

**Borough of Somerset Council Meeting**  
**December 19<sup>th</sup>, 2022 - 5:00 p.m. *(In-Person Meeting)***

1. **Meeting Called to Order** – President Ream.

2. **Pledge of Allegiance**

3. **Roll Call:**

a) **Borough Council Members present:** *Pam Ream; Ruby Miller; Lee Hoffman; Sue Opp; Steve Shaulis; Jim Clark and Ian Mandichak.*

b) **Also present:** *Mayor Fred Rosemeyer.*

c) **Also present were the following:** *Borough Manager, Michele Enos; Director of Finance, Brett Peters; Randy Cox, Chief of Police; Administrative Assistant, Roger Bailey; Solicitor, James Cascio; Consulting Engineers, Tom Reilly and Jake Bolby.*

e) **Public Attendance:**  
*None*

4. **Approval of Agenda:** *Consider approving the Agenda.*

**Motion**

Mr. Shaulis moved, Mrs. Opp seconded, to approve the December 19<sup>th</sup>, 2022 Borough Council Meeting Agenda.

Motion Unanimously Carried

5. **Announcements:**

a) *None*

6. **Approval of Minutes of Previous Meeting(s)**

a) **November 14<sup>th</sup>, 2022** – *Borough Council Budget Meeting Minutes.*

**Motion**

Mr. Mandichak moved, Mrs. Opp seconded, to approve the November 14<sup>th</sup>, 2022 Borough Council Budget Meeting Minutes.

Motion Unanimously Carried

b) November 21<sup>st</sup>, 2022 – Borough Council Meeting Minutes.

**Motion**

Mrs. Miller moved, Mrs. Opp seconded, to approve the November 21<sup>st</sup>, 2022 Borough Council Meeting Minutes.

Motion Unanimously Carried

**7. Award of Bids:**

a) *None*

**8. General Public Comments:**

a) *None registered*

**9. Administrative Business:**

a) Communications – (none)

b) Payment of Bills – Month of December 2022.

**Motion**

Mr. Hoffman moved, Mr. Mandichak seconded, to approve the payment of bills for December 2022 numbered 39231–39361 totaling \$297,235.43.

Motion Unanimously Carried

c) Department Reports – Consider approving the Departmental Reports for the month of November 2022.

**Motion**

Mrs. Miller moved, Mr. Shaulis seconded, to approve the Departmental Reports for the month of November 2022.

Motion Unanimously Carried

**10. Policy Agenda:**

**Old Business:**

a) *None*

**New Business:**

a) 2023 Final Budgets – Consider the adoption of the Final Budgets for year 2023.  
(All Funds)

Mrs. Ream noted that Borough Council discussed the budgets at 2 previous meetings. She added that a motion was needed to accept the final budget, as presented.

**Motion**

Mr. Clark moved, Mr. Shaulis seconded, to accept the final budgets, as presented, for the year 2023.

Motion Unanimously Carried

b) Real Estate Tax Ordinance– Consider authorizing the Ordinance setting the tax rate for 2023.

Ms. Enos brought out that the Ordinance has to be advertised in advance, prior to adopting. The tax rate has to be set each year, which also goes to the Assessment Office. The 2 mill increase for 2023 is included in this Ordinance, and included in the budget that Council just adopted. So this portion of it is to accept the Ordinance, as written, which includes the 2 mill increase for next year.

**Motion**

Mrs. Miller moved, Mrs. Opp seconded to authorize the Ordinance setting the tax rate for 2023.

Motion Unanimously Carried

c) Sewage Enforcement Officer– Consider appointing the EADS Group as our Sewage Enforcement Officer and granting them authority to collect fees in accordance with the fee schedule for the calendar year 2023.

Ms. Enos said that when we have a sewage enforcement complaint, they have certified people that handle this, and they set their fees according to what it costs them. This is adoption of their fees associated with that for 2023.

**Motion**

Mr. Mandichak moved, Mr. Hoffman seconded to appoint the EADS Group as our Sewage Enforcement Officer and granting them authority to collect fees in accordance with the fee schedule for the calendar year 2023.

Motion Unanimously Carried

d) Donation Requests – We received a request for a donation from the following entities:

1. Somerset Inc. – To purchase a 1 block ice sculpture for the 2023 Fire & Ice Festival in the amount of \$390.00.

**Motion**

Mrs. Miller moved, Mr. Mandichak seconded to purchase a 1 block ice sculpture for the 2023 Fire & Ice Festival in the amount of \$390.00.

Motion Unanimously Carried

**2. Laurel Arts – Requesting a year-end donation.**

Ms. Enos pointed out that this is something that they request on an annual basis. This is an organization that Council is permitted to donate to if they so choose.

**Motion**

Mr. Shaulis moved, Mr. Hoffman seconded to give a donation of \$100.00 to Laurel Arts as a year-end donation.

