



# MINUTES

## **Borough of Ambridge – Workshop Meeting of Borough Council**

Tuesday, January 24th, 2023 – 6:30 PM

### **I. Call to Order / Roll Call**

**Present:** Mr. Cafarelli  
Ms. DeVincent  
Mr. Dunn  
Ms. Gilliam  
Mrs. Miller  
Ms. Tessaro

**Also Present:** Mr. Leone, Fire Chief Larrick, Chief DeLuca

**Absent:** Mr. Gill, Mayor McCoy

### **II. Invocation –**

### **III. Pledge of Allegiance**

### **IV. Public Comment on/off Agenda Items (5 minutes per speaker)**

**Anne Bacher – 956 Beaver Road** – Would like to discuss some carry-over items from last year. Mrs. Bacher stated that by State Municipal Planning Code, the Borough is required to have an updated Comprehensive Plan every 10 years. She stated that by law, it needs to be updated. Also, discussed with Mary Jane and Chief Larrick that the 2019 submittal she made last year of the Historic District code which the Borough spent a fair amount of money on; can action be taken on the parts that have already been paid for. The Sunshine Law requires that the agenda and minutes of all various boards and authorities be posted and that still is not in place for the Planning Commission; she recommends that something be done for the website so these can be posted so the public is aware of what’s on the agenda. She also suggested that because the Planning Commission reports directly to Council and taking guidance from Council that whenever there is action taken, that a representative from the Planning Commission make a presentation. Mr. Leone provided clarification that it is recommended that it is reviewed, not mandated, that the Comprehensive Plan be updated every 10 years. So, we are not in violation.

### **V. New Business**

1. Consider Action to promote Police Officer McQuaide and Policer Officer Bialik to the Rank of Sargent.

Motion by Mrs. Miller to promote Police Officer M. McQuaide and Police Officer A. Bialik to the Rank of Sargent; seconded by Mr. Dunn.

<b>Council</b>	<b>Vote</b>		<b>Council</b>	<b>Vote</b>
Mr. Cafarelli	Yes		Ms. Gilliam	Yes
Ms. DeVincent	Yes		Mrs. Miller	Yes
Mr. Dunn	Yes		Ms. Tessaro	Yes
Mr. Gill				

Mayor McCoy			<b>Motion Carried</b>	<b>6-0</b>
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Presentation by Chief DeLuca to Officer Michael McQuaide his promotion to rank of Sargent.

Presentation by Chief DeLuca to Officer Alfred Bialik his promotion to rank of Sargent.

2. Consider Action to hire Part Time Police Officer Riley Anderson to Full-Time Police Officer. *Cops Fast Hiring Grant.*

Motion by Mr. Cafarelli to hire Part-Time Police Officer Riley Anderson to Full-Time Police Officer under the Cops Fast Hiring Grant; seconded by Mr. Dunn.

Council	Vote		Council	Vote
Mr. Cafarelli	Yes		Ms. Gilliam	Yes
Ms. DeVincent	Yes		Mrs. Miller	Yes
Mr. Dunn	Yes		Ms. Tessaro	Yes
Mr. Gill				
Mayor McCoy			<b>Motion Carried</b>	<b>6-0</b>

Chief DeLuca introduced Officer Riley Anderson.

3. Consider Action to authorize the Police Department purchase of 2 - F-150 Lightning Pick-up Trucks at \$46,175.00 per vehicle from Shults Ford (*\$15,000 DEP Grant - \$7,500 per vehicle*). Mr. Leone stated that the cost was adjusted to \$45,575.00 per vehicle. Motion by Mrs. Miller to authorize the Police Department to purchase 2 F-150 Lightning Pickup Trucks at \$45,575.00 per vehicle from Shults Ford (*\$15,000 DEP Grant - \$7,500 per vehicle*); seconded by Mr. Dunn.

Council	Vote		Council	Vote
Mr. Cafarelli	Yes		Ms. Gilliam	Yes
Ms. DeVincent	Yes		Mrs. Miller	Yes
Mr. Dunn	Yes		Ms. Tessaro	Yes
Mr. Gill				
Mayor McCoy			<b>Motion Carried</b>	<b>6-0</b>

4. Consider action to purchase 10 new Kenwood Radios from Lauttamus Communications for \$21,454.10 *ARPA Grant Funding covers these cost.* Motion by Mr. Cafarelli to purchase 10 new Kenwood Radios from Lauttamus Communications for \$21,454.10 (ARPA Grant Funding covers this cost); seconded by Mrs. Miller.

Council	Vote		Council	Vote
Mr. Cafarelli	Yes		Ms. Gilliam	Yes
Ms. DeVincent	Yes		Mrs. Miller	Yes
Mr. Dunn	Yes		Ms. Tessaro	Yes
Mr. Gill				
Mayor McCoy			<b>Motion Carried</b>	<b>6-0</b>

5. Consider action to authorize the Fire Department to submit a grant for a New Engine with an estimated cost of \$600,000.00 with a 10% required Borough match. Chief Larrick clarified that the Borough match is 5%. Motion by Mr. Cafarelli to authorize the Fire Department to submit a grant for a New Engine with an estimated cost of \$600,000.00 with a 5% required Borough match; seconded by Ms. Gilliam.

Council	Vote		Council	Vote
Mr. Cafarelli	Yes		Ms. Gilliam	Yes

Ms. DeVincent	Yes		Mrs. Miller	Yes
Mr. Dunn	Yes		Ms. Tessaro	Yes
Mr. Gill				
Mayor McCoy			<b>Motion Carried</b>	<b>6-0</b>

6. Consider action to approve the Police Contract.

Motion by Mrs. Miller to approve the Police Contract; seconded by Mr. Cafarelli.

