

BOROUGH OF CHURCHILL
2300 WILLIAM PENN HIGHWAY
PITTSBURGH, PA 15235

Minutes of Meeting

December 12, 2016

The regular monthly meeting of the Borough of Churchill was held in the Municipal Building on Monday, December 12, 2016 and was called to order by Mr. Dworin at 7:30 p.m. Mr. Dworin led the audience in the Pledge of Allegiance. Members present included Mses. Law, Yankes, Moore, and Messrs. Jurewicz, Collins, Riehl and Mayor McKenna. Also present were Police Chief Allen Park, Borough Manager/Secretary Donna Perry, Solicitor David Mongillo, Ralph Zatlin, and Qianyu Mo.

WORKSHOP & REGULAR MEETING MINUTES - There was a motion made by Mr. Jurewicz and seconded by Mr. Riehl that the minutes of the Workshop Meeting held November 7, 2016 and the Regular Meeting of November 14, 2016 be approved as previously presented. Mr. Dworin abstained from the motion due to his absence from both meetings. The motion was approved by majority vote.

MAYOR - There was a motion made by Mr. Collins, seconded by Ms. Law and unanimously approved by Voice Vote that the Mayor's Report be accepted and filed as presented.

MANAGER & FIRE DEPARTMENT REPORTS - Mr. Zatlin reported that the Fire Department responded to 25 calls last month for a year-to-date total of 237. There was nothing of significance in the Borough.

Under the Manager's report, Ms. Perry stated that two dawn-to-dusk lights were installed outside the entrance doors of the upper parking lots.

Our road crew had their first snow event the past weekend.

All the sewer and paving projects have been completed.

90% of leaf pick-up has been completed.

She also reminded that the next workshop meeting date would be January 9, 2017, and the council meeting would be held on Tuesday, January 10, 2017.

There was a motion by Mr. Riehl, seconded by Ms. Moore and unanimously approved by Voice Vote that these reports be accepted and filed.

REAL ESTATE TAX COLLECTOR - In the absence of Mr. Duerring, Ms. Perry reported taxes collected at face were \$7,407.42, plus penalties of \$740.75, for a total of \$8,148.17. The balance collectable is \$39,759.72.

TREASURER'S REPORT – Ms. Perry read the following report for the month of November, 2016. It showed the following:

<u>CHECKING ACCOUNT</u>	<u>BEGINNING BANK BALANCE</u>	<u>RECEIPTS</u>	<u>O/S CHECKS AND DISBURSEMENTS</u>	<u>ENDING CASH BALANCES</u>
REGULAR ACCOUNT	893,886.48	274,279.95	329,207.29	838,959.14
CAPITAL RES. ACCT.	158,708.61	6.51	-0-	158,715.12
ROAD & HIGHWAY	99,890.21	4.05	-0-	99,894.26
SEWAGE AGENCY	105,460.73	155,437.26	114,783.36	146,114.63
SPECIAL ACCT.	10,805.89	0.24	-0-	10,806.13
POLICE PENSION FUND	-0-	3,689.39	3,689.39	-0-
EMPL. PENSION FUND	-0-	871.38	871.38	-0-
EMPL. SEC. 457 D.C.P.	-0-	1,950.00	1,950.00	-0-

There was a motion by Ms. Moore, seconded by Mr. Collins and unanimously approved by Voice Vote to accept the Tax Collector's Report and Treasurer's Report for the month of November and have it reproduced in the minutes.

EARNED INCOME TAX

DEED TRANSFER

DELINQUENT REAL ESTATE TAX – Ms. Perry reported that the Earned Income Tax Collector had collections of \$41,226.13 for the month of November.

Deed Transfer Taxes collections were \$6,907.53.

Jordan Tax Service collected \$930.21 in delinquent real estate taxes.

There was a motion by Ms. Law, seconded by Mr. Riehl and unanimously approved that the reports be filed.

LISTEN TO VISITORS – Rick Kline of 18 Holland Road showed his interest in the 2017 budget.

April Kline of 18 Holland Road made compliments to Mayor McKenna for his hard work.

Pamela Culbertson of 17 Churchill Road also showed her appreciation to Mayor McKenna.

William Coles, the Wilkinsburg-Penn Joint Water Authority representative, made a brief report on the brown water issue that occurred on Merrie Woode Drive in October.

He stated that the authority operated blow-outs to reduce discoloration and flushed the hydrant to keep the water safe and clean.

He further stated that the authority might replace some lines in the upcoming year as a long-term solution to the issue.

Walter Czekanski of 2516 Creekege Drive expressed concern about the potential public safety issue caused by the telephone pole under repair on Forest Drive.

BUDGET HEARING– Mr. Dworin announced the regular meeting would be recessed to conduct the 2017 budget hearing.

Mr. Riehl read the proposed 2017 budget. The amount appropriated for various functions were as follows:

A.	<u>NET ANNUAL REVENUES</u>	
1.	Real Estate Tax – Current, Prior and Liened	1,470,819
2.	Earned Income Tax	590,000
3.	Real Estate Transfer Tax	35,000
4.	Local Services Tax	25,000
5.	Misc. Sources (Fines, Permits, Interest, Etc.)	246,055
6.	Liquid Fuels Tax Reimbursement (state)	96,798
7.	Grants, Gifts, Transfer, Contributions	<u>455,700</u>
	TOTAL REVENUE	2,919,372
B.	<u>EXPENDITURES</u>	
1.	Payroll	1,104,742
2.	Employee Fringe Benefits	564,751
3.	Compensation (Auditors, Tax Collector)	9,400
4.	Debt Service	3,000
5.	Operating Expenses & Supplies	158,850
6.	Garbage & Rubbish Collection	40,000
7.	Snow & Ice Control	140,000
8.	Maintenance – Streets, Building, Cars, Parks, Radios, Traffic Signals	230,900
9.	Professional Services	120,500
10.	Rentals – Hydrants, Street Lights	20,400
11.	Police Cars & Equipment; Fire Truck	30,000
12.	Contributions – Fire Co., Ambulance, COG	14,000
13.	Capital Outlays	<u>482,830</u>
	TOTAL EXPENDITURES	2,919,372
	EXCESS EXPENDITURES OVER REVENUE	0

Mr. Dworin asked for any public comments. There were no public comments.

