

BOROUGH OF AMBRIDGE MINUTES

**Council Meeting: May 8, 2018
Ambridge Borough Building**



- **Executive Session – Personnel and Legal Matters**
- **The May 8, 2018 meeting of Ambridge Borough Council was called to order at 7:05PM within Council Chambers of the Ambridge Borough Building, 600 11th Street.**
- **Roll Call:**
Present:
 - Mr. Cafarelli
 - Mrs. Caldarelli
 - Mr. Dunn
 - Mr. Flannery
 - Mr. McCoy
 - Mrs. Miller
 - Mr. Mikulich
 - Mayor Drewnowski
- Also Present: Borough Manager Kauer, Solicitor Start, Chief Gottschalk and Engineer Suehr
- Absent: Chief Mann
- **Invocation** – the invocation was conducted by Mr. Barbara Costa, Trinity School for Ministry.
- **Pledge of Allegiance**
- **Presentations** –
 - i. Mark C. Turnley, CPA, reviewed the 2017 Borough Audit Report with members of Council and the Mayor.
- **Citizen’s Participation On/Off Agenda Items (5 minutes per speaker)**
 1. **Ms. Suzanne Perkins, 1122 Church Street**, expressed concerns about a demolition project that was conducted next to her residence. She stated that she received no notification that her neighbors were planning on razing the home. She stated that the work was frightening; it broke one of her windows. She stated that the property is owned by the Laughlin Library and that they have since graveled the lot and she expressed concerns that this project has potentially reduced the value of her property as result.
 2. **Mrs. Boykins, 1004 11th Street**, requested that her street from Beaver Road to the Ambridge – Harmony Township Border be street swept. She stated that it was removed from the sweeping program a long time ago, and the person who pushed for it to not be swept is long deceased. She stated that the street is dirty and it would be beneficial to have it swept. Mr. Mikulich requested the Public Works Committee to discuss a plan to re-implement sweeping this block.
 3. **Mrs. Lorianne Burgess, 572 Merchant Street**, stated that the Independence Day Parade is at 1PM and the Concert would start at 2PM. She also stated that upper alley in the 500 block is in very bad shape and should be repaved. Mrs. Miller stated that she would like the Recreation Committee involved in all future parades to ensure public safety.
 4. **Mr. Doug McCombie, 638 Maplewood Avenue**, stated that the Borough Council should consider implementing a deposit on dumpster permits. He stated that many times when the contractors remove the dumpsters there are building materials and nails left on the streets.
- **Approval of Previous Meeting Minutes
April 10, 2018, Council Meeting**

Mrs. Miller made the motion to accept the minutes, seconded by Mrs. Caldarelli; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Yes
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
(May 8, 2018)**

Marilyn Sheleheda - Treasurer

General Fund Analysis

\$1,117,489.36	General Fund Bank Account Balance as of: -(May 8, 2018) -3:00 pm
\$153,702.13	All Outstanding Checks as of: -(May 8, 2018) -3:00 pm
\$963,787.23	Available Balance as of: -(May 8, 2018) -3:00 pm

<i>Totals are as follows:</i>	
General Fund Summary:	Deposits: \$1,089,191.76
	Debits: \$633,793.59
	-which include th
	<u>61</u> Checks \$183,751.31
	<u>2</u> Payroll (s) \$150,042.28
	<u>1</u> Transfer in \$300,000.00

Other Fund Balances as of (May 8, 2018) 3:00 pm	
\$5,131.77	Ambridge Fire Apparatus Replacement Fund
\$90,168.49	Grants/Special Funds
\$208,904.73	Liquid Fuels Fund
\$14,822.48	Escrow Disbursement Account
\$34,716.78	Recreation Fund
\$338,617.46	Sinking Fund
\$1,188,302.55	Ambridge Capital Project Fund 2016-PLGIT Account
\$9,641.33	Ambridge Borough Drug Investigation Fund
\$1,890,305.59	Total Other Funds Balances (Restricted Use)

