

# BOROUGH OF AMBRIDGE

## MINUTES

**Council Meeting: April 10, 2018**  
**Ambridge Borough Building**



- **Executive Session – Personnel and Legal Matters**

- **The April 10, 2018 meeting of Ambridge Borough Council was called to order at 7:00PM within Council Chambers of the Ambridge Borough Building, 600 11<sup>th</sup> Street.**

- **Roll Call:**

Present:

Mr. Cafarelli  
Mrs. Caldarelli  
Mr. Dunn  
Mr. Flannery  
Mrs. Miller  
Mr. Mikulich  
Mayor Drewnowski

Also Present: Borough Manager Kauer, Solicitor Start, Chief Gottschalk and Engineer Jovanovich

Absent: Mr. McCoy, Chief Mann

- **Invocation** – the invocation was conducted by Rev. Aidan Smith, Dean of Advancement, Trinity School for Ministry.

Mr. Mikulich addressed the Council and audience regarding the March 18<sup>th</sup> water emergency that faced the community as result of a major waterline break in French Point Creek Hollow. He thanked Chairman David Bell, the Ambridge Water Authority Board of Directors, General Manager Michael Dominek for keeping the Council and Borough Staff informed during the situation. He stated that the Authority's crew did an excellent job fixing the waterline that was located in a very remote and hard to reach area. He thanked the Authority's office staff for keeping the citizens informed and calm, he also thanked Borough staff including the Mayor and Firefighters for distributing water and managing the water buffalos. Lastly, he thanked the citizens who were affected for dealing with the low pressure or no water at all for the extended time during the incident.

Mrs. Miller thanked the businesses as well for their patience. She stated that many suffered losses as they closed their businesses during the water outage. Mr. Mikulich recognized Creekside Springs Water Company for donating a large supply of bottled water to provide for the community during the incident.

- **Pledge of Allegiance**

- **Presentations –**

- i. Borough Council and Mayor presented a Proclamation recognizing the Aloe Family and Frank's Pizza for over six decades of business in Ambridge to members of the Aloe Family.
- ii. Rev. Aidan Smith, Trinity School for Ministry presented a check in the amount of \$5,000 to the Borough of Ambridge as a token of generosity for the numerous services the Borough provides to Trinity School for Ministry. Rev. Smith thanked the Council for its service.

- **Citizen's Participation On/Off Agenda Items (5 minutes per speaker)**

No citizens had comment for Borough Council.

- **Approval of Previous Meeting Minutes**

**March 13, 2018, Council Meeting**

Mrs. Caldarelli made the motion to accept the minutes, seconded by Mr. Dunn; Mr. Flannery corrected a spelling error; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

- **Treasurer's Report:**

Mr. Mikulich reviewed the Treasurer's Report with Borough Council:

**Treasurer's Report  
(April 10, 2018)**

Marilyn Sheleheda - Treasurer

**General Fund Analysis**

\$663,276.36	General Fund Bank Account Balance as of: -(April 10, 2018) -3:00 pm
\$158,022.13	All Outstanding Checks as of: -(April 10, 2018) -3:00 pm
<b>\$505,254.23</b>	<b>Available Balance as of: -(April 10, 2018) -3:00 pm</b>

<b>General Fund Summary:</b>	<i>Totals are as follows:</i>	
	Deposits:	\$386,313.23
	Debits:	\$337,490.63
	-which include the follow	
	72 Checks	\$174,297.06
2 Payroll (s)	\$163,193.57	

Other Fund Balances as of (April 10, 2018) 3:00 pm	
\$5,131.35	Ambridge Fire Apparatus Replacement Fund
\$87,061.31	Grants/Special Funds
\$208,614.73	Liquid Fuels Fund
\$14,821.26	Escrow Disbursement Account
\$29,714.26	Recreation Fund
\$38,452.23	Sinking Fund
\$1,188,626.56	Ambridge Capital Project Fund 2016-PLGIT Account
\$9,627.95	Ambridge Borough Drug Investigation Fund
<b>\$1,582,049.65</b>	<b>Total Other Funds Balances (Restricted Use)</b>

Motion to acknowledge receipt of the Borough Treasurer's Report was made by Mr. Dunn, seconded by Mr. Flannery; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

- **Borough Bills and Expenses**

Motion to Pay the Bills (General Fund Unpaid: \$124,933.02 / Paid: \$47,994.48; 2016 Capital Project Bond Fund Unpaid: \$1,856.14, Recreation Fund Unpaid: \$0 / Paid: \$0, Police Pension Fund: \$643.54, Service Employees Pension Fund: \$687.62) was made by Mr. Flannery, seconded by Mr. Dunn; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

