

SAXONBURG BOROUGH
Meeting Minutes
November 17, 2020

President Weinzierl called the meeting to order at 7:05 p.m.

Roll Call Dave Felsing, Sherry Weinzierl, June Crawford, Josh Novotny, Carol Neubert, and Mayor Gillespie were present. Scott Herbst was present via remote connection. Pat Rinebolt was present via phone.

Christina McCormick was absent.

Also in attendance were Mary Papik/Manager, Sean Gallagher/Solicitor, Jody Brown Secretary/Treasurer, Fred Caesar, Brian Antoszyk, Karen Antoszyk, and Paula Grubbs.

Correspondence

- The Borough received \$6,776.53 in Franchise Fees from Armstrong on October 26. Deposit was made into the General Fund the same day.
- A thank you letter was sent to Gail Anderson on 11/3/2020 for Saxonburg historical items she donated to the Borough and Museum.
- On November 6, the Borough received a letter of resignation from Officer Brandon Huffman.

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, contract, and/or public safety 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 Dave Felsing/Pat Rinebolt to approve the Minutes of October 20, 2020. The motion carried.

Public Comments

None

Mayor

William Gillespie Jr.

- The Mayor discussed last weekend's activity in the Park with the ham radio operators. He reported that they were able to contact many different countries throughout the world as well as reach their U.S. contacts and had great discussions about Saxonburg. Overall, it was a positive experience and they expressed a willingness to return next year, possibly earlier in the year.
- The "Stuff the Cruiser" toy drive will be happening on Friday and Saturday after Thanksgiving. The police cruiser will be at the Library on Friday and at the Coffee Shop on Saturday. The toys collected will be donated to The Lighthouse Foundation. Last year, Saxonburg was their largest donor of toys. Fred Caesar has announced the toy drive online, and another announcement will be listed on the Borough's website.

- Grocery and food deliveries will continue. The running total is over 600 deliveries made. Every month there are 46 deliveries of groceries, plus the numbers of donated meals. If anyone knows of a person or family in need, please let the Mayor know.
- The second session of proper use of force training for the police happened two Saturdays ago, and it was well-attended by the officers. The Mayor believes the officers are really starting to enjoy the trainings and drills.
- Mayor Gillespie asked Council to approve the resignation of Officer Huffman. He had been primarily working Borough events, the Mayor said, and Officer Huffman has unfortunately been unable to attend the required special trainings.

Motion was made and seconded by Scott Herbst/Carol Neubert to accept Officer Huffman's resignation, with regrets. The motion carried.

Council Members Business presented by Council Members
None

Manager Mary Papik

Bills

Motion was made and seconded by Dave Felsing/Carol Neubert to approve the bills as presented: \$9,579.41 in checks paid from the Borough's General Fund, of which \$4,516.31 is the Borough's portion of the expense and \$5,063.10 the Authority's portion of the expense. In addition, decrease adjustments in October from the Borough General Fund in the amount of \$40,606.54 of which \$16,302.41 was the Borough's portion of the expense and \$24,304.23 was the Authority's portion of the expense, and payroll for October 2020 in the amount of \$81,043.70 of which \$26,941.05 is the Borough's portion of the expense and \$54,102.65 is the Authority's portion of the expense. The motion carried.

Health, Dental and Vision Insurance

Mary explained that the employee Dental and Vision insurances will not change for 2021, but that the UPMC plan will no longer be offered in 2021. The Borough/Authority's new insurance broker, Davevic, of Slippery Rock, presented other options for health insurance. One option includes the use of a Health Reimbursement Account (HRA), where the employer pays all or part of out-of-pocket expenses for the employees. Davevic estimates 50-60% usage of the HRA, and still estimates an overall savings of 12-24%, which would be joint with the Authority. Davevic will administer the HRA for around \$700 for the year. Doctors and networks remain the same because the current and 2021 plans are both UPMC. The new health plan does not exclude pre-existing conditions for the same reason and because UPMC is doing away with the current plan. Davevic will be meeting with the employees tomorrow to review the quick and easy system for reimbursements.

Motion was made and seconded by Carol Neubert/Josh Novotny to approve the UPMC Gold EPO \$1,500 \$35/\$50 Premium Network with HRA through Davevic,

UPMC Dental Advantage, and UPMC Vision Advantage plans for 2021. The motion carried.

2021 Schedule of Meetings

Mary offered to meet with Council members in small groups in early October 2021 so that they may go into details with the budget, capital projects, and splits, and they can ask questions. If Council is in favor, this will eliminate the need for the early October special budget meeting on the 2021 schedule. Mayor Gillespie and President Weinzierl thanked Mary for her offer to do the specialized meetings.

Motion was made and seconded by Dave Felsing/Carol Neubert to approve/advertise the 2021 meeting schedule with the deletion of the early October budget meeting. The motion carried.

