

KITTANNING BOROUGH COUNCIL MEETING

November 4, 2019

MINUTES

The Regular Meeting of Kittanning Borough Council was called to order by the Council vice-President, Andy Peters, David Croyle, Betsy Wilt, Scott Davis, Joe Kiehlmeier, Chris Schiano, and Mike Johns being present. Council President, Kimberly Chiesa was absent.

Also present were Scott Kline, Mayor; James Mechling, Superintendent of Public Works; Earl Kline, Fire Marshal; Bruce Mathews, Chief of Police; Tyler Heller, Solicitor, Cynthia McDermott, Borough Manager, and Codes Officer, Anthony Chiesa was absent.

The Pledge of Allegiance was recited.

Visitors requesting to be heard:

David Russo and Paula Crissman – regarding the illegal use of borough/trail properties in town. Council heard comments and discussion from several residents of the borough whom have used this property for years. After discussion, a motion was made by David Croyle, and seconded by Scott Davis, to take no further action until a meeting is held with the AVLT and discussion between the borough and AVLT clarifies ownership and allowable structures/parking. Motion carried.

Autumn Vorpe-Seyler regarding the CDBG projects – report provided.

Kittanning Borough Council Meeting Agenda Monday November 4, 2019

I. CDBG Projects:

A. Colwell Street Reconstruction Project

1. Project scope – Colwell from Johnston Avenue to North Water Street/Trail

Update 05/13/2019
\$130,395 – New Total Cost Estimate

B. Glenn Street Reconstruction Project: **CDBG Application to be submitted November 2019**

Budget:

Updated 10/23/2019
\$129,179.00 – cost estimate
\$ 54,796.00 – 2017 CDBG

\$ 74,383.00 - 2019 CDBG

III. Downtown Kittanning Revitalization Phone IV:

All invoices have been paid and reimbursed.

IV. Keystone Communities:

A. \$250,000.00 – Keystone Grant

-\$98,497.83 – Jacob Street

\$151,502.17 – Balance

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-\$55,126.17 – Mulberry/McKean

\$96,376.00 – Balance

Audit completed by Marsico. This project needs closed out by the end of September 2019. Working to get final request for reimbursement in and closed. 09/09/2019 – approved to pay \$3800 invoice for audit.

V. Façade Grant:

A. **6 Letters of Approval were sent on 10/18/2019 to façade applicants who have completed their applications.**

VII. DCNR:

A. John Whelan Park Rehabilitation Project:

1. DCNR grant approve in the amount of \$40,000

2. Budget:

\$40,000 – DCNR Grant

19,792 – Kittanning Borough match (Cash – engineering costs
[\$3,900 or possibly higher] and in-kind services –
Equipment and labor [\$15,892])

\$59,792 – Total Project Costs

\$10,000 – Additional Grant allocation – No Match Required

\$69,792 – Total Project Costs

3. The additional \$10,000 for this project is to be used solely to offset the Borough's project's professional services costs, to include: survey work, design submission and bid document preparation, advertising and bidding the project, construction oversight/management, costs affiliated with solicitor reviews, etc. This additional allocation will allow the Borough to use more of the original awarded grant funds for the purchase of materials and labor to compete the Borough's park development. These additional funds do not require a match. Still limited to the current scope of work, as identified in the Borough's grant application. Although changes in the project scope cannot be made, the additional funds will allow the Borough to upgrade items in your original proposed scope of work, purchase and install a larger playground unit or provide for items such as a paved walkway vs. a stone aggregate walkway in the park.
4. Received Grant Agreement for Phase I – Mike Malak and I will be meeting with Cindee 9/19/19 to go over budget and timeline of project prior to conference call with DCNR.

B. John Whelan Park Rehabilitation Project Phase II

1. Application was submitted April 10, 2019
2. Cost Estimate came in at \$99,775
3. The Borough would be responsible for 50% match or \$49,887.50
4. That matched money could come from 2019 CDBG Funds or 2020 CDBG Funds but not guarantee the Borough will maintain its entitlement status.
5. Because of the update to the Colwell Street Project, the funds for 2019 CDBG had to be reallocated for this project with the balance to Glenn St. Project. Once all the street projects are completed we will know better how much is available from 2019 CDBG for John Whelan Park Phase II.
6. Note: 2019 CDBG Funds are allocated as follows:
 - a. \$57,497 Colwell Street
 - b. \$ 0.00 Glenn Street
 - c. \$ 0.00 Balance when using 2018 figure of \$72,898

7. 2019 CDBG Funds have yet to be determined.

After discussion a request was made by Mayor Kline, Andy Peters, and Chief Mathews to have a meeting with Mike Malak regarding the lighting for the park and discuss some other issues with the proposed work in the park.

