

SAXONBURG BOROUGH
Meeting Minutes
September 17, 2019

Roll Call Carol Neubert, Scott Herbst, Josh Novotny, Sherry Weinzierl, Patricia Rinebolt, David Felsing, Joseph Sepich and Mayor Gillespie were present.

Also in attendance were Mary Papik/Manager, Mike Gallagher/Solicitor, Crystal Seybert, Fred Caesar, Karen Kennedy, Carol Young, and Peter Watt.

Correspondence

- Senator Joe Pittman will be hosting a Town Hall Meeting on Wednesday, September 18, 2019 at 6pm in Cooper Hall.
- BCBA, August 20, 2019, flyer for October 19, 2019 'Spouses Night Out' Event
- Town Associates, August 26, 2019, letter outlining two training sessions at the end of August covering downtown business development.
- Gregory Clifford, September 17, 2019, Thank You note expressing gratitude for the flower arrangement sent to funeral home for the passing of Patricia Clifford.

Executive Session Announcement Under the terms of Act 84, Section 8A, subsection 1, Council would meet in Executive Session just prior to adjournment, to discuss legal contract matters. After the Executive Session, Council will reassemble in open meeting and take any actions that are required.

Minutes Motion was made and seconded by Patricia Rinebolt/Carol Neubert to approve the minutes of August 20, 2019. The motion carried.

Public Comments

Fred Caesar Museum Donations and Hours, Arts Festival

- Fred discussed attendance at the museum up through September 2019. He stated the 14-week summer season had a total of 399 visitors to the museum which is an increase in comparison to the 352 attendees during the summer season in 2018. Fred stated during Arts Festival weekend, the museum had approximately 724 visitors.
- Fred explained the amount of donations so far in 2019 totals approximately \$1,220 and described the benefit the money provides to preserve and maintain the museum. Fred stated he will prepare a proposal that allows people to make credit card donations and hopes to present it to Council for consideration.
- Fred also discussed the museum's hours of operation, suggesting the Thursday-Sunday hours from Memorial Day through Labor Day start and finish in conjunction with the school year. He stated he will make more detailed suggestions for 2020 at a later time.
- Fred expressed gratitude and thanks to Pat Rinebolt and the Saxonburg Women's Club for their assistance in operating the museum. He stated multiple local museums are facing serious financial difficulties and showing support for the museum allows it to remain a community treasure that can continue to be shared.

Karen Kennedy Dollar General, Museum

- Karen stated Dollar General landscaping has improved, but there are still issues. She described how she dug out one large weed and noticed other smaller weeds in the landscaping.
- Karen stated Dollar General needs to be made aware that the strip between Main Street and the sidewalk needs to be mowed as well.

- Karen requested the Borough High Weeds ordinance be adjusted to require residents to mow in April rather than May.
- Karen explained during the winter season she will be observing snow maintenance at Dollar General to ensure it is completed.
- Karen stated she frequents museums when she travels and hopes the Saxonburg Museum continues to stay open.

Mayor William Gillespie, Jr.

- Mayor Gillespie stated Sister City is grateful for their spot in the park during Arts Festival, and thanked specifically David Felsing, Carol Young and Peter Watt for their work.
- Mayor Gillespie explained the fundraising Sister City partakes in, and stated the money is raised for visits from the German organization. He said when visits occur, the Germans pay for their airfare, but Sister City covers the Germans stay, and they do the same when Saxonburg visits and as such, the money goes towards the continued relationship.
- The Mayor stated Mingle on Main is on Thursday night and encouraged Council to attend. This month's event will include the Mayor's table which will be set up outside of the library. During the event, awards will be presented to people who have been part of the Mingle on Main, including Gail Anderson.
- Mayor Gillespie discussed the passing of Clarence Anderson on August 20, and paid tribute to Mr. Anderson's lifetime of accomplishments. Included in the commemoration were Mr. Anderson's military record, multiple college degrees from Cal U and Pitt, his time serving the South Butler School system from 1959 until he retired, and his influential involvement throughout Saxonburg as Zoning Officer, SHRC Treasurer, and assisting in organizing Arts Festival. Mayor Gillespie stated Mr. Anderson valued his family and the time spent with his six grandchildren.

Manager Mary Papik

Bills

Motion was made and seconded by Josh Novotny/Joseph Sepich to approve the bills as presented. \$44,809.86 paid from the Borough's General Fund, of which \$28,379.01 is the Borough's portion of the expense and \$16,430.85 the Authority's portion of the expense. In addition, decrease adjustments in August from the Borough General Fund in the amount of \$28,526.19 of which \$12,657.35 was the Borough's portion of the expense and \$15,868.84 was the Authority's portion of the expense, decrease adjustments from the Revenue Fund in August in the amount of \$14.20, and payroll for August 2019. The motion carried.