There was a motion by Mr. Collins, seconded by Mr. Jurewicz to adopt the 2017 Budget. Roll Call Vote was as follows: Law - yes, Riehl - yes, Moore - yes, Collins - yes, Yankes - abstained, Jurewicz - yes and Dworin - yes. The motion passed by majority vote.

SET THE TAX MILLAGE RATE FOR 2017 - There was a motion by Mr. Riehl and seconded by Mr. Jurewicz and unanimously approved by Roll Call Vote to set the 2017 tax millage rate at 5.98.

RECONVENE REGULAR MEETING - Mr. Dworin reconvened the regular meeting at 8:05 p.m.

TAX ANTICIPATION NOTE - There was a motion by Mr. Jurewicz, seconded by Ms. Moore for the adoption of Resolution No. 4386 to secure a TAN loan with PNC Bank in the amount of \$350,000. Roll Call Vote was as follows: Law - yes, Riehl - no, Moore - yes, Collins - yes, Yankes - yes, Jurewicz - yes and Dworin - yes. The motion passed by majority vote.

FILE AN APPLICATION FOR CDBG FUNDING – There was a motion by Ms. Law, seconded by Ms. Yankes and unanimously approved by Roll Call Vote for the adoption of Resolution No. 4387 to file an application for CDBG funding in the amount of \$54,108 for borough building improvements.

ANIMAL CONTROL OFFICER– There was a motion by Ms. Law, seconded by Ms. Yankes and unanimously approved by Voice Vote to approve an agreement with Hoffman’s Boarding Kennels to serve as the animal control officer of the borough for 2017 in a form to be approved by the borough manager and solicitor.

RE-APPOINT MEGAN HARMON TO THE PLANNING COMMISSION - There was a motion by Mr. Collins, seconded by Ms. Law and unanimously approved by Roll Call Vote for the adoption of Resolution No. 4388 to re-appoint Megan Harmon to the Planning Commission for a five-year term to end December 31, 2021.

RE-APPOINT KELLY STOUFFER TO THE RECRATION BOARD - There was a motion by Mr. Jurewicz, seconded by Mr. Riehl and unanimously approved by Roll Call Vote for the adoption of Resolution No. 4389 to re-appoint Kelly Stouffer to the Recreation Board for a three-year term to end December 31, 2019.

2017 MEETING DATES - There was a motion by Ms. Moore, seconded by Mr. Jurewicz and unanimously approved by Roll Call Vote to authorize the Borough Secretary to advertise the 2017 meeting dates.

BILLS – Ms. Perry read the bills for the month and they totaled \$718,102.36. There was a motion by Ms. Yankes and seconded by Mr. Collins to adopt Resolution No. 4390 to pay the bills. Bills in excess of \$15,000 or more this month were ALCOSAN \$111,694.82 for sewage service, Borough of Churchill Capital Reserve Account \$232,000 for 2017 fire truck and street paving and \$50,000 for

expenses as needed, and Insight Pipe Contracting \$18,717.52 for sewer lining. Motion carried by unanimous Roll Call Vote.

PROCLAMATION - Mr. Dworin read and presented a proclamation to Mayor McKenna for his 19 years of service to the community.

RESIGNATION OF MAYOR PAUL H. MCKENNA - There was a motion by Ms. Yankes, seconded by Mr. Riehl and unanimously approved by Voice Vote to accept the resignation of Mayor Paul H. McKenna effective January 10, 2017.

AROUND THE TABLE - Mayor McKenna presented a tower of litter that had been collected over time, washed and compiled by Debra King of 17 Holland Road. He suggested it be placed on display in the front lobby of the Borough Building for others to view.

He also thanked council, borough staff and all the borough residents for their constant support during his 19-year community service.

Mr. Collins thanked William Coles, our representative to the Wilkinsburg- Penn Joint Water Authority for reporting the progress and solutions of the water issue to the public.

Ms. Yankes thanked Mr. McKenna for his contribution to the community.

Ms. Perry thanked Mr. McKenna and appreciated his support to the borough.

Ms. Moore showed her appreciation to Mr. McKenna's services to the borough.

Mr. Riehl showed his compliments to Mr. McKenna, and further explained the infrastructure expenses in the 2017 budget.

Ms. Law thanked Mr. McKenna, and stated that more efforts should be made to solve the telephone pole problem.

Mr. Jurewicz thanked Mr. McKenna's services to the community and he also appreciated council and borough staff for their efforts making the community great in 2016.

Mr. Dworin made his compliments to Mr. McKenna for his 19-year efforts and contribution to the borough.

ADJOURN - There was a motion by Mr. Jurewicz, seconded by Ms. Law and unanimously approved by Voice Vote to adjourn at 8:27 p.m.

DONNA J. PERRY
BOROUGH SECRETARY