

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

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

**Roll Call** Scott Herbst, Dave Felsing, Sherry Weinzierl, June Crawford, and Mayor Gillespie were present.

Josh Novotny and Pat Rinebolt were absent. Chief Beachem was also absent. Carol Neubert arrived late.

Also in attendance were Mary Papik/Manager, Sean Gallagher/Solicitor, Jody Brown Secretary/Treasurer, Crystal Seybert, Fred Caesar, and Judy Feree.

**Correspondence**

- On July 20, the Borough received \$6,824.06 in Franchise Fees from Armstrong for the second quarter of 2020. The funds were deposited into the General Fund on the same day.
- On August 3, the Borough received \$826.66 in Franchise Fees from Consolidated Communications for the second quarter of 2020. The funds were deposited into the General Fund the following day.

**Minutes** Motion was made and seconded by Dave Felsing/June Crawford to approve the minutes of July 21, 2020. The motion carried.

**Public Comments**

- Fred Caesar acknowledged the Borough's Field Crew for their work replacing the KDKA "Doghouse" roof. Their work is much appreciated. Fred also let Council know that he is building a relationship with new Director of the Roebling Museum in New Jersey as he had done with the predecessor. The New Jersey Museum's focus has been on the Roeblings after they left Saxonburg, but that is changing. Fred has been asked to make a virtual presentation to the Roebling Museum's Board similar to the presentation he gave at the 135<sup>th</sup> Anniversary of the Brooklyn Bridge. Descendants of the Roebling family are involved in this invitation and this great honor might bring additional interest to the Saxonburg area and our Museum.

**Mayor** William Gillespie Jr.

- Mayor Gillespie will be attending the next Mayor's Meeting on August 20 with Commissioner Boozel. Discussions will include COVID-19, and part time officers among area police departments.
- Food deliveries are continuing with the help of the police department, Hotel Saxonburg, and St. Luke's Lutheran Church. Last Thursday, the equivalent of twelve family meals were donated and delivered. In addition, the Hotel Saxonburg is now providing bags of produce with family meals given the number of requests for produce from families in need. The Mayor said they are continuing to discover families in need due to job losses or other needs, and they are addressing each of those needs as they arise. He acknowledged Judy Feree, proprietor of Hotel Saxonburg in attendance tonight, for her coordinating efforts.

- The second half of the police department will attend a special training this Saturday at Makowski's, as discussed at last month's Council Meeting. Earlier today, Chief Beachem and Mr. Makowski met to discuss additional future trainings.
- The KDKA "Doghouse" roof is completed, and next it will need a new door and paint. We may need to have a door made and will look to possibly have it donated. Keeping the paint color as close to the original as possible is the goal.
- Oktoberfest is planned for September 26 at Sprankle's. This event has been scaled down somewhat. The Fire Department may participate, as well as Sister Cities, but the only beer sales will be at Sprankle's in their parking lot. Sprankle's will have 2 horse-drawn buggies. The Saxonburg Rotary is finalizing their plans and a small car cruise may be planned. Saxonburg Memorial Church is planning a concert at the Gazebo with Marianne Cornetti, and a Library auction fundraiser is being planned.
- The Mayor was asked by Joyce Hutterer to seek Council's guidance on the annual parade the day after Thanksgiving. She is asking whether to scale it down due to COVID-19 or keep it the same.
  - Mary said that our current COVID-19 guidance is to continue social distancing and that no candy be thrown at parades.
  - For street closures, it was decided that Joyce would just need to submit a letter with the parade date, as Council already approved street closures for future Holiday Parades.
  - Scott Herbst questioned whether anyone thought it was a bad idea to have a parade during an active respiratory pandemic.

The meeting was interrupted at 7:13 p.m.

Scott: Madam President, I rise to a question of privilege affecting the assembly. There are those present who are not wearing face coverings as mandated by the Governor. Are you going to do anything to redress the situation?

Sherry Weinzierl: No.

Scott: Madam President, I rise to a question of personal privilege. I do not feel safe in an environment where there are individuals, who, while in the throes of an active respiratory pandemic, choose to not cover their faces in accordance with the mandate of the governor of the commonwealth. Therefore, I will excuse myself for the remainder of these proceedings.

At this point, Scott left the meeting.

The Solicitor then cautioned that with Scott's departure, there was no longer a quorum. An informational meeting could continue, but no business could be conducted.

Carol Neubert arrived, and the quorum was restored.

