

Borough of Pitcairn Council
Regular Meeting Minutes
September 14, 2020
7:00 pm

Meeting called to order – President Dona Galia

Pledge of Allegiance was recited.

Roll Call:

John Bova

Kevin Dick

Debra Freeman

Dona Galia

Lisa Petrosky

Jim Rullo

Michael Tobias

Mayor Margaret Stevick

All present.

Solicitor Matt Kalina, sitting in for Michael Witherel, opened a special Meeting, announced the Borough had conducted an advertised Demolition Hearing at 6:07 pm. A court reporter was present as well as Mr. Kalina, Council, the Borough Manager and the Mayor. Witnesses were sworn in, Code Enforcement Officer, Nick Turner gave testimony. Mr. Kalina summarized the results and recommended Council vote on each individual property at the conclusion. Council can vote to demolish or not, to give the owners time to repair the structures as some promised, and revisit the property, or vote to demolish contingent upon their failing to take action within 30 days. The owners will be advised accordingly. Council began with properties that sent representatives to the Hearing. **121 Wall Avenue: Mr. Dick motioned to give the owner 30 days to make the repairs or the Borough will demolish. Seconded by Mrs. Petrosky. Motion carried unanimously.**

400 Second Street: Mr. Bova motioned to give the owner 30 days to make repairs or the Borough will demolish. Seconded by Mr. Rullo; motion carried unanimously.

610 Wall Avenue: Mr. Dick motioned to give the owner until the date he promised during the Hearing: October 12th, or the Borough will demolish. Seconded by Mr. Bova; motion carried unanimously.

400 Robinson and Wall Avenue: Mr. Dick recalled the owners said in the Hearing they don't have the money to demolish it. Discussion took place that Council would rather have them demolish it. Mr. Kalina: they indicated they thought demolition was more financially feasible for them than rehabilitating. Council could give them time to get a demo quote. Mr. Dick motioned to give them 30 days to obtain demolition quotes. Seconded by Mr. Bova; motion carried unanimously.

568 Second St.: Mrs. Petrosky motioned to give them 30 days to repair or the Borough will demolish. Mr. Bova seconded. Motion carried unanimously.

905 Jewell Way: Mr. Bova motioned to demolish the structure. Seconded by Mr. Rullo; motion carried unanimously.

Mr. Rullo motioned to demolish 940 Jewell Way. Seconded by Mr. Bova; motion carried unanimously.

911 Jewell Way: Mr. Rullo motioned to demolish. Seconded by Mrs. Petrosky; motion carried unanimously.

Council discussed **354 Broadway**. **Mr. Dick** motioned to send a letter that the Borough intends to demolish it. **Mr. Kalina**: the letter will give Council the option to revisit. **Seconded by Mr. Rullo; motion carried unanimously.**

423 Eleanor Street: **Mr. Bova** motioned to demolish. **Seconded by Mrs. Petrosky; motion carried unanimously.**

914 Jewell Way: **Mr. Rullo** motioned to demolish. **Seconded by Mrs. Freeman; motion carried unanimously.**

1049 Pitcairn Avenue, **Mr. Dick** motioned to demolish. **Seconded by Mr. Rullo; motion carried unanimously.**

521 Fifth St.: **Mr. Dick** motioned to demolish. **Seconded by Mr. Rullo; motion carried unanimously.**

916 Jewell Way: **Mrs. Petrosky** motioned to demolish. **Seconded by Mr. Rullo; motion carried unanimously.**

Mr. Kalina requested a motion to adjourn the Special Meeting and Hearing. **Mr. Bova** motioned. **Mrs. Petrosky** provided the second; **motion carried unanimously.**

Mrs. Galia announced Council held an Executive Session at 5:15 pm to discuss personnel and a legal matter.

Mr. Bova motioned to approve Minutes from August 10, 2020 Borough Council Combined Meeting. **Seconded by Mr. Rullo; motion carried unanimously.**

Presentation by PitCare. Jeff Owen introduced Jarrod and Jason, leaders of a coaching and mentoring program, Focus Beyond the Field, includes sports, tutoring, team work, transforming the body and mind. Jarrod is a homeowner in Pitcairn. PitCare is partnering with the program. They described the program, are requesting use of the playing fields Mondays through Fridays, 6:00 pm to 8:00 pm, September through October. Mr. Bova asked where they have done this before. Jarrod and Jason responded: in Churchill for our own kids where it grew from 3 to 35 kids. Channel 4 aired their program; Churchill Borough allowed them to use their park. Mr. Bova: we no longer have Mohawks. Jason: we do all sports, golf, dancing, football, hosted an academic party for at least 18 kids with 3.5 to 4.0. Mr. Owen confirmed they have submitted to PitCare all necessary clearances, they will check all CDC guidelines as well.

