

Regular Meeting Minutes
November 9, 2023

President Lou Little called the meeting to order. All members were present.

A Tate/Seybert motion approved the September meeting minutes.

A Heaton/Harker motion approved the officers' reports.

Correspondence: Letter of resignation from Michelle McNeely for personal reasons. Ms. Harker moved to accept Mrs. McNeely's resignation effective 45 days from the date of this meeting and was seconded by Mr. Tate. The motion passed unanimously.

Ms. Harker moved to listen to citizen comments and was seconded by Mr. Tate. The motion passed all in favor.

Brian McNeely, 135 Paradise Road, Industry, inquired about the progression regarding his employment. Mr. Budicak said that the agenda should be reopened for that discussion.

Mrs. Theresa Berkfelt, 4500 W 6th Avenue reported a streetlight out at the corner of W 7th and 45th Street. The pole number is 246434. This will be reported to Duquesne Light.

Margaret McCauley 1020 High Street asked about a waiver for park rental on liability. She also asked about removing Aiken as our refuse collector. Mr. Tate will address this.

Bob Tate, 3631 Ann Street brought up some ideas to increase our revenue since our budget has expenditures that are more than what we are bringing in. He suggested that we consider charging \$25 for a rental license for property owners who rent in West Mayfield. He pays this in Patterson for his rental properties. Periodic inspections on rentals would also be included in this for the property owners, This would bring in a considerable amount especially if Mayfield Village is charged \$25 per unit. He also discussed a fire tax that would be a percentage of each mill and would require that our tax collector should be paid a percentage for supplies and other expenses. A \$3.00 per month fee could also be added to our water bill which would bring in \$36 per year per customer. Ordinances would have to be approved for these items. Just something to think about.

Linda Burns, 1010 High Street – again complained about the speeding on High Street and that she contacted Bar Residential to complain to them about the issues going on in Mayfield Village. They are going to look into this and send out information to the residents. Mr. Kosanovich suggested that High Street between Mayfield Village & High Street Extension be closed. This would isolate Mayfield Village with the only entrance and exit of West 10th Ave. He also addressed the installing of a speed bump and it would require repaving before that could happen. As to her complaint about the tree branches over wires, Ms. Harker said that Duquesne Light has been contacted and we are on their waiting list.

Randy Hayward, 810 Lenox Avenue asked about leaf pickup. The leaf machine is repaired and we are just waiting to hire employees to begin pick up in the borough. The boom mower is still being repaired by Ray Evans. The repairs were more extensive that we figured and we haven't heard yet what has been done. He also asked about the property that the borough owns that he and Mrs. Rinaildi inquired about last month. Mr. Budicak responded that he spoke with Mrs. Rinaildi and said

that if council agrees to an easement permitting her to use the property as it is being used, it goes with the property if it is sold.

Brian Covalt, 101 Boyd Avenue asked if there was anything to offer for people to be hired.

With no other citizens wishing to comment, Ms. Harker moved to return to the regular order of business, seconded by Mr. Tate and approved unanimously.

Old Business

Streets, Lighting & Bridges – Mr. Heaton the paving is now complete. Once someone is hired we can do the painting and putting up signs on Rock Avenue

Fire & Police- Ms. Harker-none

Buildings, Grounds & Equipment – Mr. Kosanovich reported that there are several amendments that need to be made to the employee handbook. After recent discussions, clocking out for the lunch break has been eliminated. The work hours will be from 7 am to 3 pm with ½ hour paid lunch at your convenience. Vacation has been eliminated and changed to PTO (Personal Time Off). A full pay period has to be worked. ½ day per pay period, 13 days accrued. Four hours per pay period is accrued for a 40 hour week. That will equal out to 2 ½ weeks paid time off. The borough has the right to limit use and if the accrued time is not used in a year, it will carry over. Ms. Harker moved to amend the employee handbook eliminating clocking out at lunch and replacing vacation with PTO. Mr. Tate seconded the motion. A roll-call vote passed the motion as follows: Mr. Heaton – yes; Ms. Harker – yes; Mr. Kosanovich – yes; Mr. Seybert – yes; Mr. Tate – yes and Mr. Little – yes.

Sewers & Sanitation – Mr. Heaton – none

Ordinance – Mr. Seybert – Standard Steel, 119 Ross weeds. Patty from BAR Associates is still waiting for a letter giving permission to tear down the old building. The weeds in the borough will be taken care of after hiring new employees as time permits.