The meeting reconvened at 7:15 p.m.

- Mayor Gillespie again asked Council's advice on the parade. Discussion ensued on whose responsibility it is to cancel if necessary, giving a final decision at the October Council meeting.

- Mary reminded the Council that our current COVID-19 guidelines limit outdoor events to 250 people in a cordoned-off space with one entrance and exit and someone keeping count. Mary then suggested the Mayor instruct Joyce to put as little money into the planning as possible in case it should need to be cancelled.

**Councilmembers** Business to be presented by Councilmembers

- June Crawford passed around a flier for a “Bikes & BBQs” gathering in Butler planned for September.

**Manager** Mary Papik

**Bills**

**Motion was made and seconded by Carol Neubert/June Crawford to approve the bills as presented: \$15,288.67 in checks paid from the Borough’s General Fund, of which \$10,669.81 is the Borough’s portion of the expense and \$4,618.86 the Authority’s portion of the expense. In addition, decrease adjustments in July from the Borough General Fund in the amount of \$35,831.24 of which \$16,365.16 was the Borough’s portion of the expense and \$19,466.08 was the Authority’s portion of the expense, and payroll for July 2020 in the amount of \$38,084.12 of which \$12,165.87 is the Borough’s portion of the expense and \$25,918.25 is the Authority’s portion of the expense. The motion carried.**

**COVID-19 Grant-Eligible Expenses**

Mary discussed Butler County’s grant application, which had a quick turnaround from the time the application was published to the date due. The Borough gathered all eligible expenses and submitted it in timely fashion. Mary will update the Councilmembers right away if we should hear back.

**MMO’s for Uniformed (Police) and Non-Uniformed Pension Plans for 2021**

**Motion was made and seconded by Dave Felsing/June Crawford to approve the Minimal Municipal Obligations (MMO’s) in the amount of \$11,400.00 for the Uniformed (Police) Pension Plan, and \$54,000.00 for the Non-Uniformed Pension Plan, and to include these in the 2021 Borough budget. The motion carried.**

**Maher Duessel Services Agreement**

**Motion was made and seconded by Carol Neubert/Dave Felsing to approve the three-year audit services agreement for the years 2020 – 2022. The motion carried.**

**Certificate of Appropriateness**

Mary explained that HARB met and approved the certificate of appropriateness for 170 West Main Street, which includes two signs and some painting on the front of the building.

**Motion was made and seconded by Dave Felsing/Carol Neubert to approve the certificate of appropriateness for 170 West Main Street. The motion carried.**

**Isabella Street Storm Water Update**

Mary informed the Council that the Borough Superintendent is ready to meet with Mr. Etzel soon to coordinate schedules and order the necessary materials.

### **Ordinances**

Mary explained that the wording changes updating the “Chicken Ordinance” to include ducks have been reviewed by the Solicitor and the Ordinance is ready for advertising.

**Motion was made and seconded by Dave Felsing/Carol Neubert to advertise Ordinance 474 which updates the “Chicken Ordinance” to include the keeping of ducks. The motion carried.**

### **Planning Commission Appointment**

**Motion was made and seconded by Carol Neubert/Dave Felsing to appoint Don Venturini to the Planning Commission to fill the unexpired term of Lee Anne Pennington (12/23). The motion carried.**

### **Festival 2021**

The 2021 Arts Festival dates will be September 11 & 12, 2021, encompassing the 20-year anniversary of September 11. Memorial plans will be included.

**Motion was made and seconded by Carol Neubert/Dave Felsing to being announcing through various free options that the Borough is looking for volunteers to help plan the 2021 Festival. The motion carried.**

**Solicitor**                      Solicitor Sean Gallagher  
The Solicitor had no further report at this time.

**Old Business**                      None

### **New Business**

- Mayor Gillespie reminded Council of the September 13 Take-Out Spaghetti Dinner fundraiser at the Hotel Saxonburg benefiting the Police Department through the Hotel Saxonburg.
- Dave Felsing reminded Council that the Fire Department is offering a Take-Out Chicken Dinner on September 12.
- Mayor Gillespie said that he and Chief Beachem are discussing better crosswalk signage and markings in the Borough but do not have a specific recommendation yet.

**Adjournment**                      The meeting adjourned at 7:42 p.m.

The next meeting is scheduled for Tuesday, September 15, 2020 at 7 p.m.

Jody Brown  
Secretary