Mrs. Galia motioned to approve the request for playing field use from Focus Beyond the Field as described, including keys for the lights. **Seconded by Mr. Rullo; motion carried unanimously.**

Mr. Owen reported he is meeting with Gateway School District tomorrow. PitCare is hoping to provide 24 study spots in the library, built barriers for safety, for days students are not in the school. He added: we need volunteers and are raising funds to hire teachers for 7th to 12th grade in preparation to help the school if needed. He asked if school lunches are being provided in Pitcairn. Mrs. Galia: they hope to start later in September.

Citizen Comment on Agenda Items

Anita Kysor vocalized her hope that Council will vote in favor of her request before the Planning Commission for a zoning amendment.

Mrs. Galia invited public comment. Mrs. Kimberly Dick asked about the legality of mini bikes and described someone riding on sidewalks and on Broadway. Chief Scott Farally said there is a Borough ordinance and a State law, and he will address it. Mrs. Dick complained of political signs in a yard on Agatha Street near Propel School with vulgar language near school. The property is for sale; can anything be done since it is so close to a school. Chief Farally: it symbolic speech. Mrs. Petrosky: it is political and you cannot touch that.

Deb Marto asked if the demo properties will be baited so critters don't go out to neighbors. Nick Turner responded he would look into that.

Mayor Betsy Stevick

Mayor Stevick announced it appears Pitcairn will have three polling places. She displayed a flyer that will be distributed regarding vehicle drivers and school bus safety laws. **She announced Halloween will be on the 31st. Monroeville's is on the 31st from 6 to 8 pm.** Mayor Stevick reported Pitcairn Police worked 153 calls in the month of August and collected \$150 in Borough fines, \$1,199.35 from Magistrate, \$270.08 from County and \$267 in Quality of Life tickets.

Personnel – Dona Galia

Mrs. Galia announced Pitcairn's Monthly Safety Committee has again received yearly certification from the State resulting in a 5% discount for all Workers Compensation Insurances.

Mrs. Galia motioned to hire an assistant to the Code Enforcement Department on a part time basis. Seconded by Mr. Rullo; motion carried unanimously.

Streets – Kevin Dick

Mr. Dick motioned to request the TCVCOG move the CDBG Grant for 2nd Street to another area of the Borough due to Peoples Gas extending their paving project. He asked Engineer Don Black for his recommendation, asking if High Street is on the paving list. Mr. Black: the \$200,000 grant would be for Brinton, from Broadway to 6th. He had given Council a list of estimates for other streets at a prior meeting. He thought High Street could be an option. **Mr. Dick added to his motion moving the grant money to the paving of High Street. Seconded by Mr. Bova; motion carried unanimously.**

Mr. Dick motioned to submit Wall Avenue East Sanitary Sewer Project to the TCVCOG as an alternative project to the 6th Street Sanitary Sewer Project. Mr. Dick reported that the 6th Street project bids twice came back very high. Mr. Black: we considered reducing the scope of the project but too difficult to do in pieces. He met with Jim Comunale who recommended a section of Wall Avenue sanitary sewer and EADs has submitted the estimate to Council and it fits in the budget. **Motion was seconded by Mr. Bova; motion carried unanimously.**

Parks and Recreation – Debra Freeman

Mrs. Freeman thanked her fellow Council members for their support of the free backpack distribution. Great teamwork between Council, the Police, Fire Company, Women's Club and local businesses. 180 backpacks with supplies were distributed. Fox's Pizza Den supplied lunch. The Halloween parade will be October 24th, Fire Company providing assistance, start at 12:00 noon at Assembly of God church parking lot and proceed to the Fire Hall. Due to Covid restrictions, there will be no activities indoors, so community groups will have tables outdoors around the Fire Hall. There will be prizes for winners; asking for gift card donations. **Mrs. Freeman motioned to approve a \$250 budget from Park and Rec for candy, bags and \$350 for outdoor borough building decorations, same to be used for Old Fashioned Christmas as was done last year. Seconded by Mr. Bova; motion carried unanimously.**

Mrs. Freeman: December 5th will be Old Fashioned Christmas. The exact plans will be based on what will be permitted.

Finance and Economic Development – Lisa Petrosky

Mrs. Petrosky motioned to pay bills as presented. Seconded by Mr. Rullo; motion carried unanimously.

Mrs. Petrosky, who is also a member of the Planning Commission, announced the Commission met on August 25th to hear requests from resident business owners asking for a Zoning Ordinance amendment permitting Personal Service Shops in residential zones. They recommend permitting Personal Service Shops in the R1 and R2 Zones with the following Conditions: owner lives there, limit hours of operation, limit total square footage of the shop, number of employees, abide by existing noise, odor and traffic ordinances, low impact signage only above the door, not freestanding, establish off street parking limitations so they cannot buy a vacant lot and expand, use secondary entrance and limit the number of businesses on a street. Mrs. Petrosky: currently, there are only sign stipulations in the business zone. Mr. Kalina: you can add those conditions to the amendment. Mrs. Freeman felt there should be no signs if the services are by appointment. Discussion took place regarding signs, parking and number of employees, clients. **Mr. Kalina suggested Council authorize the Solicitor to draft an amendment with the particulars listed for Council’s consideration before advertising. Mrs. Petrosky motioned as Mr. Kalina suggested. Seconded by Mrs. Freeman; motion carried unanimously.** Mrs. Petrosky asked the timeline for this. Mr. Kalina said it would be prepared for your next regular meeting.