<b>Council</b>	<b>Vote</b>		<b>Council</b>	<b>Vote</b>
Mr. Cafarelli	Yes		Ms. Gilliam	Yes
Ms. DeVincent	Yes		Mrs. Miller	Yes
Mr. Dunn	Yes		Ms. Tessaro	Yes
Mr. Gill				
Mayor McCoy			<b>Motion Carried</b>	<b>6-0</b>

7. Consider Action to approve the Public Works Contract.

Motion by Mr. Cafarelli to approve the Public Works Contract; seconded by Ms. DeVincent.

<b>Council</b>	<b>Vote</b>		<b>Council</b>	<b>Vote</b>
Mr. Cafarelli	Yes		Ms. Gilliam	Yes
Ms. DeVincent	Yes		Mrs. Miller	No
Mr. Dunn	Yes		Ms. Tessaro	Yes
Mr. Gill				
Mayor McCoy			<b>Motion Carried</b>	<b>5-1</b>

8. Discuss the Code Issue for instituting a Ticketing process for violations as discussed in the past. Chief Larrick asked Mr. Leone if a copy of the proposed ticket was provided to the members of Council. Chief Larrick stated it is a ticket for high grass, garbage, and Mr. Dunn had suggested for grass on the street as well. The ticket is for \$25.00. There was some discussion on how many days a ticketed property had to resolve the ticket; if not resolved, the citation would be issued. If resolved within 5 days, you would only have the cost of the ticket. Current process is to send a courtesy letter stating the grass is high. There are some repeat offenders that receive an official Code letter without receiving the courtesy letter. Question about whether the letter/citation would go to the property owner or, in the case of rentals, the tenant. That is still being discussed. All that language needs to be represented in the Ordinance to put this into place. The Code Committee wants to see some action to get this moved forward and wanted the discussion to include the other Council for support. The next step would be get it to the Solicitor and crafting an Ordinance that Council would need to adopt to institute a ticketing system. There is still time to tweak the details. Is there consensus to authorize Mr. Leone to have the solicitor begin to draft an Ordinance for a ticketing process for Code violations; yes, no formal vote is required.

9. Discuss updating the Property Maintenance Code/UCC to the most recent edition. Mr. Leone presented that we are currently under the Code from 2009 based on the Ordinance. The newest one is from 2020/2021; we didn't know how often then would be updated. The ordinance usually states that the Borough would adopt whatever is current and it moves with the UCC. Mr. Leone spoke with Solicitor Chesney and he stated this could be done rather quickly. If there are no objections by Council, Mr. Leone will have him draft the ordinance and it can be a future agenda item to advertise for adoption so we can enforce the latest edition of the UCC Code. Ms. Tessaro asked if the members of the Fire Department have taken training on the updated Code; Chief Larrick responded the Fire

Inspectors are up-to-date on the requirements. Once the ordinance is adopted, the Fire Department would only need to update their requirements. Ms. DeVincent had a question about water bills; if you are a renter, your landlord's name is on the water bill. Can it be changed over to the renter's name? Mr. Leone stated that he cannot speak to this. Ms. DeVincent stated that in Harmony, they receive a newsletter and feels that would be a way to advise residents of things happening, changes, and updates to what is going on. Ms. Tessaro and Mr. Cafarelli indicated that there used to be a newsletter mailed to residents. Mr. Leone stated he is working on something for the Borough, but due to the expense it would probably only go out once per year. He will speak to Krissy Zon of the Water Authority to see how they stuff their bills. Mr. Leone likes the idea of a quarterly newsletter to advise residents of whatever is happening.

## **VI. Other Unfinished Business**

1. Glenwood Avenue fire damaged properties – need to finalize legal documentation for transfer of properties. Mr. Leone stated this is pending the Solicitor getting these done.
2. Stop Sign Ordinance – stops signs are ordered and solar reflectors for two of the new locations. As soon as we get these in, they will be installed. Hopefully, the ordinance will be right behind it.
3. Street Opening Ordinance. This is also still pending; James and Steve are working on it.
4. Committee Reports – Ms. Gilliam stated that the Code Committee did meet and discussed the high grass and ticketing procedure. Mr. Dunn brought up the various buildings that are collapsing; one is pending in court now.
  - Mr. Leone reported there was a staff meeting and the Police brought up the need for an evidence room. We discussed the possibility of converting the current Mayor's office into the Evidence Room. We are waiting for some cost estimates to come back. The other one would be converting the current garage bay into it which would incur a much higher expense than using the current Mayor's office. The Mayor's office could then be moved to the current Code Office in the hallway between the Tax office and the Municipal authority. Space for evidence is at a premium especially with 12 officers. Chief DeLuca stated he didn't want to do anything without Council's approval. It was suggested that the Mayor be contacted for his input.
  - Ms. Tessaro talked about cleaning out space upstairs of the Fire Department. Tina Miller and Mary Jane Gilliam had volunteered to help her with this project. She has the records retention policy for maintaining records for specified timeframes.
  - The Streetscape Workshop is tomorrow at 6:00p.m. This will be a public workshop. There will be a table set up with drawings to mimic Merchant Street from 8<sup>th</sup> to 12<sup>th</sup> to see some of the proposals.
  - Mr. Cafarelli asked if we are prepared for the weather tomorrow. Mr. Leone provided kudos for the three guys, they are keeping up. We received one application for the full-time Public Works position. The Water Authority is also looking for someone and they have 11 candidates; they are interviewing 8. If anyone knows of anyone interested in our position, please have them submit an application.

## **VII. Adjournment**

**Motion** by Mr. Cafarelli to adjourn; seconded by Ms. DeVincent.

### **NEXT MEETING OF BOROUGH COUNCIL:**

Regular Meeting: 2/14/2023 – 6:30PM  
Streetscape Workshop 1/25/2023 6:00PM