

SAXONBURG BOROUGH
Meeting Minutes
April 20, 2021

Pledge of Allegiance

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

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

Also in attendance were Mary Papik/Manager, Mike Gallagher/Solicitor, Jody Vettori Secretary/Treasurer, Fred Caesar, Crystal Seifert, Peter Watt, Tiffany Nolan from SABA, Aaron Piper, Jim Knapik of Saxonburg Rotary, Lee Leighton of Conny Creek Brewery, Ray Keogler, Carrie Yacono, Sue Yacono, Doug Sprankle of Sprankle's Market, Chuck Lewis of the Saxonburg Volunteer Fire Company, Don Venturini, and Sandra Simpson.

Pat Rinebolt, Carol Neubert, and Josh Novotny were absent.

Correspondence

- On April 12, the Borough received an email from Karen Antoszyk with the Saxonburg Area Rotary expressing their interest in removing and replacing some of the shrubs in Roebbling Park.
- The Borough has received nearly 40 emails from vendors interested in the Arts Festival.

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 June Crawford/Dave Felsing to approve the Minutes of March 16, 2021. The motion carried.

Public Comments

Lee Leighton

Lee and his wife are the owners of Conny Creek Brewing Company, which has a location inside Sprankle's Market offering beer and food. Lee asked for more information on the process for possibly adding a patio space on the West side of the grocery store for customers to eat and drink, and he provided renderings of the patio which allows for visibility from the intersection. Mary explained to the Council her conversations with Doug Sprankle about the patio, that ordinances require a 50-foot setback from the center of the road, which is not available. Due to this, Doug would need to apply for a variance by appealing to the Zoning Hearing Board. Council members responded favorably to the patio. When asked the hours of operation and late-night music or noise, Doug and Lee said the patio would follow the hours of the grocery store and would close at the latest at 9 p.m.

Mary offered to work with Doug on getting the formal paperwork done so that the Zoning Hearing Board could meet, and Council agreed.

Carrie Yacono

Carrie provided Council with a cost proposal for bringing in actors from Syracuse to perform a series of shows including a musical [about the Roebblings] for the Arts Festival.

Doug Sprankle

Doug presented a proposal to move Arts Festival vendors from the Park and the re-enactment areas to the Carnival Grounds during Oktoberfest, which would free up parking at the Park and the re-enactment lot. He provided a rendering of the Carnival Grounds with space for Oktoberfest and the Arts Festival. His proposal allows the Arts Festival to cohabitate with the Oktoberfest which would lower Borough costs of hiring security for the Borough as Doug has hired local security, as well as items such as trash collection and porta-potties that would be taken care of at the Carnival grounds.

Mayor

William Gillespie Jr.

The Mayor asked for an update on the Memorial Day festivities. The Secretary confirmed that the Borough is working with Tina from the Legion and that the PennDOT paperwork has been submitted.

Council Members

Business presented by Council Members

Scott Herbst

Scott provided an update on stormwater mapping: The GPS unit will be rented and the mapping completed by the end of May. From there, they can move forward with in-house design. Scott also reminded that CDC guidelines allow anyone over the age of 16 to get the COVID-19 vaccine.

Manager

Mary Papik

Bills

Motion was made and seconded by June Crawford/Scott Herbst to approve the bills as presented: \$20,324.15 in checks paid from the Borough's General Fund, of which \$12,484.37 is the Borough's portion of the expense and \$7,839.78 the Authority's portion of the expense. In addition, decrease adjustments in March from the Borough General Fund in the amount of \$29,093.55 of which \$13,497.39 was the Borough's portion of the expense and \$15,596.16 was the Authority's portion of the expense, and payroll for March 2021 in the amount of \$79,746.48 of which \$26,281.77 is the Borough's portion of the expense and \$53,464.71 is the Authority's portion of the expense. The motion carried with Dave Felsing abstaining.

Annual Audit Report 2020

Motion was made and seconded by Dave Felsing/June Crawford to accept the 2020 Municipal Annual Audit & Financial Report completed by Maher Duessel and to approve advertising it as required. The motion carried.

