

Borough of Somerset Council Meeting
January 25, 2016 – 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

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

Also Present: Borough Manager, Michele Enos; Brett Peters, Director of Finance; Randy Cox, Chief of Police; Tom Reilly and Jake Bolby, Consulting Engineers from the EADS Group; George Svirsko, Director of Public Works; and Joshua Summits, Assistant Manager.

Announcement

President Miller announced that an Executive Session was held at 5:30 pm on January 25th 2016 for the purpose of discussing Personnel Matters.

Approval of Minutes of Previous Meeting

Mr. Rosemeyer moved, Mr. Thomas seconded, to approve Minutes of the December 28, 2015 meeting of Borough Council.

Unanimously Carried.

General Public Comments

Mr. Gary DuFour, Executive Director of the Somerset County Economic Development Council, and Michael Boland were present concerning an unpaved roadway in front of the Serve Pro Building along South Pleasant Avenue. This portion of roadway has never been dedicated to the Borough as a public road. Mr. Boland addressed Borough Council concerning the possibility of the Borough participating in the cost of making this a Borough maintained street.

Discussion ensued concerning engineering and designing costs for paving the non-public section of street, including curbing, storm water, etc.

Motion

Mr. Rosemeyer moved; seconded by Mr. Thomas, to authorize the EADS Group to perform an engineering study to estimate the costs of constructing this section of roadway in accordance with Penndot standards. Amount of study is not to exceed \$3,000.

Unanimously Carried.

Payment of Bills

Mrs. Ream moved, Mr. Thomas seconded payment of the following bills:

Check Numbers: 27015 to 27140 Total Amount: \$376,123.16

New Business

(a) Resolution No. 2016-05

Mrs. Enos explained that this resolution authorizes the Borough Manager to execute the necessary documents for submittal, of an application for funding from the Community Foundation of the Alleghenies in the amount of \$5,000.00.

Motion

Mrs. Opp moved, Mr. Shaulis seconded, to adopt the following Resolution:

Resolution No. 2016-05

WHEREAS, the Borough of Somerset is desirous of obtaining funds with the Community Foundation for the Alleghenies in the amount of \$5,000.00.

WHEREAS, The Borough of Somerset is developing a funding package to conduct streetscape improvements in the Uptown Somerset section of the Borough;

NOW THEREFORE, BE IT RESOLVED, that the Borough Manager of the Borough of Somerset is hereby authorized and directed to submit a grant application to the Community Foundation for the Alleghenies, in the amount of \$5,000.00.

Unanimously Carried.

(b) Resolution No. 2016-06

Mrs. Ream moved, Mrs. Opp seconded, to approve the following Resolution authorizing the disposal of certain records in accordance with the Commonwealth's Record Retention Act:

Resolution No. 2016-06

WHEREAS, the Borough of Somerset adopted Resolution No. 87-02 on April 27, 1987 providing for the destruction of certain papers in accordance with the Retention and Disposition Schedule for Records of Pennsylvania Municipalities, and;

WHEREAS, The Somerset Borough Administration wishes to dispose of some of its records in accordance with this Resolution;

NOW THEREFORE, BE IT RESOLVED, that the following items be authorized for purging:

2008 Check Vouchers from all funds.

Police Department Records:

2008 Accident Reports
2011 Impound forms
2009 Property Release Forms
2014 Abuse Petitions
2005 Trespass Letters
2011 Letters In/Out
2011 Warning/Repair Forms
2011 Parade Permits
2011 Borough Permits
2009 Vehicle Calibrations
2012 Seized License Plates
2012 Drivers Records
2013 Due Diligence Forms
2012 Bike Registration Forms
2014 paid/Voided parking Tickets
2012 TDR's (Transport/Detention/Release Record)
2009/2010/2011 Closed Traffic and Non-Traffic Citations
2012 Residential parking Permit Applications
2012/2013 Fingerprint Orders

Unanimously Carried.

Mrs. Enos stated that this is done each January showing records that are permitted to be disposed of based on the Commonwealth's Record Retention Act. Approval is recommended.

(c) Humane Society of Somerset County

Mrs. Opp moved, Mrs. Ream seconded, to authorize (based on the recommendation of the Borough's Finance Committee) a donation of \$500 to the Humane Society of Somerset County.

