-16** of Bridgeville Borough to ratify action taken authorizing and directing the Council President to sign an agreement on its behalf, with Penn DOT for Abbreviated Incorporate Utility Work, and the Borough Manager be authorized and directed to attest the same. All in favor, motion passed 7-0.

Remarks: This is for storm sewer utility work pertaining to the State Route 50 and Chartiers Street Widening Project.

A motion was made by B. Ghelarducci, seconded by N. Petrocelli, Sr., and carried to adopt **Resolution No. 2019-17** requesting a grant through the PA Small Water and Sewer Program in the amount of \$425,000.00 from the Commonwealth Financing Authority to be used for the Bridgeville Borough Pollutant Reduction Plan Implementation and designating Michael Tolmer, Borough Council President, and Lori Collins, Borough Manager, as the officials to execute all documents and agreements between the Borough of Bridgeville and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant. All in favor, motion passed 7-0.

A motion was made by J. Verduci, seconded by V. Schneider, and carried to exonerate the Bridgeville Borough Real Estate Tax Collector, Anne Marie Parisi, for uncollected Real Estate Taxes for the calendar year 2016.

Remarks: The uncollected total is \$12,164.70.

A motion was made by B. Ghelarducci, seconded by W. Henderson, and carried to advertise and approve the meeting dates for the Calendar Year 2020.

Bridgeville Borough Council Agenda Meetings will begin at 6:30 p.m., Council Meetings will begin at 7:00 p.m., and will be held the second Monday of each month except January when it will be held January 6, 2020. The Budget Workshop will be held Tuesday, November 17, 2020 at 6:00 p.m.

Bridgeville Parking Authority will meet the third Monday of each month at 7:30 p.m.

Planning Commission will meet the last Monday of each month at 7:30 p.m. during the months of January through April and June through October. The May meeting will be held Wednesday, May 19, 2020, the November and December meeting will be combined and held December 7, 2020.

Zoning Hearings will be scheduled as needed

All in favor, motion passed 7-0.

A motion was made by N. Petrocelli, Sr., seconded by B. Ghelarducci, and carried to accept and pay any commission due the November 2019 Real Estate Tax Collector Report.

A motion was made by J. Verduci, seconded by B. Ghelarducci, and carried to accept the October 2019 Treasurer's Report.

A motion was made by W. Henderson, seconded by V. Schneider, and carried to accept the November 2019 Police Report. All in favor, motion passed 7-0.

A motion was made by W. Henderson, seconded by J. Colosimo, and carried to accept the December 2019 Zoning Report. All in favor, motion passed 7-0.

COMMITTEE REPORTS

ADMINISTRATION, BRUCE GHELARDUCCI – Councilman Ghelarducci thanked Ms. Collins for her work and wished everyone a Merry Christmas and Happy New Year.

FINANCE, JOSEPH VERDUCI – Councilman Verduci reported half of the outstanding taxes have been collected.

PARKS & RECREATION, JOSEPH COLOSIMO – Councilman Colosimo said Cook School and Triangle Parks are open and the COG meeting is December 19, 2019 in the Bridgeville Fire Department Fire Hall.

PUBLIC WORKS/BUILDINGS, NINO PETROCELLI, SR. – Councilman Petrocelli presented the November 2019 Public Works Report and said public works is ready for snowfall and leaves will be picked up through the end of the week, also Triangle Park is decorated for the season and looks beautiful.

PUBLIC SAFETY, WILLIAM HENDERSON – Councilman Henderson thanked Mike Tolmer for his contributions to the community and for his commitment in making Bridgeville a better place to live and visit.

MAYOR, BETTY COPELAND - Mayor Copeland said she attended the ribbon cutting ceremony at Chartiers Valley High School and the Borough Tree is represented at the library. She wished everyone a blessed holiday season.

POLICE CHIEF, CHAD KING – Chief King thanked Mike Tolmer and said it has been a pleasure working with him over the years. He said the Police Department will be participating in the local Shop with a Cop program with surrounding departments, also the Buddy the Elf adventure will be December 22, 2019 at 11:00 AM in the Dari Delite parking lot. There will be gifts for all children who come to the adventure. Next week the police will deliver gifts to children in the local daycare.

SOLICITOR, THOMAS MCDERMOTT – Solicitor McDermott presented the confidential Solicitor's report to Council. He gave best wishes for the holiday season and thanked Mike Tolmer for his contributions in serving the Borough.

Joe Verduci asked Mr. McDermott to provide his written report three days prior to the meetings and asked for his formal opinion.

