

Agenda
Bridgeville Borough Parking Authority
February 20, 2023
Bridgeville Borough Council Chambers
425 Bower Hill Road, Bridgeville, PA 15017

CALL TO ORDER:

Meeting opened at 7:00 p.m. with the Pledge of Allegiance

Roll Call:

Deb Colosimo, Chairwoman
Elizabeth Mansfield, Vice-Chairwoman
Ed Pelino
Raymond Partee
Nino Petrocelli, Sr.

David Mongillo, Solicitor
Joseph Solomon, BBPA
Gino Forte, BBPA

At this time we will hold an Executive Session for the purpose of Personnel issues.

The Bridgeville Borough Parking Authority members met via Zoom in Executive Session on Wednesday, February 15, 2023 for the purpose of personnel issues.

MOTION TO APPROVE THE MINUTES OF THE JANUARY 30, 2023 MEETING

PUBLIC COMMENT: Please state your name and address for the record.

MOTION TO ELECT A VICE-CHAIR – TABLED FROM THE JANUARY 30, 2023 MEETING:

Nomination of _____ by _____ Seconded by _____

Nomination of _____ by _____ Seconded by _____

Vote by Roll Call

_____ is elected Vice-Chair

MOTION TO ELECT A SECRETARY-TREASURER AS REQUIRED BY THE By-laws.

**** Per Article II Officers, Section 6 – the same person shall be Secretary and Treasurer under the office title of Secretary-Treasurer.***

Nomination of _____ by _____ Seconded by _____

Nomination of _____ by _____ Seconded by _____

Vote by Roll Call

_____ is elected Secretary-Treasurer

Communications:

Email communication received from Bridgeville Borough Manager, Joseph Kauer regarding placement of two sculptures (Guy on the Bench at Lot 2 and Orange Sculpture at Lot 1.) Public Art Bridgeville (PAB) plans to switch out these sculptures in March and plans to place the following sculptures at these same locations:

1. "Fiddlehead" at Lot 1
2. "Hell, time to go fishin'" at Lot 2

The Agreement with the Bridgeville Borough Parking Authority (BBPA) automatically extends on a yearly basis unless written notice of termination is received.

The Bridgeville Borough Public Works Department will place them and the PAB volunteers will keep them clean. There is nothing needed from the BBPA and its staff.

Per the Solicitor we do not need a motion to approve as it automatically renews yearly. Should the Board decide not to renew then a motion to that effect would be needed.

REPORTS OF COMMITTEES:

Public Works –

Search Committee –

Administrative Report -

By-Laws -

A copy of the By-Laws for the BBPA have been distributed to each of the members, these By-Laws were written in 1985 and should be reviewed and updated. At this time we will be following these By-Laws requiring two signatures on all checks written from BBPA accounts. See Article IV – Authority Finances, Page 5, Section 5, which states "Two (2) of the following officers will sign all checks: Chairman, Vice-Chairman, Secretary-Treasurer."

Solicitors Report –

Per communication received from BBPA Staff: Revenue from citations issued January, 2023: \$3,515.00.
 Year to date \$5,709.50.

Approval of Bills:

Motion to approve the following bills retroactive to January 30, 2023:

Vendor	Reason	Amount
AGI	Winter salting, all lots and walks 1/23; 1/25; and 1/27/23	1,755.00
Tucker, Arensberg	Legal Services	560.00
IPS Group, Inc.	Monthly gateway /wireless fees	907.86
IPS Group Inc.	New maintenance cards, 2 years	49.37
United Public Safety	Monthly Payments fee	353.10
USPS	Annual PO Box renewal	194.00
Key Bank	Monthly Loan Payment	1902.21
AGI	Winter salting/shoveling all lots & Walks 1/31/23	780.00
AGI	Trash removal lots January 2023	425.00
Zabai	Rent	610.00
Dobis & Associates	Accounting Services 2021 audit, 50%	800.00
TOTAL		8336.54

Motion to approve the following bills yet to be paid

TO BE PAID		
West Penn Power	Electric Bills	492.72
Tucker Arensberg	Legal services	1200.00
MTL Accounting	Accounting services	535.00
IPS Group Inc.	Monthly gateway/wireless fees	857.29
United Public Safety	Monthly Payments fee	373.50
United Public Safety	Quarterly Citycite mobile license	747.00
AGI	Winter salting all lots and walkways 2/3/23	590.00
AGI	Lot 4 Landscaping	250.00
Zabai	Rent	610.00
TOTAL		5655.51

PERSONNEL ISSUE:

Motion to Authorize and take action on the employment status of the Manager of the Bridgeville Borough Parking Authority as memorialized in the Executive Session held on February 15, 2023.

Old Business:

New Business:

Adjournment:

Motion to adjourn made by _____ seconded by _____.

Meeting adjourned at _____ p.m.