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

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

Mr.
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• **Borough Bills and Expenses**

Motion to Pay the Bills (General Fund Unpaid: \$104,813.26 / Paid: \$3,337.29; 2016 Capital Project Bond Fund Unpaid: \$0.00, Recreation Fund Unpaid: \$0 / Paid: \$0, Police Pension Fund: \$12,145.31, Service Employees Pension Fund: \$5,823.21, Firefighters Pension Fund: \$7,362.63) was made by Mr. McCoy, seconded by Mr. Dunn; a roll call vote was taken:

Council	VOTE	Council	Vote
Mr. Cafarelli	Yes	Mr. McCoy	Yes
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. 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 Mrs. Caldarelli, seconded by Mr. McCoy; the Borough Manager explained that this Ordinance was proposed by the Code Enforcement Committee. It will require that a safety inspection of all properties that are to be sold within the Borough be completed and brought into compliance before the property could be sold and /or occupied by the new owners. Mr. Flannery questioned how this new Ordinance will relate to when tenants change within rental property. Mr. Kauer explained that this Ordinance only involves the sale of property; regulations regarding rental registration and inspections remain the same; no change. A roll call vote was taken:

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

2. Motion to adopt 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. Caldarelli, seconded by Mrs. Miller; the Borough Manager explained that this Ordinance clarifies the definition of rental property in respect to empty units that are available for rental. Mr. Cafarelli questioned when Ordinance 1297 and 1307 will go into effect. Manager Kauer reported that Ordinance 1297 should be fully in place within ninety days and Ordinance 1307 will be upon adoption as it's rather an administrative clarification. A roll call vote was taken:

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

3. Motion to approve the Kontoulis Lot Consolidation Plan, dated April 5, 2018 at 444 and 438 Park Road. (Note: Plan has been reviewed by the Borough Engineer, County Planning Commission and recommended for approval by the Ambridge Planning Commission.) 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	Yes
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

4. Motion to award contract to Baiano Construction, Inc. (general contractor), in the amount of \$1,822,630.00 and the electrical contract in the amount of \$508,620.00 to Merit Electrical Group, Inc. (electrical contractor) for the Merchant Street Streetscape Project. Motion was made by Mrs. Miller, seconded by Mr. McCoy; the Borough Manager explained that this contract is proposing to accept the deduct alternate bids that remove the one-foot brick ribbon that would be between the curb and sidewalk, the sidewalks within the new park and four light poles within the new park. By taking these measures, the full project can be constructed and still leave the Borough with a considerable contingency fund for unknowns discovered during construction. Mr. Mikulich stated that he believes that 70-80% of the project will be completed this year with the project being completed in 2019. A roll call vote was taken:

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

5. Motion to reject the sole bid received for the Ambridge Parks Improvement Project as the bid was \$65,000 over our budget for this project. 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	Yes
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

6. Motion to authorize re-bidding the Ambridge Parks Improvement Project was made by Mrs. Miller, seconded by Mr. Cafarelli; a roll call vote was taken:

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

7. Motion to award the 2018 Diesel Fuel contract to Reed Oil Company for Diesel Fuel at a price of \$2.0834 per gallon as bid through the Beaver County Regional Council of Governments. Motion was made by Mr. Cafarelli, seconded by Mr. Dunn; a roll call vote was taken:

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

8. Motion to hire Mustafa Mahmood as a probationary part-time patrolman. Motion was made by Mr. Cafarelli, seconded by Mrs. Miller. Mr. Mikulich questioned Police Lieutenant Brian Jameson if this hiring would control police department overtime costs. Lt Jameson stated that this hiring would, and the overtime issues within the Police Department have been brought under control. A roll call vote was taken:

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

Mr. Mahmood introduced himself to Council, Mayor and community. He stated that he is an Ambridge resident and currently also works for Brighton Township and Bridgewater Borough Police Departments.