BOROUGH ENGINEER, KEVIN BRETT – Engineer Brett presented the Engineer's Report.

2020 Roads – The public works committee, manager and LSSE to meet on bid preparation. A March 2020 bid opening is recommended.

2019 Road Improvements – LSSE transmitted Change Order No. 1 to the Contractor for execution November 20, 2019; this Change Order was prepared to extend the time of completion to May 31, 2020. LSSE had discussions with Liquid Fuels and with weather change in November it would be difficult for contract to meet Liquid Fuels requirements; therefore a time extension would be required.

2015 Road Improvements – Solicitor notified bonding company the need for repairs. Contractor has responded. Their letter is under review.

Army Corps – LSSE received final information from Gateway Engineers the week of November 25, 2019.

McLaughlin Run Park Flood Improvement Project – Gateway Engineers / Borough received comment letter from PADEP on November 25, 2019. LSSE is in the process of reviewing documents provided the week of November 25, 2019 by Gateway to prepare a response to the comment letter. A meeting will be scheduled with PADEP prior to resubmittal.

GEDF Grant – LSSE submitted GEDF Grant Applications for the following projects:

1. Bower Hill Road Stormwater Complaint (Opinion of Probable Cost - \$100,000.00)

Grant was awarded in the amount of \$100,000.00. DCED to send formal award letter with instructions on next steps to proceed.

2. McLaughlin Run Flood Mitigation (includes the following):

- | | |
|--|--------------|
| • Jane Way Ramp | \$100,000.00 |
| • Commercial Street Culvert Cleaning | \$100,000.00 |
| • Back Channel Cleaning (plans to be prepared) | \$100,000.00 |
| • Lowering Ball Field (Gateway plans) | \$350,000.00 |
| • Trash Rack (Gateway plans) | \$60,000.00 |

**Grant was awarded in the amount of \$425,000.00 (\$500,000.00 was requested.)
DCED to send formal award letter with instructions on next steps to proceed.**

3. Borough Wide Retaining Walls (includes the following):

- | | |
|--|--------------|
| • Maple Street Retaining Wall | \$60,000.00 |
| • Werner Street Retaining Wall
(Based on previous Gateway submission) | \$250,000.00 |
| • Wall Below Culvert (plans not prepared) | \$350,000.00 |

These projects were not funded.

PA Small Water & Sewer Grants – LSSE preparing grant application for construction of Stormwater BMP within park for a portion of the Borough's Pollutant Reduction Plan. Two items were applied for; a street sweeper to meet MS4 requirements and four storm separators for water quality. Resolution to be passed prior to application deadline of December 13, 2019.

CDBG Year 46 – LSSE submitted pre-application September 9, 2019 for ramps at five (5) intersection (\$38,000.00). Final application has been completed and Char-West has been notified to submit the application to the County. NO CHANGE.

Backflow Preventer Project – Contract awarded to Osiris Enterprises in the amount of \$168,700.00 as noted in letter dated October 21, 2019. Pre-construction meeting was held on November 14, 2019. Contractor began the week of December 2, 2019.

McLaughlin Park Restroom, CD Year 44 – Construction work on-going, work is 50% complete. Partial Payment Request No. 1 was received from contract in the amount of \$22,887.00 and forwarded to Borough for approval by Char-West Council of Government. Remaining work includes installation of exterior doors and interior light fixtures.

FIRE CHIEF, RAYMOND COSTAIN – Chief Costain reported 33 total calls for November. The department participated in 1,417 total training hours this year and they plan to send members to "Swift Water Rescue Training".

SOUTHBRIDGE EMS, DAN MILLER – Mr. Miller was not present for the meeting.

BRIDGEVILLE HISTORICAL SOCIETY, MARY WEISE – Ms. Weise was not present for the meeting.

BRIDGEVILLE LIBRARY REPRESENTATIVE – Ray Ahrenholtz said he attended an event with Pam Iovino and provided updated information on the month's events.

BRIDGEVILLE PARKING AUTHORITY REPRESENTATIVE – None present.

BRIDGEVILLE PLANNING COMMISSION REPRESENTATIVE – No report.

BOROUGH MANAGER, LORI COLLINS – Ms. Collins provided her written report and said it was a pleasure working with Mike Tolmer. She wished everyone a Merry Christmas and Happy Holidays.

Bill Henderson asked for a status update on County Hauling.

Lori Collins said the information has been sent to the solicitor's office and is under review.

OLD BUSINESS – There was no old business.