****Update from Mike Malak – Whelan Park**

Josh Walter – regarding 526 Fair Street – Mr. Walter had pictures of the street in front of his house with standing water because there is no catch basin nearby on his side of the street. Jim Mechling will discuss with borough engineer regarding this issue.

IX: \$100,000 Keystone Grant for Alleys

A. Borough will take lead and ownership

Total Amount to do streets, alleys and parking lot:

\$100,000 Grant
\$ 20,000 IDC
<u>\$ 35,000 Liquid Fuels</u>
\$155,000 Total

X: Multimodal

A. Application submitted

Engineer's Report: Mike Malak. A motion was made by Betsy Wilt, and seconded by Scott Davis, to approve payment of presented Inv. #56213 in the amount of \$167.50. Motion carried.

Minutes:

A motion was made by Chris Schiano and 2nd by Scott Davis, to accept the Minutes of the Regular Meeting of October 7, 2019. Motion carried.

A motion was made by Betsy Wilt, and seconded by Chris Schiano, to accept the Minutes of the Special Meeting of council on October 15, 2019.

Bills:

A motion was made by Betsy Wilt and 2nd by Scott Davis to pay General Fund Bills as presented and to make the proper transfers. Motion carried.

There was an executive session to discuss personnel and potential litigation from 7:20 – 7:40 PM.

Solicitor's Report: No report.

Borough Manager's Report:

The 2019 Commonwealth allocation of the General Pension System State Aid in the amount of \$143,373.97 was received. A motion to pay the “non-uniform” pension plan \$47,152, the entire amount of the 2019 non-uniformed MMO and to pay the “uniform” pension plan \$96,221.97. The Commonwealth check is short \$115,912 to cover the police pension plan 2019 MMO. A motion to pay \$115,912 out of the General Fund to cover the 2019 Uniformed Pension Plan MMO was made by Betsy Wilt, and seconded by Chris Schiano. Motion carried. This amount must be paid to the PSAB-MRT by December 31, 2019.

Alley Paving Project – A motion was made by David Croyle, and seconded by Betsy Wilt to (1) approve the final cost for the paving project with Shields for the pay application in the amount of \$183,906.95 – an increase of \$2066.16 for additional wearing material. (2) Provide an authorization letter signed by Kim Chiesa for the increase. (3) Approve an invoice to the IDC for \$20,000 – their portion of the project. (4) Approve Shields pay application for \$183,906.95, and to bill accordingly for the \$100,000 grant funds. Motion carried.

Codes Officer Report

Mayor's Report

The Mayor provided pictures of the current condition of the community garden. After discussion, a motion was made by Joe Kiehlmeier and seconded by Chris Schiano, to notify Andrew Ladishaw to remove the make shift fence, materials and garden by the end of the year. Motion carried.

Fire Marshal's Report

Chief of Police Report:

The Chief discussed the civil service process and proposed to council that he would like to waive the residency requirement for officers. A motion was made by Dave Croyle, and seconded by Scott Davis, to remove the residency requirement. Motion passed by majority. Voting yes Croyle, Davis, Wilt, Schiano, with Peters, Johns, and Kiehlmeier voting no.

A motion was made by Scott Davis and 2nd by Dave Croyle, to accept the Codes Officer Report, Mayors Report, Fire Marshal's Report, and Chief of Police Report as presented. Motion carried.

Finance Committee Report-Betsy Wilt, Chairman

Budget 2020 – tentative budget has been presented to council.

Personnel Committee Report-Scott Davis, Chairman

Sewage Committee Report-Joe Kiehlmeier, Chairman

Revitalization Committee Report-Betsy Wilt, Chairperson

Police Committee Report-Chris Schiano, Chairman

Parks and Recreation Committee Report-Betsy Wilt, Chairperson

Request from the Kiwanis Club via Andy Bradigan to provide dog waste receptacles in the park. A motion was made by Joe Kiehlmeier, and seconded by Dave Croyle, to allow them to provide the receptacles. Motion carried.

Fire Company Report-Andy Peters, Chairman

Hose Co. #4 building ownership request. Tabled to December meeting.

Library Committee Report-Betsy Wilt, Chairperson

Street Committee Report-Mike Johns, Chairperson

Codes Committee Report-Chris Schiano, Chairman

Building and Maintenance Committee Report-Joe Kiehlmeier, Chairman

Town and Country Transit Report-Andy Peters, Chairman

Miscellaneous:

A motion was made by David Croyle, and seconded by Betsy Wilt, to purchase up to 12 LED lights for in the park. Motion carried.

A motion was made by David Croyle and 2nd by Scott Davis to adjourn the meeting. Motion carried.

Respectfully submitted,

Cynthia McDermott, Secretary

Kittanning Borough