

SAXONBURG BOROUGH
Reorganization Meeting
Minutes
January 6, 2020

Mayor Gillespie called the meeting to order at 7:00 p.m.

Swear in New Council Members

Mayor Gillespie swore in newly elected Council members June Crawford, Carol Neubert, Pat Rinebolt, and Sherry Weinzierl.

Roll Call

June Crawford, Carol Neubert, Josh Novotny, Sherry Weinzierl, Pat Rinebolt, Dave Felsing, Scott Herbst, and Mayor Gillespie were present.

Also in attendance were Mary Papik/Manager, Jody Brown/Secretary, Crystal Seybert, Don Venturini, William Hoche, Linda Kovacik, and Thomas W. Robb.

President of Council

Mayor Gillespie called for nominations for the office of President of Council.

Nomination was made and seconded by Josh Novotny/Scott Herbst to appoint Sherry Weinzierl as President of Borough Council. The motion carried with Carol Neubert voting nay.

Vice President of Council

Mayor Gillespie called for nominations for the office of Vice President of Council.

Nomination was made and seconded by Dave Felsing/Scott Herbst to appoint Pat Rinebolt as Vice President of Borough Council. The motion carried.

The meeting was then turned over to President of Council.

Correspondence None

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 employee and 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 Pat Rinebolt/Scott Herbst to approve the minutes of December 17, 2019. The motion carried.**

Public Comments None

Meeting Schedule

Motion was made and seconded by Carol Neubert/Dave Felsing to approve the 2020 meeting schedules for the Council, Planning Commission, Zoning Hearing Board, and Historic Architectural Review Board. The motion carried.

Appointments

President Pro Tem of Council

Motion was made and seconded by Pat Rinebolt/Dave Felsing to appoint Scott Herbst as President Pro Tem of Borough Council. The motion carried.

Chief of Police

Motion was made and seconded by Dave Felsing/Pat Rinebolt to appoint Joseph Beachem as the Chief of Police for Saxonburg Borough. The motion carried.

Right to Know Officer – Saxonburg Borough Police Department

Motion was made and seconded by Pat Rinebolt/Josh Novotny to appoint Chief Beachem as the “Right-to-Know Officer” for the Saxonburg Borough Police Department. The motion carried.

Manager

Motion was made and seconded by Pat Rinebolt/Dave Felsing to appoint Mary Papik as the Manager for Saxonburg Borough. The motion carried.

Zoning Officer

Motion was made and seconded by Pat Rinebolt/Carol Neubert to appoint Mary Papik as the Zoning Officer for Saxonburg Borough. The motion carried.

Superintendent

Motion was made and seconded by Dave Felsing/Josh Novotny to appoint Charles McGee as the Superintendent for Saxonburg Borough. The motion carried.

Solicitor

Motion was made and seconded by Pat Rinebolt/Josh Novotny to appoint the firm of Murrin, Taylor, & Gallagher as Solicitors for Saxonburg Borough, with Michael Gallagher as the principal Solicitor for the Borough. The motion carried.

Emergency Management Coordinator

Motion was made and seconded by Pat Rinebolt/Scott Herbst to appoint Dave Felsing as the Emergency Management Coordinator for Saxonburg Borough. The motion carried.

Emergency Management Coordinator 2ND in Command

Motion was made and seconded by Dave Felsing/Pat Rinebolt to appoint Mary Papik as the Emergency Management Coordinator 2nd in Command for Saxonburg Borough. The motion carried.

Auditors

Motion was made and seconded by Josh Novotny/Pat Rinebolt to appoint Maher Duessel as the auditors for Saxonburg Borough. The motion carried.

Committee Appointments

Joint Policy	President of Council, Pat Rinebolt, Carol Neubert
Property	Carol Neubert, Sherry Weinzierl, Scott Herbst
Streets/Stormwater	Dave Felsing, Scott Herbst, June Crawford
Ordinance	Pat Rinebolt, Dave Felsing, Josh Novotny
Police Committee	Mayor, President of Council, Carol Neubert

Liaisons to Borough Boards & Commissions

Butler County Boroughs Association	Pat Rinebolt, June Crawford
Butler County Cog	Dave Felsing, Pat Rinebolt
Planning Commission	Carol Neubert
Zoning Hearing Board	Scott Herbst
Parks & Rec	Carol Neubert, Sherry Weinzierl, Scott Herbst
Historic Architectural Review Board	Josh Novotny

Mayor William Gillespie Jr.

- Mayor Gillespie reminded Council that the laptops have been received for the police cars. The Windows update arrived during the meeting and Scott Herbst agreed to install the update in the laptops.

Chief of Police Joseph Beachem had no report.

Manager Mary Papik

Bills

Motion was made and seconded by Dave Felsing/Scott Herbst to approve the bills as presented: \$15,734.96 paid from the Borough's General Fund, of which \$7,964.28 is the Borough's portion of the expense and \$7,770.68 is the Authority's portion of the expense. In addition, decrease adjustments in December from the Borough General Fund in the amount of \$39,288.53 of which \$17,019.02 was the Borough's portion of the expense and \$19,166.54 was the Authority's portion of the expense, and payroll for December 2019. The motion carried.

Motion was made and seconded by Pat Rinebolt/Carol Neubert to allow attendance for any Council member wishing to attend the Butler County Borough Association dinner. The motion carried.

Old Business None.

New Business

Resolution #1-2020 – Destruction of Records

Motion was made and seconded by Scott Herbst/Josh Novotny to adopt Resolution #1-2020, which authorizes the destruction of old Borough and Police records. The motion carried.

New signage for Orchards

- The proposed Orchards sign is too large according to the zoning ordinance on Pittsburgh Street. To erect the sign as proposed, Mary explained that the Orchards will either need a variance or will need to be denied and can then file an appeal with the Zoning Hearing Board. Mayor Gillespie said he is willing to serve on the Zoning Hearing Board.
Secretary's Note: The Solicitor informed the Borough Manager that the Mayor is not permitted to serve on the Zoning Hearing Board.

Grant Funding

- Mary informed the Council that the Butler County Board of Commissioners is offering grant funding in 2020 for Park Renovation/Development. The grant would provide up to 75% of material cost for the project and the deadline is February 20, 2020. Carol Neubert proposed that the Parks & Rec Committee decide what project they'd like to do and apply for the grant.

Executive Session The meeting was recessed at 7:45 p.m. to go into Executive Session to discuss contract matters.

The meeting reconvened at 9:09 p.m.

Adjournment The meeting adjourned at 9:09 p.m.

Respectfully submitted
Jody Brown, Secretary