Motion Unanimously Carried

**3. Somerset Area Ambulance – Requesting our annual donation of \$4,000.00 for 2023.**

Mrs. Ream noted that Council has given \$1,000.00 a quarter, as a standard, for quite a while. Because of servicing our Community and Borough, we have always considered that to be an appropriate donation. We have split it up, budget-wise, \$1,000.00 per/quarter.

**Motion**

Mrs. Miller moved, Mrs. Opp seconded to give our annual donation of \$4,000.00, for 2023, to the Somerset Area Ambulance Association.

Motion Carried

(6 Yes; 1 *Opposed* (Mr. Clark))

**11. Executive Session** – To discuss personnel issues and FOP contract negotiations.

**Motion**

Mr. Shaulis moved, seconded by Mr. Mandichak to go into Executive Session to discuss personnel issues and FOP contract negotiations.

Motion Unanimously Carried

5:13 p.m.

**Back in Session**

5:17 p.m.

**Motion**

Mr. Clark moved, seconded by Mr. Mandichak, to approve the 3-year contract with the FOP, based upon the Borough’s final offer, pending the Solicitor’s review of the final contract document.

Motion Unanimously Carried

**Committee Business/Reports:**

e) Manager’s Report – Given by Michele Enos.

Ms. Enos reminded Council to RSVP if they planned to attend the annual Firemen’s Banquet.

f) Finance Report – Given by Brett Peters.

Mr. Peters provided Borough Council with the Year-to-Date Financial Report through the month of November 2022. We are 11/12<sup>th</sup>s of the way through the year or 91.67%.

**General Fund:**

Revenues – 108.85%

Expenses – 99.69%

**Water Fund:**

Revenues – 84.01%

Expenses – 95.92%

**Sewer Fund:**

Revenues – 95.21%

Expenses – 79.52%

g) President’s Report – Given by Pam Ream.

*(Mrs. Ream left the meeting early, so no report was given)*

h) Somerset Inc. Report – Given by Lee Hoffman.

Mr. Hoffman mentioned that they are awaiting word on the Jacobs Building tear down. It is supposed to happen by the end of the year. Scrap and salvageable items are still being pulled from the building.

He also noted that “Fire & Ice” Festival is coming up. They are in full swing trying to return it to its “former glory” post-Covid.

Mr. Hoffman said that the work at the Brinker Building continues. He added that it has been getting a lot of good press.

i) PSAB Report – Given by Fred Rosemeyer.

Mayor Rosemeyer had nothing to report.

j) Somerset Volunteer Fire Dept. Report – Given by Jim Clark.

Mr. Clark mentioned that the Fire Department had 30 alarms. 4 were in the Borough, 2 assists, 1 on the PA Turnpike and 23 in Somerset Township. He mentioned that the reason the majority of those calls were down in the Borough, is due to the agreement that the Fire Department has with Chief Cox and his Police Department. They respond to a lot of the

alarms, car accidents, and other issues, so that the Fire Department does not need to be called out. He said that the Fire Department is very grateful for this.

Chief Cox said that they are pleased to do it. He added that since this protocol went into place, not only are the calls down in the Borough, but response by Members to real Fire calls has gone up.

Mr. Clark also mentioned the Firemen's Banquet that is coming up. He encouraged all to come and show their appreciation to the Volunteers, and meet some of the new Officers that are being sworn-in.

He also mentioned that the Fire Company has agreed to, with the Board of Directors, to start billing for calls outside the Borough limits. He said that the Borough Residents will not be billed for these calls. The Fire Department contracted with a Third Party to start billing for calls outside the Borough. He brought out that the biggest reasons for doing this is the rise in cost of fuel, and the maintenance and expense of the equipment. It was time to start looking for another Revenue.

It was noted that an Ordinance may have to be enacted for this.

*k) Engineer's Report – Given by Jake Bolby.*

***Mr. Bolby presented the Updates to the Engineer's Report.***

### **WATER & SEWER:**

Mr. Bolby disclosed that 3 applications were presented for Council action at the last meeting. First, was for sanitary sewage in the Brierwood Area. Second, was the East Main Street Water Line Replacement, and third, was Patriot Manor Waterline Loop.

These 3 applications are in, and Council will be updated once word is received from the funding agencies.

### **GENERAL:**

Mr. Bolby also said that bids are out for the South Center Avenue Sidewalk Project. Bid-Opening is January 11, 2022. A bid report will be available shortly thereafter.

*l) Mayor's Report – Given by Mayor Rosemeyer.*

Mayor Rosemeyer expressed to Council to "please buy local" when possible, especially during the holiday season. He added, that it is important to the Business Community.

## 12. ADJOURNMENT

### Motion

Mr. Hoffman moved to adjourn; motion seconded by Mr. Clark.

Motion Unanimously Carried  
5:33 p.m.

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Michele A. Enos, Borough Manager/ Secretary