Mrs. Petrosky motioned to authorize the Planning Commission to review and provide suggested updates to the 2008 Comprehensive Plan. Seconded by Mr. Bova; motion carried unanimously.

Mrs. Petrosky motioned to adopt the 2021 MMOs for the Police and Non-Uniform Pension Plans as calculated by the actuary in the amounts of \$42,285 and \$81,282, respectively. Seconded by Mr. Rullo; motion carried unanimously.

Mrs. Galia pointed out that the two business owners who approached the Planning Commission, Ms. Kysor and Ms. Golick are in attendance tonight if they have any comments or if Council members have questions for them.

Health and Welfare – Michael Tobias

Mr. Tobias motioned to register Nick Turner as secondary BCO for Pitcairn with the Department of Labor and Industry. Seconded by Mr. Rullo; motion carried unanimously.

Mr. Tobias added to the motion to increase Mr. Turner’s hourly rate from \$14 to \$16 an hour. Seconded by Mrs. Freeman; motion carried unanimously.

Mr. Tobias announced Pitcairn has applied for a CDBG demolition grant in the amount of \$35,000 for 721-723 K Street.

Mr. Tobias motioned to award the GEDF Grant funded demolition project to lowest bidder, Eveready Contracting. Seconded by Mr. Dick. Mr. Tobias asked if this includes the structure on Kay Street, pointing out the grant is for \$50,000 while the total cost is \$75,250 for five properties. Engineer Don Black: the bid includes K Street; if you don’t want to go over the grant amount you would remove it. The Borough is submitting it to the other grant. **Motion carried unanimously.** Mrs. Petrosky asked for clarification that K Street is removed. Discussion took place. Mr. Dick: we can remove that any time before the grant is awarded. Mr. Black, yes.

Mr. Bova recalled the motion of the hourly increase for Mr. Turner. He felt Council should consider the duties he does, that the rate is below what the former Code Officer, closer to \$18 an hour. Mr. Bova: can we let him know our goal to get him there in a time frame. Discussion took place. Mrs. Galia agreed there could be a scale with the intention to keep him here and pay him for the job he is doing. Mrs. Petrosky pointed out the \$2 raise is a big bump toward getting there.

Electric – John Bova

Mr. Bova announced Jim Comunale is installing the updated meter reading software from Itron. The substation transformers were tested with a successful outcome and all gas levels are correct.

Public Safety – Jim Rullo

Mr. Rullo motioned to offer part time employment to Police Officer Brandon Morris. Seconded by Mrs. Freeman; motion carried unanimously.

Mr. Rullo motioned to approve a request for a handicap parking space at 637 6th Street. He confirmed that Chief Farally has reviewed the request. Seconded by Mrs. Freeman; motion carried unanimously.

Mr. Rullo motioned to approve a request from Dan's Floral to change the two-hour parking limit sign in front of the new location to 15-minute parking to safely facilitate deliveries and pick-ups. Seconded by Mr. Bova; motion carried unanimously.

Solicitor's Report

Nothing further.

Engineer's Report

Mr. Black highlighted items on his report. In 2013 Pitcairn received a grant for \$200,000 for the Third Street Bridge. Dan Coffman, Ms. Dietz attended a conference call with the County regarding permission to move the grant to the paving of Brinton. Mr. Black looked at cost estimates totaling \$323,000, suggested project options to reduce costs. He described the following for Council's consideration: by not replacing a section of the curb on the left curve of K to 6th Street you will save \$40,000. Council indicated they agreed. Mr. Comunale has suggested a low wall but it will save \$20,000 if you don't do it. Mr. Black thought Mr. Comunale could build that wall. Paving Brinton from Broadway to 6th, he described a curb by Poplar Alley bad bricks, eliminate that, save another \$30,000. Mr. Black recommended bidding this scenario out. The results may come in lower than anticipated. Council agreed. Mr. Black continued: you motioned to pave High Street. The grant is for \$40,000; High Street would only use \$20,000. Mr. Comunale recommends the curb on Brinton by Poplar, or 13th Street. They both need done. **Mr. Dick motioned to add 13th Street to the grant application with High Street. Seconded by Mrs. Freeman; motion carried unanimously.**

Borough Manager's Report

Ms. Dietz read the bank fund balances aloud and Tax Collector total for the month of August.

Police Chief Report

Nothing tonight.

Mr. Dick motioned to Adjourn at 8:16 pm. Seconded by Mr. Tobias; motion carried.

Respectfully submitted,

Annette Dietz