Billing Coordinator

Motion was made and seconded by Dave Felsing/Scott Herbst to accept Ms. Samantha Strickland's resignation, with regrets. The motion carried.

Motion was made and seconded by Sherry Weinzierl/Scott Herbst to approve hiring Ms. Melissa Wolfe retroactive effective April 7, 2021, at the rate of \$15.50 per hour, just as the Authority had similarly approved in their meeting earlier. The motion carried.

Blue Jar Candle Company

Mary explained this request for No Parking signs on May 1 from 11 a.m. to 3 p.m. for the spaces in front of the business in order to park their branded truck in front of the store for their Grand Opening that day.

Motion was made and seconded by Dave Felsing/Scott Herbst to allow the No Parking signs to be placed in the two spaces in front of the Blue Jar Candle Company on May 1 from 11 a.m. to 3 p.m. The motion carried.

Butler County Board of Commissioners Park Grant

Motion was made and seconded by Scott Herbst/Dave Felsing authorizing the appropriate people to sign the grant agreement when it comes in. The motion carried.

Municipal Building Roof and Siding Work

Mary explained that the roof and siding bids that came in were for twice the anticipated amount.

Motion was made and seconded by Scott Herbst/Dave Felsing to reject all bids for the roof and siding of the Municipal building and to readvertise for only the roof portion of the project. The motion carried.

Park/Cooper Hall

- Lucy Boehler is returning to her cleaning duties this month, to the Council's pleasure.

Motion was made and seconded by Dave Felsing/Scott Herbst to approve \$30.00 per hour as the wage for Lucy Boehler. The motion carried.

- Mary explained that proposals for the Gazebo roof cleaning and sealing will cost approximately \$2500, and that a new metal roof proposal has come in at \$9,000 that would match the roofing of the other Park buildings. The Pavilion roof was budgeted at around \$10,000 and has procured grant funding for \$7,500 for it instead.
- Fred Caesar said that the Friends of the Museum could offer about \$2,500 toward the Gazebo roof.

Motion was made and seconded by Dave Felsing/Scott Herbst to accept the bid of approximately \$9,000 to replace the gazebo roof with a metal roof. The motion carried.

- Mary asked Council's permission to place the second kegerator sale on Muncibid.

Motion was made and seconded by Scott Herbst/June Crawford to approve advertising the sale of the second kegerator on Muncibid. The motion carried.

- Mary explained that Chuck revisited the Park's landscaping costs from his Superintendent's Report and would like permission to get one (1) triaxle of mulch. Mary is looking into the possibility of having people on work release to spread the mulch.

Motion was made and seconded by Dave Felsing/Scott Herbst to approve purchasing one (1) triaxle of mulch. The motion carried.

- The Saxonburg American Legion would like to place a bench on Main Street or in Roebing Park, to any specifications the Borough needs. The bench would be made of Trex Composite Decking material, believed to be maintenance free, and would be cemented down. The Council welcomed the idea of this bench and decided to ask the businesses on Main Street if anyone would prefer to have it in front of their location.
- The Saxonburg Area Rotary Club is offering to do the work of replacing the dying shrubs in front of the Museum that are hiding the Museum entrance, as well as replace the shrubs around the gazebo that have grown taller than the railing, keeping the shrubs on either side of the gazebo steps in place. If the Borough would choose and provide the new shrubs, the Rotary Club would do the legwork. The Council decided to wait until next year to make changes to the shrubs in the Park due to funding this year's roofing projects.

- The Saxonburg Library has requested a special, non-profit, or discounted rate for their Booktoberfest fundraiser intended for Saturday, October 23 at Cooper Hall. The Council decided not to act on this request as they did away with discounted rates.
- The Red Cross has asked permission to use Cooper Hall for a quarterly blood drive schedule. They have no budget to pay for the rental or for cleaning. They would need 7 tables, 25 chairs, and would disinfect surfaces after each donor. No dates have been provided to the Borough. The Council decided not to act on this request as they did away with discounted rates.
- Mary explained the difficulties in getting estimates for the Air Handler/AC Unit work due to the lack of available materials, the location of the heavy units in the ceiling of Cooper Hall, and some contractors who simply refused to provide estimates knowing they would be expensive and wouldn't get the work. Cunningham Shanor provided the only estimate at approximately \$9,000. Council's discussion included the strain on the working units, using fans, or the availability of budgeted Capital Funds to have the work done.