• **New Business - Items for Discussion:**

1. Motion to adopt Ordinance No. 1305, an Ordinance amending the existing Borough of Ambridge service employees' pension plan ("plan"), Beaver County, Pennsylvania, in order to amend the plan to add defined contribution features and to comply with the Federal and Commonwealth of Pennsylvania laws and regulations in effect as of January 1, 2018. Motion was made by Mrs. Miller, seconded by Mrs. Caldarelli; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

2. Motion to advertise Ordinance No. 1297, an Ordinance of the Borough of Ambridge, Beaver County, Commonwealth of Pennsylvania setting forth the requirements for obtaining fire and safety certificates prior to the transfer of all structures, establishing procedures for obtaining said fire and safety certificates and setting fees for said certificates. Motion was made by Mr. Cafarelli, seconded by Mrs. Caldarelli; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

3. Motion to advertise Ordinance No. 1307, an Ordinance of the Borough of Ambridge, County of Beaver, and Commonwealth of Pennsylvania, amending the Ambridge Borough Code of Ordinances, Part II, Chapter 216, Section 1-2, entitled "Rental Property Registration." Motion was made by Mrs. Miller, seconded by Mrs. Caldarelli; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

4. Motion to adopt Resolution No. 2-2018, a Resolution of the Borough of Ambridge proclaiming Saturday, April 28, 2018 as Arbor Day in Ambridge. Motion was made by Mrs. Miller, seconded by Mr. Cafarelli; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

5. Motion to authorize the removal of on-street parking meters on and along the Merchant Street corridor, and authorize the Solicitor to prepare an Ordinance that would repeal Section 290-46 (Parking Meter Zones Established) of the Ambridge Code and designate established zones as two (2) hour parking areas. Motion was made by Mr. Cafarelli, seconded by Mrs. Miller; Manager Kauer explained that this is the first phase of the streetscape project. He added that the recommendation to remove the parking meters was made by our Downtown Development Committee to help foster development in the downtown area. A roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

6. Motion to authorize the sale of the 2007 Pelican Street Sweeper to the Township of Potter for \$25,000. Motion was made by Mr. Flannery, seconded by Mr. Cafarelli; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

7. Motion to authorize the American Legion to use PJ Caul Park on Monday, May 28<sup>th</sup> for the annual Memorial Day Ceremony. Motion was made by Mrs. Miller, seconded by Mr. Dunn; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

8. Motion to authorize Ambridge Crime Watch to use PJ Caul Park on Thursday evenings starting June 21, 2018 through August 23, 2018 for movies in the park. Motion was made by Mr. Flannery, seconded by Mrs. Miller; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

9. Motion to authorize the closure of Melrose Avenue between 8<sup>th</sup> and 7<sup>th</sup> Streets, and 7<sup>th</sup> Street from Melrose to Glenwood Avenue on Saturday, April 28, 2018 from 8AM to 4PM for Fire Department training purposes. Motion was made by Mr. Flannery, seconded by Mr. Dunn; Chief Gottschalk stated that the church has allowed the AFD to conduct training exercises in the old convent building; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

10. Motion to authorize this Council to appoint CSI Corporate Security and Investigations, Inc., to conduct an independent investigation of the Ambridge Borough Police Department Motion was made by Mr. Flannery, seconded by Mr. Dunn; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

11. Motion that this Council place Chief James Mann on paid administrative leave pending further investigation and possible future action by this Council was made by Mr. Flannery, seconded by Mr. Cafarelli; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

12. Motion that this Council impose the disciplinary action of a 30 day unpaid suspension upon the Ambridge Borough Police Officer discussed in executive session was made by Mr. Flannery, seconded by Mr. Dunn; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

Solicitor Start addressed the audience and media regarding motions 10 through 12. He stated that all were matters of personnel and as such they are confidential in nature. At his direction, the Borough Council and Mayor are not going to give any comment on these matters. They are privileged and confidential in nature and we cannot share anymore insight at this time.