9. Motion to grant a dedicated on street handicap parking space at 529 Glenwood Avenue per the recommendation of the Ambridge Police Department. Motion was made by Mrs. Caldarelli, seconded by Mr. McCoy; Mr. Cafarelli questioned the Borough Manager if these parking spots are reviewed annually. The Manager explained that all handicap parking space holders receive an annual renewal application. Those who do not renew have their parking spaces removed and restored as regular street parking. A roll call vote was taken:

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

10. Motion to accept the resignation of Mr. Ross McCoy from the Ambridge Municipal Authority Board, Planning Commission and Shade Tree Commission. 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	Yes
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

11. Motion to appoint Ms. Joanne Trella to the Ambridge Municipal Authority to fill the remaining term that is to expire December 31, 2018. 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	Yes
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

12. Motion to authorize the closure of 14th Street and New Economy Way on June 8th and 9th, 2018 for the Western Pennsylvania Soap Box Derby. Motion was made by Mrs. Miller, seconded by Mr. McCoy; a roll call vote was taken:

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

13. Motion to authorize the Ambridge Crime Watch to conduct an Independence Day Parade with closures of Merchant Street on Sunday, July 1, 2018, 1PM, between 4th Street and 11th Street, and further authorize them to use PJ Caul Park for a concert following the parade at 2PM. Motion was made by Mr. McCoy, seconded by Mrs. Miller; a roll call vote was taken:

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

14. Motion to authorize the sale and public auction of surplus police cruiser No. 305 via online auction on www.Municibid.com. 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	Yes
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

15. Motion to authorize a second electronic recycling event at the Ambridge Borough Building on Saturday, July 28th with ECS&R Recycling. Motion was made by Mr. McCoy, seconded by Mr. Dunn; a roll call vote was taken:

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

16. Motion to appoint Mr. John Ivancik to the Planning Commission with a term that is to expire December 31, 2018. Motion was made by Mrs. Caldarelli, seconded by Mrs. Miller; a roll call vote was taken:

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

- **Committee Reports**

- **Code Enforcement Committee:** Mrs. Caldarelli reported that the Committee met on May 3rd. It was discussed creating a voluntary Knox Box Program. She stated that a Knox-Box, known officially as the KNOX-BOX Rapid Entry System, is a small, wall-mounted safe that holds building keys for fire departments, emergency medical services, and sometimes police to retrieve in emergency situations. Local fire departments hold master keys to all boxes in their response area, so that they can quickly enter a building without having to force entry or find individual keys held in deposit at the station. If your business would like to purchase a Knox Box, please contact Fire Chief Rob Gottschalk at 724-266-4070 x204.

She also reported that building and demolition permits issued for the first quarter of 2018 have been provide to County Assessments.

Mrs. Caldrelli stated that she received a code related complaint at her residence and stated that the complainant told her that she got her personal telephone number from the Crime Watch group. She urged the public that if you have a complaint, please call the Borough Office at 724-266-4070. She stated there is a chain of command. Should your request not be acted upon, please then call the Borough Manager. If then, there are still no results, please then reach out to members of Council. She urged members of the Crime Watch group to cease giving out home phone numbers of the elected officials.

Mayor Drewnowski stated that he was the one who gave out the personal telephone numbers to members of Crime Watch. He stated that he gave them the suggestion to call the chairman of each committee with their applicable complaints. Mrs. Caldarelli stated that is wrong and that there is a chain of command to be followed.

Mr. Milulich stated that it is ok to reach out to the elected officials if the Borough Staff didn't take care of the issue; but urged the public to please start by calling staff at the Borough Office.