SAA Board Re-Appointments

Motion was made and seconded by Carol Neubert/Pat Rinebolt to re-appoint Curt Heakins and Joe Neubert to the Saxonburg Area Authority Board with terms ending 12/2024. The motion carried.

Planning Commission Re-Appointments

Motion was made and seconded by Dave Felsing/Josh Novotny to re-appoint David Johnston, Jack DeMarco, and Carol Neubert to the Planning Commission with terms ending 12/2023. The motion carried.

HARB Re-Appointments

Motion was made and seconded by Carol Neubert/Josh Novotny to re-appoint Jack Hutterer, Gretchen Kaltenhauser-Gkurzawa, and Mary Papik to the Historic Architecture Review Board with terms ending 12/2023. The motion carried.

2021 Tax Resolution

Motion was made and seconded by Pat Rinebolt/Carol Neubert to approve Resolution #4-2020, setting the 2021 tax rates. The motion carried.

2021 Budget

Motion was made and seconded by Josh Novotny/Dave Felsing to approve the 2021 budget as advertised. The motion carried.

Butler County Message Campaign

Mary explained, per her email to the Council, that the Butler County Commissioners, along with local hospital groups and school districts have started an advertising campaign advocating the use of masks and avoiding gatherings. The intent is to keep the message in front of the public in order to help slow the spread of COVID-19. The County is asking for a Resolution or a Motion supporting this ad campaign. If approved, Saxonburg Borough Council would be added to the list of supporters in the ad, which is running daily in newspapers and on the Butler Radio Station. At this time, the County is not in favor of shutdowns, but it is watching the COVID case numbers closely and if there is not a significant reduction by Thanksgiving, the County has said they may resort to stronger measures. Saxonburg's joining the ad campaign as a supporter does not

create a mask mandate in the Borough (the State has already done that), nor does Saxonburg's support now translate to support of any possible future measures taken by the County.

Motion was made and seconded by Carol Neubert/Dave Felsing for Saxonburg Borough to support County leadership's message campaign to slow the spread of the coronavirus. The motion carried with June Crawford voting Nay.

Certificate of Appropriateness

Motion was made and seconded by Dave Felsing/Carol Neubert to approve the Certificate of Appropriateness for a new sign at 261 West Main Street's photography studio contingent upon approval by the HARB. The motion carried.

Reimbursement to Liquid Fuels

Mary explained that in 2018, a culvert collapsed in the Borough after a storm. The collapse was an emergency situation but because roads and bridges were out all over western Pennsylvania, contractors were very busy and Saxonburg was unable to find a contractor who could come right away. Eventually, Holbein agreed to put it on their schedule to fix. When a second collapsed culvert was discovered and it was also an emergency, Saxonburg again looked for a contractor. Eventually, Holbein stepped in again. The cost of repairs to each culvert wasn't large enough to trigger a formal bidding process; however, the two together was. Had they been listed as "emergencies" in the meeting Minutes or if an Emergency Declaration had been issued, the use of Liquid Fuels money to fix the culverts would have been acceptable according to PennDOT. Alternatively, because it took a few months for Holbein to free up to do the work, PennDOT's findings were that there was time to undergo the formal bidding process. Therefore, PennDOT is requiring the Borough to repay its Liquid Fuels account by the cost of the work for the two culverts: \$34,830.66.

Despite this, Mary explained that the Borough has made other street purchases this year, including a new truck and its new plow, the salt spreader and salt, etc. These expenses are eligible for reimbursement, pending PennDOT approval, from our Liquid Fuels account. Mary said the Borough will apply for reimbursement of these expenses this year and also next year with the 2021 expenses. She explained the Borough may not recoup the entire amount may come pretty close.

Motion was made and seconded by Pat Rinebolt/June Crawford to approve the reimbursement to the Liquid Fuels Account in the amount of \$34,830.66. The motion carried.

Solicitor

Solicitor Gallagher, Gallagher Law Group

The Solicitor had no further report at this time.

Old Business

None

New Business

Mayor Gillespie explained to the Council that the Police Department's AED unit needs a new battery. The new battery would cost \$400.00, however, the unit itself is outdated.

He presented a quote from Square One Medical in Cranberry for a Zoll AED Plus defibrillator unit and its needed accessories for \$1,350.00. The Mayor explained that this is the same unit the Ambulance Company has, so it will therefore be compatible.

Motion was made and seconded by Dave Felsing/Josh Novotny to purchase the new Zoll AED Plus defibrillator unit for the Police Department for \$1,350.00. The motion carried.

Executive Session The meeting recessed at 7:34 p.m. to go into Executive Session to discuss Employee, Contract, and/or Public Safety Matters.

The meeting reconvened at 7:50 p.m. and took the following action:

Motion was made and seconded by Dave Felsing/Carol Neubert to approve the 2021 office employee wages as presented. The motion carried.

Adjournment

The meeting adjourned at 7:54 p.m.

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

Jody Brown
Secretary