

**SAXONBURG BOROUGH**  
**Meeting Minutes**  
**February 18, 2020**

President Weinzierl called the meeting to order at 7:20 p.m.

**Roll Call** June Crawford, Carol Neubert, Josh Novotny, Sherry Weinzierl, Patricia Rinebolt, David Felsing, Scott Herbst, Mayor Gillespie

Also in attendance were Mary Papik/Manager, Mike Gallagher/Solicitor, Chief Joseph Beachem, Officer Kevin Stiles, Crystal Seybert, Fred Caesar, Andy Bajuszik, Malachi Bajuszik, Josh Carbo, Wayne Carbo, Kathleen Young, Nolen Young, Kaeden Myers, Isaac Hanson, Kelly Hanson, Meghan Pohl, Ben Brewster, Andrea Schriener, Adam Schriener, Jamison Gonzales, John Gonzales, Nathan Myers, Jackson McCool, Merri Ruk-Carbo, Paula Grubbs, and Maria Berzonski.

**Correspondence**

- Joe Neubert sent a Letter of Intent to serve on the SAA Board of Directors on January 21.
- Jack DeMarco sent a Letter of Intent to serve on the SAA Board of Directors on February 5.
- MRM Workers' Compensation Trust sent their Proxy form on February 18.

**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**

- A Secretary's note was added to the minutes of January 6, 2020 regarding the Mayor's offer to serve on the Zoning Hearing Board. The Solicitor clarified that the Mayor, due to his being an elected official, cannot serve on the Zoning Hearing Board.

**Motion was made and seconded by Dave Felsing/Scott Herbst to approve the minutes of January 6, 2020 with the Secretary's note. The motion carried.**

**Public Comments**

- Meghan Pohl distributed a letter to Council listing the proposed dates for the 2020 Mingle on Main events of May 21, June 18, July 23, August 20, September 17. She asked Council for a time change to start and end half an hour later, from 5:30 p.m. to 8:30 p.m. to allow for businesses ending their workday to do so. She asked to keep the street closing times from 4:30 p.m. to 9 p.m. to give businesses time to close up. She described the Saxonburg Area Business Association (SABA) efforts for event parking and handicap signage, a dumpster, and porta-potties for this year's Mingles. In the past, SABA has collected an additional \$10 from the hot food vendors to offset these costs, but with this year's increase to \$40 of the hot food vendor fee, Meghan asked on SABA's behalf if \$10 from that increase can be sent to SABA for those planned items.

**Motion was made and seconded by Dave Felsing/Scott Herbst to confirm the 2020 Mingle dates May 21, June 18, July 23, August 20, September 17, \$10 from Hot Food Vendors' \$40 ticket price to SABA, and all as proposed by Meghan Pohl. The motion carried.**

**Mayor**

William Gillespie Jr.

- Mayor Gillespie announced a proposal that would be coming to Council for the formation of an Auxiliary Police Force to perform limited duties (no arresting or ticketing power) to help with traffic and crowd control during events. They would supplement the Fire Police at Mingles. Uniforms including shirt, pants, jacket, flashlight, yellow gloves, would be provided by the Friends of the Saxonburg Police. The Ordinance the auxiliary force would work under does not specify that a prospective member be a Saxonburg Borough resident. Details will be worked out under the Solicitor's guidance and will be presented to Council. The idea for the Auxiliary Police Force was submitted by Chief Beachem.
- The Mayor reminded Council that a Parking Ordinance was submitted to Council several months ago. The Mayor urged the Ordinance Committee to prioritize it and get it back to Council because parking has been a problem on Main Street.
- The Mayor met with State Representative Marci Mustello, who is willing to help with grants and needed items for the Borough and the park. They discussed storm water issues and Ms. Mustello provided a contact in Harrisburg for the Mayor call. Ms. Mustello said that the next series of regulations might be on Sedimentation Control.
- The Mayor informed Council that Officer Justine VanCise-Kummer has submitted a letter of resignation from the Saxonburg Police Department. Ms. Weinzierl read the letter to Council.