Parks & Recreation – Mr. Tate – Mr. Tate had spoken to Aiken regarding some properties that his brother owns. He has 3 properties that he is renovating and there are no renters inhabiting the properties. He has contacted Aiken and told them that the houses aren't rented and he is still getting bills. Aiken said that someone from the borough had to call and verify that no one was living in the houses. Our president called and told them that no one was residing in the houses being renovated and he is still getting invoices. Another complaint is that when a house is rented, they will not accept the new tenants as customers. Jake is going to send a very detailed letter to them. Many of our council members have reached out and the persons that they have talked to are very rude. Aiken has now sent out bills for January, February and March with a payment due date of November 15. Our service for October, November and December has not even been completed. Mr. Budicak is going to look into a way to break the contract. Rochester Paving did the pickle ball court but it should be re-sealed before any painting. They asked if we would consider paying half the cost of painting (\$450.00) and permitting them to put up a small sign with their name on it as an advertisement. We are in agreement with that. Top of the Line Fencing is about 5-6 weeks out at a cost of \$12,509.00

President Lou Little – Review of proposed budget prior to accepting the proposed budget to see if any costs can be lowered. Mr. Tate is willing to give back \$10,000 making the expenditures for the

park down to \$15,000 instead of \$25,000. Mr. Heaton is willing to give up another \$10,000 from sewers bring the expenditure down to \$30,000 instead of \$40,000. Mrs. Lansberry and Mr. Tate relinquished their 3% pay raises. There was talk of deleting the phones but no decision was made. After this discussion Mr. Heaton moved to accept the preliminary 2024 budget with the above-listed changes. Mr. Tate seconded the motion that passed all in favor.

Mayor Cogley – asked about COG meeting attendance. Mr. Kosanovich explained that we no longer attend the meetings because CoStars actually provided a better price for salt and other commodities than COG was able to offer.

Mr. Budicak – reviewed the changes that were requested about the ordinance for paying of council members. Ordinance 220.1 which states that no compensation should be paid to council members who fail to attend a meeting should be rescinded. Also, 220.2 states that the regular council meetings will be held on the second Monday of each month. This should be changed to allow council to determine the meeting dates. He also discussed the sign ordinance and said that it needs some revision and clarification. Regarding the sign advertising cleaning of windows and gutters, a letter should be sent to the property owner with a 10 day period to act on said letter.

Chief – none

Mr. Tate – Alley behind the fire department on the right side has high weeds; is the homeowner responsible for weeds on fence – 6-8 feet high – the answer is yes. Letters have been sent to property owners for non-compliance of cars on property. Mike Ceravolo whose company is interested in making a training facility on property on West 2nd Ave, had questions that now have been turned over to Code.sys. Our engineers did not have an answer. Mr. Kosanovich noted that since the building is being repurposed sprinkler systems may not be required. The smoke and dye test should be done.

Chief – none

New Business

Streets, Lighting & Bridges – none

Fire & Police – none

Buildings, Grounds & Equipment – Mr. Kosanovich offered a proposal that as constable he is able to issue notices for ordinance violations either by hand or mail. Each notification would cost \$15.50. There would be no salary involved and an invoice would be issued on a monthly basis for services rendered. He felt that this would save the borough money because right now there is a salary and compensation for any permits issued. There was a discussion and people were not understanding what he was trying to offer so he dropped the proposal.

Sewers & Sanitation - Mr. Heaton - none

Ordinance – Mr. Seybert – moved to purchase 30 new chairs for citizens attending council meeting not to exceed \$1,000. Mr. Tate seconded the motion that passed all in favor.

Parks & Recreation- Mr. Tate – none

President Little – none

Mayor Cogley – reported on 2024 events being planned: December Money for Christmas Party, March – Easter Egg Hunt; April – Earth Day – borough clean up; October – Halloween.

Mr. Budicak – none
Chief - none

Mr. Tate moved to pay the bills listed on the bill list and was seconded by Mr. Seybert. The motion carried.

Mr. Heaton moved to ratify purchases made by committees and was seconded by Mr. Seybert. The motion carried.

At this time Mr. Heaton moved to adjourn to executive session to discuss a personnel issue and was seconded by Mr. Kosanovich. The motion passed all in favor.

Ms. Harker moved to return to the regular order of business after the discussion and was seconded by Mr. Heaton. The motion carried.

The following is the result of the executive session: Mr. McNeely will be offered \$25 per hour with no benefits, full time, paid lunch, 7 – 3 or 6 -2. & PTO. As he has an already scheduled vacation from Nov. 22nd to the 28th, it will be an unpaid vacation. He will not be permitted to leave the borough unless on borough business, can conduct no personal business on borough time; must clock in and out if leaving the borough for personal reasons; equipment must remain within the borough and the employee handbook must be read and signed. There is a candidate for the laborer position who will be interviewed and if qualified, will be offered the position for \$14 per hour increasing to \$15 following a 90 day probation period. There will be no benefits.

With no further business to discuss, Mr. Seybert moved to adjourn; seconded by Ms. Harker at 9:30 with unanimous approval.

Respectfully submitted,

Patricia Lansberry
Borough Secretary