Parks and Recreation

- Manager Papik discussed the 2019 Arts Festival event and stated it was a success. She said the event had good weather and a lot of visitors and saw many people had purchased food and other items. Throughout the course of the weekend, many food vendors ran out of food and had to replenish.
- Manager Papik stated that at the conclusion of the event, vendors were asking about prices and dates for next year's festival. Mary encouraged Council to think about 2020 rates now because participants want to come back.
- Manager Papik explained a situation that occurred with a vendor who paid cash for two spots but could not attend due to a family emergency. Council discussed and considered options for the specific vendor including the possibility of a discount towards next year's event or a refund. Solicitor Gallagher suggested asking the vendor to place any requests or explanations in writing, and Manager Papik agreed to reach out to the vendor to

explain the necessity of submitting any request in written form to receive proper consideration.

Stormwater

- Manager Papik discussed the HRG proposal from last month. She stated the Council will not be moving forward with the proposal this evening, but HRG will be present on October 2 for the budget meeting to explain details and answer questions. During their visit, they will also have an engineering plan.
- Manager Papik presented council with a map describing the steps to be taken on the Farney property. She showed Council where the Farney property is located on the map and outlined a plan to rent an excavator to get into the swampy conditions and dredge a channel to stop flooding on Farney's property.
- Manager Papik stated when Ryan and Chuck looked at the map, they determined the SAA already has the elevations, so the prework is completed. Due to this information being available, the right-of-way agreement prepared by the Solicitor needs to be changed to reflect swale work.
- Manager Papik stated the timing is important because it must be done before the wet fall season or the project will have to be done when the ground is frozen. She stated Mr. Farney told her he knows approximately five property owners impacted by the project and will take any necessary paperwork to them to get signed.
- Manager Papik explained Council needs to approve moving forward in obtaining rights-of-way to do swale work. The Solicitor asked for specification about the type of right-of-way, whether it is a permanent right-of-way or a temporary one-time right-of-way for construction, and if the affected residents understand they will be responsible to maintain the swale. Manager Papik stated it is a temporary one-time right-of-way and the residents will understand they need to maintain the swale work once it is completed.

Motion was made and seconded by David Felsing/Scott Herbst to approve obtaining right-of-way for temporary access on the necessary properties to begin swale work and correct issue on Farney property. The motion carried.

Solicitor

Solicitor Mike Gallagher

- Solicitor Mike Gallagher stated he does not have an official report, but that he and his wife attended the Arts Festival and they had a good time.

Old Business

None

New Business

Street Closures – Holiday Parade

Motion was made and seconded by David Felsing/Scott Herbst to approve street closures of W. Main Street each year for the annual Holiday Parade and for the Saxonburg Borough Police to post the “No Parking” signs accordingly. The motion carried.

Per Capita Tax Exoneration – Amber N. McIntire

Motion was made and seconded by Patricia Rinebolt/Carol Neubert to exonerate Amber N. McIntire, 465 West Main Street, from Per Capita Taxes, per Council's motion on July 5, 1972, to exempt full-time college students from Per Capita Taxes. The motion carried.

Certificate of Appropriateness – 265 West Main Street

Motion was made and seconded by David Felsing/Josh Novotny to approve the “Certificate of Appropriateness” for the white overhang and black shutters added to each side of three (3) windows at 265 West Main Street. The motion carried.

Certificate of Appropriateness – 251 West Main Street, Suite #1

Motion was made and seconded Carol Neubert/David Felsing to approve the “Certificate of Appropriateness” for two (2) sided sign hung from building front at 251 West Main Street, Suite #1. The motion carried.

Property Behind Cooper Hall, Tax Parcel 500-S4-E5-0000

- Councilmember Sepich stated he would like to take steps to investigate purchasing the property behind Cooper Hall for future run-off water and help with overall storm water issues in the community. Councilmember Sepich stated he thinks the primary benefit of owning the property would be for drainage, but the space could also benefit events in Roebling Park and Cooper Hall as well.
- Mayor Gillespie stated that the area behind the Foust property is a possibility for a holding pond and wants to determine value of the property. Mayor Gillespie also said he would like Ryan and Chuck to look at the topography in the area.
- Council discussed the possibility of purchasing the property and investigating what the next steps would be if the decision is made to move forward.

Motion was made and seconded by Joseph Sepich/David Felsing for office staff to investigate how Borough Council can purchase property behind Cooper Hall with Tax Parcel 500-S4-E5-0000. The motion carried.

Executive Session

discuss Legal Contracts

The meeting recessed at 7:47 p.m. to go into Executive Session to

Adjournment

further action being taken by Council.

The meeting reconvened and adjourned at 9:00 p.m. with no

The next meeting is scheduled for Wednesday, October 2, 2019 at 7:00 p.m. for budget discussions.

Meredith Phillis
Secretary