

Borough of Somerset Council Meeting
November 23, 2015 – 7:00 p.m.

Meeting was called to order by Council President Ruby Miller, opening with recitation of the Pledge of Allegiance to the Flag.

Roll Call:

Present were members of Borough Council: Ruby Miller, Fred Rosemeyer, Judy Pyle, Pam Ream, Sue Opp, Steve Shaulis, and Gary Thomas. Mayor Scott Walker was also present.

Also present were: Borough Manager Michele Enos, Director of Finance Brett Peters, Randolph Cox Chief of Police, Borough Solicitor John J. Dirienzo, Jr., Borough Consulting Engineer Thomas Reilly, Public Works Director George Svirsko, and Assistant Manager Joshua Summits.

Swearing in Ceremony

(a) Swearing-in of part-time Police Officer.

Officer Jason M. Upton recited the following Pledge:

I, Jason M. Upton, do hereby solemnly affirm to support the Constitution of the United States of America and the Constitution of the Commonwealth of Pennsylvania, and to perform the duties of Police Officer of the Borough of Somerset with fidelity, honesty and integrity to the best of my ability.

On my honor I will never betray my badge, integrity, my character, and the public trust.

I will always have the courage to hold myself and others accountable for our actions. I will always uphold the Constitution, my Community, and the Somerset Borough Police Department.

Announcement

(a) An Executive Session was held November 16, 2015 to discuss Collective Bargaining.

Approval of Previous Meeting Minutes

A motion was offered by Steve Shaulis, seconded by Fred Rosemeyer, to approve minutes of the October 26, 2015 Borough Council meeting.

Unanimously Carried.

Administrative Business

Payment of Bills

Sue Opp moved, seconded by Judy Pyle, to pay the following bills:

Check Numbers 26703 to 26851

Total Amount: \$315,059.39

Unanimously Carried.

New Business

Resolution No. 2015-07

Mrs. Enos said this is a follow-up from last month where we did the Agreement for the Redevelopment Authority to provide the administration for CDBG funding, giving them the authority to apply on our behalf:

2015 Entitlement CDBG Applications

WHEREAS, the State of Pennsylvania has made available to the Borough of Somerset certain funds under the Community Development Block Grant Program Act of October 11, 1984, (P.L. 906, No. 179) and;

WHEREAS, the Borough of Somerset recognizes the necessity and need to provide assistance to communities in the development of long-range Community Development Plans designed to address significant local needs, with emphasis on benefit to low and moderate income families, and;

WHEREAS, the Borough of Somerset recognizes the necessity and need to provide assistance to communities in administering Community Development projects designed to address a number of significant Community Development needs identified in the Community Development Plan, and;

WHEREAS, the Borough of Somerset recognizes the necessity and need to encourage and assist communities to focus upon and address housing and community facility problems, and;

WHEREAS, the State of Pennsylvania's Bureau of Housing and Development, Department of Community and Economic Development has mandated that the Borough of Somerset must meet certain legal and procedural requirements as delineated in P.L. 906, No. 179, and;

WHEREAS, the Borough of Somerset recognizes the need and necessity of meeting these legal and procedural requirements;

NOW THEREFORE, BE IT RESOLVED, that the Borough of Somerset Borough Council, do hereby authorize the Redevelopment Authority of Somerset County to submit an application for assistance to the Commonwealth of Pennsylvania Department of Community & Economic Development, on its behalf, as follows:

"Funding in the amount of \$99,685 will be used for a storm sewer/street/road improvement project on Oak Street; Burgess Street; Cherry Lane; Marker Drive; and Plank Road - plus administrative costs."

Motion

Mrs. Ream moved; Mrs. Opp seconded, to approve Resolution No. 2015-07.

Unanimously Carried.

Resolution No. 2015-08

Certified Public Accountant to Audit Somerset Borough Accounts
For Year 2015

WHEREAS, the Borough of Somerset has by ordinance established the use of Certified Public Accountants to audit Borough Accounts, and;

NOW THEREFORE, We, the Council and Mayor of the Borough of Somerset designate Friedline, Pipon & Company to audit Borough Accounts for Year 2015.

Motion

Mr. Rosemeyer moved; Mr. Shaulis seconded, to approve Resolution No. 2015-08.

Unanimously Carried.

Computer Monitoring System

Ms. Enos explained that the Computer Monitoring System at our main water treatment facility needs replaced. This is a system that monitors the operations of our various treatment facilities. This system has been in place since 1995, and we ask requested our engineers to provide a replacement cost.

We discussed with our Finance Committee, the possibility of using Water Reserve funds to finance this project. We are now looking for authorization to move forward with this by approving EADS to prepare the necessary bidding and advertising documents.

Motion

Mr. Rosemeyer moved to approve authorize the bidding and advertising documents for a new Computer Monitoring System for our Water Treatment Facilities - motion seconded by Mrs. Opp.

Unanimously Carried.

Mr. Rosemeyer presented the Finance Committee Report through the month of October. This represents 83.33 % of the year.