NEW BUSINESS – Joe Verduci wished Mike Tolmer the best of luck and thanked him for working so hard for the Borough.

Bruce Ghelarducci said he appreciates Mike's willingness to serve the Borough.

Mike Tolmer said it was pleasure and a true honor to serve the Borough.

ADJOURNMENT

A motion was made by B. Ghelarducci, seconded by V. Schneider, and carried to adjourn the meeting at 7:58 PM. All in favor, motion passed 7-0.

MONTH OF: NOVEMBER - 2019

BRIDGEVILLE BOROUGH
TAX COLLECTOR'S MONTHLY REPORT

TAX COLLECTOR : ANNE MARIE PARISI

	FACE	DISCOUNT	PENALTY	NET DEPOSITED	RATE OF COMMISSION	COMMISSION DUE
REAL ESTATE						
2019 CURRENT (at discount) (7-1 to 8-31)						
2019 CURRENT (at face) (9-1 to 10-31)	70,959.88			70,959.88		
2019 CURRENT (at penalty) (11-1 to 6-30)	13,801.95		1,380.23	15,182.18	5%	690.10
REAL ESTATE - Delinquent						
2018	1,183.65		120.37	1,304.02	5%	59.18
2017					5%	
2016					5%	
TAX CERTIFICATIONS						
22					10.00	220.00
TOTAL	85,945.48		1,500.60	87,446.08		969.28

BOROUGH OF BRIDGEVILLE

FINANCIAL REPORT

OCTOBER 2019

BRENTWOOD BANK

ACCOUNT BALANCES REFLECTED ON BANK STATEMENT AS OF OCTOBER 31, 2019

General (6464)	\$ 1,497,690.82
Sanitary Sewer Fund	\$ 848,495.09
Garbage	\$ 45,779.69
Payroll	\$ 34,259.90
Utility	\$ 566.93
Liquid Fuels Tax	\$ 147,079.15
Capital Improvements	\$ 663,157.47
Anne Baumgarten Children's Safety Fund	\$ 1,544.24
Relief Fund	\$ 9,915.59

NOTE: *Balances taken from Bank Statements*

RECONCILIATION OF GENERAL FUND

Bank Balance 10/1/2019	\$1,748,716.40	
Deposits	\$ 129,481.41	
Interest Earned	<u>\$ 1,645.31</u>	
TOTAL		\$ 1,879,843.12
Less Checks Paid and Other Debits	<u>\$ (382,152.30)</u>	
		\$ 1,497,690.82
Less Outstanding Checks	<u>\$ (11,285.60)</u>	
General Fund Account Balance, 10/31/2019		<u><u>\$ 1,486,405.22</u></u>

OK 12-4

RECONCILIATION OF PAYROLL FUND

Bank Balance 10/1/2019	\$ 15,826.96	
Deposits	\$ 133,653.61	
Interest Earned	<u>\$ 25.22</u>	
TOTAL		\$ 149,505.79
Less Checks Paid and Other Debits	<u>(115,245.89)</u>	
		\$ 34,259.90
Less Outstanding Checks		(8,545.10)
PAYROLL BALANCE, 10/31/2019		<u><u>\$ 25,714.80</u></u>

OK 12-4

RECONCILIATION OF SANITARY SEWER FUND

Bank Balance, 10/1/2019	\$ 707,485.99	
Deposits	\$ 144,751.62	
Interest Earned	<u>\$ 753.20</u>	
TOTAL	\$ 852,990.81	
Less Checks Paid and Other Debits	<u>(4,495.72)</u>	
	\$ 848,495.09	
Less Outstanding Checks	<u>(115.21)</u>	ok 12-4
Sanitary Sewer Account Balance, 10/31/2019	<u><u>\$ 848,379.88</u></u>	

RECONCILIATION OF GARBAGE FUND

Bank Balance, 10/1/2019	\$ 53,810.99	
Deposits	\$ 32,672.20	
Interest Earned	<u>\$ 43.36</u>	
TOTAL	\$ 86,526.55	
Less Checks Paid and Other Debits	<u>\$ (40,746.86)</u>	
	\$ 45,779.69	
Less Outstanding Checks	<u>\$ (150.38)</u>	
Garbage Account Balance, 10/31/2019	<u><u>\$ 45,629.31</u></u>	