Motion was made and seconded by Dave Felsing/Scott Herbst to accept the proposal by Cunningham Shanor to replace the Air Handler/A/C unit, possibly using Capital Funds, not to exceed \$11,000. The motion carried.

- Mary explained that, in the beginning of the Pandemic, the Museum was closed due to the COVID-19 cleaning requirements and expense of the special cleansers to be used on soft surfaces like Museum display items. But recently, it's been accepted that closing the Museum for 72 hours after a visit will suffice. Fred Caesar agreed that he would show the Museum for small groups by appointment if Council wishes to reopen it.

Motion was made and seconded by Sherry Weinzierl/June Crawford to open the Museum by appointment only, following CDC guidelines. The motion carried.

Arts Festival 2021 Parking & Security Options vs. Cancellation

Discussion included:

- The need for a Chairperson and a volunteers.
- Tiffany Nolan offered to take a list of duties to SABA to see if a Chairperson would step forward.
- Doug Sprankle offered to take on the logistics of trash, advertising, and security for the Carnival grounds, etc. Doug would sublet parts of the Carnival grounds to the Borough for vendor space, letting the Borough set the vendor prices.
- The Solicitor and Doug clarified that by "sublet," Doug meant for insurance purposes only, for a nominal cost such as one dollar.
- Chuck Lewis said that while the Fire Company has not made a final vote but is on board and working together with these ideas. He said they worked out the vendor spaces on paper and need to walk the grounds and thinks they can provide the same number of vendor spaces as the Park holds.
- Fred Caesar said the net income from the Arts Festival had decreased from 2015 to 2019, and that what Doug has offered sounds like it will net more money than what's been done in the past.
- There was initial concern that some vendors may not like the change of location, but many vendors will be glad to have a place to sell, especially because they've been hit so hard this past year.
- Jim Knapik, of the Saxonburg Rotary who is working with Oktoberfest, pointed out that Doug Sprankle is planning this Oktoberfest annually, so this could be the first of many such collaborations and that vendors who may be initially hesitant will see the success and will want to be involved going forward.

- Carrie Yacono suggested Co-Chairs for the Festival rather than one Chairperson to shoulder the tasks and volunteered to be a Co-Chair. She also suggested reaching out to Concordia for additional parking.
- Scott Herbst said he would be interested in being a Co-Chair and offered to meet with Doug Sprankle, Chuck Lewis, and others to work out the details of combining the Arts Festival with Oktoberfest.

Motion was made and seconded by Dave Felsing/Scott Herbst to move forward with the Sprankle/Fire Company plan and advertise for the Arts Festival. The motion carried.

Solicitor Solicitor Gallagher, Gallagher Law Group
The Solicitor had no further report at this time.

Old Business None

New Business None

Executive Session The meeting recessed at 8:40 p.m. to go into Executive Session to discuss Employee, Contract, and/or Public Safety Matters.

The meeting reconvened at 9:09 p.m. and took the following actions:

Motion was made and seconded by Scott Herbst/Dave Felsing to approve advertisement of the Ordinance adopting the Police Services Agreement, subject to Saxonburg Borough and Summit Township finalizing the few outstanding items remaining, and any outstanding items raised by Summit Township, and subject to the final review of the Solicitor, the President of Council and the Mayor of Saxonburg Borough. The motion carried.

Motion was made and seconded by Scott Herbst/Dave Felsing to hire Jordan Ray as a summer intern at the rate of \$12.00 per hour. The motion carried.

Adjournment
The meeting adjourned at 9:18 p.m.

The next meeting is scheduled for Tuesday, May 18, 2021 at 7 p.m.

Jody Vettori
Secretary