General Fund

Revenues: 93.13%
Expenses: 86.64%

Water Revenue Fund

Revenues: 101.07%
Expenses: 95.62% (with Capital Improvement)

Sewer System Fund:

Revenues: 113.79%
Expenses: 101.94%

The Somerset Area Ambulance Association requested their yearly financial support from the Borough.

Motion

Mrs. Opp moved to approve the yearly amount of \$4,000 per year to the Somerset Area Ambulance Association, (to be paid quarterly) – motion seconded by **Mr. Thomas.**

Unanimously Carried.

Year 2016 Budgets

Mr. Rosemeyer thanked all Department Heads and Mr. Peters for the excellent job of budget preparation (our fourth year in a row of not having to raise taxes).

Mrs. Ream said they discussed the benefits of a Capital Fund Committee whereby Department Chairmen would be responsible to provide potential Capital Fund requests in order to plan appropriately. Mrs. Enos said this would be useful.

Motion

Mr. Rosemeyer moved to tentatively adopt the Year 2016 Budget, motion seconded by Mrs. Ream.

Unanimously Carried.

COMMITTEE, ADMINISTRATION, SPECIAL REPORTS

Manager's Report

Mrs. Enos reported:

We attended the first of two Public Hearings for use of our CDBG funds.

Several storm water projects are in the process of being surveyed to see if they meet low-to-moderate income requirements.

She and Mr. Summits attended the Somerset Inc. Economic Development Committee meeting of October 29, 2015.

Christmas decorations were installed on November 8, 2015 by the Borough, our Fire Department, REC and Penelec.

Our Leaf Collection was held November 16, 2015.

She met with Mr. Peters and the Finance Committee to finalize the 2016 Tentative Budgets.

They also met with our Pension Actuary to review our pension plans. Our minimum pension obligations resulted in a reduction, helping our budget this year.

She attended the November 19th County Boroughs Association meeting, along with Ruby Miller and Fred Rosemeyer.

Light-up Night, held November 21, was well attended.

President's Report

Mrs. Miller reported a good turnout at Light-up Night.

She asked for news on the new parking meters - Ms. Enos said we are waiting to hear from them since we needed to return for another request.

Mr. Rosemeyer will read a letter received from Senator Casey.

We are making arrangements with Pine Grill for our Christmas party.

At the Somerset County Boroughs Association meeting it was mentioned that Tableland's representative, Scott Walker, will be sworn in. Their next meeting will be held in May, and she advised attendance.

Engineer's Report

Mr. Reilly reported the following:

The Hickory Hill tank permit has been submitted; we can now begin a financing application with Pennvest.

The bid opening for the Public Works Building Roof is on December 3rd.

They are working on miscellaneous cost estimates for storm water projects; sidewalks etc.

Public Works Committee

Gary Thomas said the Public Works Committee met this evening and reviewed upcoming projects.

Mr. Svirsko reported: they collected 79 tons of leaves on the second week of collection, and hauled leaves to the farm and soil in for the Gilmour Bypass Water Project.

Several water breaks were repaired.

Christmas decorations are being placed early, to assist with the setup schedule.

Several sewer complaints were received. Our daily/weekly work includes grass pick-up, one-calls, gas detectors, pothole patching and soil placement at the trees on the Diamond.

Mr. Summits provided the following information:

He attended the Somerset Inc., Economic Development, and the Beautification Committee meetings as well as the Chamber's Eggs and Issues meeting.

He attended the CDBG Public Hearing with the Redevelopment Authority.

They are continuing to develop a strategy for implementing GIS “on-line” mapping system for the Borough, working with EADS.

They are reviewing grant opportunities and taking inventory of trees along Main Street, Patriot Street, Center Avenue and South Edgewood Avenues, consisting of approximately 340 corridor trees.

He is working with Ms. Enos and PennDOT District 9 on their Year 2016 Transportation Alternatives Program.

We developed a grant application for a new Façade Improvement Program for the Borough, to be reviewed by our Attorney.

Meetings were held with State, Federal and Private Sector individuals concerning replacement of all Borough street lights, from high pressure sodium to LED, with details expected in December.

Public Safety Committee

Mr. Rosemeyer reported the following:

The new County-wide Radio System is in effect. The Police Chief was able to provide a radio assigned to each officer.

In budget discussion it was agreed that we need to purchase a new vehicle for year 2016.

The Eagles donated \$4,500 for new cameras for the cars, or a body camera for police officers. This is being evaluated.

Somerset Inc. Representative

Mrs. Pyle reported on the Trinity Park design – first quarter is completed. The engineers have a new format showing different sections and costs, and are considering a possible Donor Recognition component in the park.

Several uptown businesses have been closed, along with several new openings.

Somerset Volunteer Fire Department

Mr. Thomas reported:

They had 49 fires since October 1st, (with 4 structure fires within the last two weeks).

They are still selling cash calendars until end of the year.

The new truck is on order.

New elected officers will be sworn in by first of the year.

Mayor's Report

Mayor Walker explained the valuable Tableland Services, which include Head Start, Elderly Assistance, Weatherization and many others.

Adjournment

Mr. Thomas moved to adjourn; motion seconded by Mrs. Pyle. At 7:42 pm.

Unanimously Carried.

Michele Enos
Borough Manager / Secretary