Motion Carried 6 yes -1 abstention (Mr. Rosemeyer)

(d) Pickup Truck for Sewage Treatment Plant

Ms. Enos explained that the purchase price of the 2016 Ford Truck was confirmed and this item has been budgeted.

Motion

Mrs. Opp moved, Mr. Shaulis seconded to authorize purchase of a 2016 Ford F-350 pickup truck through Tri-Star Ford in Somerset, in the amount of \$36,101.00. It was noted that Tri Star is a qualified participant in the Commonwealth's Co-Stars Program

Unanimously Carried.

Committee, Administration, Special Reports

(a) Manager's Report

Mrs. Enos reported the following;

- On January 8th she and Mr. Peters met with our Finance Committee.
- On January 14th she and Mr. Summits attended a Public Meeting as part of the requirement for our Façade Grant Application.
- January 15th they attended the Ribbon Cutting for the Old Town Bakery on East Main Street.
- Also on the 15th she attended the National Weather Service's presentation to one of our Council Members for providing daily weather forecasts.
- Some attended the Chamber's "Eggs/Issues Breakfast, to meet the County Commissioners.
- Our Public Works Crews assisted in setting up for the Fire & Ice Festival.
- She reminded Council that the Statement of Financial Interests form must be completed and returned prior to May 1, 2016.
- She mentioned that this weekend's snow event was more than called for. She commended our crews for their excellent maintenance job, including our lead men working 12-hour shifts, with help from Stoy Excavating and Maust Excavating.

(b) President's Report

President Ruby Miller presented a "Certificate of Appreciation" to Council Member Steve Shaulis in recognition of the John Campanius Holm Award he received from the "National Weather Service" for his many years as a Weather Observer sending in weather reports to the National Weather Service.

(c) Engineer's Report

Mr. Reilly provided the following:

- The Financing Application to Pennvest for the Hickory Hill Water Tank Replacement is due February 17th. The Board will meet approximately two months later for a decision on the application.
- The NPDES permit renewal for the Sewage Treatment Plant application is due on January 21st of year 2017. We need to do an analysis once per quarter over the next year. The Chapter 9 Industrial Pre-treatment Reports are to be submitted to EPA by the end of March.

(d) Public Works/Equipment Committee

Mr. Thomas' Report:

- We are looking into replacing a pickup truck.
- He noted that those responding to the recent snow storm did an excellent job, and are to be commended.

(e) Public Safety Committee

Mr. Rosemeyer said the Public Safety Committee Meeting was cancelled and will be re-scheduled.

(f) Finance Committee

Mr. Rosemeyer provided the following report:

General Fund:

Revenues: 101.05%

Expenses: 100.47%

Water Fund:

Revenues: 117.82%

Expenses: 113.36%

Sewer Fund:

Revenues: 129.31%

Expenses: 115.92%

He said that this was the “End of the Year” Report and that the year was completed in excellent condition, and thanked Mr. Peters and staff for monitoring our finances.

(g) Somerset, Inc.

- Mrs. Pyle stated there was no meeting on the Fire & Ice Festival.
- Regarding renovations to Trinity Park, Phase 1 was not completed because of the weather.
- Flyers were sent out through the Chamber for fund raisers – no responses were received yet. She said they are hoping to raise funds through the Chamber for the park.
- They asked the contractor to keep the fence at its current location to avoid the muddy conditions.
- The Garden Club is making plans for a Spring Planting.
- They are considering doing a festival on the 3rd or 4th weekend in September, for a Fall Activity.

(h) Somerset Volunteer Fire Department

Mr. Thomas reported:

- Fire Department has been bust. Since October 1st they responded to 122 fire calls.
- They had a structure fire on South Park Avenue and he thanked the Borough for bringing bags of salt to control an ice problem on Edgewood Avenue
- Over the weekend some members of the Emergency Services assisted with some of the calls to help the Ambulance Association because of the snow, etc.
- A suggestion received was to plow in front of the fire station first when they begin plowing the streets.
- The new fire truck is expected by the end of March.

(i) Solicitor's Report:

No report.

(j) Mayor's Report :

Mayor Walker commented that "we made it through the snow storm".

Adjournment

Mrs. Opp moved to adjourn, seconded by Mrs. Pyle.

Unanimously Carried.
7:44 p.m.

Michele Enos
Borough Manager/Secretary