- **Committee Reports**

- **Code Enforcement Committee:** Mrs. Caldarelli reported that the Borough of Ambridge has been awarded the 2018 Governor's Award for Local Government Excellence in the Fiscal Accountability and Best Management Practices category for Ambridge's efforts to create and implement its new Fire Department staffed Code Enforcement Program. Ambridge's new Fire Department Code Enforcement

Program was established 2017 by Ambridge Borough Council when it replaced the vacancy of the full-time Code Enforcement Officer position with a unique program that transferred all code enforcement duties to the Ambridge Fire Department. This program has saved tax dollars, doubled the staffing of our career fire department (combination department, both paid and volunteer), and increased the efficiency and service hours of our department to cover operations while the majority of our volunteer firefighters are at work. The Code Program has been successful in fighting blight, bringing many properties into compliance with the Property Maintenance Code, reestablished Commercial Fire Inspections, and inspected rental properties within the Borough. This program is a best management practice that not only saved taxpayers considerable funds, but also was a unique way to increase departmental efficiency and operations while returning on the investment a proactive way to approach code enforcement and the shortage of volunteer firefighters. The results of this program have been a safer, cleaner and healthier community. On Wednesday, April 11th; the Ambridge Code Enforcement Committee that is made up of Council members Janet Caldarelli, Tina Iorfido-Miller and Bob Dunn; along with President of Council Michael A. Mikulich, Borough Manager Joe Kauer, Fire Chief Robert Gottschalk and Assistant Fire Chief Donald Larrick, Jr., will travel to Harrisburg to receive the award on behalf of the community at the official Local Government Day Awards Ceremony at the Governor's Residence.

She thanked the Fire Chief and team for making this new program successful and recommended that the Chief accept the award for the town at tomorrow's ceremony.

- **Public Safety:** Mr. Flannery reported that the Committee has recently met with the Mayor and Chiefs. He stated that a lot is being accomplished. Mr. Flannery thanked the Mayor for his participation and Mr. Dunn for his support.
- **Public Works:** Mr. Cafarelli reported on the following:
  - Street-sweeping started on April 2<sup>nd</sup> and runs every-other week through October. New street sweeper is scheduled to be delivered on Monday, April 9<sup>th</sup>; Crew will be trained on its operation all week by Tymco representatives.
  - Crew has been busy with snow removal of streets and public sidewalks
  - Equipment Maintenance:
    - Truck 1 (2017 F-550 Dump Truck) and F-150 Pickup Truck were inspected – did not need anything.
    - Bucket Truck is at A&H Equipment – it needs an actuator replaced for the boom.
    - Skid-Steer was serviced
  - Sign maintenance is on-going, replacing missing signs and repairing damaged locations.
  - Ongoing maintenance has been dedicated to filling pot-holes and repairs to multiple alleys.
  - Foreman responded, marked and reported multiple PA-One Call requests.
- **Parks:** Mrs. Miller reported that the Borough's Parks Improvement Project that is 100% grant funded to make improvements at both Panek and 8<sup>th</sup> Street Parks is currently out to bid; bid opening is scheduled for May 4<sup>th</sup>. She also reported that she is working with the Chamber to plan this year's Fall Festival of Churches.
- **Engineer's Report:** Engineer Jovanovich stated that the Engineer's Report has been distributed to Council, and made himself available to answer any questions regarding the projects outlined within the report.
- **Official Reports**
  1. **Motion to accept the Official Reports;** motion was made by Mrs. Miller, seconded by Mr. Dunn; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Absent
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

- **Other Unfinished Business**

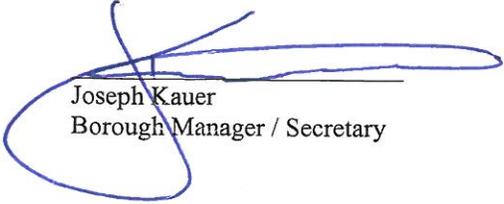
Mr. Mikulich stated that there has been an ongoing conversation by members of Council to possibly consider implementing a consent style agenda. He explained that a consent agenda is formatted that issues that are typically administrative that traditionally doesn't warrant any controversy be lumped together and voted on by one single vote. This would reduce the amount of roll call votes taken and make more time to discuss matters and reports. He requested Council and Mayor forward any questions or concerns they have regarding this style agenda to the Borough Manager. He stated that we can consider approving this agenda form at our June or July meeting.

Mr. Mikulich also reported that this coming Saturday is the Ambridge Volunteer Fire Department's Cash Bash Fundraiser at the Falcons Club. He encouraged everyone to attend.

- **Adjournment –**

Motion to adjourn was made by Mr. Flannery, seconded by Mr. Cafarelli; motion carried unanimously – meeting was adjourned at 8:00PM.

Respectfully submitted:



Joseph Kauer  
Borough Manager / Secretary