**Motion was made and seconded by Pat Rinebolt/Carol Neubert to accept Officer VanCise-Kummer's resignation, with regrets. The motion carried.**

- We have received an invitation for three people to visit our sister city, Muhlhausen, Germany, this summer. More information will come at a later meeting.
- Friends of the Saxonburg Police organization has received some donations recently. The organization will be having another spaghetti luncheon at the Hotel at the end of April to raise funds. We are very grateful to Judy [Feree] at the Hotel for providing the luncheon.

**Chief of Police**

Joseph Beachem provided a written report and said that he has two items for Executive Session, but no further report at this time.

**Manager**

Mary Papik

**Bills**

**Motion was made and seconded by Scott Herbst/Dave Felsing to approve the bills as presented: \$19,490.23 in checks paid from the Borough's General Fund, of which \$16,248.64 is the Borough's portion of the expense and \$3,241.59 the Authority's portion of the expense. In addition, decrease adjustments in December from the Borough General Fund in the amount of \$92,452.98 of which \$36,696.02 was the Borough's portion of the expense and \$55,756.96 was the Authority's portion of the expense, and payroll for January 2020 in the amount of \$110,423.30 of which \$37,498.12 is the Borough's portion of the expense and \$72,925.18 is the Authority's portion of the expense. The motion carried.**

**Small Wireless Communications Facilities Master License Agreement**

**Motion was made and seconded by Carol Neubert/Dave Felsing to approve agreement between Borough and Verizon as drawn up by the Solicitor allowing Verizon to use existing utility poles or to install/replace Borough poles for Verizon's communications use. The motion carried.**

**Armstrong Cable Franchise Agreement:**

Motion was made and seconded by Scott Herbst/Dave Felsing to approve advertising Ordinance #473 Extension of the Armstrong Cable Franchise Agreement as required for adoption at the March 17, 2020 regularly scheduled Council Meeting. The motion carried.

**Change of Voting Poll Location**

- Mary explained that the County Commissioners would be holding a public meeting on February 19 at 10 a.m. to change Saxonburg's polling place from the Borough building to Cooper Hall for reasons of increased handicap and general parking, better accessibility, and more space. Mary said she planned to attend the public meeting.

**Electric Generation Charge, EMAX**

- Mary explained the reverse auction process and how the Borough's electricity usage for streetlights coupled with the Authority's usage for the treatment plant and multiple pump stations caused prospective bidders to underbid one another resulting in savings for the Borough over time.

Motion was made and seconded by Pat Rinebolt/Scott Herbst to approve the pricing from Constellation Energy and enter into contract for 48 months for electric generation charge at price of \$0.04570/kWh. The motion carried.

**Roebling Park Landscaping**

- After discussion, Council agreed to table advertising for bids for Roebling Park Landscaping to allow for cost savings utilizing the Field Crew to landscape until their Authority projects get underway.

**Solicitor**

Solicitor

**Old Business**

**Zoning Hearing Board Appointment**

- There is still a vacancy on the Zoning Hearing Board, open to a Saxonburg Borough resident. The Solicitor specified that no elected or appointed official of the Borough is eligible.

**New Business**

**Right to Know Officer**

Motion was made and seconded by Pat Rinebolt/Dave Felsing to appoint Jody Brown as the Borough Right to Know Officer. The motion carried.

**SAA Board of Directors Appointment**

Motion was made and seconded by Carol Neubert/Pat Rinebolt to appoint Joe Neubert to the Saxonburg Area Authority Board of Directors. The motion carried.

**MRM Proxy Form**

Motion was made and seconded by Carol Neubert/Dave Felsing to approve to sign and send in the MRM proxy form. The motion carried.

**Executive Session**

The meeting recessed at 7:33 p.m. to go into Executive Session to discuss employee and contract matters.

The meeting reconvened at 8:12 p.m.

**Motion was made and seconded by Dave Felsing/Pat Rinebolt to approve the hiring of Jeffrey Stinebiser as a part time police officer effective immediately at the standard part time police officer rate. The motion carried.**

**Motion was made and seconded by Carol Neubert/Pat Rinebolt to approve moving forward with a grant application for the necessary work on the Park Pavilion Building and to approve the appropriate signatures when the application is prepared. The motion carried.**

**Adjournment**            The meeting adjourned at 8:17 p.m.

The next meeting is scheduled for Tuesday, March 17 at 7 p.m.

Jody Brown  
Secretary