RECONCILIATION OF LIQUID FUELS FUND

Bank Balance, 10/1/2019	\$ 147,923.31	
Deposits	\$ 0.00	
Interest Earned	<u>\$ 146.93</u>	
TOTAL		\$ 148,070.24
Less Checks Paid and Other Debits		<u>(991.09)</u>
		\$ 147,079.15
Less Outstanding Checks		<u>(0.00)</u>
Liquid Fuels Account Balance, 10/31/2019		<u>\$ 147,079.15</u>

ok 12-4

RECONCILIATION OF THE CAPITAL IMPROVEMENT FUND

Bank Balance, 10/1/2019	\$ 662,497.18	
Deposits	\$ 0.00	
Interest Earned	<u>\$ 660.29</u>	
TOTAL		\$ 663,157.47
Less Checks Paid and Other Debits		<u>(0.00)</u>
		<u>\$ 663,157.47</u>
Less Outstanding Checks		<u>\$ (0.00)</u>
Capital Improvement Account Balance, 10/31/2019		<u>\$ 663,157.47</u>

ok 12-4

RECONCILIATION OF UTILITY FUND

Bank Balance, 10/1/2019	\$	596.35	
Deposits	\$	0.00	
Interest Earned	\$	<u>.58</u>	
TOTAL			\$ 596.93
Less Checks Paid and Other Debits			\$ (30.00)
			\$ 566.93
Less Outstanding Checks			\$ (347.48)
Utility Account Balance, 10/31/2019			<u><u>\$ 219.45</u></u>

OK 12-4

RECONCILIATION OF THE ANNE BAUMGARTEN CHILDREN'S SAFETY FUND

Bank Balance, 10/1/2019	\$	1,542.70	
Deposits	\$	0.00	
Interest Earned	\$	<u>1.54</u>	
TOTAL			\$ 1,544.24
Less Checks Paid and Other Debits			\$ (0.00)
Less Outstanding Checks			\$ <u>0.00</u>
Anne Baumgarten Account Balance, 10/31/2019			<u><u>\$ 1,544.24</u></u>

OK 12-4

RECONCILIATION OF THE RELIEF FUND

Bank Balance 10/1/2019		\$ 9,905.72	
Deposits		\$ 0.00	
Interest Earned		<u>\$ 9.87</u>	
TOTAL			\$ 9,915.59
Less Checks Paid and Other Debits			\$ (0.00)
Less Outstanding Checks			\$ (0.00)
Disaster Relief Account Balance, 10/31/2019			<u><u>\$ 9,915.59</u></u>

OK 12-4

BRIDGEVILLE POLICE DEPARTMENT

Monthly Report to Borough Council for the Month of November 2019

Category	Nov-19	2019 YTD
Regular Hrs worked	1474.00	17464.00
Overtime hrs	114.00	837.50
Court Case hrs	25.00	412.00
Total Officer Hrs	1613.00	18713.50
Animal Complaints	14	78
Criminal Arrests	18	197
Criminal Charges filed	40	344
Traffic Citations	21	396
Boro Citations	5	85
Community Service	52	778
Abandoned Vehicle Reports	0	35
Calls for Service	253	3060
Motorist Assisted	5	30
Warnings Issued	1	60
Patrol Miles - total	2166	31,553
Traffic Accidents	9	127
Police Department Revenue Received		
Revenue Source	Nov-19	
Amusement Permits	\$0.00	
Boro Citation/Tickets	\$65.00	
Request for Police Reports	\$225.00	
Solicitation Permits/Others	\$200.00	
District Court 05-2-21	\$1,316.84	
Total	\$1,806.84	
Year to Date Totals	\$20,568.57	

BRIDGEVILLE BOROUGH
DECEMBER 2019
BUILDING AND ZONING REPORT

New Single Family Home Construction	0
Residential Addition / Renovation	1
Residential Deck	0
Residential Deck with Roof	0
Residential Porch	0
Residential Solar Panels	0
Residential Hot tub / Pool	0
Commercial Addition / Renovation	0
Communication Antenna	0
Demolition	0
Grading	0
Sign	0

Residential Fence / Wall	0
Residential Garage / Shed	0
Residential Driveway / Sidewalk	0

Business Occupancy	1
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<u>TOTAL BUILDING / ZONING PERMITS ISSUED</u>	1
<u>TOTAL OCCUPANCY PERMITS ISSUED</u>	1

PROPERTY MAINTENANCE/ZONING VIOLATIONS

Burning	0
Animal	0
Dumping	3
High Grass / Weeds	1
Junk Vehicle	0
Noise	0
Parking	0
Roads	0
Storm Drainage	0
Trash / Debris	0
Shrubs / Trees (overgrowth)	3
Zoning	0
Other	0

<u>TOTAL VIOLATIONS</u>	7
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