- **Public Safety:** No report.
- **Public Works:** Mr. Cafarelli reported on the following:
 - New street sweeper has been delivered and placed into service.
 - Old street sweeper has been sold and transferred to Potter Township. They picked up the machine on April 25th.
 - 2018 Tree Contract work performed by Grahams Tree Service has been successfully completed. Work tuned out very well and made a great impact in project areas. DPW Crew trimmed the street trees on Merchant Street within the Historic District this past month as well.
 - Crew with the assistance of volunteers from the Committee to Clean and Beautify Ambridge planted 15 new street trees on 12th, 13th and 14th Streets and within Panek Park on April 28th.
 - Grass Cutting of Borough Properties, Lots, Right of Ways and Abandoned Properties are currently underway.
 - Electrician has switched out multiple burnt out streetlights and traffic signal bulbs.
 - Equipment Maintenance:
 - Bucket Truck had repairs made to its boom / lift.
 - Crew stripped old Police Car No. 305 of all of its police markings making it ready for auction.
 - 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.

Mr. Cafarelli stated to the Borough Manager that he'll have a Committee Meeting this month to discuss a plan to implement street sweeping on 11th Street between Beaver Road and the Borough Line and also to discuss a policy that would require a deposit on Dumpster Permits.

- **Parks:** Mrs. Miller reported that she has been meeting with Kim Villella with the Chamber of Commerce to coordinate the planning for this year's Fall Festival of Churches. She stated that it is planned for September 29, 2018. She asked for a motion to formally co-sponsor the 2018 Fall Festival of Churches. Motion by Mrs. Millers, seconded by Mrs. Caldarelli to co-sponsor this year's Fall Festival of Churches; a roll call vote was taken:

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

Mrs. Miller also stated that she'd like future requests for parades to go through the Recreation Committee before coming to Council to ensure that all of the traffic concerns, parking requirements and aspects of public safety are all planned out in advance.

Mrs. Miller questioned the recent donation of \$5,000 from Trinity School for Ministry. She asked the Borough Manager why were these funds placed in the Recreation Fund. He explained that upon consulting the President of Council, it was the best decision to help save for the future Henning Street playground. She then asked Mrs. Costa if any Borough officials reached out to her or Trinity in advance of the presentation asking for the donation. She said no, she said that the donation was a payment in lieu of taxes in appreciation for all of the services the Borough offers the School. Mrs. Miller stated that on social media, citizens have been commenting that the Mayor asked Trinity for these funds and that the Recreation Committee stole the funds from him. Mayor Drewnowski confirmed he did not ask Trinity for this donation.

Mr. Mikulich stated that in the late 1980's Trinity was making similar annual contributions to the Borough but stopped making those payments in the early 2000's.

Mrs. Miller thanked Mrs. Costa for clarifying the matter.

Mayor Drewnowski stated that he was hoping to raise funds to purchase a new speed trailer for the Police Department; it is estimated to cost \$3,400. Mr. Mikulich stated that maybe we could consider purchasing this unit in the 2019 Budget. The Mayor stated that the deposit of the Trinity funds in the Recreation Fund was a good idea as it is for the kids.

- **Engineer's Report:** Engineer Suehr stated that only one bid was received on the park project. He suggested that we reject the bid and rebid as Council did. He stated that there has been a lot of interest in the Storm Outfall Repair Project. There currently are eight plan holders and the bid opening is next Friday.
- **Official Reports**
 1. **Motion to accept the Official Reports;** 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	Yes
Mrs. Caldarelli	Yes	Mrs. Miller	Yes
Mr. Dunn	Yes	Mr. Mikulich	Yes
Mr. Flannery	Yes	Mayor Drewnowski	
Motion carried.			

- **Other Unfinished Business**

Mr. Mikulich asked the Mayor and Police Lieutenant with assistance controlling traffic as part of the Memorial Day Ceremony when there is a procession to the bridge to lay a wreath upon the River. Lt. Jameson stated that it will be covered.

- **Adjournment –**

Motion to adjourn was made by Mrs. Miller, seconded by Mr. Dunn; motion carried unanimously – meeting was adjourned at 8:14PM.

Respectfully submitted:



Joseph Kauer
Borough Manager / Secretary